



# TOWN OF KILLINGLY

## PLANNING & DEVELOPMENT OFFICE

172 Main Street, Killingly, CT 06239  
Tel: 860-779-5311 Fax: 860-779-5381

### MEMORANDUM

TO: Elizabeth Wilson, Killingly Town Clerk  
FROM: Ann-Marie L. Aubrey, Director of Planning and Development  
DATE: September 22, 2020  
SUBJECT: Planning and Zoning Commission – Zone TEXT Change Application #19-1221; Town of Killingly, Planning & Zoning Comm.; under Article IX, Section 900 Amendments; update and revision of Section 530 (Off Street Parking and Loading) of the Town of Killingly Zoning Regulations.

In accordance with Connecticut General Statutes Section 8-3(d) the Killingly Planning and Zoning Commission notifies you that the Commission has **approved – Zone TEXT Change Application #19-1221; Town of Killingly, Planning & Zoning Comm.; under Article IX, Section 900 Amendments; update and revision of Section 530 (Off Street Parking and Loading) of the Town of Killingly Zoning Regulations.** A complete copy of the zone text change, with edits, is attached hereto and incorporated herein for your convenience.

In accordance with the Governor's Executive Order (due to COVID-19) the decision legal not was posted in the Killingly Town Clerk's Office and on the Killingly Website on TUESDAY, SEPTEMBER 22, 2020. In accordance with said Executive Order, a fifteen (15) day appeal period commenced on that date. **The appeal period will end at the end of the business day on WEDNESDAY, OCTOBER 7, 2020. Provided no appeal is taken; the approved text change will become effective on MONDAY, OCTOBER 19, 2020 AT 12:01 am.**

**If appealed, and there is a positive finding of the court in favor of the Town of Killingly (i.e. the court upholds the zone text change), the Zone text change will become effective immediately upon the publication of the court's decision.**

Any inquiries or questions regarding the zone text change can be directed to my attention at 860-779-5311. Thank you for your consideration.

cc:	Mary T. Calorio, Town Manager (email)	Jill St. Clair, Dir. Economic Dev. (email)
	Jonathan Blake, Planner 1 (email)	Marina Capraro, Asst. Planner (email)
	Tracy Bragg, Building Official (email)	Randy Burchard, Fire Marshal (email)
	Paul Gazzola, Asst. Bldg. Off. (email)	William Skene, Asst. Fire Marshal (email)
	Diane Guertin, Adm. Secretary (email)	Pat Colburn, Adm. Secretary (email)
	David Capacchione, Town Engineer (email)	Gary Martin, Asst. Town Engineer (email)
	Mary Bromm, Comm. Dev. Adm. (email)	

**NOTE: PLEASE KEEP THIS MEMORANDUM POSTED UNTIL WEDS., OCTOBER 7, 2020. THANK YOU.**

## SECTION 530 OFF STREET PARKING AND LOADING

### Section 530 – Methodology

Off-street parking shall be provided to meet the demand for the proposed land use. The applicant shall calculate this demand based on accepted standards, such as published in the Institute of Transportation Engineer's Parking Generation Reports. Mixed-use projects shall provide parking according to a shared parking analysis that projects parking needs based on the peak hour of parking demand. For example, a building with first-floor retail and office space and upper-floor residential will be able to adjust total parking demand to address the fact that peak residential parking demand will occur in the evening, while peak office parking demand will occur during the day. This analysis shall be based on accepted methodologies, such as the Urban Land Institute Shared Parking Study.

*The parking demand projections and methodologies shall be subject to approval by the Planning and Zoning Commission.*

### Section 530.1 – Applicability

These parking standards shall apply to any development in the Town of Killingly.

### Section 530.2 – Off Street Parking Guideline

These new parking guidelines are based on changing industry standards and needs; and should be reviewed periodically. If an applicant cannot provide an accepted parking demand projection and methodology (Section 530) then the following shall serve as the required parking for the proposed land use.

RESIDENTIAL USES		
USE	MINIMUM PARKING SPACES REQUIRED	LOADING SPACES
Single-Family	2 spaces per unit	
Two-Family	2 spaces per unit	
Multi-Family	Efficiency & 1 bed unit: .75 spaces per unit 2+ bedrooms: 1.5 spaces per unit	1 off-street loading space per 40,000 sq. ft. of building area
Public Elderly Housing	1 space per unit	
Secondary Dwelling Unit	1 space per unit	
Home Office / Occupation	1 per visitor (max 3)	
BUSINESS USES		
USE	PARKING SPACES REQUIRED (PER SF OF GFA)*	LOADING SPACES (PER SF OF GFA)*
Office (or similar) Use	1 space per 200 SF	
INDUSTRIAL		
Light Industrial Use	1 space per 1,000 SF	1 off-street loading space per 40,000 sq. ft., or fraction thereof, excluding basements
Industrial Use	1 space per 2,000 SF	
SALES		
USE	PARKING SPACES REQUIRED (PER SF OF GFA)*	LOADING SPACES (PER SF OF GFA)*

Retail Stores > 100,000 SF	1 space per 200 SF	1 off-street loading space per 40,000 sq. ft., or fraction thereof, excluding basements
Retail Stores ≤ 100,000 SF	1 space per 300 SF	
OTHER USES		
Restaurant	1 space per 4 seats, or 1 space per 150 SF	1 off-street loading space per 40,000 sq. ft., or fraction thereof, excluding basements
Hotel / Motel / Inns	1.2 spaces per sleeping room	
Hospital	1.5 spaces per bed	
Churches and Places of Worship, Theaters, Assembly Halls, and Social Clubs	1 space per 4 seats of total seating capacity	
Vehicle Repair Garages, Service Stations, Paint and Body Shops, Welding Shops or Similar	3 per service bay	
EDUCATION		
Schools (Public or Private)	2 per classroom, plus 1 space per each 8 seats in auditorium or assembly area where seating is fixed or 1 per 50 SF of auditorium or assembly area where seating is not fixed	
Nursery Schools, Kindergartens, Day Care Centers (Public or Private)	2 per classroom	
University, College, Prof. Education	10 spaces per classroom, plus 1 space per each 8 seats in auditorium or assembly area where seating is fixed or 1 per 50 SF of auditorium or assembly area where seating is not fixed	
Fraternity, Sorority, Dorm	1 space per sleeping rm	
*GFA = Gross Floor Area, SF = Square Feet		

### Section 530.3 – Accessible Parking Spaces (Meeting Americans with Disabilities Act; ADA)

Accessible parking spaces shall be required in accordance with CGS 14-253a and the Connecticut Building Code, regarding location, size, marking, signage, and required number of accessible spaces based on use and size of parking lot. Those accessible spaces shall also be following the ADA Standards for Accessible Design (2010 Standards, which may be amended).

Accessible parking spaces shall be as close as possible to a building entrance or walkway leading directly to a building entrance and shall be adjacent to curb cuts or other unobstructed methods permitting sidewalk access to those utilizing the accessible parking.

Van Parking; where accessibility is required, a minimum of 1 van parking space shall be provided, and additional van spaces shall be provided at a rate of 1 van space for every 6 accessible parking spaces required. The van parking space shall be of such size as to accommodate a van designed for wheelchair

elevation and transport. Each public parking garage or terminal shall have a minimum of two van accessible parking spaces complying with this section.

#### **Section 530.4 – Loading space standards.**

Every commercial, industrial, wholesale and hospital or convalescent use, or addition thereto must maintain at least one paved off-street loading space of not less than 15 feet in width, 40 feet in length and 14 feet vertical clearance. For wholesale and industrial buildings, there shall be one such off-street loading space for every 40,000 square feet of floor area or portion thereof, excluding basements. No such loading space shall be less than 20 feet from any property line or street line.

#### **Section 530.4.1 – Parking Lot Standards:**

All off-street parking and loading facilities shall be designed with appropriate means of vehicular access to a street as well as maneuvering areas. Detailed plans shall be submitted to the Town Engineer and where appropriate to the state highway department for approval of all curb cuts or driveway openings before a permit may be obtained therefor.

- a. No parking lot area shall be located within twenty (20) feet of any property line, street, or road, if abutting property is zoned or used residentially. The parking lot area may be located within ten (10) feet of the property line if the abutting lots are not zoned and not used for residential purposes. Such requirements do not include the driveway entering or exiting the site.
- b. No parking lot shall be located less than five (5) feet from any wall of any building to allow for pedestrian walks and/or landscaping.
- c. Dead-end parking aisle interior drives shall be extended five (5) feet further than the last space to allow movement of a vehicle in and out of a parking space.
- d. Where reasonable alternate access is available, the vehicular access to the lot shall be arranged to avoid traffic use of local residential streets situated in or bordered by residential districts.
- e. Where a lot has frontage on two (2) or more streets, the access to the lot shall be provided from the street where there is lesser potential for traffic congestion and for hazards to traffic and pedestrians.
- f. The street giving access to the lot shall have traffic carrying capacity and be suitably improved to accommodate the amount and types of traffic generated by the proposed use.
- g. Where the lot has frontage on an existing street, proper provisions shall be made for grading and improvement of shoulder and sidewalk areas within the right-of-way of the street and for the provision of curbs and sidewalks, as approved by the Commission and in accordance with the pattern of development along the street.
- h. Appropriate provisions shall be made to prevent vehicles from overhanging walkways and from damaging trees or other landscaping materials.
- i. Adequate lighting shall be provided in all lots. Lighting shall be arranged and installed to minimize glare to adjacent property and adjacent streets and highways.
- j. For each parking space, a minimum of twenty (20) square feet of landscaped area shall be provided within the parking area or along the periphery of the parking area. For the purposes of this section, the parking area shall be defined as that area used for parking, backup space and driveways associated with the parking lot. For those parking lots containing in excess of twenty spaces, a minimum of fifty percent of the required landscaping must be provided within the parking area.

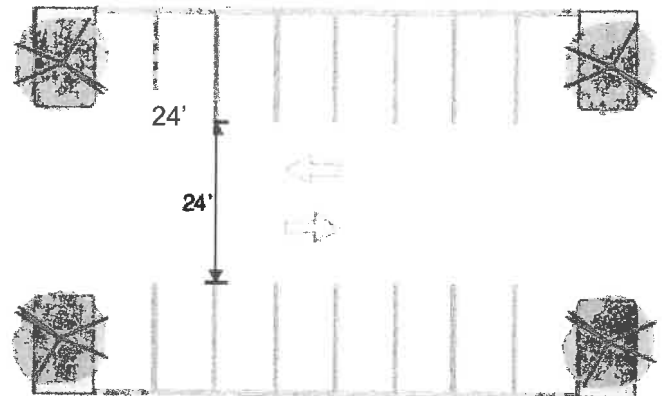
### Section 530.4.2 – Parking Lot Size Requirements:

- a. As a minimum, an off-street parking space shall consist of 162 square feet (9 feet by 18 feet) of storage space for 1 automobile, plus adequate space for maneuvering and parking. For Parallel Parking the minimum size increases to 180 square feet (9 feet by 20 feet).
- b. For compact vehicles only, as a minimum, an “off-street parking space” shall consist of 128 square feet (8 feet by 16 feet) of storage space for 1 automobile, plus adequate space for maneuvering and parking.
- c. Adequate space for maneuvering and parking shall mean the following:
  1. Two-way aisles between parking spaces shall be at least 24 feet in width.
  2. One-way aisles between parking spaces shall be at least 18 feet, 6 inches in width for 45-degree angle parking; at least 18 feet, 6 inches in width for 60-degree parking; and at least 24 feet in width for 90-degree parking.

### Section 530.5 – Entrances and exits

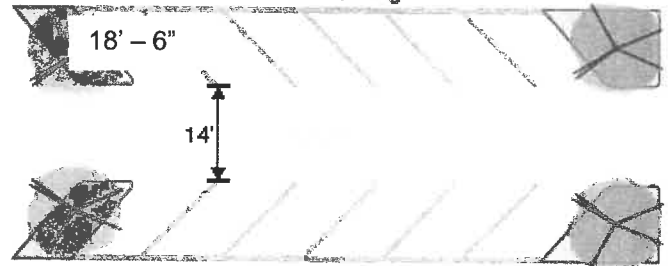
Each parking or loading space shall be provided with adequate area for approach, turning and exit of the vehicle for which it was designed without need to use any part of a public street right-of-way. Points of entrance and exit for driveways onto the street shall be not less than 12 feet in width for each lane of traffic using the driveway, but the total width of such entrance or exit shall not exceed 30 feet. No such driveway shall be within 10 feet of any other driveway on the same property or within 10 feet of any property line.

Two-Way Aisles

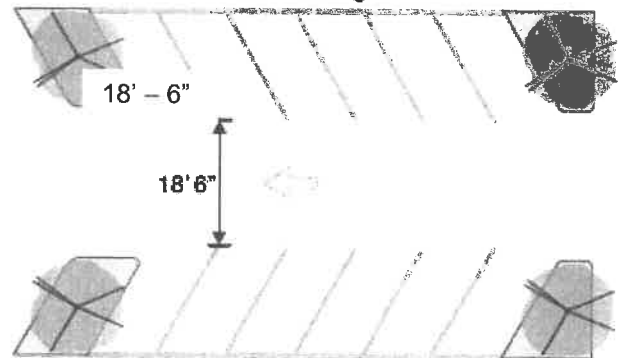


One-Way Aisles

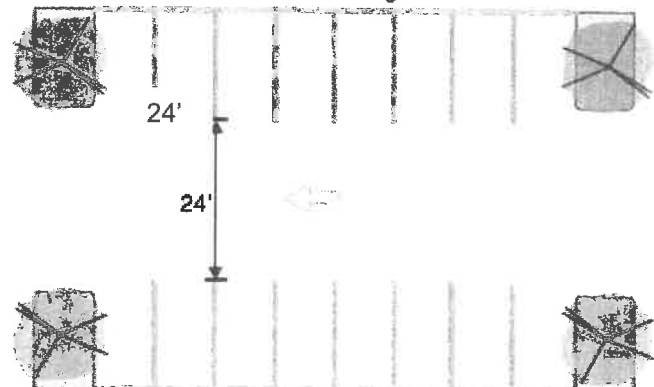
45° Parking



60° Parking



90° Parking



### **Section 530.6 – Construction**

All off-street parking and loading areas shall be suitably improved, graded, stabilized and maintained so as to cause no nuisance or danger from dust or from surface water flow. All such areas shall have a slope of no less than one percent and should in general not exceed a slope of three percent. However, the maximum allowed slope for all such areas shall be five (5) percent. All parking areas developed for commercial, industrial or multi-family purposes shall be paved with a minimum of three (3) inches of bituminous concrete over six (6) inches of processed aggregate base on a prepared sub-grade and shall be defined by curbs and all parking spaces shall be defined by lines, except that a parking area in a flood hazard district shall have a dust free permeable surface to allow the absorption of flood.

In the event the Inland Wetlands Commission determines that paving a parking area (located in an area under its jurisdiction) will be injurious to an adjacent wetland, the Planning and Zoning Commission may waive the above paving requirements.

When MS4 requirements outweigh or take precedent over the above regulations as determined by the Town Engineer or Town Managers Designee (MS4 Agent); the applicant may be required to provide pervious surface parking in the form and manor as recommended by the Town Engineer or Town Managers Designee (MS4 Agent) based upon the site conditions.

### **Section 530.7 – Joint use**

Joint parking areas and loading spaces may be established by the owners of separate contiguous lots in order to provide the total number of off-street parking and loading spaces required. In such case, the 20 foot requirement specified in 530.4.1 may be waived for the common property line.

### **Section 530.8 – Prohibited parking – Low Density & Medium Density**

In the Low and Medium Density residential district(s), the parking of any tractor semi-trailer or tractor-trailer combination, any semi-trailer, or any truck (or earth moving machine, motorized equipment, or vehicle) having a light weight in excess of three tons for more than twelve (12) hours, expressly excluding registered farm vehicles or farm implements and no more than two (2) emergency repair vehicles of a public service company, or vehicles or equipment being used exclusively for either on-site construction for which a building permit has been issued, or on-site earthwork permitted by right or for which a special permit has been issued, shall be prohibited.

### **Section 530.9 – Prohibited parking – Rural Development**

In the Rural Development District, the parking on any lot of more than one tractor semi-trailer or tractor trailer combination, more than one semi-trailer, or more than one truck having a light weight in excess of 30,000 pounds for more than twelve (12) hours, expressly excluding registered farm vehicles or farm implements, or vehicles or equipment being used exclusively for either on-site construction for which a building permit has been issued, or on-site earthwork permitted by right or for which a special permit has been issued, shall be prohibited.

### **Section 530.10 – Commercial Vehicles**

#### **Rural Development**

No parking of more than five (5) commercially registered vehicles or earth moving machines, or any combination thereof, expressly excluding registered farm vehicles or farm implements, or vehicles or equipment being used exclusively for either on-site construction for which a building permit has been issued, or on-site earthwork permitted by right or for which a special permit has been issued, shall be permitted on any lot in the Rural Development District. Section 530.9 however, which is more restrictive for certain commercial vehicles, shall apply.

#### Low Density Zone

No parking of more than three (3) commercially registered vehicles, expressly excluding farm vehicles, or farm implements, or vehicles or equipment being used exclusively for either on-site construction for which a building permit has been issued or on-site earth work permitted by right or for which a special permit has been issued, shall be permitted on any lot under separate ownership in the low density residential district. Section 530.8, however, which is more restrictive for certain commercial vehicles, shall apply.

#### Medium Density Zone

No parking of more than two (2) commercially registered vehicles, expressly excluding farm vehicles or farm implements, or vehicles or equipment being used exclusively for either on-site construction for which a building permit has been issued, or on-site earthwork permitted by right or for which a special permit has been issued, shall be permitted on any lot under separate ownership in the medium density residential district. Section 530.8, however, which is more restrictive for certain commercial vehicles shall apply.

### **Section 530.11 – Phased parking development**

Deferred Installation. With respect to the installation of parking spaces required by this Section, the Commission may, upon request by any property owner or other applicant, defer the immediate installation of a portion of the required number of parking spaces upon the following conditions:

1. That the parking plan submitted to the Commission show the layout for the full parking requirement and identify those spaces (designated as "reserve space") for which deferral of immediate installation is requested;
2. The balance of the spaces not constructed shall be designated as "reserve spaces" on the site plan, laid out as an integral part of the overall parking layout, must be located on land suitable for parking area development and either left in its natural state or suitably landscaped;
3. That the Commission find the reduced number of parking proposed to be installed will adequately serve the proposed development;
4. That the owner file with the Commission, and note on the parking plan, an agreement obligating the owner, his heirs or successors and assigns to install such remaining parking spaces within ninety (90) days after the date of any request by the Commission to do so; and that such agreement be incorporated by reference as a condition of approval, the parking for which is affected by this subparagraph, and be so recited in the approval letter for recording on the land records.

### **Section 530.12 Interpretation of off-street parking requirements**

Where fractional spaces result, the parking spaces required shall be construed to be the next highest whole number.

In the case of mixed uses, uses with different parking requirement occupying the same building or premises, the parking spaces required shall equal the sum of the requirement of the various uses computed separately except in the case of public, parochial or private schools.

### **Section 530.13 Existing off-street parking and loading facilities**

Where, as of the effective date of this Section, off-street parking facilities and off-street loading spaces are provided conforming in whole or in part to the provisions of this section, such off-street parking facilities and off-street loading spaces shall not be altered or reduced in area below the requirements set forth herein.

In the event, however, that there shall be an enlargement or alteration of any building served by such off-street parking facilities or off-street loading spaces or a new or changed use of the property requiring additional off-street parking facilities or off-street loading spaces under the provisions of this section, such additional off-street parking facilities or off-street loading spaces shall be provided as required herein.

### **Section 531 – Abandoned, Inoperative, Etc. Motor Vehicles**

Nothing contained in these regulations shall prevent the enforcement of Article III: Abandoned, Inoperative, Etc. Motor Vehicles (Killingly Code of Ordinances).

### **Section 532 – Green infrastructure and improvements**

Green infrastructure is a network providing the ingredients for solving urban and climatic challenges by responsible development. The Town of Killingly encourages all developments to focus on site improvements that address renewable energy, public transportation, stormwater management, climate adaptation, biodiversity, air quality, clean water and healthy soils; with the intention to increase the quality of life of residents present and future.

Site improvements can be unique depending on the geographic location in Killingly and the proposed land use. Site improvements can consist of but are not limited to electric charging stations, bike racks, public transportation stops, rain gardens, community gardens, dedicated public space, parks, pedestrian friendly walkways, etc.