



To: Planning Board
From: Don Buczek, Assistant to the City Manager
Date: [October 9, 2018](#)
Subject: Staff Report for Parking Lot Expansion at 7171 Wilmington Dayton Road [Revised](#)

Summary of the Request

Heritage Christian Church is requesting approval to expand their parking lot.

Applicant Information

Heritage Christian Church
David Ladd, Administrative Pastor
7171 Wilmington Dayton Road
Bellbrook, Ohio 45305

Current Zoning District

R-1B Single Family Residential

Parcel Identification

L35000200130014400 / L35000200130014500 / L35000200130014600 / L35000200130014300

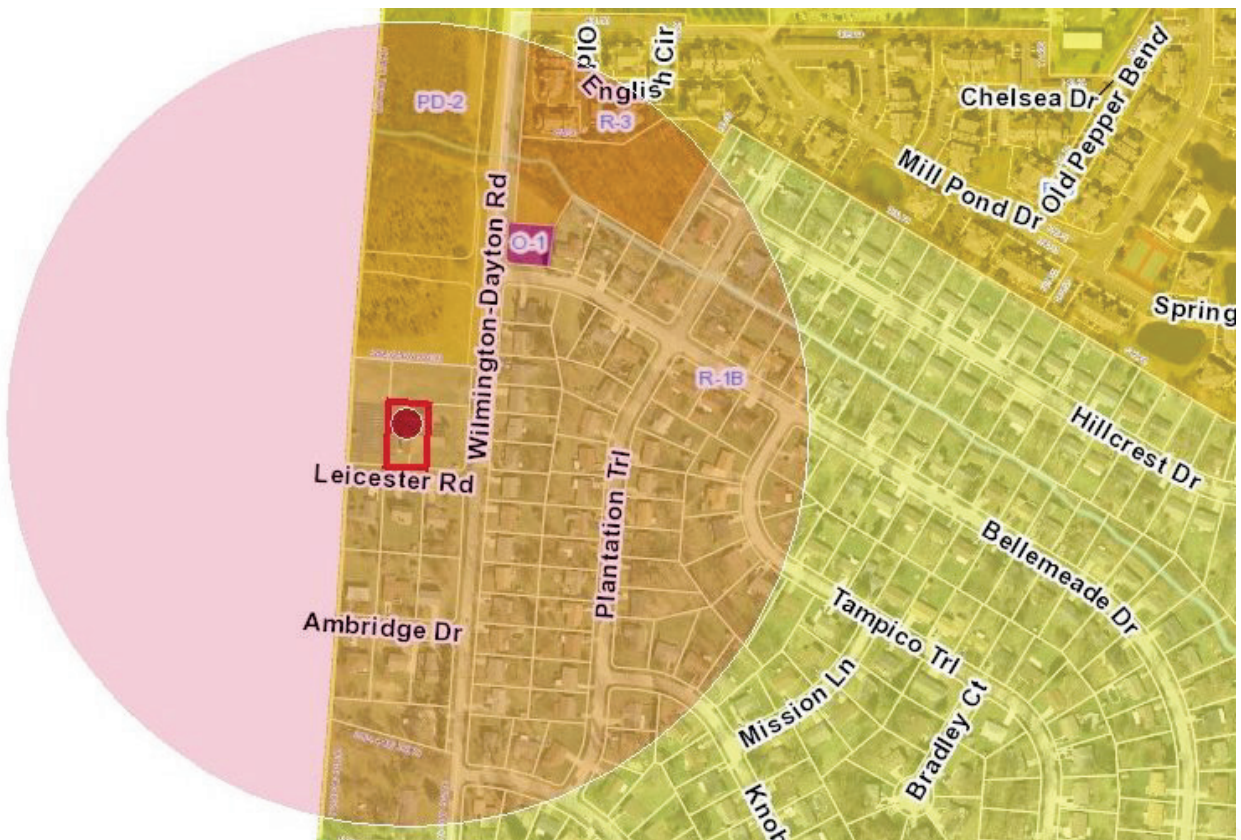
Additional Actions or Next Steps to be taken by the City

The Planning Board is the only approval needed for off street parking lot expansions with the input of the city engineer, Police, Fire, and Service Departments.

Applicant's Reason for the Request

Heritage Christian Church recently absorbed the former Bellbrook Church of Christ and has a larger congregation than the former church. They would like to expand the parking lot to meet the needs of their growing congregation.

Surrounding Land Use within 1,000 Feet



Zoning Code Requirements

See below for applicable requirements found in Article 18.16 Off Street Parking Regulations:

- Plot Plan to be submitted for approval by the city and Planning Board
 - Plan submitted – see enclosed
 - Plan approved by city engineer, Police, Fire, and Service Departments
- Parking lots need to be a hard surface (asphalt or concrete)
 - Parking lot will be asphalt
- The parking lot is to be screened along residential areas
 - The existing lot is mostly screened. The neighbor does not want to fill in the screening. The new lot will be mostly screened.
 - On October 4, I spoke with the neighbor at 7501 James Bradford Drive and he does not want additional screening to be installed along the parking lot.
- Lighting should be not less than one half lumen of light per square foot and should not be offensive to adjoining properties
 - The existing light pole has 4 - 400w lamps that could produce over 100,000 lumens. The total parking lot square footage will be [47,626](#). Therefore, the church will only need [23,813](#) lumens.

- The lights can be re-directed or adjusted with the new parking lot.
- [Consideration should be made to add a new light pole with the revised configuration of the site plan.](#)
- Wheel stops or other physical barriers shall be provided for all boundaries of the parking area
 - No wheel stops currently exist.
- Churches are required one parking space for each three seats in the main building (this building pre-dates the zoning code)
 - The main building seats 270 people, therefore requiring 90 spaces.
 - The existing lot has 47 spaces and the new lot will have [56](#) spaces for a total of [103](#) spaces.
- Parking Lot Dimensions – the below dimensions are required in the code. The engineer has proposed dimensions that do not fit the code, but do fit the existing parking lot.
 - Width of individual spaces = at least 9 feet
 - Length of individual spaces = at least 19 feet
 - Width of travel lane = at least 23 feet
 - Note: Handicapped spaces are regulated by the building inspector

Flood Plain Information

Parcels not in the Flood Plain

Comments from City and County Agencies

Comments from City Engineer (Jeff Dietrich – IBI Group 10/1/18):

The site plan is acceptable. More details for proposed grades and the stormwater report will be needed.

[*As of 10/9/18, I do not have comments from the engineer on the revised plan. I hope to have comments from the engineer by 10/10/18.*](#)

Comments from Police Chief (Doug Doherty 10/1/18 & 10/9/18):

Ingress/egress should be kept to Leicester Drive to avoid negatively impacting Wilmington Dayton Road. There is room for emergency equipment.

Comments from Fire Chief (Jim Neidhard 10/1/18 & 10/9/18):

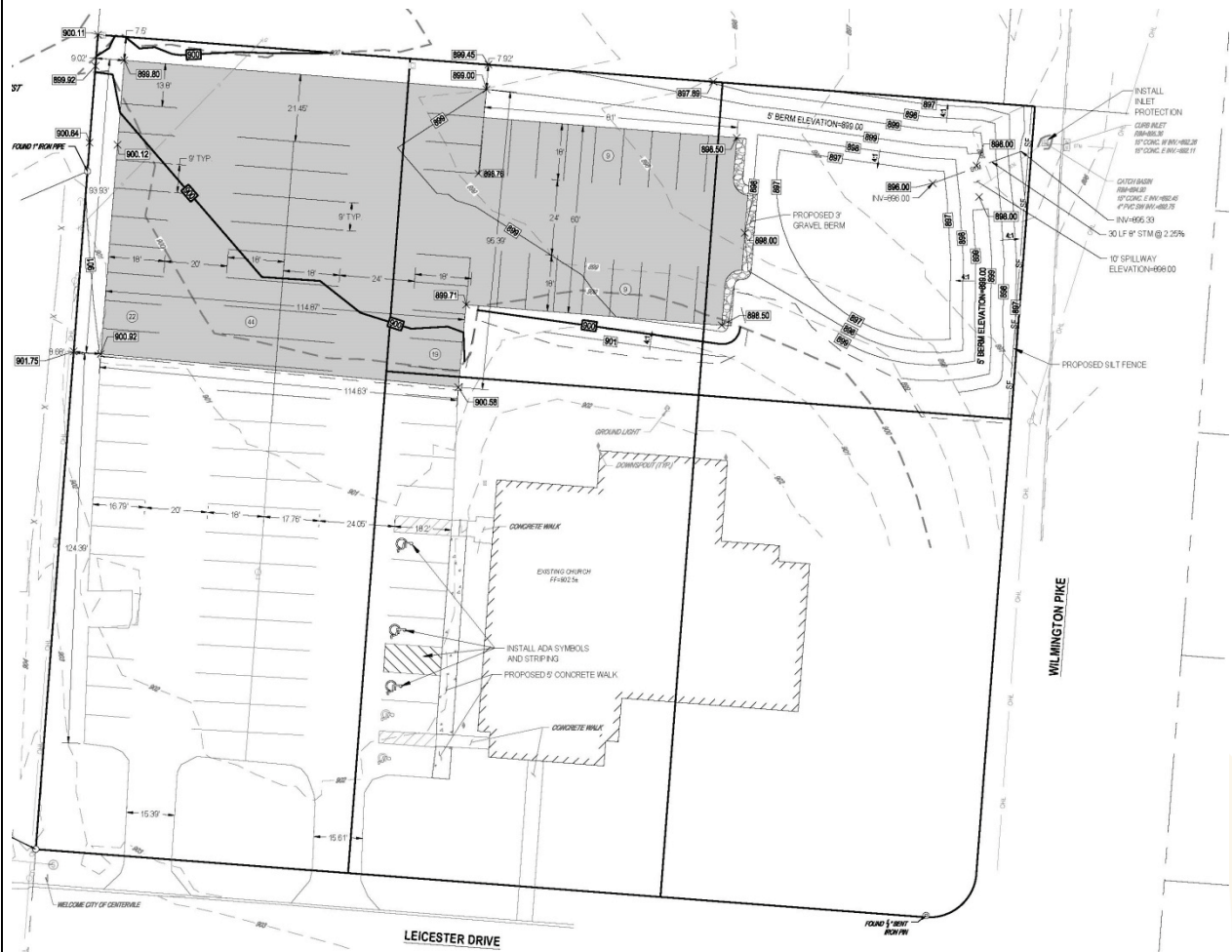
No concerns about emergency access.

Comments from Service Director (Ryan Pasley 10/1/18 & 10/9/18):

No concerns with plan – will have Service Department employee on site when contractor connects to the storm drain.

Supporting Maps & Graphics

Revised Site Plan (Cropped)



Aerial View



Field Pictures







Staff Recommendation

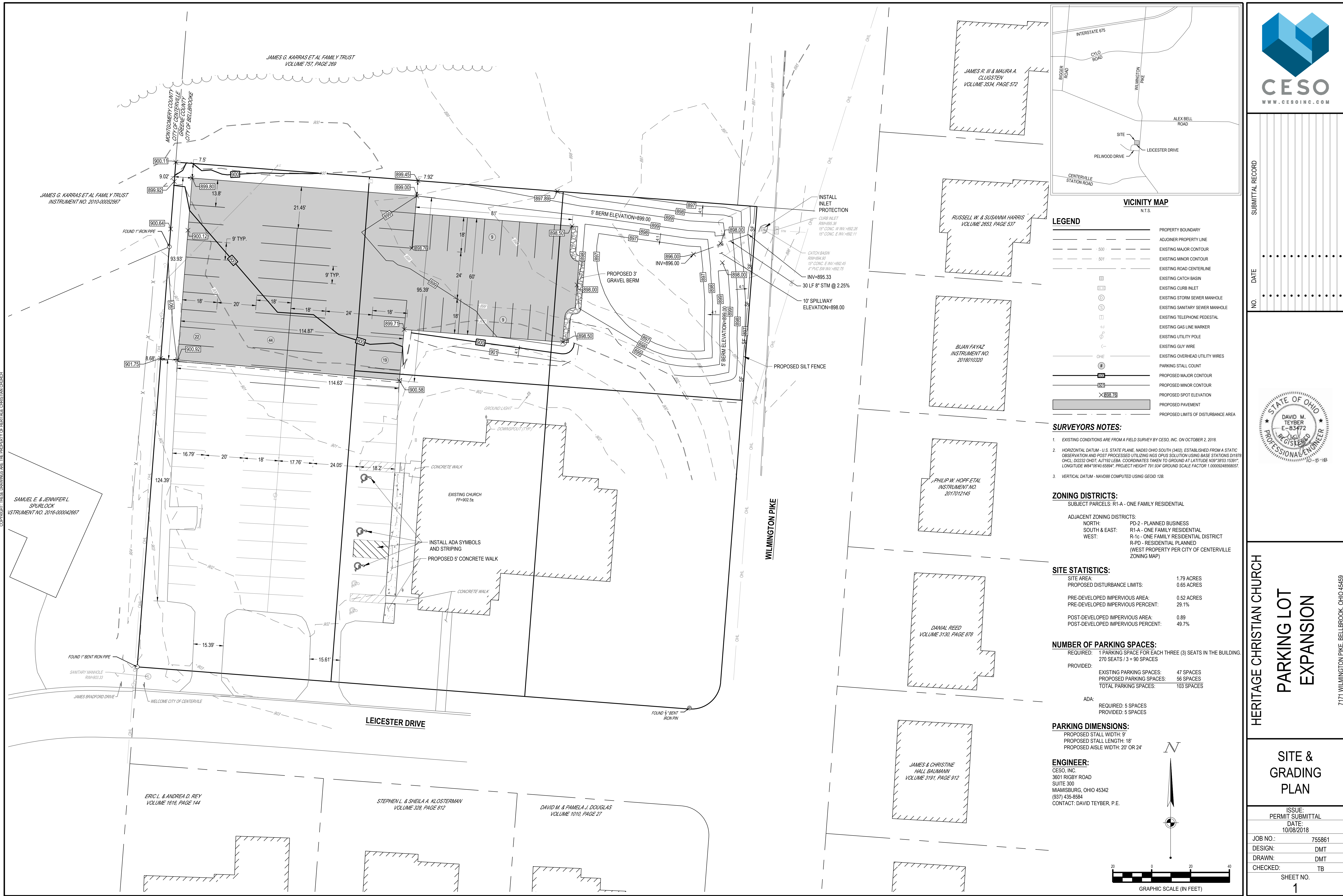
Staff recommends the approval of the parking lot expansion [pending comments from the city engineer pertaining to the drainage plan](#). The [site](#) plan fits most of the requirements of the Zoning Code except dimensions of the parking lot and spaces. I do not feel this will create any harm to accessing the parking lot.

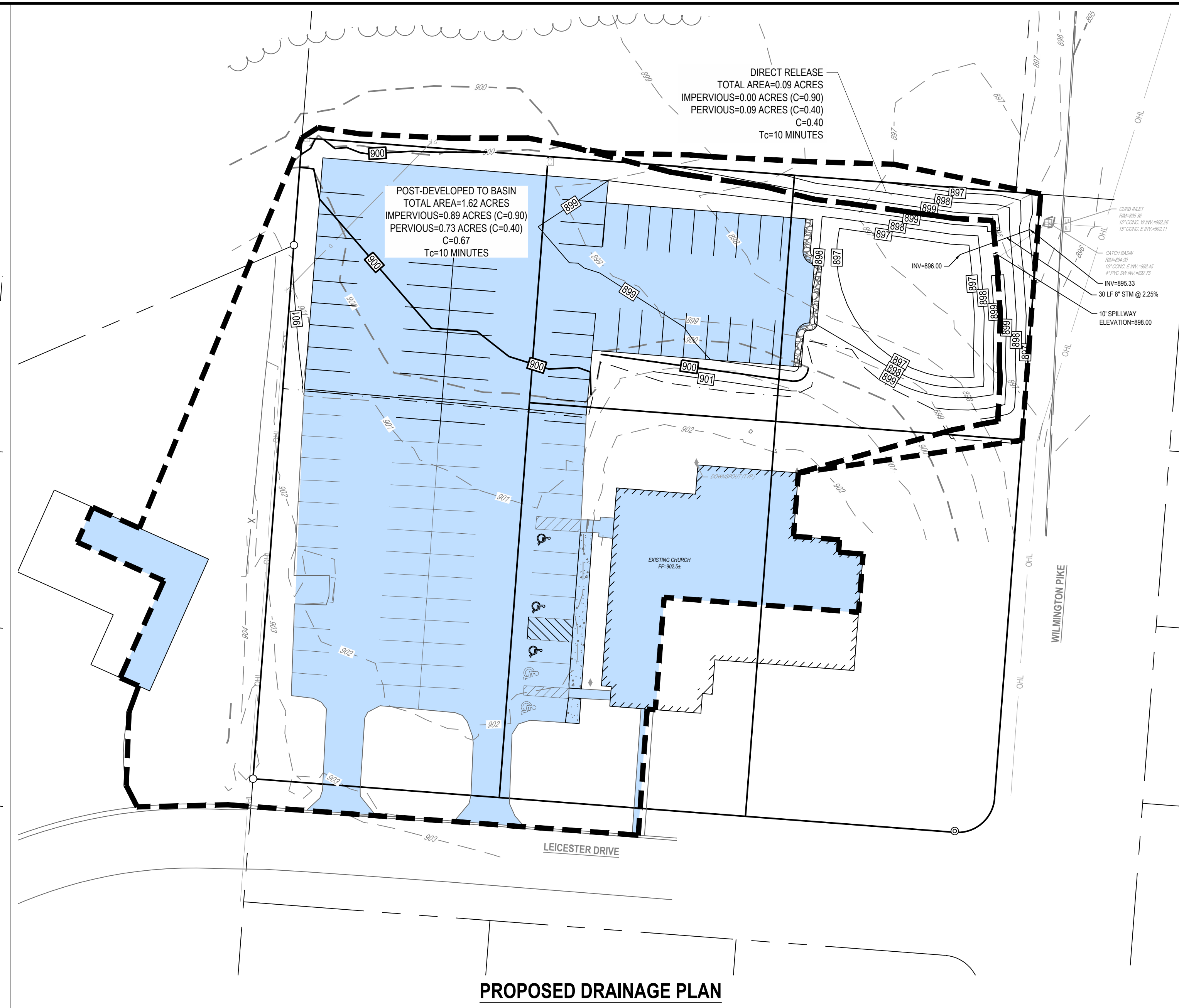


PARKING LOT EXPANSION

SITE & GRADING PLAN

ISSUE:	
PERMIT SUBMITTAL	
DATE:	
10/08/2018	
JOB NO.:	7558
DESIGN:	DM
DRAWN:	DM
CHECKED:	TB
SHEET NO.	
1	

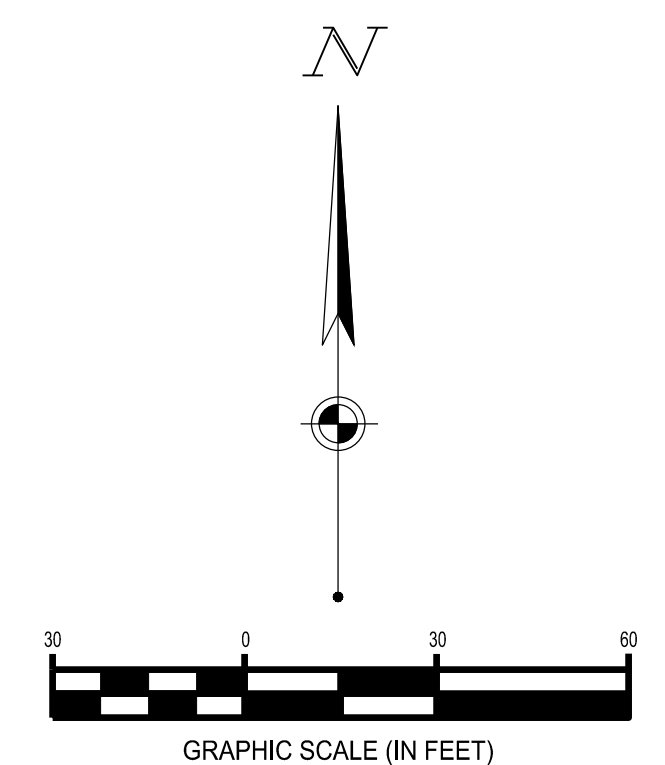
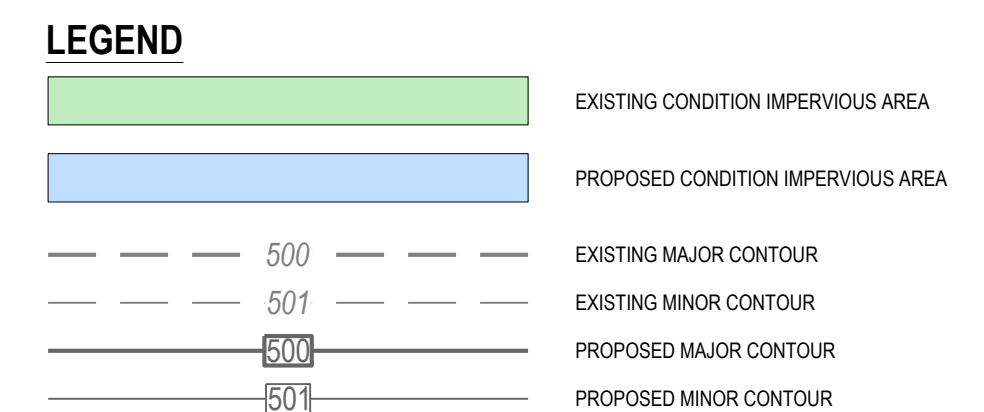




Site Runoff Summary											
	Acres	c	Tc (min)	Q - 1 year (cfs)	Q - 2 year (cfs)	Q - 5 year (cfs)	Q - 10 year (cfs)	Q - 25 year (cfs)	Q - 50 year (cfs)	Q - 100 year (cfs)	
Pre-Developed Runoff Rates											
Impervious	0.52	0.90									
Pervious	1.19	0.40									
Total	1.71	0.55									
			20	2.23	2.67	3.20	3.58	4.07	4.43	4.78	
Post-Developed Direct Release											
Impervious	0.00	0.90									
Pervious	0.09	0.40									
Total	0.09	0.40									
			10	0.12	0.15	0.17	0.19	0.22	0.24	0.25	
Allowable Site Runoff Rate (Pre - Direct Release)				2.11	2.08	2.06	2.04	3.85	4.19	4.53	
Note: Storms events 1, 2, 5, & 10 use 1 year predeveloped runoff rate											
Post-Developed To Basin Runoff Rates (Modified Rational)											
Impervious	0.78	0.90									
Pervious	0.84	0.40									
Total	1.62	0.64									
			10	3.69	3.27	3.90	4.36	4.95	4.73	5.12	
Detention Basin (Modified Rational)											
Release Rate			1.53	1.70	1.84	1.93	2.05	2.18	2.48		
Peak Elevation			897.11	897.30	897.45	897.57	897.73	897.91	898.03		
Total Volume (cubic feet)			1,228	1,820	2,325	2,701	3,195	3,771	4,165		
Percent Reduction				31.39%	36.33%	42.50%	46.09%	49.63%	50.79%	48.12%	

Critical Storm Calculation					
	Acres	c	Tc (min)	Q - 1 year (cfs)	
Pre-Developed Runoff Rates					
Impervious	0.52	0.90			
Pervious	1.19	0.40			
Total	1.71	0.55			
			20	2.23	
Post-Developed Direct Release					
Impervious	0.89	0.90			
Pervious	0.82	0.40			
Total	1.71	0.66			
			10	3.83	
Percent Increase (Post - Pre) / Pre				71.75%	

Percentage Increase Equal to or Greater than (percent)	Percentage Increase Less Than (percent)	Critical Year Storm Frequency (years)
-	10.0	1
10.0	20.0	2
20	50	5
50	100.0	10
100.0	250.0	25
250.0	500.0	50
500.0	-	100



(2) Amount of Loading Space Required:

The minimum amounts of off street loading space shall be provided according to the table below. An area adequate for maneuvering, ingress and egress shall be provided in addition to required loading space.

<u>Sq Ft of Gross Floor Area</u> <u>Spaces</u>	<u>Required</u>	<u>#</u>	<u>of</u>
(a) Up to 10,000 sf		1	
(b) 10,001 to 20,000 sf		2	
(c) 20,001 to 40,000 sf		3	
(d) 40,001 to 75,000 sf		4	
(e) 75,001 to 125,000 sf		5	
(f) For each add'l 50,000 sf	1 add'l space		

18.16**OFF STREET PARKING REGULATIONS:**

Hereafter no building shall be erected or altered and no land used unless there be provided adequate off street parking space or spaces for the needs of tenants, personnel and patrons together with means of ingress or egress.

(1) General Provisions:

(a) Single Family Residential off street parking spaces shall consist of a parking strip, driveway, garage or combination thereof and shall be located on the premises they are intended to serve and subject to the provisions of Sections 18.03, 18.04 and 18.05, Accessory Buildings, of this Ordinance.

(b) Any area once designated as required off street parking shall never be changed to any other use unless and until equal facilities are provided elsewhere.

(c) Off street parking existing at the effective date of this ordinance in connection with the operation of an existing building or use shall not be reduced to an amount less than hereinafter required for a similar new building or new use.

(d) Two or more buildings or uses may collectively provide the required off street parking in which case the required number of parking spaces shall not be less than the sum of the requirements for the several individual uses computed separately.

(e) In the instance of dual function of off street parking spaces where operating hours of buildings do not overlap, the Board of Zoning Appeals may grant an extension.

(f) The storage or sale of merchandise or the commercial repair of vehicles is prohibited.

(g) For those uses not specifically mentioned, the requirements for off street parking facilities shall be in accord with a use which the Board of Zoning Appeals considers as being similar in type.

(h) **Ingress and Egress:**

A suitable means of ingress or egress for vehicles to premises used for parking shall be provided and shall open directly from and to a public street, alley or highway. The width of any exit, or entrance, adjoining property or opposite property zoned for residential uses shall be approved by the Traffic Engineer or Planning Board prior to obtaining any permit; therefore the Traffic Engineer or the Planning Board may require the owner to provide acceleration and/or de-acceleration lanes where traffic volumes indicate the need.

(i) Fencing, wheel stops, or other physical barriers shall be provided for all boundaries of the parking area except at points of ingress and egress to prevent encroachment of vehicles.

(j) **Pavement:**



(1) All parking lots or parking spaces shall be surfaced with a hard dust-free surface in conformance to the standards of the Bellbrook Service Department. For

zoning purposes, compacted gravel is not considered a dust-free surface;

(2) The parking of vehicles on grass or other areas not designated for parking shall be prohibited.

(k) **Lighting:**

If the parking lot is to be open for use after dark, it shall be provided with not less than one half (1/2) lumen of light per square foot of parking lot surface or the recommendation of the City Engineer. Lights shall be shielded so as not to shine directly, or in an offensive manner, on the adjoining residential property.

(l) **Screening:**

When a parking lot abuts a residential zone, there shall be permanently maintained along such boundary, screening as provided in Section 18.17.

(m) **Plot Plan to be Filed:**

Prior to constructing an accessory parking lot, the owner or person in charge of the land to be used for parking shall submit a plot plan to the Zoning Inspector who will submit same to the Planning Board, the Bellbrook Service Department, Bellbrook Police Department or other agencies for their consideration and recommendations. Such plot plan shall show the boundaries of the property, location of adjacent houses, parking spaces, circulation patterns, drainage plan and construction plan for boundary walls and planting plan.

(n) **Restricted Accessory Parking Areas:**

 The Board of Zoning Appeals may permit accessory parking within an adjacent lot zoned for residential uses, providing:

(1) Such lot is necessary for the public convenience and will not have an adverse effect on adjacent properties.

Article # 18, General Provisions

(2) A public hearing is held in accordance with the procedure given in Section 20.08.

(3) Compliance with all provisions of Section 18.16 of this ordinance.

(4) No parking shall be permitted between

the street line and the building line prevailing in the zone in which the proposed parking area is to be located. The resulting open area shall be planted in grass or otherwise landscaped to create a permanent green area.

(5) A dense evergreen planting with a minimum height of four (4) feet and a mature height of at least five feet, six inches (5'6"), or solidly constructed decorative fence shall be permanently maintained along the mutual boundary of the restricted accessory parking area and adjacent land zoned for residential uses except for the portion of such boundary located within a required front yard.

(6) Whenever a lot located in a residential zone is used for accessory parking purposes and is located across the street from land in a residential zone, that portion of the lot used for parking purposes shall be screened from the street as specified in paragraph five (5) above, except for access drive. Such screening to be placed along the setback line.

(7) Ingress and egress for vehicles to any premises used for parking under conditional use permit by the Board of Zoning Appeals shall be by means of streets or alleys through business or industrial areas, not by means of streets or alleys through residential areas.

(o) **When Off Street Parking Cannot be Located on the Lot with the Use:**

Where off street parking required in connection with a use cannot be located on the lot with the use, such parking may be provided off the lot, subject to the following requirements:

(1) If the use is multi-family, hotel, motel or tourist home, the off-lot spaces shall be within two hundred (200) feet of the principal entrance or the entrance for

individual occupants for whom spaces are reserved.

(2) If the use is other than multi-family, hotel, motel or tourist home, the furthest portion of the parking lot shall be within five hundred (500) feet of an entrance to the establishment.

(3) Distances indicated above shall be measured along routes generally available to the pedestrians involved.

(4) If and so long as satisfactory attendant parking service is provided, or if for employees of the establishments, parking spaces may be at greater distances than those indicated above.

(5) Such off lot spaces shall be located only in districts in which similar off street parking is permitted.

(6) **The off lot parking area shall be:**

(A) Held in fee simple by the same owner as the use requiring the off street parking space or,

(B) Under lease, rental or other form of agreement satisfactory to the administrative official as assuring continuing availability for required off street parking for the use, or

(C) Established by the City for the purpose of providing such off lot parking for specific areas and/or land uses and with number of spaces allocated by specific individual lots. Where, and to the extent that such lots serve other uses, spaces allocated may be similarly marked and reserved, in whole or in part, or may in whole or in part be made available for general public use.

(2) **AMOUNT OF OFF STREET PARKING SPACE REQUIRED:**

The amount of required off street parking spaces for new uses or building additions thereto and additions to existing buildings, shall be determined in accordance with the following minimum parking provisions provided that no parking area shall project into a required front yard in any residential district or be permitted between the curb line and building line in any district, except as hereinafter noted.

(a) **One Family Dwelling:**

Two (2) spaces for each family unit plus one (1) space for each roomer, one (1) of which may project into the required front yard.

(b) **Two Family Dwelling:**

Two (2) parking spaces for each family, plus one (1) space for each roomer.

(c) **Multiple Family:**

Two (2) parking spaces per dwelling unit plus one (1) space per each employee.

(d) **Apartment Hotel:**

One (1) space per apartment, plus one (1) for each employee.

(e) **Housing for the Elderly:**

One (1) parking space for each two (2) units, plus one (1) space for each employee.

(f) **Boarding House:**

One (1) parking space for each sleeping room.

(g) **Hotel or Motel:**

One (1) space per unit, plus one (1) for each employee.

(h) **Churches:**

One (1) parking space for each three (3) seats in the main building.

(i) **Hospitals:**

One (1) for each two (2) beds, plus one (1) for each staff doctor, plus one (1) for each two (2) full time employees on shift, including nurses.

(j) **Sanitariums, Convalescent Homes or Children's Homes:**

One (1) for each two (2) beds, plus one (1) for each two (2) employees.

(k) **Elementary and Junior High Schools:**

One (1) parking space for each employee, plus parking space for each eighty (80) square feet in the main auditorium, not containing fixed seats, or one (1) space for six (6) fixed seats in the main auditorium whichever is greater.

(l) **Senior High Schools:**

One (1) parking space for each employee, plus one (1) parking space for each ten (10) students, or one (1) parking space for each eighty (80) square feet of floor area in the main auditorium not containing fixed seats, or one (1) parking space for each six (6) fixed seats in the main auditorium, whichever is greater.

(m) **College and Business University:**

One (1) for each two (2) employees, plus one (1) for each three (3) students.

(n) **Libraries, Museums or Art Galleries:**

One (1) for each six hundred (600) square feet of floor area, plus one (1) for each three (3) employees.

(o) **Post Office:**

One (1) for each five hundred (500) square feet of floor area, plus one (1) for each three (3) employees.

(p) **Private Clubs, Lodges:**

One (1) parking space for each three (3) persons allowed by fire, health or building codes.

(q) **Bowling Alleys:**

Five (5) parking spaces for each alley.

(r) **Public Golf Courses:**

Six (6) parking spaces for each golf hole, plus one (1) space for each employee.

(s) **Sports Arenas (Indoor), Auditoriums, Theatres, Assembly Halls** (other than in schools):

One (1) parking space for each two and one half (2 ½) seats, plus one (1) for each two (2) employees.

(t) **Stadium, Sports Arena or Similar Place of Outdoor Assembly:**

One (1) parking space for each three (3) seats.

(u) **Professional Offices, Medical Clinics:**

One (1) parking space for each two hundred fifty (250) square feet of floor area with a minimum of twelve (12) spaces. When professional offices are maintained in a residence as a home occupation, one (1) parking space for each one hundred (100) square feet or major fraction thereof of the residence used as office area shall be provided in addition to that required for the residing family or families.

(v) **Office Building:**

One (1) parking space for each two hundred (200) square feet of gross floor area excluding any floor space used for parking.

(w) **Banks, Dry Cleaning, Laundries and Similar Service Business:**

One (1) parking space for each two hundred fifty (250) square feet of floor space.

(x) **Drive-In Banks with Inside Customer Service:**

Five (5) spaces for each teller window, plus one (1) for each employee; without inside customer service, one (1) space for each employee.

(y) **Auto Service Station:**

Six (6) spaces per bay.

(z) **Automobile Sales and Service Garage:**

One (1) parking space for each two hundred (200) square feet of floor area in the main display room plus one (1) space for each employee.

(aa) **Used Car Lot:**

One (1) space for each fifteen hundred (1500) square feet of lot area.

(bb) **Barber Shops and Beauty Parlors:**

One (1) for each chair, plus one (1) for each employee.

(cc) **Drive-In Eating Establishments and Fast Food Establishments** (where food is served directly to customers in parked motor vehicles, or food is served within the structure but may be consumed within the structure or on the premises outside the structure):

Three (3) parking spaces for each one hundred (100) square feet of gross floor area.

(dd) **Furniture and Appliances, Household Equipment, Decorator, Electrician, Shoe Repair:**

One (1) parking space for each eight hundred (800) square feet of floor area plus one (1) space for each two (2) employee.

(ee) **Laundromats:**

One (1) space for each two (2) washing machines.

(ff) **Mortuaries or Funeral Homes:**

One (1) parking space for each fifty (50) square feet of floor area in the slumber rooms, parlors or individual funeral service rooms.

(gg) **Restaurants, Taverns, and Carry-Outs:**

One (1) parking space for each one hundred (100) square feet of gross floor area.

(hh) **Retail Stores and Shopping Centers:**

Six (6) parking spaces for each one thousand (1000) square feet of gross floor area.

(ii) **Contractor Yards or Plant Storage Yard:**

One (1) space for each three (3) employees.

(jj) **Warehouses, Wholesale Stores:**

One (1) parking space for each eight hundred (800) square feet of floor area.

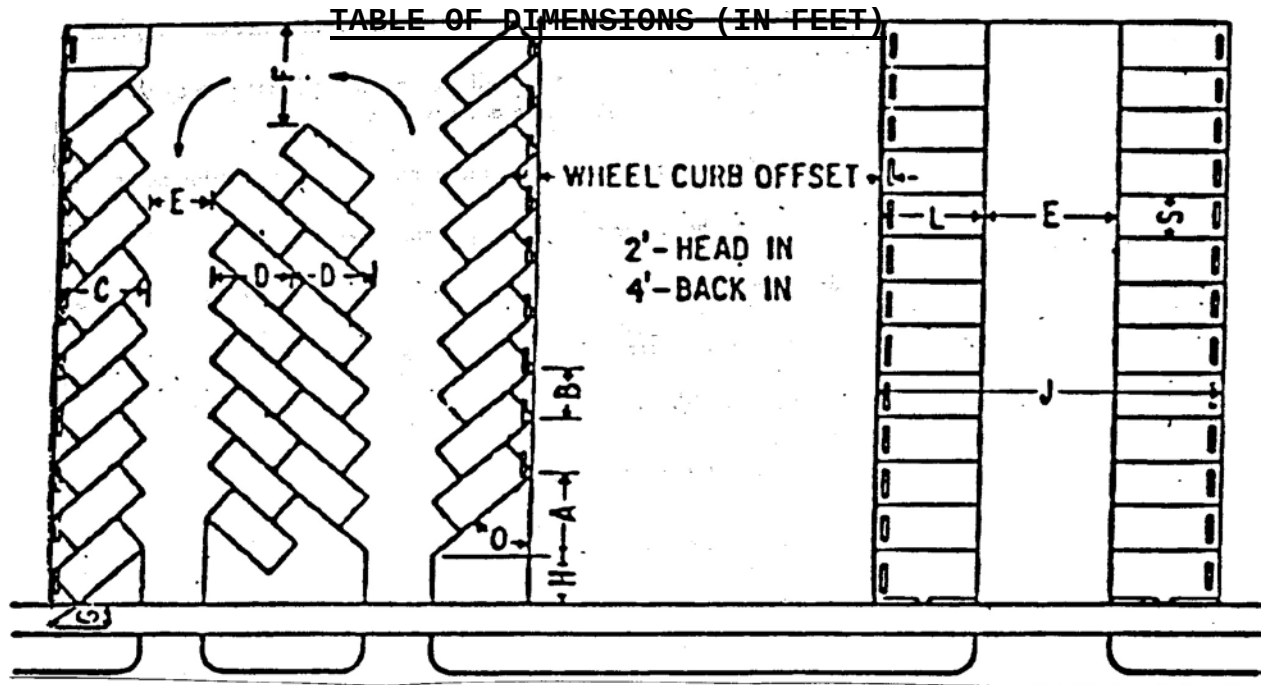
(kk) **Manufacturing Plants or Research Laboratories:**

One (1) space for each one and one half (1 ½) employees per largest work shift.

(ll) In the case of a use not specifically mentioned, the requirements for off street parking shall be the same as for a similar use specifically mentioned, similarly to be determined by the Enforcing Officer.

(3) OFF STREET PARKING DESIGN REQUIREMENTS:

Off street accessory parking must meet the minimum design requirements described in the table and chart that follows:



O	S	L	A	B	C	D	E	F	G	H	J
0°	9.0	24.0	0.0	24.0	9.0	9.0	11.0		0.0	0.0	29.0
	9.0	26.0	0.0	26.0	9.0	9.0	10.0		0.0	0.0	28.0
30°	9.0	19.0	30.0	18.0	17.3	13.4	9.0		13.5	0.0	43.6
45°	9.0	19.0	19.9	12.7	19.8	16.6	10.0	16.0	6.4	9.0	40.6
	9.5	19.0	20.1	13.4	20.1	16.7	9.5	16.5	6.7	8.5	49.7
	10.0	19.0	20.5	14.1	20.4	16.9	9.0	17.0	7.0	8.0	49.8
60°	9.0	19.0	12.1	10.4	21.0	18.8	17.0	15.0	2.6	12.0	59.0
	9.5	19.0	12.3	11.0	21.3	18.9	15.5	15.0	2.8	11.5	58.1
	10.0	19.0	12.4	11.5	21.5	19.0	14.0	15.0	2.9	11.0	57.0
90°	9.0	19.0	0.0	9.0	19.0	19.0	25.0	20.0	0.0	0.0	63.0
	9.5	19.0	0.0	9.5	19.0	19.0	24.0	20.0	0.0	0.0	62.0
	10.0	19.0	0.0	10.0	19.0	19.0	23.0	20.0	0.0	0.0	61.0

18.17

SCREENING:

Hereafter no buildings or structures shall be erected, altered or enlarged nor shall land be used for any non-residential use on a lot that adjoins or faces any residential district until a plan for screening has been submitted and approved by the Enforcing Officer or Planning Board.

(1) Screening shall be provided for one (1) or more of the following purposes:

- (a) A visual barrier to partially or completely obstruct the view of unattractive structures or activities;
- (b) As an acoustic screen to aid in absorbing or deflecting noise;
- (c) For the containment of debris and litter.

(2) Screening may be one of the following or a combination of two (2) or more:

- (a) A solid masonry wall;
- (b) A solidly constructed decorative fence;
- (c) Louvered fence;
- (d) Dense evergreen plantings;
- (e) Deciduous trees and shrubs.

(3) Location of Screening:

Whenever any non-residential use abuts a residential district, a visual screening wall, fence, or a planting shall be erected or placed along such mutual boundary lines.

(4) Height of Screening:

Visual screening walls, fences or plantings shall be at least five feet, six inches (5'6") high except in required front yards when maximum height shall be not greater than two feet (2'0").

(5) **Depth or Width of Screening:**

Screening for purposes of absorbing or deflecting noise shall have a depth of at least fifteen (15) feet of dense plantings or a solid masonry wall in combination with decorative plantings.

(6) **Protection:**

Whenever required screening is adjacent to parking areas or driveways, such screening shall be protected by bumper blocks, posts or curbing to avoid damage by vehicles.

18.18 **RESERVED**

18.19 **SEPTIC TANKS OR WELLS:**

Any residential construction utilizing wells and/or septic tanks shall be situated on a lot having a minimum site area of three fourth (3/4) of an acre.