



CITY OF MEADVILLE

894 DIAMOND PARK
MEADVILLE, PA 16335
PH. (814) 724-6000

PERMITS • BUILDINGS • PLANNING • ZONING

PARKING LOT PERMIT & REQUIREMENTS

RETURN A SIGNED COPY OF THIS PAGE TO THE CITY WITH SUBMISSION.

Property address / location: _____

Description of project: _____

Ow Name: _____ Ph. _____
 Address: _____
 Email: _____

Co Name: _____ Ph. _____
 Address: _____
 Email: _____

Eng Name: _____ Ph. _____
 Address: _____
 Email: _____

APPLICANT ACKNOWLEDGEMENT AND SIGNATURE

I hereby acknowledge that I have read and understand the rules and regulations as presented in this packet, that all information I submit in connection with the above-referenced project is true and correct, and I hereby agree that all applicable provisions of the ordinances of the City of Meadville and the laws of the Commonwealth of Pennsylvania will be complied with.

Signature

Date

Print name

Title



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DOCUMENTATION TO BE SUBMITTED TO CITY ZONING ADMINISTRATOR

- _____ Two copies of a site plan showing, as applicable, landscaping/screening, setbacks, lot access, size and location of spaces and travel lanes and lighting. Parking shall comply with accessibility provisions of the Pennsylvania Uniform Construction Code as applicable, including but not limited to accessible parking spaces and routes.
- _____ Stormwater management/drainage plan and surfacing materials, with the plan prepared by a professional engineer
- _____ Estimated costs
- _____ Proof of workers compensation insurance

FEES

- Street occupancy permit for each curb cut, if applicable: \$ 20
- Zoning permit: \$ 30
- Stormwater management fee will be based on engineer's review and inspection time.

NOTES

Property/pedestrian protection

Any demolition or construction activity must comply with the City's Construction Area Protection Requirements for the duration of the work.

Size and design of spaces

- In the case of dwellings, industrial and manufacturing establishments, warehouses, wholesale and truck terminals, and institutional uses, each space shall be not less than 162 square feet, being at least nine feet wide and 18 feet long. For all other uses, each space shall have an area of 180 square feet, being at least 10 feet wide and 18 feet long.
- No portion of a parking space shall include a portion of an access drive, sidewalk, lawful service drive, or public right-of-way of a street or alley.

Location

- Required parking spaces shall be located on the same lot with the principal use unless the zoning administrator determines that it is impractical to provide parking on the same lot with the principal use, in which case the zoning administrator may permit off-lot parking spaces within 500 feet of the lot of the principal use to be counted toward the parking requirement under certain circumstances.
- Off-street parking areas for more than five vehicles shall be placed in such locations as may be permitted by the zoning administrator under certain circumstances.

Access

- All parking areas and spaces shall include a turnaround area so that vehicles are not required to back onto public streets.
- Access to off-street parking areas shall be limited to defined areas. Single-lane driveways shall be at least 10 feet wide but shall not exceed 12 feet. Double lane drives (for ingress and egress) may be up to 24 feet wide.



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Landscaping

- Shall be effectively screened on any side which adjoins a residential district or use. Such screening means a fence, screen planting or wall, provided in such a way that it will block a line of sight between two or more uses or structures. Screening shall be at least six feet in height unless the position of the screening would block a line of sight for a public street intersection or intersection of a lawful service drive and public street intersection. Fences or walls used as screening are subject to all fence height restrictions. (This paragraph applies only to lots for more than 5 vehicles.)
- There shall be a planting strip of at least five feet in width between all lot lines and the parking lot. Such planting strip shall be suitably landscaped and maintained in accord with a written landscape and maintenance plan filed with and approved by the zoning administrator.
- At a minimum, the required planting shall consist of one deciduous or coniferous tree per each four parking spaces, and one shrub per each four spaces. The balance of the planting strip may be maintained in annual plants or perennial grasses.
- At the time of planting, all shrubbery shall be a minimum of 18 inches in height as measured from the ground after proper planting and all coniferous trees shall be a minimum of 72 inches in height and all deciduous trees shall be a minimum of 96 inches in height as measured from the ground after proper planting.
- Parking lots containing more than 20,000 square feet of impervious parking surface shall devote an additional eight percent of surface area (exclusive of required border planting strips) to interior planting strips at locations and in designs approved by the zoning administrator.

Setbacks (Applies only to lots with more than five vehicles)

- No off-street loading or parking area for more than five vehicles shall be closer than **10** feet to any adjoining lot line containing a dwelling, or to any adjoining lot line within a residential zoning district, school, hospital, or similar institution.

Lighting

- Any lighting used to illuminate off-street parking or loading areas shall be arranged so as to reflect the light away from the adjoining premises of any residential district or use and away from roads or highways.

Surfacing/drainage

With the exception of single-family and two-family dwellings or conversion apartments, all parking and loading areas and access drives shall conform to the following regulations:

- Except as provided for in the following paragraph, drainage shall be designed to contain all surface water within or under the parking area until reaching a catch basin or other approved outlet area in accordance with city specifications and standards. A plan, stamped by a professional engineer, for such parking areas shall be submitted, including drainage provisions, to the City for approval.
- In addition to asphalt, concrete and other traditional surfacing, paving may include permeable pavers, pavers interlocked to allow storm water to flow through, or grill surfacing, per the following outline and as approved by the City:
 - Approaches in the right-of-way must be paved with asphalt or concrete.
 - Sidewalks crossing the drives must be concrete and in accordance with the current Americans With Disabilities Act Accessibility Guidelines.
 - Parking areas may be paved with the following surfaces:
 - Asphalt or concrete. Such surface must be mitigated through appropriate stormwater management controls designed by a professional engineer.



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- Interlocking pavers. Such surface must be mitigated through appropriate stormwater management controls designed by a professional engineer.
- Gravel surface. Must be confined by a geogrid-type system. Unconfined, compacted gravel surfaces are not permitted.