

Greenfield Zoning

6.5. PARKING REQUIREMENTS

6.5.1. General Requirements

1. Off-street parking for any new structure or use, expansion of existing structures, or changes in use shall be provided in accordance with the Table of Required Off-street Parking Spaces and all other requirements of this section. Uses in the Central Commercial (CC) District are exempt from these parking regulations unless otherwise specified in this Bylaw. Off-street parking requirements for uses not specifically identified in the Table in Section 6.5.5. shall be determined by the Inspector of Buildings based on a use listed in the Table which has characteristics similar to the use in question.
2. Where more than one (1) use occurs on one (1) site, the requirements of this section shall be cumulative unless the Inspector of Buildings finds that the periods during which a given use requires parking will not substantially overlap the parking periods of other uses on the site and accordingly approves a proportional reduction in required spaces. In no case shall the number of required spaces be less than the number of spaces required by the use requiring the greater number of spaces.
3. Part or all of the required parking may be enclosed within a structure conforming to all dimensional requirements of the district in which it is located.
4. The required number of spaces may be reduced on Special Permit by the Board of Appeals if it finds that fewer spaces meet all parking needs. Such cases might include but are not limited to:
 - a. Use of a common parking lot for separate uses having peak demands occurring at different times;
 - b. Age or other characteristics of occupants which reduce their auto usage;
 - c. Peculiarities of the use which make usual measures of demand invalid;
 - d. Proximity to and availability of municipal parking facilities providing overnight parking.
5. Existing parking areas or any parking areas subsequently provided in accordance with this section, shall not be decreased or discontinued while the structure or use being served is in existence unless a change in

6.5.1.5. Continued

use also changes the parking requirements or unless parking space is provided elsewhere in accordance with this section.

6. The Zoning Board of Appeals or the designated special permit granting authority may grant a special permit for exceptions to the Parking Requirements of Section 6.5 to permit the re-use or change in use of existing buildings with parking areas which do not conform to this section provided the Board determines that:
 - a. The existing parking areas constitute the most reasonable method of providing parking for the building and will adequately provide for the proposed use.
 - b. No other land is available as a practical matter for parking purposes.
 - c. Bringing the parking areas into conformity with the requirements of this section would result in a decrease of the parking spaces available if such spaces are reasonably needed to serve the uses of the building.
 - d. Public safety will not be compromised.
 - e. A reasonable alternative design is proposed with every effort made to meet the intent of the requirements.
 - f. Adverse impacts on the abutters or the character of the neighborhood will be satisfactorily mitigated.

6.5.2. Location of Parking Areas

1. Required off-street parking areas shall be provided on the same lot they serve, or may be provided on another lot if:
 - a. The lot is not separated from the use being served by any street having a right-of-way width of sixty (60) feet or more;
 - b. Access to such parking area is not more than five hundred (500) feet from the nearest street line of the lot or lots they are designed to serve;
 - c. Such lot is not diverted to other uses except insofar as it can be shown that substitute parking has been made available.

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2. Shared off-street parking areas for two (2) or more structures or uses may be permitted provided that the total number of spaces for each use computed separately is provided.
3. In all districts except the Planned Industry (PI) District, parking areas shall not be permitted in the required front yard setback or closer than ten (10) feet to the front lot line whichever is greater except in driveways serving one (1) or two (2) family dwellings. In the Planned Industry (PI) District, parking areas shall be setback from the front lot line by a minimum of twenty-five (25) feet and from the side and rear lot lines by a minimum of fifteen (15) feet.

6.5.3. Design Requirements

Required off-street parking areas for five (5) or more cars shall be subject to the following requirements:

1. Off-street parking spaces shall be laid out to provide for forward moving ingress and egress;
2. There shall be not more than two driveway openings onto any street from any single premises unless each opening centerline is separated from the centerline of all other driveways serving twenty (20) or more parking spaces, whether on or off the premises, by two hundred (200) feet (measured at the street line) if in a commercial district or by three hundred (300) feet if in any other district. No such opening shall exceed twenty-four (24) feet in width at the street line unless necessity of greater width is demonstrated by the applicant, and the opening is designed consistent with Massachusetts Department of Public Works Regulations, Section 11A-9, or subsequent revisions;
3. No driveway sideline shall be located within fifty (50) feet of the street line of an intersecting way and shall be constructed with a minimum edge radius of five (5) feet on both sides;
4. Driveways shall have a triangle of clear sight at the intersection with the street line inside which no object shall be more than three (3) feet above the elevation of the centerline of the street at the intersection;
5. All parking areas shall be designed in accordance with the Greenfield Department of Public Works Design Standards for Off-street Parking and with the Rules and Regulations of the Architectural Barriers Board of the Commonwealth of Massachusetts Department of Public Safety.

6.5.3. Continued

(Diagram No. 4 deleted)

6. (Deleted)
7. Any establishment which may have lines of vehicles waiting admission or service shall have sufficient on-site space for such lines without requiring cars to stand on any public way;
8. The layout of parking areas shall allow sufficient space for the storage of plowed snow unless removal from the site is provided;
9. Driveways and parking areas shall be designed to allow for the free flow of vehicles at all times;
10. All parking areas and driveways shall be maintained as follows:
 - a. A dust free all-weather surface properly drained to dispose of all surface water accumulating within the area shall be provided. Parking areas not required by this Bylaw and which are used only occasionally may be maintained in grass;
 - b. Required parking spaces, shall be clearly marked and any one-way driveways serving them shall have the direction of travel clearly indicated other than on the pavement. Such directional signs shall not be internally illuminated;
 - c. Required parking areas shall be used for automobile parking only, with no sales, storage, repair work, dismantling or servicing of any kind;
 - d. Parking areas and driveways shall be illuminated by shielded lights arranged, designed and with a pole height sized to prevent glare, and to prevent light from shining upon any adjoining building or property in residential use, onto adjacent streets or skyward. A lighting plan shall be submitted as part of site plans.

6.5.4. Landscaping

Parking areas shall be screened and landscaped to minimize glare and reflection, to provide shading within parking lots, to provide noise buffers, to reduce the visual impact on adjacent residential property and public ways, and to prevent headlights from shining onto adjacent property.

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1. Perimeter Landscaping:

Parking areas adjacent to residential property shall be set back from the property line by ten (10) feet and shall have a continuous border of dense plantings at least four (4) feet wide and four (4) feet high continuously maintained to provide an effective visual screen; or fencing or berming, not less than five (5) feet but not more than six (6) feet above grade in height and landscaped on at least the side facing the abutters. Such landscaping shall include a minimum planting of trees or shrubs five (5) feet on center.

All parking areas shall be separated from the street line by a ten (10) foot landscaped buffer strip including shade trees (three (3) inch diameter) forty (40) feet on center and shrubs at least three (3) feet in height upon maturity. Visibility at ingress and egress shall not be impaired and shall have a triangle of clear sight as defined on page 13.

2. Internal Landscaping:

All parking lots shall have internal landscaping as follows:

- a. Five (5) to twenty (20) parking spaces shall have five (5) percent planted lot area;
- b. Greater than twenty (20) parking spaces shall have ten (10) percent planted lot area;
- c. One shade tree (at least three (3) inch diameter evergreen or deciduous) shall be planted for every ten (10) parking spaces. Preservation of existing trees is desirable and may be substituted for planted trees. Parking lots with distinct parking areas may be treated as separate parking lots if separated by at least five (5) feet in width of planted landscaped area. Internal landscaping shall be distributed throughout the lot for maximum shading and aesthetic improvement.

6.5.5. Required Off-street Parking Spaces

Off-street parking facilities shall meet the requirements of the Table of Required Off-street Parking Spaces. Where the computation results in a fractional number, the fraction shall be counted as one (1) space.

TABLE OF REQUIRED OFF-STREET PARKING SPACES

<u>Use</u>	<u>Required Parking Space</u>
Dwellings	Two (2) parking spaces per unit.
Uses Accessory to the Above	In addition to the above, one (1) space plus one (1) space for each non-resident employee.
Boarding House, Lodging House, Rooming House, Bed & Breakfast/Tourist Home	Two (2) spaces plus one (1) space per rooming unit.
Dormitory	One (1) space for each occupant.
Housing for the Elderly	One and one-half (1-1/2) spaces per unit
Hotel, Motel, Inn	One (1) space for each bedroom, plus three (3) spaces for each two hundred (200) square feet of floor area available for meetings and functions and one (1) space for each four (4) employees on the largest shift.
Convalescent, rest or nursing home	One (1) space for each four (4) beds, plus one (1) space for each employee on the largest shift.
Hospital, sanitarium or similar institution	One and one-half (1-1/2) spaces per bed capacity plus one (1) space for each employee on the largest shift.
Church or similar place of assembly	One (1) space for each three (3) seats in the largest assembly room.
Funeral home or chapel	One (1) space for each three (3) seats, or one (1) space for each forty (40) square feet of floor area open to the public, whichever is greater.
Community center, auditorium, gymnasium, theater, or places of public assembly	One (1) space for each three (3) seats or five (5) linear feet of bench area or one (1) space for every forty (40) square feet of floor area open to the public whichever is greater.

Use

Required Parking Space

Public library, museum, or similar institution	One (1) space for each two hundred (200) square feet open to the public.
Retail business, commercial use	One space for each three hundred (300) square feet of floor area up to fifty thousand (50,000) square feet plus one (1) space for each six hundred (600) square feet thereafter.
Personal service establishment	One and one-half (1-1/2) spaces per chair and one (1) space for each employee on the largest shift.
Office, professional, business or public	One (1) space for each three hundred (300) square feet of floor area up to fifty thousand (50,000) square feet plus one (1) space for each six hundred (600) feet thereafter.
Medical or dental office or clinic	One (1) space for each practitioner, four (4) patient spaces per practitioner, and one (1) space for each employee on the largest shift.
Restaurant, taverns, clubs, or other places serving food or beverages	One (1) space for each three (3) seats, permanent or otherwise, plus one (1) space for each employee on the largest shift.
Industrial, manufacturing, warehouse storage, laboratories or similar use.	Three quarters (3/4) space for each employee on the two largest shifts combined.
Automobile washing and waxing establishment	Two (2) waiting spaces per stall equipped for washing or waxing.
Repair garages and gasoline service stations	Two (2) waiting spaces for each pump, plus two (2) spaces for each service bay and one (1) space for each employee on the largest shift.
Bowling alleys	Five (5) spaces for each alley.
Schools, preschool through middle or junior high	One (1) space for each teacher or other employee anticipated during normal school hours excluding students and one (1) space for each six (6) seats in the largest auditorium or gymnasium.

Use

Required Parking Space

Schools, senior high, places of higher education, professional schools,

One (1) space for each teacher or other employee anticipated during normal school hours, plus one (1) space for each five (5) students in a senior high school or one (1) space for each two (2) students in any other such institution plus one (1) space for each three (3) seats in the largest auditorium or gymnasium trade school.

6.6. LOADING REQUIREMENTS

1. Adequate off-street loading and receiving areas shall be provided for all business, commercial, industrial, or institutional uses.
2. Loading areas shall provide sufficient space on the lot so that vehicles can maneuver into position without interference with streets.
3. Entrances and exists to loading areas shall not be located less than fifty (50) feet from any street intersection except in the Central Commercial (CC) District.
4. In any Industrial District, no loading area shall be located closer than one hundred (100) feet from any residential use.
5. Loading areas adjacent to or across the street from residential property shall be screened by a ten (10) foot buffer strip; landscaped, bermed, or fenced at a suitable height and density to effectively screen the loading area and lights of delivery trucks from shining onto residential property.
6. In the Planned Industry (PI) District, loading areas shall be set back from the front lot line by a minimum of twenty-five (25) feet and from the side and rear lot lines by a minimum of fifteen (15) feet.

6.9. SCREENING AND LANDSCAPING

Any application for a building permit shall comply with the following, unless a Special Permit is granted by the Board of Appeals for a departure upon its determination that because of peculiarities of the site, alternative arrangements will perform at least equally well in meeting the functional purposes of these provisions.

6.9.1. Areas Requiring Screening and Landscaping

1. Screening is required on side and rear lot boundaries of any lot in a commercial, industrial, or health service district for a new or expanded commercial, industrial, professional, institutional or multi-family use where it adjoins a lot with an existing residential use or a lot in a residential district.
2. Screening is required for all parking lots of five (5) or more parking spaces in accordance with the parking lot landscaping requirements in Section 6.5.4. of this Bylaw.
3. Screening may be omitted to the rear of any principal building if abutting properties propose an integrated parking facility provided that a plan showing the entire facility and its proposed screening is submitted at the time of application and is binding on both properties.
4. Screening is required around any outdoor storage, waste disposal, or utility for any use except single and two-family uses.

6.9.2. Screening and Landscaping Design

A screen required under this section shall consist of either:

1. A continuous border of dense plantings at least four (4) feet wide and not less than four (4) feet high but of sufficient height to interrupt the view between the two sites;
2. An opaque wall or fence or earthen berm at least five (5) feet in height but not more than six (6) feet in height and landscaped on at least the side facing the abutters. Such landscaping shall include a minimum planting of trees or shrubs five (5) feet on center;
3. Areas not covered by buildings or pavement shall be maintained in a vegetated cover or organic mulch.

6.9.3. Screening and Landscaping Maintenance

Such screening and landscaping shall be maintained in good condition at all times to provide an effective visual screen. Screening and landscaping may be interrupted by normal entrances or exits.

8.4. SITE PLAN REVIEW AND APPROVAL

8.4.1. Purpose

The purpose of site plan review is to ensure that new development conforms to the requirements of this Bylaw and is designed in a manner which reasonably protects the visual, environmental, and aesthetic qualities of the neighborhood and the Town.

8.4.2. Projects Requiring Site Plans

The creation, expansion, substantial alteration, or change in use of the following uses shall require site plan review and approval:

1. All uses requiring a special permit;
2. Any business, commercial, industrial, or institutional use (except home occupations not requiring a special permit);
3. Any residential use of two (2) or more units including subdivisions;
4. Any site containing more than one (1) principal use.

8.4.3. Procedures

1. Reviewing Authority

- a. All uses of less than five thousand (5000) square feet of floor area or ten (10) or less parking spaces shall be reviewed and approved by the Inspector of Buildings. For all site plans reviewed and approved by the Inspector of Buildings, the application for site plan and seven (7) copies of the site plan shall be submitted and approved prior to the application for a building permit. The Inspector of Buildings shall act on the site plan within forty-five (45) days.
- b. Site plans required as part of a special permit application shall be reviewed and approved by the appropriate Special Permit Granting Authority. Seven (7) copies of the site plan shall be submitted with the application for special permit. The site plan shall be acted on as part of the special permit, within the time periods allowed under the Zoning Act, Massachusetts General Laws, Chapter 40A and the Special Permits Section 8.3. of this Bylaw, but a public hearing shall not be held until a response has been received from the Boards/Departments as required under

8.4.3. Continued

this section or until forty-five days has lapsed from the date of filing.

- c. All other uses requiring site plan review shall be reviewed and approved by the Planning Board. Uses requiring site plan review and approval from the Planning Board shall be submitted and approved by the Planning Board prior to application for a building permit. The Planning Board shall have forty-five (45) days to review and act on the site plan.
2. The reviewing authority shall within ten (10) days of receiving the application transmit one (1) copy of the site plan to the Department of Public Works, Fire Department, Building Inspector, Zoning Board of Appeals, Planning Board, Conservation Commission, and Historic Commission for review and comment.

Failure to comment within thirty (30) days shall be deemed as no objection to the site plan.
3. No building permit shall be issued for any building or structure for which site plan approval is required unless approval has been granted by the reviewing authority in compliance with this section or unless the required time period has elapsed without a response.
4. The reviewing authority may adopt and from time to time revise reasonable regulations for the administration of this section.

8.4.4. Submittal Requirements

All site plans shall be prepared to scale and shall, at a minimum, accurately show the following information if applicable:

1. A locus map;
2. The location and boundaries of the lot, adjacent streets or ways, and the location and owner's names of all adjacent properties;
3. Existing and proposed topography including contours, the location of wetlands, streams, waterbodies, drainage swales, areas subject to flooding, and unique natural land features;
4. Existing and proposed structures including dimensions;

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5. The location of parking and loading areas, driveways, walkways, access and egress points and distance to the nearest driveways and intersections;
6. The location and a description of all proposed septic systems, water supply, storm drainage systems, utilities, lighting, and refuse and other waste disposal methods;
7. Proposed landscape features including the location and a description of screening, fencing and plantings;
8. The location, dimensions, height and characteristics of proposed signs;
9. The location and a description of proposed open space or recreation areas.
10. Any other information required by the reviewing authority in its rules and regulations.

The applicant shall also submit the following information:

1. Measures to prevent pollution of surface and groundwater, increased runoff, changes in groundwater levels, and flooding;
2. Design features which will integrate the proposed development into the existing landscape, maintain neighborhood character, enhance aesthetic assets and screen objectionable features from neighbors and roadways;
3. Control measures to prevent erosion and sedimentation during and after construction and the sequence of grading and construction activities, location of temporary control measures, and final stabilization of the site;
4. Estimated average daily and peak hour vehicle trips to be generated by the site and traffic flow patterns for both vehicles and pedestrians showing adequate access to and from the site and adequate circulation within the site.

8.4.5. Approval Guidelines

In considering any site plan submittal, the following concerns shall be reviewed:

1. Provision for integrating the project into the existing terrain and surrounding landscape by minimizing use of wetlands, steep slopes, and hilltops; protecting visual amenities and scenic views; preserving unique natural or historical features; minimizing tree, vegetation and soil removal; and minimizing grade changes;
2. The use of landscaping to establish buffers between incompatible land uses and to screen unsightly features;
3. The provision of open spaces and pedestrian amenities available to the public;
4. The arrangement of access points, service roads, driveways, parking areas, lighting, and pedestrian walkways in a manner which maximizes the convenience and safety of pedestrian and vehicular movement within the site and in relation to adjacent ways;
5. Ease of access, travel and on site movement for fire and police equipment and other emergency services for public safety;
6. Provisions for underground placement of utilities;
7. Provisions for surface runoff and drainage which protects the site and adjacent properties from erosion, maximizes groundwater recharge, and prevents the collection of surface runoff on paved surfaces which may obstruct pedestrian or vehicular flow;
8. The siting of buildings, structures, and open spaces to permit maximum use of passive solar energy, to permit maximum protection from adverse impacts of winds, vapors or other emissions, shadows and noise, and to provide for adequate light, air and circulation;
9. Protection of historic features and design which does not detract from properties in the area;
10. Measures to prevent pollution of surface or groundwater, and to prevent increased flooding;
11. Compliance with the parking, loading, dimensional, performance standards and all other sections of this Bylaw.

8.4.6. Decision

1. The site plan may be approved or approved with conditions. Before approval of a site plan, the reviewing authority may request the applicant to make modifications in the proposed design of the project. If the site plan does not comply with the purposes and requirements of this Bylaw, it may be disapproved. If disapproved, the plan may be revised and resubmitted without prejudice. Failure of any of the reviewing authorities to act on a site plan within the required time period shall constitute approval.
2. The reviewing authority may require the posting of security to ensure compliance with the plan and conditions. A permit or license may be suspended when work is not performed as approved.

8.4.7. Appeals

Decisions on site plans reviewed by the Inspector of Buildings or the Planning Board may be appealed to the Zoning Board of Appeals in accordance with Section 8.5.3.1. of this Bylaw and with Sections 8 and 15 of the Zoning Act, Massachusetts General Laws, Chapter 40A. Decisions on site plans reviewed by a Special Permit Granting Authority as part of a special permit application may be appealed to superior court in accordance with Section 17 of the Zoning Act, Massachusetts General Laws, Chapter 40A.

8.4.8. Expiration

Site plan approval issued under this section shall expire within two (2) years if a substantial use thereof has not commenced except for good cause.

Greenfield Subdivision Regulations

3.3 Protection of Natural Features.

Due regard shall be shown for all natural features, such as large trees, water courses, scenic points, historic spots, and similar community assets which, if preserved, will add attractiveness and value to the subdivision.

4.12 Grass Plots and Trees.

The entire width of the right of way, except for roadway, curb and gutter, and sidewalk, shall be devoted to grass plot, consisting of at least six (6) inches of good quality of loam and seeded.

No utility poles, transformers, sign or similar items shall be placed within the grass plot so as to be less than two (2) feet from the edge of the roadway.

Where, in the opinion of the Planning Board, existing or proposed trees on the adjacent lot are not adequate, two or more trees per lot may be required. No trees shall be planted in the grass plot between the sidewalk area and gutter. Species, size, location, and planting procedure for such trees shall conform to current practice of the Town in planting roadside trees.