

City of Alliance Building Guide



Sidewalks, Driveways, and Parking Lots

Sidewalks:

Required to Construct: All improvements, renovations, rehabilitations, or additions, including but not limited to houses, businesses, structures, and accessory buildings, \$2,500.00 or more in value, shall construct and maintain a sidewalk within the street or street right-of-way bordering the owner's lot or land, except as provided for in Code.

Types of Sidewalk:

- A. **Commercial Sidewalk:** Commercial sidewalks are those walks that extend from the property line to the back of the curb and gutter. They shall be permitted in the C-0, C-2, C-3, M-1, M-2, and M-3 zoning districts except that schools, churches, and museums may install commercial sidewalks regardless of their zoning. Where curb and gutter are already installed, commercial sidewalks shall only be permitted with the approval of the City Manager or designee.
- B. **Curb Sidewalk:** Curb sidewalks are those walks constructed adjacent to the curb and gutter. They shall not be permitted except as follows:
 - (1) Replacing existing curb sidewalk.
 - (2) If the adjacent property already has curb sidewalk.
 - (3) In case an area has both curb and standard sidewalks, or some other unusual circumstance, the City Manager or designee shall determine the type of sidewalk permitted.
- C. **Standard Sidewalk:** Standard sidewalks are those walks constructed 8" inside the right of way from the adjacent property line. Standard sidewalks shall be considered the de facto sidewalk type.

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This handout was prepared according to the City of Alliance Municipal Code and the Americans with Disabilities Act. This handout is not intended to cover all circumstances. Additional information is found in the Municipal Code. More information may be required by the City before approving any permit application.

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Construction Requirements:

A. Width:

- (1) Curb sidewalks must be at least 4 feet wide but are limited to 5 feet wide; or it must match the adjacent conforming existing curb sidewalk or standard sidewalk width.
- (2) Standard sidewalks shall be constructed at least 4 feet wide but no more than 5 feet wide unless otherwise allowed or required; or it must match the existing conforming sidewalk width on the same block.
 - a) Standard walks of 6 feet shall be maintained on the west side of Box Butte from Sixth Street to Twelfth Street and the east side of Box Butte from Sixth Street to Tenth Street.
 - b) Schools, museums, and churches may install commercial sidewalks regardless of their zoning.

B. **Thickness:** Sidewalks shall be a full 4 inches thick except they shall be thickened to a full 6 inches thick across driveway entrances.

C. **Cross Slope:** Cross slope shall be no less than 1:96 but no more than 1:48 upward from the curb side to the property line side. Sidewalk cross slope shall be maintained across driveway entrances.

D. **Running Slope:** The running slope shall be no more than 1:20.

E. **Exceptions:** After receiving written statement from the adjacent property owner, the City Manager or designee shall be permitted to allow minor variance from C and D in cases where topographic conditions would prohibit the installation of the sidewalk to code. The statement shall describe the conditions in detail and how the exception will not be of detriment to the use of the sidewalk.

Maintenance:

Sidewalks shall be maintained in good condition. See Municipal Code Section 24-25 through 24-28 for more details on maintenance requirements.

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Driveways:

No driveway shall be constructed in the City right of way except those that meet the following minimum requirements:

- A. **Sidewalk Cross Slope:** The cross slope of a sidewalk shall not change where it crosses the driveway. Slope requirements for sidewalks shall be maintained. Sidewalk crossings that do not meet code requirements for cross slope shall be made to meet such requirements when replacing the driveway or sidewalk.
- B. **Material:** All driveways located in the City Right of Way shall be paved with Portland cement concrete pavement
- C. **Thickness:** Driveways shall be a full 6 inches thick from the curb line to the property line including the portion of sidewalk where it crosses the driveway.
- D. **Width:** Minimum and maximum widths of driveways and the location and spacing of driveways shall comply with the zoning regulations in which the adjacent property lies.

Curb and Gutter:

- A. **Breaking Pavement:** It is hereby declared to be unlawful for any person to break paving except by sawing to a depth of at least two inches; provided, however, sawing is not required if the paving is partially granite or if permission is obtained from the Public Works Director to break by means other than sawing.
- B. **Curb Cuts:** It is not permissible to break the back off of existing curb to create a driveway. Where curb and gutter is removed it shall be removed to the nearest joint from each side of the driveway if the remaining section of curb is less than three feet in length. The flow line of curb and gutter shall be maintained. Construction and expansion joints shall be placed as specified in the City standards.

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Off Street Parking Requirements:

Requirements Applicable to all Off Street Parking:

- A. **Required to Construct:** For all uses, buildings, or structures hereafter erected, constructed, reconstructed, moved, or altered, off street parking in the form of private garages, carports, parking lots, or parking spaces, shall be provided except in the C-2, Central Business Zoning District.
- B. **Time Limit:** All parking areas and drives leading thereto, shall be ready for use before the issuance of a Certificate of Occupation by the City; however, the City Manager or designee may permit a delay, not to exceed 6 months, for parking surface in case of adverse weather conditions.
- C. **Public Alleys:** A public alley may only be used as part of the maneuvering space required for off street parking.
- D. **Driveways:** The maximum number of driveways shall be 1 per 40 feet of lot frontage.
- E. **Vacant Lots:** A vacant lot is not permitted to be used as a parking lot unless the code requirements are met for off-street parking.

Single and Two Family Residential Requirements:

- A. **Permit Required:** A construction permit is required for the construction, expansion, or alteration of all parking areas and drives leading thereto. The permit application shall be accompanied by a site plan showing the location of the work in relationship to lot lines and existing structures, the type and thickness of paving material, and how water runoff will be routed.
- B. **Storm Water Runoff:** Storm water shall be routed to lawns, yards, or other permeable surfaces when possible; however, it may not be routed to the neighboring lot without obtaining easement to do so.
- C. **Number of Spaces:** There shall be provided a minimum of two off-street parking spaces for each family unit.

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D. **Location:**

- 1) Such parking spaces must be located on the same lot as the principal building or buildings, or in a community garage or lot on the same block.
- 2) Parking may be head-in from a public street or alley.
- 3) Parking areas and drives leading thereto may be constructed adjacent and parallel to lot lines.

E. **Construction Material:** Off-street parking spaces and drives leading thereto shall be paved with Portland cement, asphaltic concrete, paving brick, gravel, or rock, provided that any gravel or rock shall not be allowed in the front or side yards.

F. **Width:** One and two family dwellings are exempt from a maximum driveway width on the lot provided runoff is not routed to the street, but are limited to a 30 foot wide curb cut and a 24 foot wide driveway in the City right-of-way.

G. **Spacing:** Driveways on the same lot shall be a minimum of 12 feet apart. Driveways on separate lots do not require a minimum separation distance.

All Other Land Use Requirements:

A. **Permit Required:** A construction permit is required for all off-street parking lots, drives leading thereto, curbs, and drainage facilities within the City and its Extraterritorial Zoning Jurisdiction as well as any parking lot improvements.

B. **Application:** The application shall include, but may not be limited to, the following information:

- (1) The name and address of the applicant.
- (2) A statement that the applicant is the owner of the lot or the owner's agent.
- (3) A legal description of such lot.
- (4) A scale drawing of the proposed parking lot, including adjacent lot lines, present and proposed sidewalks, and access from all streets and alleys, landscaping, parking layout, plan for handling storm water drainage, lighting, and surface material (type, depth, and subsurface preparations).
- (5) A statement of the off-street parking lot needs and purposes for the permit.

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C. **Number of Spaces:** The following table shall be used as a guideline in determining the number of spaces required for the land use as listed:

Minimum Number of Off Street Parking Spaces*	
Land Use:	Number of Spaces
Hospital / Institutional Living	0.5 per bed & per employee
Day care	0.75 per employee
Industrial	0.33 per employee
Commercial recreation:	
Indoor	5 per 1,000 gfa
Outdoor	0.25 per patron
Bowling	4 per 1,000 gfa
Assembly (auditorium, churches, theaters, etc.)	25% of seating capacity
Bars, pubs, dancing	5 per 1,000 gfa
Restaurants:	
Sit-down	8 per 1,000 gfa
Fast-food	10 per 1,000 gfa
Medical/dental/veterinary clinic	3.5 per 1,000 gfa
Wholesale, warehouse	0.33 per employee
Office:	
Bank/insurance	2.5 per 1,000 gfa
General office	2.0 per 1,000 gfa
Motor vehicle sales and service	2.0 per 1,000 gfa
Retail:	
General	3 per 1,000 gfa
Shopping center	3 per 1,000 gfa
Hotels, motels	0.3 per sleep unit
Multi-family housing	1.5 per dwelling unit

*Staff may also approve the utilization of on street parking spaces in lieu of off street parking spaces at a ratio of two on-street spaces to every one off-street space, provided any on street parking stall shall be adjacent to the subject property and each space shall be a minimum of 22 feet long and 8 feet wide.

D. **Parking Stall Size:** Standard parking stall dimensions shall be at least 9 feet by 20 feet or 10 feet by 18 feet; parallel parking dimensions shall be a minimum of 9 feet by 23 feet. If the stall is adjacent to a landscaped area at least 4 feet wide and an overhang is permitted into the landscaped area, the stall length may be reduced by 2 feet.

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E. Construction Material:

- (1) Nonresidential R-1 through C-3 inclusive: Parking lots in these districts shall be paved with Portland cement, asphaltic concrete, paving brick, rock or gravel provided any rock or gravel parking lot shall be in the rear yard, or as otherwise provided for in Code.
- (2) All other zoning districts: The minimum parking lot surface material shall be rock or gravel.
- (3) The thickness of material shall be approved by the City Manager or designee giving due consideration to the likely use of the facilities heavy duty vehicles and anticipated degree of use.

F. Striping/markings: Required off-street parking lots shall have individual spaces marked for hard surface parking lots.

G. Maneuvering: Minimum parking lot aisle width shall be as follows:

Minimum Maneuvering Aisle Width					
Parking Stall Angle					
	90 degree	60 degree	45 degree	30 degree	0 degree
One-way Traffic	24 feet	18 feet	16 feet	14 feet	15 feet
Two-way Traffic	24 feet	20 feet	20 feet	20 feet	20 feet

H. Prohibited Activities:

- (1) Head-in parking from a public street or highway, excluding alleys, shall not be allowed.
- (2) No signs shall be permitted within the required parking areas except those necessary for the orderly parking thereon.
- (3) No parking or maneuvering is allowed on any public street or walk; lot design shall allow any automobile to be parked and unparked without moving another.

I. Storm Water: Storm water requirements shall be in accordance with Chapter 113.

J. Accessibility: Accessibility requirements shall be as found in the City Building Code.

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K. Ingress and Egress: These shall be by means of paved driveways constructed in accordance with City Standards based on the land use and the zoning district location as follows:

- (1) Nonresidential R-R through R-5 inclusive are limited to a maximum width of 30 feet.
- (2) C-0 through C-3 inclusive shall form and maintain driveways no less than 25 feet wide but no greater than 40 feet wide.
- (3) Ag and M-1 through M-3 shall form and maintain driveways no less than 30 feet wide but no greater than 45 feet wide.
- (4) The minimum distance between driveways shall be 12 feet except in one or two family dwellings located on two different lots.

L. Setbacks:

- (1) The back of the curb of a parking area shall not be closer than 3 feet to a lot line unless wheel stops are placed and maintained at the 3 foot line.
- (2) Pedestrian protection in the form of curb or wheel stops shall be placed a minimum of 3 feet from any sidewalk.
- (3) Multifamily parking shall not be located in the front yard setback, the front yard, or the side street setback on a corner lot.

M. Landscaping and Screening:

- (1) Required to provide: Each unenclosed hard surface parking facility over 6,000 square feet shall provide and maintain interior landscaped area equal to no less than five percent of the total paved area of the parking facility. All vision clearances shall be met according with Chapter 20.
- (2) Drawing submittal: A landscaping plan must be submitted with an off-street parking permit application for all hard surface lots. Such plan shall be drawn to scale, include the entire lot or tract and shall show ground covers such as seeded or sodded areas, shade trees, shrubs and any walls or fences. Such areas and facilities as loading docks, trash bins and outside storage yards shall be screened by such trees, shrubs and fences to the extent that the appearance of the premises from adjacent streets and property is attractive and pleasing. The purpose and intent of such landscaping is to provide shade and greenery, soften architectural lines, provide maximum absorption of surface water and present an attractive appearance. Large parking lots shall be divided down into sections as appropriate for the type and size of the development.

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- (3) Appeal: The adequacy of the landscape plan shall be reviewed and determined by the City Manager or designee and any other City departments as appropriate. An applicant may appeal a denial of a landscape plan to the Board of Adjustment if feels that the denial is unreasonable and the Board of Adjustment shall have the final approval or denial authority. Compliance with the landscape and screening plan, as approved, is mandatory and any failure to carry out all details of said plan shall be deemed a violation of the zoning code.
- (4) Bordering residential neighborhoods: Any parking facility which abuts property in a residential district shall provide a fence, wall, landscape screen, or earth berm not less than four feet in height for the length of the common boundary. A grade change, terrace, or other site feature which blocks the sight line of headlights into a residential property may satisfy this requirement, subject to the determination of the City official.
- (5) Landscaping maintenance: The property owner is responsible for maintenance and/or replacement of the landscaping according to the permitted landscape plan. Dead and dying plants shall be replaced by the owner. No buildings, storage of materials, or parking shall be permitted within the landscaped area, and the landscaped area shall be maintained and kept free of all debris, rubbish, weeds and tall grass.

N. **Lighting:** Lighting is required for all new off-street parking lots unless an exemption is given by the City Manager or designee, and the purpose of the exemption be filed with the construction permit.

- (1) Any lights used to illuminate the parking areas shall be so arranged to direct light away from any adjacent lots in a residential district.
- (2) All lighting requirements will be based upon the National Electrical Code and the table as follows:

Open Parking Facilities						
General Parking and Pedestrian Area				Vehicle Use Area		
Level of Activity	Lux (min. on pavement)	Foot-candles (min. on pavement)	Uniformity Ratio (avg.:min.)	Lux (min. on pavement)	Foot-candles (min. on pavement)	Uniformity Ratio (avg.:min.)
High	10	0.9	4:1	22	2	3:1
Medium	6	0.6	4:1	11	1	3:1
Low*	2	0.2	4:1	5	0.5	4:1

*This is based on the requirement to maintain security at any time in areas where there is a low level of nighttime activity.

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Covered Parking Facilities					
Day			Night		
Areas	Lux (min. on pavement)	Foot-candles (min. on pavement)	Lux (min. on pavement)	Foot-candles (min. on pavement)	Uniformity Ratio (avg.:min.)
General parking and pedestrian areas	54	5	54	5	4:1
Ramps and corners	108	10	54	5	4:1
Entrance areas	538	50	54	5	4:1

O. **Garbage Collection in Parking Lots:** If an alley is not available or large enough, space may be allocated in the parking lot for an adequate number of solid waste containers as determined by the City Sanitation Department. Such space shall not be located in the required front yard or side-yard setback areas, shall be free of any restraints from other utilities or parked vehicles, and must be accessible to collection trucks. Parking stalls occupied by containers will not count towards the required minimum number of off street parking spaces. In the event the property is served by a commercial solid waste disposal firm, placement of the collection containers must be approved by the City.

P. **Nonconforming Parking Lots:**

- (1) **Preexisting Violations:** Any and all violations of previous parking regulations of said City that have accrued at the time of the effective date of the ordinance from which this Chapter is derived which would otherwise become legal nonconforming uses under this Chapter shall not become legal nonconforming uses under this Chapter, but shall remain violations of this Chapter in the same manner that they were violations of prior parking regulations.
- (2) **Legal Preexisting:** All off-street parking lots in existence at the time of the passage of the ordinance from which this section is derived shall be considered legal preexisting, nonconforming parking lots if they met the requirements before its passage but no longer meet the new requirements. These lots shall be allowed to remain provided the use of the facility for which they are intended does not change in occupancy classification and they are maintained in good condition, free of all weeds, trash, other debris, and water pools or puddles.
- (3) **Alterations and additional off-street parking stalls** shall meet the newly adopted standards.