

Section 20-11. Vehicle Stacking and Queuing Requirements

(A) Purpose

The purpose of this section is to ensure that drive-thru facilities, fueling stations, and other uses that generate vehicle queues provide sufficient on-site stacking capacity to prevent congestion, maintain safe internal circulation, and protect adjacent public streets from vehicle overflow.

(B) General Standards

- (1) All required stacking spaces shall be located on-site.
- (2) Stacking lanes shall in no way obstruct parking areas, fire lanes, pedestrian walkways, access aisles, or internal circulation drives.
- (3) Stacking lanes shall be clearly delineated through the use of pavement markings, curbing, landscaping, or other approved design features.
- (4) Each stacking space shall measure a minimum of twenty (20) feet in length and nine (9) feet in width.
- (5) The service position, pickup window, ordering station, teller station, fuel dispenser, or similar service point may count as one required stacking space.

(C) Minimum Required Stacking Spaces

Use	Required Stacking Spaces
Automated Teller Machine (ATM)	3 spaces per lane
Bank or Financial Institution Drive-Thru	4 spaces per lane
Car Wash (Full-Service)	6 spaces per lane
Car Wash (Self-Service)	3 spaces per lane
Order Ahead Food and/or Retail Window Pickup Lanes (e.g. fly-thru lanes)	4 spaces per lane
Fuel Pumps associated with a convenience store	Minimum of 2 spaces per fueling position (See Note 1)
Gate (Unstaffed)	2 spaces per lane
Gatehouse (Staffed)	4 spaces per lane
Pharmacy Drive-Thru Window	4 spaces per lane
Restaurant with Drive-Thru/Pickup Window	6 spaces per menu/order point 4 spaces per window/pickup point
Truck Stop Fuel Islands	4 spaces per fueling position for pumps dedicated to large commercial vehicles and/or tractor trailers

Note 1 – Fueling facilities, including gas stations, convenience stores, and truck stops, shall be designed so that vehicles waiting to access fuel dispensers do not obstruct internal circulation drives, parking areas, fire lanes, site entrances or exits, or public streets. The Administrator, or his or her designee, may require a queuing analysis for facilities containing more than eight (8) fueling positions.

Note 2 – A stacking and queueing analysis may be required for any drive-thru facility that:

1. Is projected to generate one hundred (100) or more vehicle trips during the peak hour, based upon the most recent edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual;
2. Contains more than two (2) drive-through service lanes; or
3. Is located on an arterial roadway or within two hundred fifty (250) feet of a signalized intersection and, in the opinion of the Administrator, could result in the disruption of public safety or traffic operations.