



Department of Code Enforcement and Zoning  
Borough of Media  
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### Change of use group

#### ❖ **Basic code issues**

- ❑ Change of use group “kicks in” all ICC Code & Life Safety Code requirements for the new use group.
- ❑ Applicable local codes
  - ✓ 2009 ICC Codes
  - ✓ 1994 Life Safety Code

#### ❖ **Life Safety issues**

- ✓ means of egress
- ✓ interior finishes
- ✓ fire suppression systems
  - if any fire area exceeds 1,500 square feet, 2 hour fire rated separation or automatic sprinkler protection is required.
  - ICC “windowless story” criteria may also apply.
- ✓ fire detection and alarm
- ✓ separation of hazards
- ✓ emergency lighting

#### ❖ **Zoning issues**

- ✓ Compliance with required parking ratios from Media Borough Zoning Ordinance
- ✓ Compliance with landscaping & buffering requirements
- ✓ deliveries
- ✓ trash management & collection
- ✓ storm water management
- ✓ safety & security lighting
- ✓ signage

### **§ 311-81. Required parking ratios.**

Spaces for off-street parking shall be provided as required below:

	<u>Use</u>	<u>Minimum Number of Parking Spaces Required</u>
<b>C.</b>	<b>O-Office District</b>	
(1)	Offices	1 for every 400 square feet of net floor area.
(2)	Residential uses	Same as Subsection A above.

- (3) Church or meeting place Same as Subsection A(4) above.
- (4) Medical or dental office 4 for each practitioner present at any one time.
- (5) Hotels, motels, inns 1 for each guest room plus 1 for every 2 full-time employees

**D. Retail-Office-Apartment District (ROA)**

- (1) Retail store or personal service shop 1 for every 1,500 square feet of net floor area.
- (2) Office 1 for every 400 square feet of net floor area.
- (3) Bank 1 for every 400 square feet of net floor area, plus requirements of § 311-83I for each drive-through teller window.
- (4) Restaurant 1 for every 300 square feet of floor area devoted to patron use.
- (5) Church or meeting place Same as Subsection A(4) above.
- (6) School Same as Subsection A(5) above
- (7) Multifamily units, 1 for each dwelling unit, including residential conversions
- (8) Medical or dental office 4 for each practitioner present at any one time.
- (9) Hotels, motels, inns 1 for each guest room plus 1 for every 2 full-time employees.

**E. Highway, Business-Office District (HBO)**

- (1) Retail store, personal service shop, or office (including bank) 1 for every 600 square feet of net floor area.
- (2) Restaurant
  - (a) Sit-down 1 for every 150 square feet of floor area devoted to patron use, plus 1 for every 3 employees on the greatest shift.
  - (b) Drive-through [Amended 8-15-1996 by Ord. No. 903] 1 for every 75 square feet of floor area devoted to patron use, plus 1 for every 3 employees on the greatest shift, plus area for stacking as per § 311-83I.

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| (c)  | Walk-up<br>[Added 8-15-1996 by<br>Ord. No. 903] | One for each employee at the<br>greatest shift, plus four per<br>service window.   |
| (3)  | Auto maintenance or auto<br>repair shop         | 1 for every 200 square feet of<br>floor and or ground area devoted   |
| (4)  | Gasoline service station                        | 1 space, either within or outside<br>the structure, for every 200<br>square feet of floor or ground<br>area devoted to repair or service<br>facilities, and, in addition,<br>sufficient space for gasoline<br>purchase and/or vehicle storage. |
| (5)  | Car wash  | 1 for each employee on the<br>greatest shift, plus area for<br>stacking of at least 10 vehicles,<br>plus 4 spaces between the exit of<br>the facility and the street.  |
| (6)  | Laundromat, self-service                        | 1 for every 2 washing machines   |
| (7)  | Funeral home                                    | 1 for every 75 square feet of<br>floor area in viewing rooms or<br>parlors, plus 1 for each official<br>funeral car, plus 2 for resident<br>family, plus 1 for each 2<br>employees exclusive of resident<br>family members.                    |
| (8)  | Wholesale establishment                         | 1 for every 700 square feet of<br>floor area, exclusive of basement<br>areas not used for sale or<br>display of merchandise, plus 1<br>for each employee on the greatest<br>shift.   |
| (9)  | Church, theater or<br>meeting place             | Same as Subsection A(4) above.   |
| (10) | School  | Same as Subsection A(5) above.   |
| (11) | Nursing or convalescent<br>home                 | 1 for every 10 beds plus 1 for<br>each employee on the greatest<br>shift.  |

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| (12) | Multifamily units including residential conversions | 1 for each dwelling unit.                                      |
| (13) | Medical or dental office                            | 4 for each practitioner present at any one time.               |
| (14) | Hotels, motels, inns                                | 1 for each guest room, plus 1 for every 2 full-time employees. |