

540.982.2444

pcfirm@poecronk.com

Dennis R. Cronk, CCIM, CIPS, CRE

Thomas M. Hubbard, CCIM

Peter A. Ostaseski, CCIM

Matt Huff, CCIM

Richard Wellford, CCIM

Bryan Musselwhite, CCIM

Adam Hardy, CCIM



JULY 2025

Contents

- Adequate Parking Spaces For Commercial Properties
 - The Master Lease
 - The Screening Process Of Prospective Tenants
 - A Land Development Agreement
-

Adequate Parking Spaces For Commercial Properties

Parking is not just important at your commercial building or apartment property; it is absolutely crucial for any business. Without it, potential tenants and their customer will reject the building. Parking spaces may be located below, at, or above ground level but wherever located, there must be enough spaces to accommodate the realistic, projectable needs of the particular building.

What Is Adequate Parking?

What determines adequate parking space depends on the kind of building involved and its location. For example, there should be three or three and a half parking spaces per 1,000 square feet of building space at inner city office buildings, according to experts in the field. On the other hand, for office buildings located in the suburbs, there should be at least four parking spaces per 1,000 square feet of building space.

For an industrial or manufacturing building, the preferred parking ratio is two to three spaces per 1,000 square feet of building space. For warehouse and distribution buildings, one parking space for each 1,000 square feet of building space is usually considered ample, but these layouts must include turn areas for large trucks.

Restaurant and bar establishments with seating for service of food and/or drinks requires one parking space for each four seats.

Restaurant (fast food): 2,500 square feet of building area – 1 space for each 100 square feet of building area. If no customer service or dining area is provided – 1 space for each 275 square feet of building area. Drive-up service – 8 queue spaces for each service lane.

For multi-family housing buildings, the square footage is less significant than the number of units in the building. One or two parking spaces for each housing unit covers most needs

in suburban locations, with less parking spaces needed for inner city residential buildings because of the availability of extensive public transportation.

Zoning Codes

Local zoning codes typically include parking requirements for newly built commercial properties. Although the ratio of parking spaces to square footage of building varies from city to city and from suburb to suburb, here are typical requirements:

- Medical facility– 6 parking spaces per 1,000 square feet.
- Restaurant– 10 parking spaces per 1,000 square feet.
- Furniture store– 2 parking spaces per 1,000 square feet.
- Office buildings and retail stores– 4 parking spaces per 1,000 square feet.
- Manufacturing facility– 3 parking spaces per 1,000 square feet.

(continued)

- Places of assembly, including churches, theaters, auditorium—One space for every five (5) seats or one space for every forty (40) square feet of seating area where there are no fixed seats.

Real estate developers emphasize that zoning requirements are minimum requirements. Developers prefer to add more parking space than local zoning calls for.

Traffic Flow

An important element to consider in determining parking needs is the normal flow of traffic at the particular building. For example, at office buildings, traffic peaks at the employee arrival and departure times (8 a.m. to 9 a.m. and 4 p.m. to 5 p.m.). But clients and visitors, who typically arrive later (10 a.m.) and leave earlier (3 p.m.), have to be able to find parking space within a reasonable distance from the building's entrance.

Industrial buildings may operate with three shifts of workers. And, while visitor parking is usually not an important factor, the overlapping of arriving and departing employees requires careful consideration to calculate an adequate number of parking spaces.

Shopping centers have a more dispersed flow of customer traffic, with employee parking usually situated in a particular area at some distance from the main entrance to the stores. Parking spaces for handicapped persons are specifically designated and located near entrances, as required by law.

Handicap Parking

The Americans with Disabilities Act (ADA), accessible parking space dimensions must be at

least 9 feet wide for standard vehicles and at least 11 feet wide for van-accessible spaces. Along with this, there must be an access aisle for both variations that is at least 5 feet wide.

Medical facilities, such as hospitals, with outpatient services should have 10% more accessible parking spaces for patients and visitors.

Rehabilitation centers or clinics that provide treatment or therapy for mobility-impaired or physical therapy patients should have an additional 20% more accessible parking spaces than the normal requirement.

The Older Buildings

Many older buildings (especially those built before World War II) once had ample parking. Over the years, this space either has been physically diminished through building additions or the sale of land, or is now just inadequate due to increased auto ownership and usage. To meet current demands for additional parking space at existing buildings, property owners should consider the following options:

Narrow the parking spaces.

For average parking spaces, the size tends to be around 7.5 to 9 feet in width and about 10 to 20 feet in length. In these days of compact and sub-compact automobiles, this can be done, says the experts, and increase the number of parking spaces by 15%. The cost: a few gallons of paint.

Provide angle stalls. Eliminate right angle parking stalls and re-set them at a 65-degree angle. This maximizes the available parking space at a minimal changeover cost.

Suggestion: Study the vehicles driven by your tenants, employees, and other regular parking space users. Designate

special areas for compact cars around planters and landscape areas. **Caution:** Vehicle preferences do change. Compact and sub-compacts are a popular size but bigger vehicles are most common over smaller vehicles. For example, SUVs, vans and pick-up trucks are popular now. Unfortunately, they require larger parking spaces than some other automobiles.

Create off-site parking. A satellite parking lot, with shuttle bus service, works well at airports and large amusement parks. The idea might also work well for shopping centers and apartment complexes.

Add Rooftop Parking. This is possible at just a few locations.

Reduce landscaped areas. Eliminate grass, shrubs, and flowers now decorating a parking lot. Determine whether paving these areas will increase the lot's capacity.

Construct a parking garage. Take a portion of the existing surface parking lot and construct a multi-floor parking garage. This not only provides an excellent long-term solution, but also adds value to the entire property. And there may be potential income from renting out extra spaces for use by nearby apartments or businesses.

If you can increase the parking ratio of your commercial real estate property by adding more parking spaces it can be seen as an investment that may improve the long-term occupancy rate.

But keep in mind higher parking ratios can be more desirable for potential tenants, but they also typically lead to higher common area maintenance fees (CAM).

Always check your local zoning codes about your property, as zoning codes vary in different areas and states. □

The Master Lease

When new development is occurring in a market and developers are anxious to sell when the construction is complete, use of a master lease may facilitate a sale before the lease-up period is ended. A master lease is a form of seller guarantee that has several specific goals:

- It enables the seller to negotiate a price that reflects a stabilized occupancy and the long-term potential of the property.
- It assures the purchaser of a guaranteed level of income over an initial period and so assures for payment of debt service and equity dividends.
- When an appraisal is a necessary prerequisite for the purchase, the master lease enables an appraiser to value the property without regard to the initial vacancy rate (although certain adjustments may be required).

When a seller agrees to become a master tenant (and so be responsible for the agreed rental regardless of the actual occupancy level), the seller usually insists on having the management contract for the property for the duration of the master lease to assure an aggressive leasing effort. This also enables the seller to earn leasing commissions and usually is agreeable to the purchaser, which also is interested in achieving full occupancy as soon as possible.

The Terms That Protect Buyer And Seller

The essential purpose of a master lease is to assure the buyer that it will receive a specific amount of cash flow throughout the master lease term. The obligation on the seller can be structured in one of several ways. The seller may guarantee that a certain occupancy level will be

maintained or that gross rents will not decline below a specified amount. The lease should contain protective provisions for the buyer; for example, the seller (as manager) should not be able to reduce rents below market merely to achieve a higher occupancy rate. Similarly, the seller-manager should not be able to offer additional and costly amenities in order to increase gross rental revenue. The term of the master lease usually will approximate the estimated time for the property to attain stabilized occupancy. Finally, the obligation of the seller should be secured through an escrow account, letter of credit or other form of guarantee.

Always contact a qualified real estate attorney and your real estate broker to create a master lease agreement form that is appropriate for the state where the property is located □

The Screening Process Of Prospective Tenants

The property manager provides the tenant applicant with the lease application, which must be filled out for the interview. A leasing agent may assist during the review process, but the final selection of tenants is ultimately the property manager and owner's responsibility.

All leasing personnel should be informed that the company does not discriminate on the basis of an applicant's race, sex, color, creed, or national origin.

The screening process helps determine the prospect's desirability and verifies financial and nonfinancial qualifications. When all information has been received, the appli-

cant's file should be given to the property manager and/or owner for final review. Decisions made during this process are based on the following criteria:

- Impressions created by the prospect when interviewed;
- The prospect's employment history if the prospect is applying for residential space; company or business history if the prospect is applying for commercial space;
- Information gathered from verifying the prospect's references and from the completion of a credit check;
- Compatibility of the tenant to the property type.

When the application is approved, the property manager

should prepare the lease and other appropriate documents that require the applicant's signature. Commercial tenants will probably have an attorney review the lease, which may require a certain amount of negotiation. Upon approval, the lease is signed, and security deposits and rent payments are collected as specified in the lease.

When an applicant is disapproved, he/she should be promptly notified. If the disqualification resulted from a credit check, the law requires that the applicant be informed of this. To protect against possible litigation, rejected applications should be kept on file with complete statements about why applications were rejected. □

A Land Development Agreement

The acquisition and improvement of land is a large-scale operation and requires large amounts of capital. This has created methods of land acquisition that gives the developer access to and control over a large enough tract to make development economical without requiring an initial outlay of all of the capital necessary to acquire such a tract. From the point of view of the landowner, the disposal of a large tract at a good price may require a formula that will encourage the developer to commit improvement and development money for part of the tract that will build future value into the entire tract.

This may be accomplished by the following:

- The developer sets up a master plan that sets forth the general scheme of development and submits it for the approval of the owner.
- The developer and owner enter into an agreement setting forth the acreage prices for the entire property.
- Owner and developer agree on the number of years

over which the full development is to be completed.

- To protect the owner against freezing of his property, the developer firmly commits to buy a predetermined number of acres each year.
- If the developer fails to meet this schedule, the owner is released from his commitment.

A Development Agreement

Another way of handling the problem is for the developer to share the net profits from the land development with the landowner. This can be done by a "land development agreement" in which the developer agrees to perform the platting, the laying out, the installation of lot improvements, and the promotion of the subdivision. The landowner agrees to accept a percentage of the sales price of each lot, with a fixed minimum guaranteed. For example, the developer agrees to pay net to the landowner 25% of the sales price of each lot sold, with a minimum of \$50,000 per lot.

With this kind of arrangement, it is important to protect the landowner from finding his land

cluttered up with liens left by a subdivider who went broke. The landowner should consider confining the developer or subdivider to a small tract of land at a time and give him "rolling options" to acquire additional parcels at intervals over a period of time. Failure to keep up with this purchase program results in loss of future options. The land that has been optioned but not purchased is not subject to liens against the developer.

A Liability for Not Proceeding With Development.

In one case, a jury found that a village breached its contract with a real estate developer calling for the village to acquire property and convey it to the developer for construction of apartment houses and a shopping center, all conditioned on obtaining financing from HUD. The village repudiated its explicit undertakings, to acquire and convey property to the developers. HUD had granted the main application and was in the process of considering the other grants involved, so the village could not back out of its promise. [*Heritage Commons Partners v. Village of Summit*, 730 FSupp 821, (ND Ill. 1990)] □



540.982.2444
pcfirm@poecronk.com

Dennis R. Cronk, CCIM, CIPS, CRE
Thomas M. Hubard, CCIM
Peter A. Ostaseski, CCIM
Matt Huff, CCIM
Richard Wellford, CCIM
Bryan Musselwhite, CCIM
Adam Hardy, CCIM



A CCIM is a professional real estate practitioner with proven technical expertise in commercial property. A CCIM is a person truly committed to the fundamentals of effective commercial-investment brokerage. The CCIM has completed a full schedule of Post Graduate Level Courses in investments, taxation, development and marketing all types of commercial-investment properties. The designation of Certified Commercial-Investment Member is unquestionably the highest degree awarded in the commercial-investment real estate practice.