

CHAPTER 7

PARKING, LOADING, AND ACCESS REQUIREMENTS

- 7.01 Purpose.
- 7.02 Off-street parking requirements.
- 7.03 Parking area landscaping requirements.
- 7.04 Loading and unloading requirements.
- 7.05 Access requirements.

7.01 Purpose. These provisions are intended to reduce traffic congestion on public streets by requiring adequate off-street parking and loading areas for each land use. These provisions provide landscaping requirements to improve the appearance of parking lots and to reduce the nuisance of glare. These provisions are also intended to promote traffic safety by ensuring proper access to roads.

7.02 Off-street parking requirements.

(1) Required number of off-street parking spaces. The minimum number of off-street automobile parking spaces to be provided shall be in accordance with the following schedule. In cases where garages are provided, the number of required spaces shall be reduced by the number of parking spaces within the garages.

<u>USE</u>	<u>OFF-STREET PARKING REQUIREMENT</u>
Residential	2 spaces per dwelling unit.
Multiple Occupancy Development	See s. 4.08(8)(i)1. (Amended: 5 Oct. 1998, Ord. 22-98)
Auditorium/Theater	1 space per 3 seats.
Church/Funeral Home	1 space per 4 seats.
Restaurant/Tavern	1 space per 100 square feet of primary floor area or 1 space per 3 seats, whichever is greater.
Boarding House	1 space per bedroom or sleeping room.
Bed and Breakfast Establishment	2 spaces plus 1 space per rental room.
Medical/Dental Clinic or Office	5 spaces per doctor/dentist.

<u>USE</u>	<u>OFF-STREET PARKING REQUIREMENT</u>
Public Boat Launching Ramp	15 spaces per launching lane (each space 10 feet wide x 40 feet long).
Office Uses	1 space per 250 square feet of primary floor area.
Retail Stores and Personal Services Establishments	1 space per 200 square feet of primary floor area.
Manufacturing/Trade or Contractor Establishments	2 spaces plus 1 space per employee during peak shifts.
Warehouse/Commercial Storage	1 space per 1,000 square feet of primary floor area.
Marinas	0.6 of 1 space per boat slip.
Commercial Riding Stables	1 space per 3 horses.
Model Homes	4 spaces per model home.

(a) If the parking requirements for particular uses described in Chapter 4, particular uses requirements, are different from those shown here, the most restrictive requirements shall apply.

(b) Commercial establishments with drive-through facilities shall, in addition to providing the required off-street parking spaces, maintain an off-street queuing capacity of 4 vehicles per service lane. Such queuing capacity shall be designed so that vehicles queuing in the drive-through lane do not interfere with street traffic flow.

(c) Computation. When the computation of the minimum number of parking spaces results in a fractional product, the product shall be rounded up to the next whole number.

(d) Uses not enumerated. In the case of uses not specifically listed in sub.(1), the minimum number of parking spaces shall be determined by the Planning Director, upon referral and recommendation of the Zoning Administrator, based upon requirements for similar uses.

(e) Multiple uses on a lot. Where more than one use is located on a lot, the required number of parking spaces shall be determined by the sum of the minimum total number of parking spaces for each individual use. However, the Planning Director, upon referral and recommendation by the Zoning Administrator, may allow a reduction of parking facilities if:

1. The peaks of demand for individual uses do not coincide, or

2. The same parking space can simultaneously serve both uses.

(2) Application to existing uses. Uses existing on the effective date of this Ordinance which do not have the required amount of parking space shall not further reduce said space; and no expansion of the use shall be permitted, unless parking spaces equal to the parking requirement for the expansion are provided as part of the expansion.

(3) Application to change of use. Whenever an existing use of a lot is hereafter proposed to be changed to a use having greater parking requirements, the applicant shall provide additional parking spaces equal to the difference in required parking spaces between the existing use and the proposed use.

(4) Location. Except for Commercial, Industrial, and Institutional Uses, as listed in s. 2.05(3), table of principal uses, and except for government owned public boat launching facilities, all required off-street parking shall be provided on the same lot as the use it serves or on an adjoining lot under the same ownership as the lot containing the use it serves.

(a) For Commercial, Industrial, and Institutional Uses, all required off-street parking shall be provided on the same lot as the use it serves or on an adjoining lot under the same ownership as the lot containing the use it serves, or the parking may be provided off-premise, however:

1. The off-premise property shall be under the same ownership as the lot containing the Commercial, Industrial, or Institutional Use; or the off-premise property to serve as the required parking lot shall be leased for such purpose for 20 years or more.

2. Each of the parking spaces shall be within 500 feet of the structure housing the use that the parking spaces are intended to serve.

3. The off-premise parking area shall be located in a Commercial Center, Mixed Use Commercial, Recreational Commercial, or Light Industrial district.

4. A separate regular zoning permit shall be obtained for the off-premise parking area.

(b) For government owned public boat launching facilities, all required off-street parking shall be provided on the same lot as the use it serves or on an adjoining lot under the same ownership as the lot containing the use it serves, or the parking may be provided off-premise, however:

1. The off-premise property shall be under the same ownership as the lot containing the government owned public boat launching facilities; or, the off-premise lot to serve as the required parking lot shall be leased for such purpose for 20 years or more.

2. The off-premise parking area shall be located in a Natural Area, Countryside, Estate, SF20, SF30, Small Estate, Rural Residential, High Density, Commercial Center, Mixed Use Commercial, Recreational Commercial, or Light Industrial zoning district.

3. A separate regular zoning permit shall be obtained for the off-premise parking area.

(Amended: 3 November 2003; Ord. 20-03)

(5) Abandonment. No parking space, or driveway providing access thereto, shall be abandoned, closed, converted to another use, or in any way eliminated from use as a parking space or driveway, unless adequate off-street parking and access are provided to the property in full compliance with the provisions of this Ordinance.

(6) Design requirements.

(a) Surfacing. The required off-street parking area shall be surfaced with gravel, paving, or other material to free the parking area of mud and pitched to prevent ponding. However, the surfaced parking area may be reduced to not less than 75% of the required parking area upon approval of the Planning Director, after referral and recommendation by the Zoning Administrator and subject to demonstration by the applicant that the required parking area is excessive. The total required parking area shall, however, remain available for parking purposes as needed.

(b) Size. Off-street parking spaces shall be at least 9 feet in width and at least 18 feet in length. Parking spaces designed to accommodate parallel parking shall be at least 22 feet in length. Parking spaces shall have a vertical clearance of at least 7 feet.

(c) Setback.

1. Off-street parking areas shall be located at least the following distances from public right-of-ways:

<u>Zoning District</u>	<u>Setback from ROW</u>
NA, EA, PA, GA, CS, HL3.5, HL5, HL10, ES, LI	15 feet
SF20, SF30, SE, RR, HD	10 feet
CC, MC, RC	5 feet

(Amended: 28 May 1996, Ord. 13-96)

2. Off-street parking areas shall be located at least 5 feet from all other lot lines in all zoning districts.

(d) Access. All parking areas shall be provided with an entrance and exit or shall be provided with a turnaround at the end opposite the entrance.

(e) Horizontal widths for parking rows, aisles, and modules (row plus aisle) shall be provided at widths no less than listed in the following table:

	<u>One-way Parallel</u> --feet--	Parking Space Angle, in degrees			
		<u>30</u>	<u>45</u>	<u>60</u>	<u>90</u>
		-----feet-----			
Single row of parking	9	17	19	20	18
<u>Driving aisle</u>	<u>12</u>	<u>12</u>	<u>13</u>	<u>18</u>	<u>24</u>
Minimum width of module (row + aisle)	21	29	32	38	42
Two rows of parking	18	34	38	40	36
<u>Driving aisle</u>	<u>12</u>	<u>12</u>	<u>13</u>	<u>18</u>	<u>24</u>
Minimum width of module (row + aisle)	30	46	51	58	60

Commentary: The illustrations on the following pages depict the parking arrangements described in the table.

PARKING, LOADING 7.02(6)

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(f) Lighting. Lighting established for the purpose of illuminating off-street parking areas shall utilize lighting fixtures whose hood, lens, or combination thereof allow no direct beams of light from the fixture to be seen from off the property or to be cast skyward.

(g) Maintenance. All parking areas shall be properly maintained by the owner, or lessee, of the property.

(h) Handicapped parking. All off-street parking areas shall provide parking spaces for use by motor vehicles which transport physically disabled persons, in accordance with ILHR 52, Wis. Admin. Code, or the following minimum requirements, whichever are more restrictive:

1. Two percent of the total number of spaces shall be provided for use by physically disabled persons in parking areas containing one to 1,000 spaces, with a minimum of one space.

2. In addition to the number of spaces required in subd.1., one percent of all spaces over 1,000 shall be provided for physically disabled parking.

3. The minimum dimensions for all parking spaces provided for use by physically disabled persons shall be 12 feet in width and 18 feet in length.

4. Parking spaces provided for use by physically disabled persons shall be located as close as possible to an entrance which allows such persons to enter and leave the parking area without assistance.

(7) Parking of Business-Related Vehicles. In the Single Family Residential-20,000, Single Family Residential-30,000, High Density Residential, and Small Estate Residential districts, not more than one vehicle which bears business insignia and/or one trailer used in a business or trade shall be parked on a lot overnight. This provision shall not apply to permitted commercial uses nor to nonconforming uses, provided such parking of business-related vehicles does not violate any other provision of this Ordinance. (Added: 25 June 1996, Ord. 16-96)

7.03 Parking area landscaping requirements.

- (1) Applicability. These requirements shall apply to all parking spaces created after the effective date of this Ordinance, except for parking spaces located in parking areas which accommodate fewer than 6 vehicles, and except for parking spaces located in multi-level parking structures.

(2) Minimum landscaping requirements.

(a) Canopy trees shall be required as follows:

1. One canopy tree with a caliper of at least 2 inches shall be required for every 12 parking spaces. Fractions shall be rounded to the nearest whole number (e.g. 0-5 spaces = no trees, 6-17 spaces = 1 tree, 18-29 spaces = 2 trees, etc.).
2. All required canopy trees must be located within the parking area or within 10 feet of the perimeter of the parking area surface.
3. Existing trees may be counted toward the canopy tree requirements, provided they meet the requirements for size, placement, and type.

(b) Other landscaping materials shall be required so as to accumulate 15 landscape points per parking space. Landscape points shall be accumulated according to the following:

LANDSCAPE POINTS

<u>Landscape Element</u>	<u>Minimum Planted Size</u>	<u>Points</u>
Canopy Trees	2 in. caliper or 1.5 in. caliper for multi-stem trees	50 pts.
Evergreen Trees	4 feet high	30 pts.
Low Ornamental Trees	5 feet high and balled and burlapped stock	20 pts.
Tall Shrubs	2.5 feet high	9 pts.
Medium Shrubs	18 inches high	6 pts.
Low Shrubs	15 inches high	3 pts.

The publication, *A Guide to Selecting Landscape Plants for Wisconsin*, by E. R. Hasselkus, UW-Extension publication A2865, shall be used to determine which plants are "low-ornamental trees" and "tall/medium/low shrubs."

1. To qualify for points the landscape elements must be located in the following areas:
 - a. Within landscaped areas in the interior of the parking area.
 - b. Within 10 feet of the perimeter of the parking area.
 - c. Along public right-of-ways that are adjacent to the parking area.

2. Landscaping which primarily serves the aesthetic enhancement of the building or related open areas shall not qualify for points.

3. Canopy trees as required by par.(a) shall also qualify for points. (Amended: 24 Feb. 2004; Ord. 2004-03)

(c) Screening near residential uses. A screening barrier (for the purpose of reducing glare) shall be required in the following situations:

1. When the parking area is located within 30 feet of an adjoining lot containing a principal residential use. (Amended: 25 June 1996, Ord. 16-96)

2. When the parking area is located within 30 feet of an adjoining vacant lot that is located in the Single Family Residential-20,000, Single Family Residential-30,000, Small Estate Residential, Rural Residential, or High Density Residential districts. (Amended: 25 June 1996, Ord. 16-96)

The minimum height of the barrier shall be 3.5 feet above the surface of the parking area. The barrier may consist of wood or masonry fencing, walls, berms, or planted materials. If planted materials are used, they must be of suitable size and density to accomplish the screening objective within 3 years of planting.

(d) All required landscape and/or barrier materials shall be established prior to utilization of the parking spaces, unless a bond, certificate of deposit, cash, or other form of financial assurance acceptable to the Zoning Administrator is submitted to the County. Such financial assurance shall cover the estimated cost of installing the landscape and/or barrier materials and shall be returned to the applicant upon proper installation by the applicant. If the landscape and/or barrier materials are not properly installed within 9 months of commencement of operation of the use, the financial assurance shall be used for installation of the landscape and/or barrier materials by the County. Once established, all landscape and/or barrier materials shall be properly maintained by the owner or lessee of the parking area. (Amended: 25 June 1996, Ord. 16-96)

(3) Two or more parking areas interconnected by on-site vehicular circulation shall be treated as one lot for the purposes of this section. Unconnected parking areas serving the same use shall be treated as one lot unless they are separated by 30 feet or more.

Commentary: The following 2 sketches illustrate application of this section.

(Continued on next page)

PARKING, LOADING 7.03(3)

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7.04 Loading and unloading requirements.

(1) Any use which requires deliveries or shipments shall provide sufficient off-street loading and unloading space so that no public street, alley, or access to any parking area is blocked by such activities.

(2) The loading and unloading space shall be separate from any parking aisle or parking spaces unless delivery or pickup activities are scheduled for hours when the parking area is not in use.

7.05 Access requirements.

(1) Every use shall have access to a public or private road. However, property owners have the responsibility of securing the access.

(2) For all uses, except Agricultural Uses, as listed in s. 2.05(3), table of principal uses, no more than 2 driveways per lot shall be permitted.

(3) For all uses, except Agricultural Uses, as listed in s. 2.05(3), table of principal uses, access shall not be taken to a state highway if access to a town, county, or public or private frontage road is available.

(4) Access spacing on state highways.

(a) Except for access driveways from farm fields, access driveways to state highways shall be separated according to the following schedule:

<u>Speed Limit at Driveway Location, miles per hour</u>	<u>Minimum separation, feet</u>
25	100
30	125
35	150
40	185
45	230
50 and 50+	275

Measurements are from driveway midpoints.

(b) Lots existing prior to the effective date of this Ordinance which cannot meet the spacing requirement of par.(a) shall be permitted one access driveway.

(5) Driveway width.

(a) For all single family residential and duplex residential uses, access driveways shall be at least 15 feet wide and not more than 24 feet wide. (Amended: 17 December 1996; Ord. 36-96)

(b) Access driveways for all other uses, except Agricultural Uses, as listed in s. 2.05(3), table of principal uses, shall be at least 20 feet wide and not more than 35 feet wide. Such drives may be reduced to 10 feet wide if they are enter-only or exit-only drives.

(6) Setback. All access driveways shall be placed such that the driveway edge nearest to a neighbor's lot line is at least 5 feet from the neighbor's lot line, unless driveways are shared by adjoining property owners.

(7) All access driveways, except those to farm fields, shall be surfaced with gravel or paved and pitched to prevent ponding.

(8) Location.

(a) Access drives shall be located opposite median crossovers, where present.

(b) At road intersections, the midpoint of access driveways shall be located at least 100 feet from the point of intersection of the road edges. For lots existing prior to the effective date of this Ordinance which cannot meet this provision, one access driveway shall be permitted.