

20.24.000 PARKING & LOADING REQUIREMENTS

20.24.010 DEFINITIONS. As used in sections 20.24.010, 20.24.020 and 20.24.030, the following words and phrases shall have the following meanings:

- A. **Approved:** When used in reference to an area, location, material, structure or use, means specifically permitted under the provisions of Sections 20.24.020 or 20.24.030 or, if subject to Plan Commission review under said sections or under this section, means authorized by official permission of the Plan Commission.
- B. **Base Setback Area:** The land lying between the edge of the existing or proposed street right-of-way and the Base Setback Line.
- C. **Base Setback Line:** The line from which all required setbacks are measured, which line corresponds to the established ultimate street right-of-way line as set forth in Section 20.15.020.
- D. **Carport:** Any parking or storage space or shelter for a motor vehicle, having a roof but not completely enclosed by walls. A carport shall be attached to a principal or accessory building or structure, and its covered area shall be included when calculating any building or zoning code requirements.
- E. **Commercial Vehicle:** A motor vehicle, whether a single vehicle or a combination vehicle, designed or used to transport passengers or property in conjunction with the operation of a trade, industry or business, which has information painted on or attached to such vehicle (e.g., a logo, company name, symbol, telephone number or text) that identifies a business or service.
- F. **Driveway:** A private road providing access for motor vehicles from a street, alley or highway to a house, carport, garage, parking lot, parking space or parking structure.
- G. **Garage:** A structure or portion thereof, whether commercial, private or public and whether attached or detached to a building, primarily used for the enclosed parking, rental, repair, servicing, shelter or storage of motor vehicles.
- H. **Loading Space:** An off-street space for the temporary parking of vehicles while engaged in loading or unloading goods, materials or merchandise.
- I. **Motor truck:** See truck.
- J. **Park (Parked, Parking):** The halting of a vehicle, whether occupied or not, except temporarily for the purpose of and while actually engaged in loading or unloading property or passengers.

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- K. Parking Space (Parking Area): A designated location or area where a vehicle is parked.
- L. Paved (Paving): The act or result of applying material (e.g., cement, concrete, asphalt mixture, cobblestones, precast concrete, paver units, clay fired bricks, or other approved driveway material) to a ground surface so as to create a uniform, dust free, hard, usually level surface for a driveway or for travel.
- M. Reconstructed (Reconstruction): The act or result of removing and replacing a paved surface.
- N. Setback Area: The shortest required horizontal distance between any structure and the Base Setback Line. (See Section 20.15.020.)
- O. Street Right-of-Way Line: A dividing line between a lot, tract or parcel of land and a contiguous street.
- P. Street Yard: A yard extending across the full width of a lot, the depth of which shall be the minimum horizontal distance between the existing or proposed street or highway right-of-way line and a line parallel thereto through the nearest point of the principal structure. Corner lots and double frontage lots have two (2) such yards.
- Q. Storage (Store) (Stored): A place or a space where a vehicle or recreational vehicle is kept; to place a vehicle or recreational vehicle for safekeeping or for disposal for any period of time longer than temporary storage.
- R. Temporary storage: As applied to any vehicle or recreational vehicle, a period of time not exceeding thirty (30) days, provided that such vehicle is removed from the lot or parcel on which it is kept or placed for a period of at least ten (10) days thereafter before a recurrence of the temporary storage.
- S. Trailer: A vehicle without motive power designed or used for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle, but does not include a mobile home as defined in Section 20.02.000.
- T. Truck: Any motor vehicle designed or used primarily for carrying heavy loads, having a powerful motor, a transmission geared for heavy pulling, and various types of bodies including, but not limited to, dump trucks and tractor-semitrailers, but excluding pick-up trucks.

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- U. Vehicle: Every device in, upon, or by which any person or property is or may be transported upon a street, road or highway. Vehicles include, but are not limited to, automobiles, trucks, vans, sport utility vehicles, mopeds or motorcycles, which are or can be licensed for use on a public street, road or highway.
- V. Vehicle, Recreational: Any device or vehicle equipped and used or intended to be used primarily for temporary human habitation or recreation, whether on land, water or in the air. Recreational vehicles include, but are not limited to, all-terrain vehicles, boats, campers, camping trailers, fifth-wheel mobile homes, motor homes, off-road motorcycles, off-road utility vehicles and snowmobiles. Recreational vehicles do not include any device or vehicle which was intended by its inherent design to be used for commercial purposes, such as a truck, bus, tow truck, etc., or a mobile home as defined in Section 20.02.000.
- W. Vehicle Parking Space (Vehicle Parking Area): An approved location or area where one or more vehicles can be parked.
- X. Vehicle Storage Space (Vehicle Storage Area): An approved location or area where one or more vehicles can be stored.
- Y. Yard: An open space on the same lot with a building or structure, unoccupied and unobstructed from the ground upward except for vegetation. The street yard extends the full width of the lot.

20.24.020 BUSINESS, INDUSTRIAL, INSTITUTIONAL AND MULTIPLE FAMILY ZONING DISTRICTS. The following requirements shall apply to all property within the Business, Industrial, Institutional, and RM-2, RM-3 and RM-4 Multiple Family Zoning Districts:

- A. Flexibility in Application. The City recognizes that due to unique site or design conditions, strict application of these parking standards may impede the maximum use of an existing lot or a proposed development. In such event the Plan Commission may consider tradeoffs within these standards to facilitate the benefits to the City.
- B. Off-Street Parking Required: In connection with every use, there shall be provided at the time any use or building is erected, changed, enlarged, extended or increased, off-street vehicle parking space in accordance with the parking requirements set forth in this section, except that in the B-4 Central Business District business uses are exempt from the number of parking spaces required and from the general requirements set forth in Sections 20.24.020.E.3., E.4., and E.5.
- C. Approval: The owner of any parking areas constructed, reconstructed, expanded or extended after March 4, 2010 shall obtain approval of the

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proposed parking site plan from the Plan Commission prior to the commencement of such work.

- D. Determination of Need: The number of parking spaces required shall be based upon the anticipated parking demand of the particular use(s) and shall be as listed in the following table (as amended from time to time), or as may be determined by the Plan Commission for specific uses not so listed:

Use	Parking Space Requirements
Multiple Family Dwelling Units **	1.75 spaces per dwelling unit with a minimum of 60% of the required spaces to be enclosed and 10% or a minimum of 3 spaces shall be accessible to visitors.
Elderly (55 years and older) Multiple Family Dwelling Units **	1 space per dwelling unit of which 75% shall be enclosed and 10% (a minimum of 3 spaces) shall be at grade and accessible to visitors, except in the B-4 Central Business District where 0.5 spaces per unit shall be required.
Public Assembly Facilities providing for seated audiences (churches, theatres, auditoriums, etc.,)	1 space for every 5 seats based on the maximum capacity of the facility.
Commercial Lodging (hotels, motels, tourist homes, etc.) **	1 space for each room.
Hospitals	1 space for every 3 beds, plus 1 space for each medical staff member, plus 1 space for every 3 employees for the work shift with the most employees.
Nursing Homes, Convalescent Homes, Community Based Residential Facilities (CBRF) and Elderly Assisted Living Facilities.	1 space for every 3 beds, plus 1 space for each staff member employee for the work shift with the most employees.
Clinics	5 spaces for every practitioner on the staff, plus 1 space for each employee for the work shift with the most employees.
Industrial Uses ** A. Manufacturing, Processing, Fabrication and Storage Operations B. Wholesale Business C. Warehouse	1 space per 2,500 sq. ft. of gross floor area. 1 space per 2,500 sq. ft. of gross floor area. 1 space per 5,000 sq. ft. of gross floor area.

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Commercial Office Buildings**	3 spaces per 1,000 sq. ft. of gross floor area.
Retail Stores **	3 spaces per 1,000 sq. ft. of gross floor area.
Customer Service Establishments **	3 spaces per 1,000 sq. ft. of gross floor area.
Restaurants, Taverns, Clubs, etc. **	1 space for every 100 sq. ft. of GLA.*
Planned Shopping Centers **	1 space for every 200 sq. ft. of GLA.*
Commercial Recreation: Indoor (other than theaters)**	1 space for every 200 sq. ft. of GLA.*
Outdoor Recreational Facilities **	As required by Section 20.25.020 C.

* **(GLA) Gross Leasable Floor Area:** The total floor area for which the tenant pays rent and that is designed for the tenant's occupancy and exclusive use. GLA excludes public or common areas, such as utility rooms, stairwells, hallways or other accessory space, which do not generate parking demand.

** **Handicap parking spaces** required to comply with the Americans with Disabilities Act and/or the Wisconsin Administrative Code are excluded in determining whether a use meets the parking space requirements set forth above.

E. General Requirements:

1. Prohibited Use. No truck, recreational vehicle, mobile home, or other vehicle, equipment or materials shall be parked or stored on any lot or parcel unless accessory to or part of the approved use of the development in which such lot or parcel is located.
2. Surface requirements. All off-street parking areas and driveways shall be paved. New developments shall be paved prior to issuance of an occupancy certificate or permit.
3. Paving. All paved surfaces shall be constructed and maintained free of any upheavals, settlement, holes or loose material.
4. Landscaping. All parking lot street yards and paved areas shall comply with the landscaping requirements set forth in Sections 20.31.050, et seq.
5. Residential Buffer. In any off-street vehicle parking area, all parking spaces shall be at least 20 feet from an abutting residential lot line, unless zoning district requirements are more restrictive.

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6. Setback. In any off-street vehicle parking area, no vehicle shall be parked nearer than 20 feet to the existing or proposed street right-of-way line. A permanent barrier shall be required on the interior side of all parking lots to prevent vehicles from driving on the planted areas. A continuous 6” vertical curb shall be required along the entire length of any parking lot that abuts a public or private roadway.
 - a. Lighting. Lights installed in or provided for any off-street vehicle parking area shall be shielded or directed so as to confine the area of light dispersion to the parking area. Maximum illumination and fixture height shall be evaluated and established by the Plan Commission as part of the site review process. An engineering drawing illustrating proposed lighting types and levels for the development and for the adjoining properties shall be submitted with the proposed site plan.

7. Off-Street Loading and Unloading.
 - a. Required. In all business and industrial zoning districts, off-street loading space shall be provided, in addition to the required off-street vehicle parking area, for every building used for business or industrial purposes which exceeds 3,000 square feet in area, excluding storage areas.
 - b. Standard Dimensions. Each individual loading space shall be at least 12 feet wide by 54 feet long, and shall have a minimum height clearance of 14 feet.
 - c. Street Servicing Prohibited. No loading space used for a business or industrial building shall be constructed or located in a manner requiring or permitting servicing directly from an abutting public street.

20.24.030 SINGLE AND TWO-FAMILY RESIDENCE ZONING DISTRICTS; CCM CENTRAL CITY MIXED ZONING DISTRICT. The following requirements shall apply to all property within the Single and Two-Family Residence Zoning Districts, and to single and multiple family dwellings within the CCM Central City Mixed Zoning District:

A. General Requirements:

1. Driveways.

- a. All driveways shall be paved.
- b. Driveways shall traverse the setback area from the street to the garage in the shortest path.

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- c. Driveways shall be located at least three (3) feet from all abutting lot lines.
- d. Driveways leading to a garage or carport facing the street shall be no more than two (2) feet wider, on each side, than the vehicle garage door(s) being served, or more than two (2) feet wider, on each side, than the outermost surface of the posts which face the street and support the carport roof.
- e. Driveways that do not conform to these General Requirements may be replaced if the newly constructed or reconstructed driveway uses the same footprint as the driveway being replaced, or less area. Any expansion of the original footprint or changes in the location of the driveway shall require conformity with these General Requirements.
- f. Every vehicle parked in a driveway shall be located so that its wheels are resting entirely upon the surface of the driveway, and parallel to the nearest edge of the driveway upon which the vehicle is parked.

2. Parking Spaces.

- a. All parking spaces shall be paved.
- b. Parking spaces shall be located at least three (3) feet from all abutting lot lines.
- c. Parking spaces that do not conform to these General Requirements may be replaced if the newly constructed or reconstructed parking space uses the same footprint as the parking space being replaced, or less area. Any expansion of the original footprint or change in the location of the parking space shall require conformity with these General Requirements.
- d. Parking spaces are prohibited in the setback area, unless there is no garage or carport on the premises.
- e. Every vehicle parked in a vehicle parking space shall be located so that its wheels are resting entirely within the vehicle parking space, and parallel to the nearest edge of the parking space within which the vehicle is parked.

3. Non-Recreational Vehicle Parking and/or Storage.

- a. Parking for at least two (2) vehicles per dwelling unit shall be required in a single or two-family residence zoning district.

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- b. No vehicle, or any portion thereof, shall be parked or stored so as to extend over the sidewalk or the street right-of-way line.
 - c. Commercial vehicles, whether occupied or not, shall not be parked on any lot, except temporarily for the purpose of and while actually engaged in delivering, loading or unloading goods, property or services to that premises. Notwithstanding the foregoing, one commercial vehicle having a gross vehicle weight rating (GVW) of not more than 15,000 pounds shall be permitted to park on a lot if the owner or a permanent resident of the premises regularly uses the commercial vehicle in the course of the employment in which he or she is principally engaged. For purposes of this section, “principally engaged” means that the person devotes the major part (i.e., over 50%) of his or her time actively and directly working at such employment, and derives his or her principal support (i.e., over 50% of his or her gross income) from such employment.
4. Recreational Vehicle Parking or Storage.
- a. Temporary guests traveling in a recreational vehicle, camping trailer or travel trailer may park such vehicle or trailer in the driveway of an owner or a permanent resident of the premises for a period not exceeding seven (7) consecutive days. Such guests shall be allowed to connect to electrical and water services and to inhabit the vehicle or trailer during such period, provided that any water used by the guests shall be contained within such vehicle or trailer. All electrical connections, equipment and facilities shall comply with applicable local and state laws.
 - b. Not more than one (1) recreational vehicle, camping trailer or travel trailer shall be parked or stored at the same time in the street yard of any lot or parcel. Such vehicle or trailer shall be parked or stored either in the driveway or in a paved off-street vehicle parking or storage space on the lot or parcel. Such vehicle or trailer shall also be parked so that it does not extend over any portion of the sidewalk or street right-of-way line.
 - c. Except as provided in subsection d., multiple recreational vehicles (e.g., snowmobiles) may be parked or stored on a lot or parcel if such vehicles are kept on a trailer designed or used for carrying such vehicles and for being drawn by a motor vehicle. For purposes of this section, multiple recreational vehicles so parked or stored shall count as one (1) recreational vehicle.
 - d. Not more than two (2) recreational vehicles or trailers shall be parked or stored at the same time on any lot or parcel, excluding

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recreational vehicles or trailers properly parked or stored and screened from public view in an enclosed garage.

- B. Special Exceptions. The Plan Commission may, in its discretion in an appropriate case, grant a special exception to these General Requirements for a new or reconstructed driveway or vehicle parking space if the Plan Commission determines that granting such special exception would not have a substantial adverse effect on surrounding properties by reason of noise, dust, odor, appearance or other objectionable factors; nor create a nuisance; nor have a substantial adverse effect on property values; nor interfere with the reasonable enjoyment of the surrounding properties.