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**§ 335-32 Parking requirements.**  
**[Amended 10-28-2003; 10-24-2006]**

In all districts and in connection with every use there shall be provided, at the time any use is increased or building is erected, off-street parking spaces for all vehicles in accordance with the following:

- A. Adequate access to a public street shall be provided for each parking space, and driveways shall be at least 12 feet wide for one- and two-family dwellings and a minimum of 20 feet at the property line for all other uses. Entrances and exits from a parking lot serving five or more vehicles shall not be closer than 25 feet to a single-family residential district lot line.
- B. Location of off-street parking shall conform to the following standards:
  - (1) Off-street parking shall not be permitted in a required street yard or side yard, unless otherwise provided in this chapter.
  - (2) Off-street parking for uses other than residential shall be located on the same lot or a lot contiguous to the building it is intended to serve, or at an off-site location approved by the Village Plan Commission as allowed by § 335-32K. Rental, lease or ownership of all lots or parcels intended for use by the applicant shall be shown.
  - (3) Notwithstanding restrictions contained in § 335-13, the Plan Commission may grant an exception to the general requirement that off-street parking shall not be permitted in street yards and/or side yards if the Plan Commission determines that the conditions on the property are such that parking in the street yards and/or side yards is reasonably necessary to provide adequate parking and is adequately landscaped to avoid adverse impact on adjoining parcels or to the district where the parcel is located.
- C. Parking spaces for use by physically handicapped persons. All off-street parking areas open to the public providing more than 25 parking spaces, except for parking areas restricted to use by employees only, shall provide and reserve parking spaces for use by motor vehicles which transport physically disabled persons in accordance with the requirements of § 346.503, Wis. Stats.
- D. Minimum dimensions; exceptions.
  - (1) The minimum dimensions of each parking space shall be in accordance with the design standards set forth in the latest available edition of "Transportation and Land Developing" (Stover/Koepke, Institute of Transportation Engineers), except for parking spaces provided for use by physically disabled persons. Parking spaces provided for use by physically disabled persons shall be at least 12 feet wide in accordance with the requirements of § 346.503, Wis. Stats.
  - (2) The applicant may request an exception to the above minimum dimension requirements by submitting a traffic study that would be conducted by a licensed professional traffic operations engineer.
- E. Maneuvering lanes. Maneuvering lanes shall be limited to one-way traffic movement, except that the ninety-degree parking pattern may permit two-way maneuvering lanes.
- F. Surfacing. All off-street parking areas shall be surfaced with asphalt, concrete or permeable brick pavers and shall be drained so as to dispose of all surface water accumulated in the parking area in such a way as to preclude drainage of water onto adjacent properties or toward structures. Surfacing

shall be in accordance with engineering standards and specifications approved by the Village Manager, and surfacing shall be completed within one year after the date of the permit. Any parking area for more than five vehicles shall have the aisles and spaces clearly marked.

- G. Landscaping. All public off-street parking areas which abut single-family residential development shall be provided with a continuous screening from headlights. Curbed end islands of a minimum of 100 square feet shall be provided when two or more drive aisles exist in a parking lot or where traffic control is needed to delineate the path for pedestrians or motor vehicles. Location of landscape areas, plant materials, protection afforded the plantings, including curbing and provisions for maintenance, shall be subject to approval by the Plan Commission. All plans for such proposed parking areas shall include a topographic survey or grading plan which shows existing and proposed grades and location of improvements. The preservation of existing trees, shrubs and other natural vegetation in the parking area may be included in the calculation of the required minimum landscape area.
- H. Lighting. All lighting used to illuminate any off-street parking shall be so installed as to be confined within and directed onto the parking area only. Furthermore, all lighting shall be consistent with the requirements enumerated in § 335-65, Outdoor lighting.
- I. Curbs and barriers. Curbs or barriers shall be installed a minimum of four feet from a property line so as to prevent the parked vehicles from extending over any lot lines.
- J. Minimum number of parking spaces required. [Amended 11-22-2011; 3-27-2012]

<b>Use</b>	<b>Minimum Parking Required (number of spaces)</b>
Automobile repair garages and service stations area (exclusive of bays and pumping stations)	1 for each 500 square feet of floor area
Athletic fields	12 for each soccer field, baseball or softball diamond or football field designated for organized events
Churches, theaters, auditoriums, community centers, vocational and night schools and other places of public assembly	1 for each 250 square feet of floor area
Community-based residential facilities	1 per 6 dwelling units, plus 1 for each employee on the largest work shift
Day-care centers	1 for each employee, plus 1 for each 10 students
Dwellings:	
1- and 2-family	2 per dwelling unit
Multiple-family	2 per dwelling unit

Use	Minimum Parking Required (number of spaces)
Elderly multiple-family	1.5 per dwelling unit
<u>Independent Senior Living</u> <u>(As defined in Rm-2 Multi-family Residential)</u>	<u>1 per dwelling unit</u>
Fitness clubs, recreation centers, bowling alleys, gymnasiums	1 for each 250 square feet of floor area
Financial institutions, service businesses and government offices	1 for each 250 square feet of floor area
Funeral homes	1 for each 250 square feet of floor area
Hospitals, treatment centers, nursing homes and other long-term-health care centers	2 per licensed bed
Lodges and private clubs	1 for each 250 square feet of floor area
Manufacturing and processing plants, laboratories, and warehouses	1 for each 500 square feet of floor area
Medical and dental clinics	1 for each 250 square feet of floor area
Motels, hotels, tourist rooms and bed-and-breakfasts	1.5 per guest room
Offices	1 for each 250 square feet of floor area
Retail stores	1 for each 200 square feet of floor area
Residential care apartment complex	1 per 2 dwelling units, plus 1 for each employee on the largest work shift; for facilities required to have 20 or more spaces, 50% of the spaces corresponding to the number of total dwelling units equipped with full kitchens, including an owner-installed, permanent, gas or electric range stove or cooktop, shall be enclosed
Restaurants, bars and places of entertainment	1 for each 150 square feet of floor area
Schools, public and private	1 for each secondary and elementary employee, plus 1 for each 10 students
Warehouses without employees	1 for each 1,000 square feet of floor area

K. Joint or shared parking.

- (1) Purpose. Joint or shared parking is allowed if the multiple uses that the shared parking will benefit can cooperatively establish and operate the facilities. The applicant shall have the burden of proof for a requested substitution of the required total number of on-site parking spaces with shared parking spaces and shall document and submit information substantiating the request. Joint or shared parking may be approved by the Plan Commission, provided:
  - (a) A sufficient number of spaces are provided to meet the average demand of the participating uses;
  - (b) An executed license or lease agreement between the respective property owners has been submitted that demonstrates the coordinated use of the parking demand;
  - (c) The executed license or lease agreement addresses the issue of parking requirements (as enumerated in this chapter) in the event that the property is sold or the nature of a business and/or use changes or expands.
  - (d) The shared parking spaces shall be provided for parking use and shall be located within a reasonable distance from the use(s) they are intended to serve as determined by the Plan Commission.

L. Adjustments to required parking.

- (1) Purpose. The purpose of this section is to allow adjustments to the minimum number of parking spaces required in all zoning districts (as identified in Subsection J) to avoid unnecessary and excessive parking facilities. To achieve these purposes, the Plan Commission may reduce the minimum number of required off-street parking spaces in specific cases as described in this section.
- (2) Adjustments. The minimum number of required parking spaces may be adjusted by the Plan Commission on a case-by-case basis. The petitioner for such an adjustment shall show to the satisfaction of the Plan Commission that adequate parking and access will be provided for customers, deliveries, clients, visitors, and employees. The following provisions and factors shall be used as a basis to adjust parking requirements:
  - (a) The petitioner may provide evidence that actual parking demands will be less than the chapter requirements by submitting written documentation and data to the satisfaction of the Plan Commission that the operation will require less parking than this chapter requires.
  - (3) Changes in occupancy or use. When the use of part of a building, structure, or land is changed to another use or building owner that requires more parking spaces than required for the use existing immediately prior to such change, additional parking spaces shall be provided for the new use or occupant in the amount necessary to conform to this section unless an adjustment is approved by the Plan Commission in conformance with the requirements of this section or a joint/shared parking plan has been approved by the Plan Commission in accordance with the requirements of § 335-32 K.