



AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, JULY 26, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

1. Members: Lisa Hanson - Chair, Jacob Miller - Vice-Chair, Ald. Veronica Corpus-Dax, Sidney Bremer, Derius Daniels, Autumn Linsmeier, and Ken Rovinski.

C. Approval of the Agenda.

1. Approval of the Agenda for the July 26, 2021, meeting of the Green Bay Plan Commission.

D. Approval of Minutes.

1. Approval of the minutes from the June 21, 2021, meeting of the Green Bay Plan Commission.

E. Regular Business.

1. (ZP 21-18) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a metal storage building exceeding 120 sq. ft. in a Public Institutional (PI) district located at 1520 South Point Road, submitted by Cale Pulczynski, Green Bay Area Public School District, property owner (Ald. J. Brunette, District 12).
2. (ZP 21-18) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a metal storage building exceeding 120 sq. ft. in a Public Institutional (PI) district located at 1520 South Point Road, submitted by Cale Pulczynski, Green Bay Area Public School District, property owner (Ald. J. Brunette, District 12).
3. Consideration with possible action on the appointment of Tracy Hillesheim from the Hyatt on Main to the Downtown Green Bay, Inc.'s Business Improvement District (BID) Board.

4. (TA 21-05) Public Hearing on updates to Article XVIII. Off-Street Parking, Drives, and Loading, Green Bay Municipal Code, submitted by Green Bay Community and Economic Development.
5. (TA 21-05) Consideration with possible action and review of updates to Article XVIII. Off-Street Parking, Drives, and Loading, Green Bay Municipal Code, submitted by Green Bay Community and Economic Development.

F. Informational.

1. Director's Report.
2. Discuss transition to hybrid in-person/virtual PC meetings.
3. Date of next meeting: August 9, 2021.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Plan Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Plan Commission

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Password: 483400

One tap mobile

+1 312 626 6799,,841 3767 5822# US (Chicago)

+1 646 876 9923,,841 3767 5822# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 841 3767 5822

Password: 483400

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Additional Information

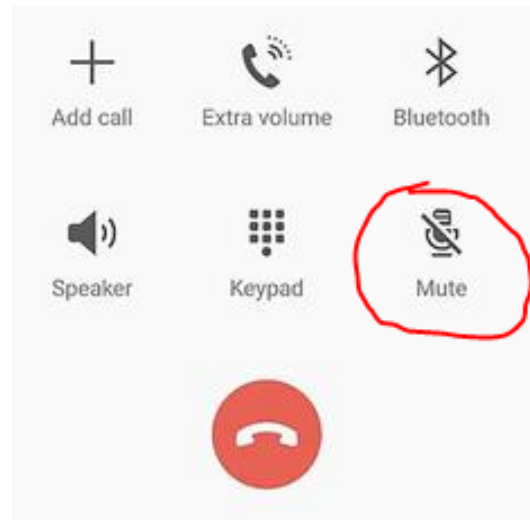
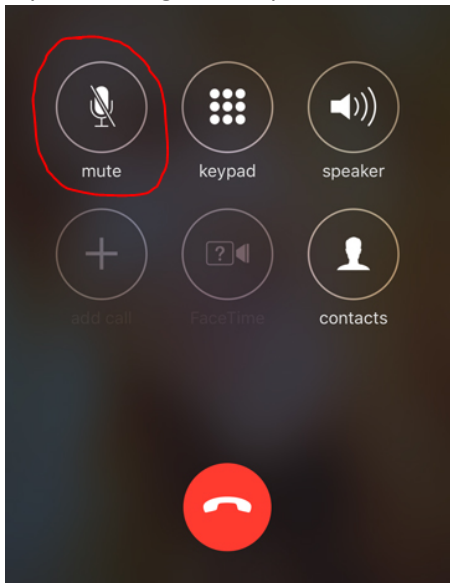
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





Report to the Green Bay Plan Commission

MEETING DATE

July 26, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.1

(ZP 21-18) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a metal storage building exceeding 120 sq. ft. in a Public Institutional (PI) district located at 1520 South Point Road, submitted by Cale Pulczinski, Green Bay Area Public School District, property owner (Ald. J. Brunette, District 12).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-18 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Conditional Use Permit (CUP)
1520 South Point Road
(ZP 21-18)**

The Green Bay Plan Commission will hold a public hearing on **Monday, July 26, 2021**, at 6:00 p.m. If you wish to participate in a public hearing, you may access the meeting by the internet or telephone using the access code below.

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

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Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to authorize a Conditional Use Permit (CUP) for a metal storage building exceeding 120 square feet in a Public Institutional (PI) district located at 1520 South Point Road, submitted by Cale Pulczynski, Green Bay Area Public School District, property owner. (Ald. J. Brunette, District 12)

Public comments will be invited at the public hearing or can be sent in writing to:

City of Green Bay

Department of Community and Economic Development

Attn: Paul Neumeyer

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact Paul Neumeyer at (920) 448-3405 or paul.neumeyer@greenbaywi.gov.

Publication Dates: July 12, 2021 and July 19, 2021



Report to the Green Bay Plan Commission

MEETING DATE

July 26, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.2

(ZP 21-18) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a metal storage building exceeding 120 sq. ft. in a Public Institutional (PI) district located at 1520 South Point Road, submitted by Cale Pulczynski, Green Bay Area Public School District, property owner (Ald. J. Brunette, District 12).

BACKGROUND

Address of Request: 1520 South Point Road

Aldersperson/District: Ald. Jesse Brunette / District 12

Reason for Request: To permit a detached metal accessory building.

Surrounding Zoning and Land Uses:

SUBJECT	Public Institutional (PI), Lombardi Middle School athletic field.	
NORTH	Low Density Residential (RI)	Single-family homes
SOUTH	Rural Residential (RR)	He-Nis-Ra Park
EAST	Low Density Residential (RI)	Single-family homes
WEST	Public Institutional (PI)	He-Nis-Ra Park

Comprehensive Plan: The 2022 Smart Growth Plan designates the subject area as Park.

Consistency Analysis: While Ch. 66.1001 Wis. Stats. does not specifically require conditional uses to meet the consistency requirement, the proposed conditional use permit is consistent with the comprehensive plan. The proposed use of the subject property is compliant with the applicable recommended policy and the future land use map.

Report: The subject property is located on the southwest corner of West Point Road and South Point Road and is the location of Lombardi Middle School. The parcel contains approximately 26 acres and shares the parcel Martin Lutheran King Elementary school to the west. The elementary/middle school parcel has a Public Institutional (PI) zoning with low density residential zoning surrounding the campus.

The proposal by Green Bay Area Public School District is to construct a new athletic equipment storage building west of Lombardi Middle School, northeast of the athletic field. Per the application submitted by the property owner: "The existing building is no longer suitable for storing athletic equipment and GBAPS has deemed the structure not repairable. The existing building has significant structural flaws, roof leaks,

vandalism damage, animal damage and is aesthetically unpleasing. The location of the existing building also leads to insect and varmint damage, as well as vandalism and unmonitored loitering. The existing building will be to be demolished once the new building is operational.”

“The new structure will be located closer to the main facility to create functional use for gym class and athletic events. In its new location, it will also be under camera surveillance and visible to neighborhood patrol to discourage vandalism and other unmonitored loitering. GBAPS is requesting a condition use permit to allow this athletic storage facility to be constructed as proposed with a metal exterior finish. The metal exterior finish is designed for not only longevity and low maintenance, but also to be aesthetically pleasing using school colors.”

The Zoning Ordinance Section 12-205(e) establishes seven standards for the Plan Commission to consider when reviewing a conditional use permit:

1. *The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*
2. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*
3. *The conditional use, its exterior architectural design, and functional plan of any proposed structure will not be injurious to the use of other property in the immediate vicinity nor substantially diminish or impair property values within the surrounding neighborhood.*
4. *Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.*
5. *Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion.*
6. *The conditional use shall have adequate parking facilities as specified in subchapter [13-1700](#).*
7. *The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located and all other applicable city ordinances.*

The Zoning Code, Section 44-883(b) (5) accessory buildings, requires structures with a metal exterior finish exceeding 120 sq. ft. be permitted only by conditional use permit. The new 900 sq. ft. (30 ft. x 30 ft.) storage building will be replacing the existing 24 ft. x 24 ft. storage building. The proposed request is compliant with the CUP standards above.

The proposed building is proposed to be metal clad and will feature wainscoting and soffits with Enduracote colors to enhance the aesthetic. The colors match the Lombardi Middle School mascot and logo. The proposed building is proposed at approximate height of 16 feet. Building elevations of the facades and the site plan are attached within this agenda.

The proposed CUP does not conflict with the current and future land uses as reflected in the City’s Comprehensive Plan. The proposed structure is incidental to the footprint of the middle school and the overall campus and is located to the rear of the principal use. The building has been sighted as far south as possible and is not visible to the public right-of-way or any immediate adjoining residential property owners. Ald. Jesse Brunette and adjacent property owners have been notified of the request. As of the drafting of this report, staff has received no calls or objections to this request.

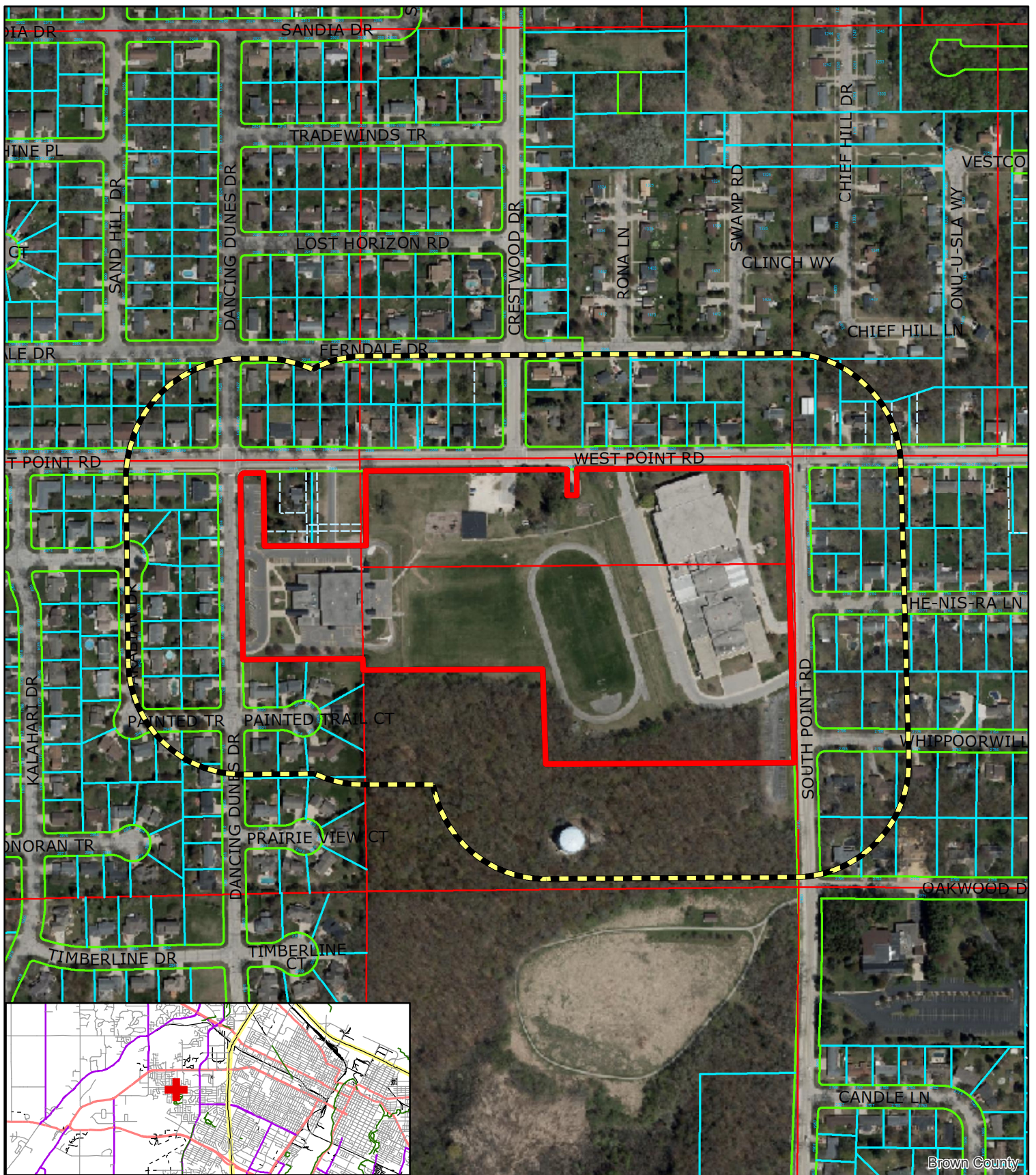
RECOMMENDATION

Recommendation: Approval of the request, subject to compliance with all of the regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit (CUP), including standard site plan review and approval.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-18 letter
2. Exhibit B - Lombardi Middle School CUP
3. Site_Bld Elev - Lombardi Middle School



Zoning Petition (ZP 21-18)
Proposed Conditional Use Permit (CUP)
1520 South Point Road

- Subject Area
- 400' Property Owner Notice

0 5,000 10,000
 Feet



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.
 Map prepared by PN

LOMBARDI MIDDLE SCHOOL ATHLETIC STORAGE BUILDING

EXHIBIT B

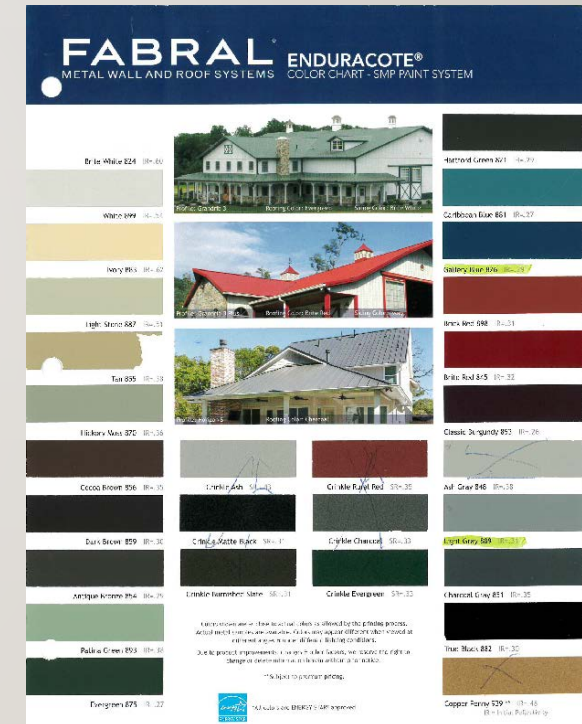


EXISTING ATHLETIC STORAGE BUILDING



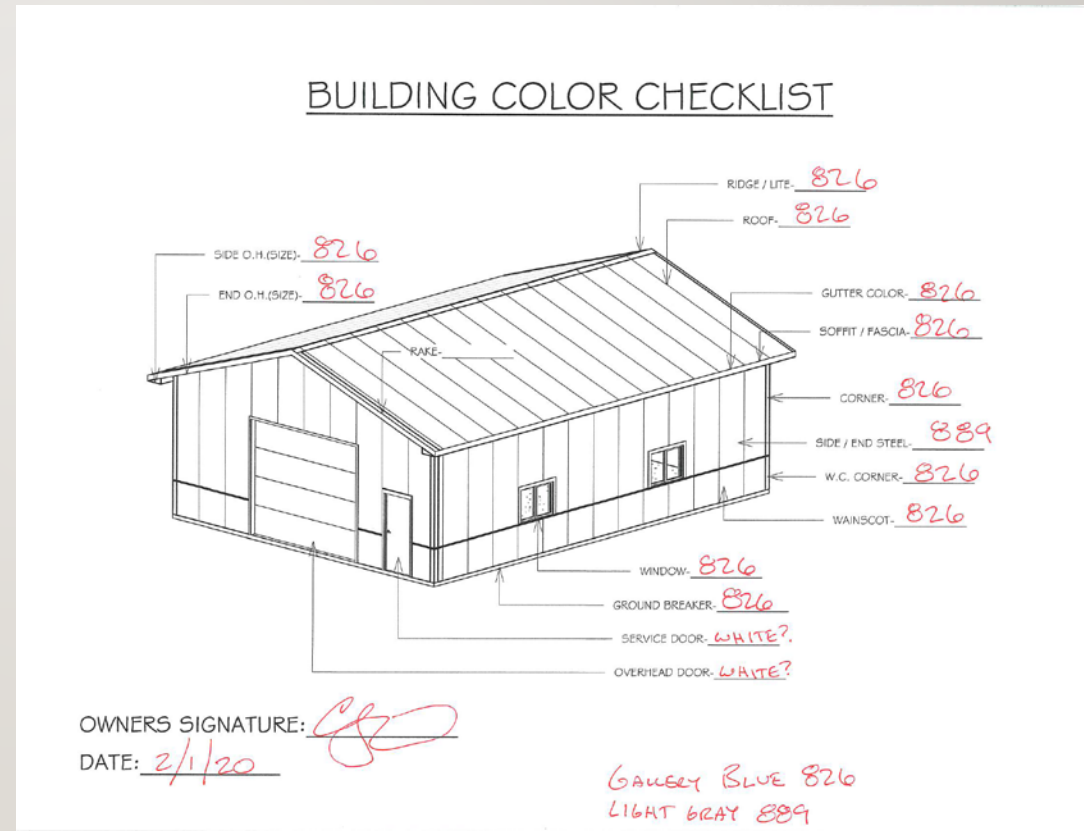
NEW ATHLETIC STORAGE BUILDING COLOR & DESIGN

- The proposed colors are gallery blue and light gray
- These are inspired by the school mascot and logo
- These images will also be attached in pdf form for better viewing



NEW ATHLETIC STORAGE BUILDING COLOR & DESIGN

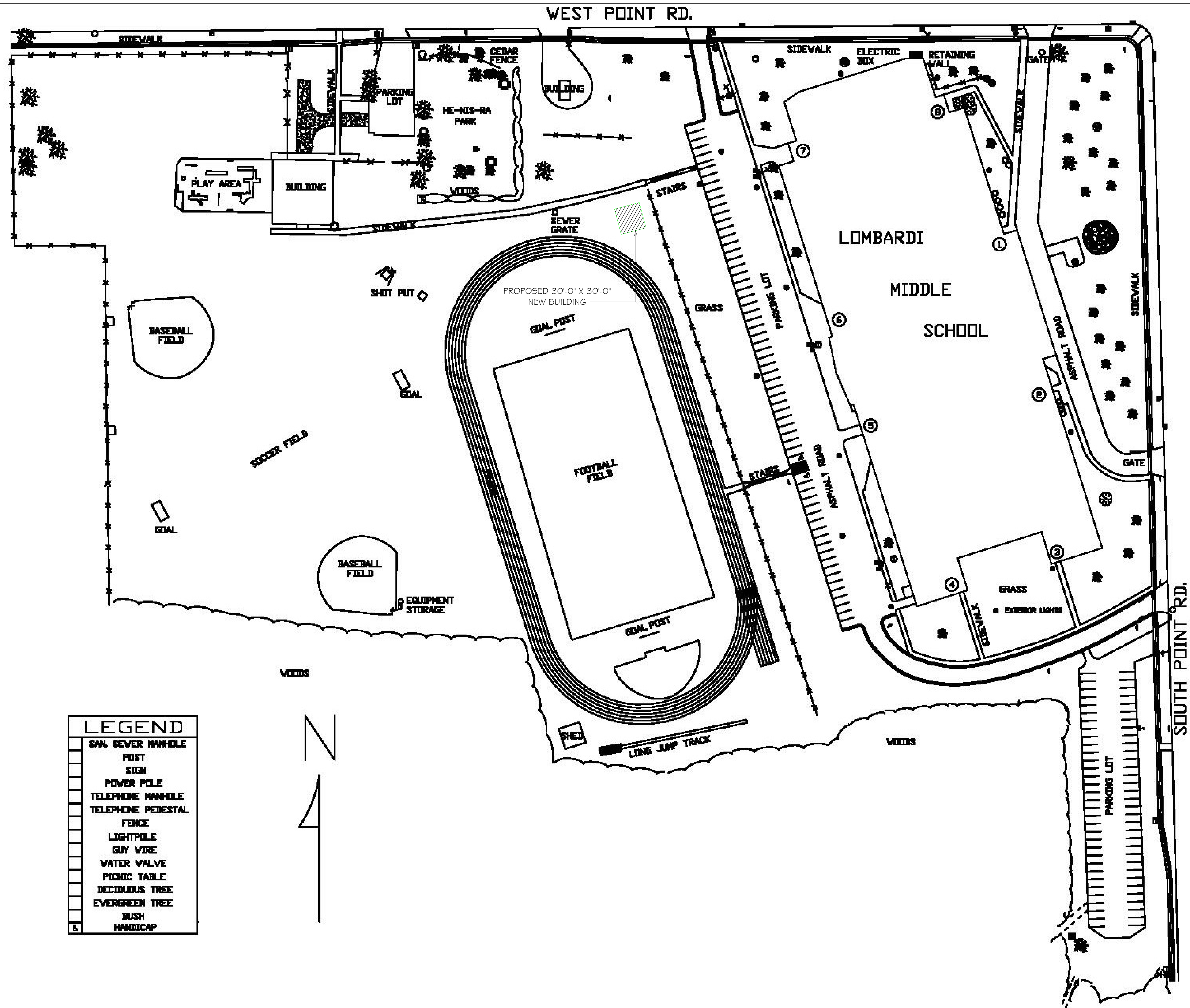
- This image displays were the colors will be utilized.

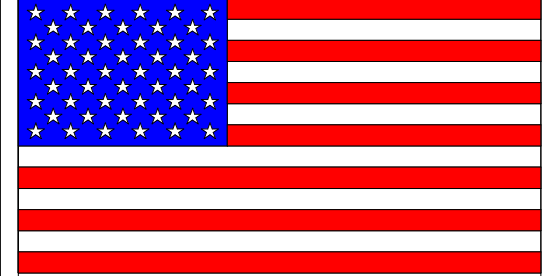


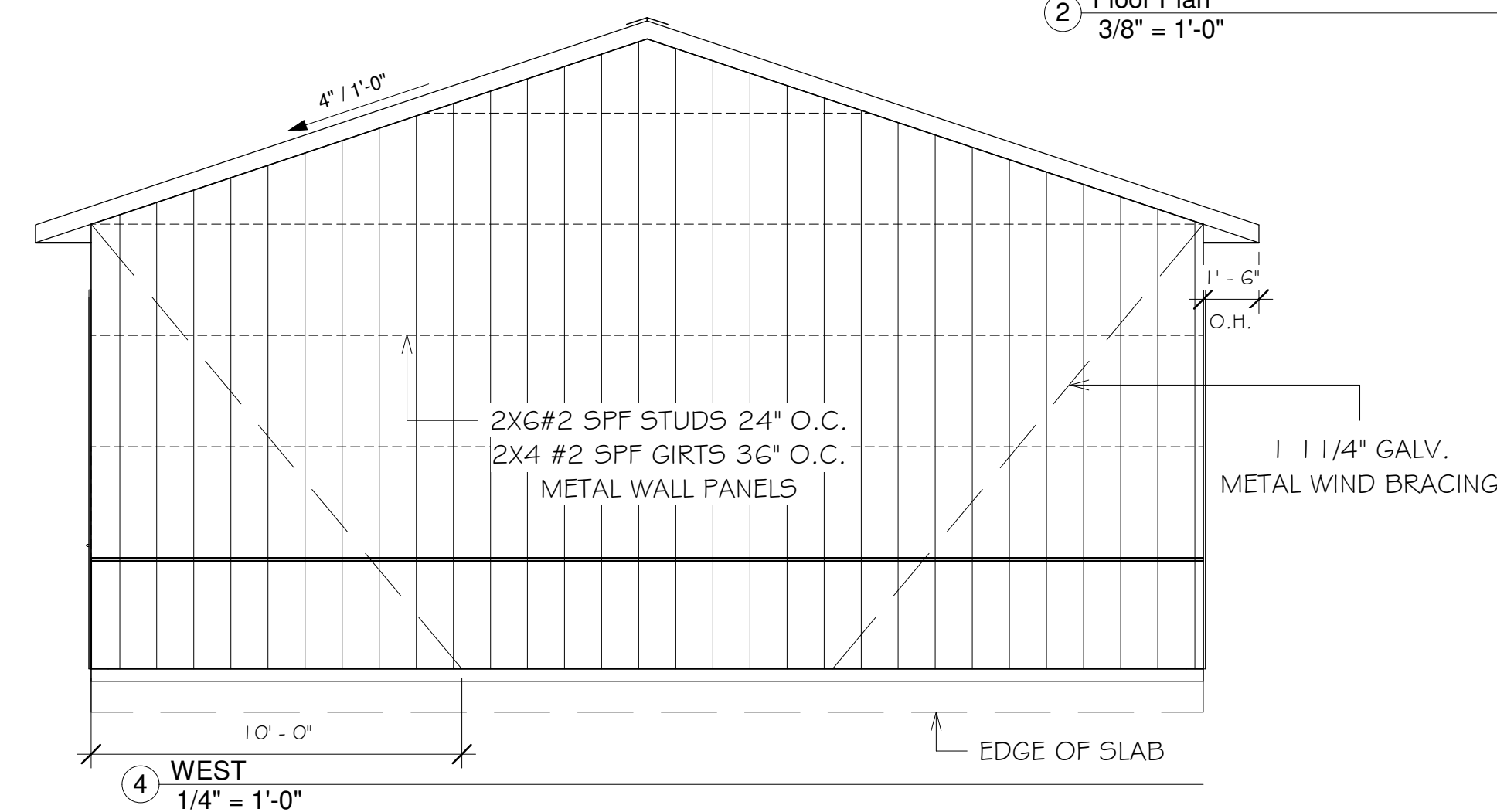
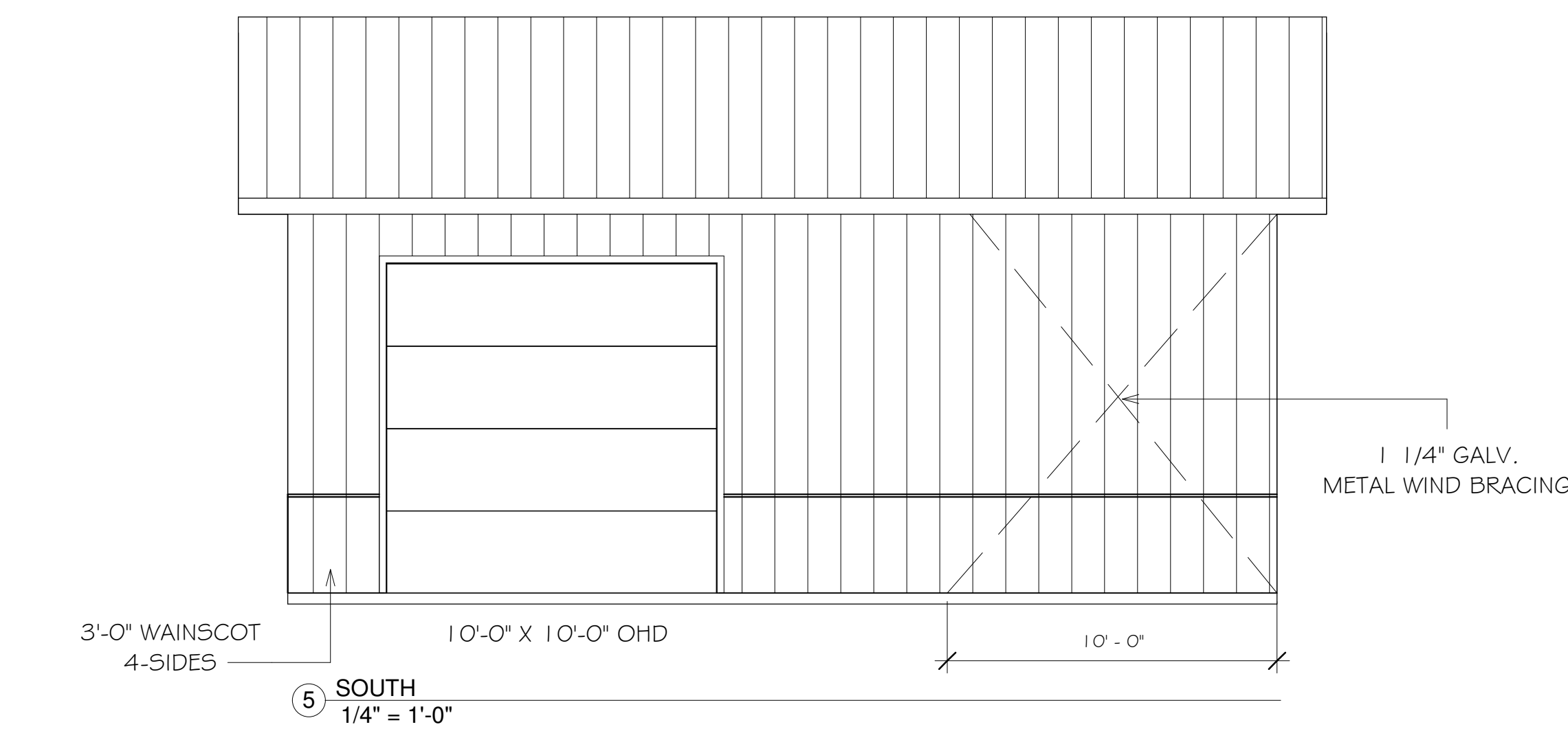
EXAMPLE BUILDINGS

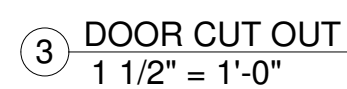
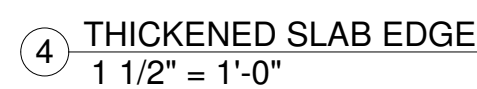
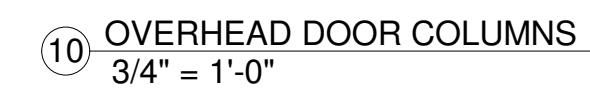
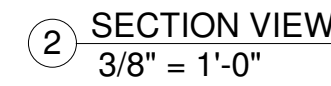
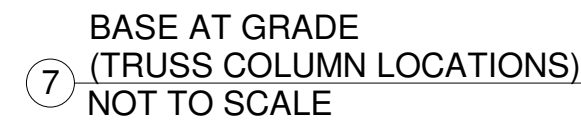
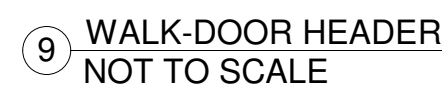
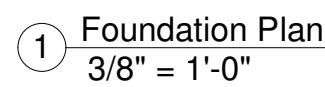
- These are example buildings with similar aesthetics





DRAWN BY: AMC	REVISED ON: 6/4/2021 - AMC	NAME: LOMBARDI MIDDLE SCHOOL FACILITIES	ADDITIONAL NOTES: THIS DRAWING WAS MADE EXCLUSIVELY FOR THE PARTY NAMED IN THE TITLE BLOCK. IT REMAINS THE PROPERTY OF FOREST CONSTRUCTION CO., INC. AND MAY NOT BE REPRODUCED OR COPIED IN WHOLE OR IN PART BY ANY METHOD WITHOUT THE EXPRESSED WRITTEN CONSENT OF FOREST CONSTRUCTION CO., INC.	 	FOREST CONSTRUCTION CO., INC. 106 PRAIRIE LANE PO BOX 350 LUXEMBURG, WI 54217 TOLL FREE: 800-242-8085 OFFICE: 920-845-2302 FAX: 920-845-5002 EMAIL: INFO@FORESTBUILDINGS.COM WEB: WWW.FORESTBUILDINGS.COM	A4
DATE: 3/12/2021	REVISED ON:	PROJECT LOCATION: GREEN BAY, WI				
SCALE:	REVISED ON:	SHEET DESCRIPTION: Site Plan				

A2



A3



Report to the Green Bay Plan Commission

MEETING DATE

July 26, 2021

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.3

Consideration with possible action on the appointment of Tracy Hillesheim from the Hyatt on Main to the Downtown Green Bay, Inc.'s Business Improvement District (BID) Board.

BACKGROUND

RECOMMENDATION

Approval of the appointment of Tracy Hillesheim to the Downtown Green Bay Inc. BID Board.

FISCAL IMPACT

ATTACHMENTS

- I. Tracy Hillesheim DGBI BID Board Bio

Tracy Hillesheim

6652 Northernnaire Drive
Sobieski, WI 54171

Tracy began her career with Hyatt on March 23, 1989 as a 3rd shift PBX Operator at the Hyatt Regency Westshore (now Grand Hyatt Tampa). She worked her way through the Rooms Operations as Night Auditor and then was promoted to Guest Services Manager. She was responsible for the Transportation Department, Regency Club, Concierges, Bellmen and Doormen when she transferred to the Hyatt Regency Woodfield in Schaumburg, Illinois. On 1/2/2000 she was promoted to Convention Services Manager at Hyatt Regency O'Hare. She took a 1 year sabbatical with the birth of her first child and returned to Hyatt Regency O'Hare as the first Convention Service Manager to work remotely. In November of 2011, Tracy was asked to help with the conversion of the Hyatt Regency Green Bay and on 2/12/2012 was promoted to the position of Director of Sales and Events.

Tracy has been married to Brian for 29 years this October and they have 2 children; Shannon, 23 and Conrad, 21.

Tracy has been on the Downtown Green Bay Board of Directors since 2017. She joined the Executive Committee as a member at large in February 2021.



Report to the Green Bay Plan Commission

MEETING DATE

July 26, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.4

(TA 21-05) Public Hearing on updates to Article XVIII. Off-Street Parking, Drives, and Loading, Green Bay Municipal Code, submitted by Green Bay Community and Economic Development.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. TA 21-05 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Text Amendments to
Article XVIII. Off-Street Parking, Drives, and Loading,
Green Bay Municipal Code
(TA 21-05)**

The Green Bay Plan Commission will hold a public hearing on **Monday, July 26, 2021**, at 6:00 p.m. If you wish to participate in a Public Hearing, you may access the meeting by the internet or telephone, using the access code below.

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Password: 483400

One tap mobile

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+1 646 876 9923,,84137675822# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 841 3767 5822

Password: 483400

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to review and update Article XVIII. Off-Street Parking, Drives, and Loading, Green Bay Municipal Code.

Public comments will be invited at the public hearing or can be sent in writing to:

City of Green Bay

Department of Community and Economic Development

Attn: David Buck

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact David Buck at (920) 448-3411 or david.buck@greenbaywi.gov.

Publication Date: July 12, 2021 and July 19, 2021



Report to the Green Bay Plan Commission

MEETING DATE

July 26, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.5

(TA 21-05) Consideration with possible action and review of updates to Article XVIII. Off-Street Parking, Drives, and Loading, Green Bay Municipal Code, submitted by Green Bay Community and Economic Development.

BACKGROUND

Reason for Request: Review and potential amendments to “newly” adopted code.

Comprehensive Plan: The 2022 Smart Growth Green Bay Comprehensive Plan does not provide specific guidance regarding particular text amendments; however, the principles contained with the Comprehensive Plan are what guides the regulations.

Analysis: The Off-Street Parking, Drives, and Loading section of the Zoning Ordinance was repealed and recreated in September 2019. As is common with code updates, a review is conducted following implementation to examine how it is performing and determine if any amendments are necessary.

The parking code has been reviewed by Community and Economic Development staff (Planning, Economic Development, Enforcement, Housing/Zoning and Neighborhoods) as well as the Department of Public Works/ Engineering, which included extensive review by the City’s traffic engineer. In general, it is performing very well; however, staff determined that fourteen amendments would be appropriate. Of the fourteen potential amendments, 11 (eleven) had no controversy, two (2) are supported; but staff felt it would be beneficial for more thorough discussion by the Commission and one is contested.

Please find attached to this report a draft parking code summary of amendments and draft Article XVIII. Off-Street Parking, Drives, and Loading with “track changes”. The colored text: red strikethrough text is to be removed and red underlined text are regulations that have been augmented and/or revised from their current status.

Staff requests that this item be addressed much like a workshop with the goal being open discussion on draft revisions and the introduction of others from Commissioners themselves. Comments and concerns garnered from this workshop style review and public hearing will then be shared with staff for more technical review. The draft ordinance will then be brought forward for official action at the August 9, 2021, Plan Commission meeting.

RECOMMENDATION

Hold the item until the August 9, 2021 Plan Commission meeting for action.

FISCAL IMPACT

ATTACHMENTS

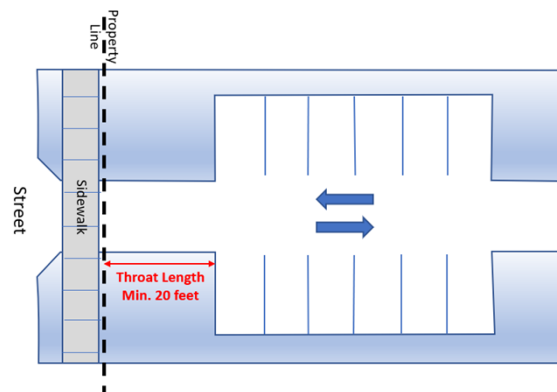
1. Summary of Amendments 7.13.21
2. Chapter 44-1700 Off-Street Parking & Circulation_draft changes 7.13.21

Article XVIII-Off Street Parking, Drive, and Loading

Potential Amendments

(black-full staff support, blue- staff support/PC discussion, red-disputed/PC determination)

1. **44-1691 (1)** – Better defined base material exposure as relates to work on nonconforming parking facilities. (Page 1 of 30)
2. **44-1693 (1)** – Allow snow removal equipment to be stored in parking facilities from Nov. through April, exclude 1 and 2 family uses. (Page 2 of 30)
3. **44-1693 (2)&(4)** – Remove requirement that cars be registered and/or have license plates. (Page 1 of 30)
4. **44-1694 (b)** – Allow permeable pavers systems per DNR technical standards. (Page 1 of 30)
5. **44-1694 (c)** – Clarification on size of wheel strips. (Page 1 of 30)
6. **44-1697 (2)** - Require M-F and non-res developments at arterial intersections to only have driveways on side streets, including local streets. (Page 3 of 30) **No consensus-PC decision.**
7. **44-1698** – Require a functional area analysis to determine distance for driveways at intersections. Current 25'/35' is not sufficient and needs to be looked at individually. (Page 3 of 30) **DPW to provide a table for review.**
8. **44-1726 (g)** – Add maximum # of stalls to areas that don't have a minimum and change exemption to max parking from 20 stalls to 40 stalls. (Page 12 of 30)
9. **44-1746** – Add 24 inches of pavement beyond garage doors for s-f/2-f. (Page 12 of 30)
10. **44-1746 (3)(c)** – Remove requirement to use a “block” on res. drive taper, unless it becomes an issue. (Page 14 of 30)
11. **44-1747 (b)(1)** – Define s-f/2-f parking stall to be 8' X 15'. (Page 18 of 30)
12. **44-1747 (e)** – Remove screening requirement for open parking on s-f/2-f uses. (Page 20 of 30)
13. **44-1773 (b)(2)** – Remove buffer requirements for parking lots abutting a street (Page 22 of 30)
14. **44-1774 (g)** – Add a 18' driveway throat length for m-f/non-res parking lots. (Page 24 of 30)



ARTICLE XVIII. OFF-STREET PARKING, DRIVES, AND LOADING

DIVISION 1. GENERAL PROVISIONS

Sec. 44-1689. Purpose.

Access, parking and loading facility regulations are established to alleviate or prevent congestion of the public right-of-way, provide for the parking and loading needs of uses and structures, and enhance the compatibility between parking and loading areas and their surroundings. Parking facilities include but are not limited to all driveways, drive aisles, parking spaces, loading areas, and other items associated with access to the site, vehicle parking and loading/unloading operations.

(Ord. No. 19-19 , §1(13-1701), 9-17-2019)

Sec. 44-1690. Submission of site plan.

Any application for a building permit or zoning certificate requiring or including the provision of off-street parking or loading shall include a site plan. Said plan shall be drawn to scale and fully dimensioned depicting access, parking and loading facilities in compliance with this article.

(Ord. No. 19-19 , §1(13-1702), 9-17-2019)

Sec. 44-1691. Nonconforming facilities.

Existing access, parking and loading facilities that were lawfully constructed but are nonconforming to current requirements of this article may be maintained and repaired subject to the following:

- (1) Maintenance and repair of nonconforming facilities is limited to patching and resurfacing where the base material is not exposed. Maintenance and repair efforts that exposes the base material (i.e. compacted gravel) is considered reconstruction and must meet the requirements of this article with the following exception: Minor rehabilitation items like replacing catch basins, replacing damaged landscaped islands, repairing cracks/small sinkholes, etc., is permitted. Minor rehabilitation is limited to no greater than 500 square feet or ten percent of the surface area annually, whichever is greaterless.
- (2) Shared driveways (driveways located on multiple lots and typically situated over lot lines) that existed prior to the adoption of the ordinance from which this chapter is derived may remain legal driveways. No new or reconstructed shared driveways may be established unless cross-access easements are recorded with the Register of Deeds.
- (3) Existing nonconforming access, parking and loading facilities shall not be reconstructed, expanded or increased in an area unless the entire facility is brought into compliance with requirements of this Code.
- (4) Existing access, parking and loading facilities shall not be reduced below the requirements for a similar new use or, if currently nonconforming, they shall not be reduced further.

(Ord. No. 19-19 , §1(13-1703), 9-17-2019)

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Sec. 44-1692. Change of use.

When the use of a building or site is changed or the intensity of use is increased through the addition of dwelling units, floor area, capacity, or other unit of measurement used for determining parking and loading requirements, parking and loading facilities shall be provided for such change or intensification of use as specified in Section 44-1726. Figure 2: Number of Off-Street Parking Spaces Required by Land Use.

(Ord. No. 19-19 , §1(13-1704), 9-17-2019)

Sec. 44-1693. Use limitations.

Access, parking and loading facilities shall be used for their intended purposes.

- (1) Access, parking and loading facilities shall not be used for storage, display, sales, rental, or repair of motor vehicles or other goods nor for the storage of inoperable vehicles or snow. Equipment specifically designed for snow removal may be temporarily parked/stored in parking facilities of multiple family or nonresidential uses between the beginning of November through the end of April.
- (2) All vehicles shall be in condition for safe and legal performance on public rights-of-way, ~~be registered, and display current license plates.~~
- (3) No vehicle or equipment shall be used as living quarters.
- (4) Single- and two-family uses are permitted to temporarily use required access and parking areas for recreation and social activities, maintenance of ~~licensed~~-operable vehicles as described in subsection 2 above owned/operated by residents of the unit (such as washing, changing fluids, rotating tires), and other activities accessory to the principal single- or two-family use. All such activities/uses shall be limited so that they are discontinued between the hours of 10:00 p.m. and 7:00 a.m.

(Ord. No. 19-19 , §1(13-1705), 9-17-2019)

Sec. 44-1694. Surfacing.

- (a) All off-street parking facilities and driveways leading to such parking facilities, and all other areas upon which motor vehicles may traverse or be parked shall be graded and surfaced with a dust-free all-weather hard surface material capable of carrying a wheel load of 4,000 pounds.
- (b) Acceptable surfacing materials include asphalt, concrete, brick, cement pavers, permeable pavement systems meeting WI DNR Technical Standards or similar material approved by the City and installed and maintained per industry standards.
- (c) Residential drives serving single-family and two-family dwellings may contain a grass center, provided that the areas on which the vehicle's wheels touch are a minimum of 12 ~~to but no greater than~~ 18 inches in width.

(Ord. No. 19-19 , §1(13-1706), 9-17-2019)

Sec. 44-1695. General maintenance.

Access, parking and loading facilities shall be kept free of dirt, dust, debris, and waste. In winter months, required access, parking and loading facilities that are available to the public shall be cleared of snow within a reasonable time as required in Section 34-14.

(Ord. No. 19-19 , §1(13-1707), 9-17-2019)

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Sec. 44-1696. Abandoned facilities.

- (a) Parking facilities which have been abandoned, no longer provide access to legal parking areas, no longer service an approved principal or accessory use, and/or are not included on the approved site plan shall be removed, in their entirety, to the curb/pavement line at the owner's expense.
- (b) Removed parking facilities shall be replaced with curb, sidewalk (where applicable) and vegetated ground cover.

(Ord. No. 19-19 , §1(13-1708), 9-17-2019)

Sec. 44-1697. Access limitation by use.

Access to property shall be directed to the most appropriate street classification for the use it is serving.

- (1) Single-family and two-family dwelling units shall not have driveways or other access points onto a collector or arterial street that is not primarily residential unless such street has the only available frontage.
- (2) Nonresidential, mixed-use and multifamily uses shall not have driveways or other access points onto a residential local street unless such street has the only available frontage.
- (3) Driveway access existing prior to the adoption of the ordinance from which this article is derived is exempt from the access limitation and may be reconstructed at its present size and location.
- (4) Exception to this limitation is permitted if determined by the Department of Public Works based on findings of a traffic impact analysis.

(Ord. No. 19-19 , §1(13-1709), 9-17-2019)

Sec. 44-1698. Access distance from intersections.

Driveway approaches measured along the property line shall be a minimum of 25 feet from the intersection of the street right-of-way lines on a corner lot or 35 feet from the point of intersection of the face of the curbs, whichever is greater. See Figure 1: Access Distance from Intersections.



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Figure 1: Access Distance From Intersections

(Ord. No. 19-19 , §1(13-1710), 9-17-2019)

Sec. 44-1699. Angle of intersection with right-of-way.

All driveways and other access points shall intersect with any public right-of-way at an angle of 90 degrees wherever possible but in no case shall the angle be less than 75 degrees.

(Ord. No. 19-19 , §1(13-1711), 9-17-2019)

Sec. 44-1700. Visibility standards.

All driveways and other access points shall comply with the visibility standards of Section 44-359.

(Ord. No. 19-19 , §1(13-1712), 9-17-2019)

Sec. 44-1701. Traffic control.

- (a) Traffic generated by any use shall be channelized and controlled in a manner that avoids congestion on public streets and other safety hazards.
- (b) All parking and loading areas except those serving single- and two-family dwellings shall be designed so that vehicles enter and exit property in a forward motion so as not to back onto public streets. If deemed necessary for traffic safety, turnaround areas may be required.
- (c) Each required off-street parking space except those serving single- and two-family dwellings shall open directly onto a driveway or drive aisle of such width and design as to provide safe and efficient means of vehicular access, as regulated in Section 44-1774 and Figure 9: Parking Space Design Standards.

(Ord. No. 19-19 , §1(13-1713), 9-17-2019)

Secs. 44-1702—44-1725. Reserved.

DIVISION 2. OFF-STREET PARKING AND CIRCULATION

Sec. 44-1726. Minimum number of required off-street parking spaces.

- (a) Calculation. Off-street parking requirements for each land use are generally tied to capacity, net floor area, or the number of employees at the subject property during the largest work shift.
 - (1) The term "capacity" means the maximum number of persons that may be accommodated by the use as determined by its design or by building code regulations, whichever is greater. Both indoor and outdoor uses are included in maximum capacity.
 - (2) The term "employees on the largest work shift" means the maximum number of employees working at the facility during a single given day, regardless of the time period and whether any such person is a full-time versus part-time employee.

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- (3) The term "net floor area" shall mean the total floor area inside the building envelope on all levels of a building excluding mechanical rooms, permanent accessory storage/freezers/coolers, stairwells/elevators, uninhabitable attics or basements, underground parking and other areas deemed appropriate by the Zoning Administrator.
- (4) When calculating the number of off-street parking spaces resulting in a fraction, each fraction of one-half or more shall be considered a space.
- (5) Where future potential uses of a building may generate additional parking demand, the City may require a parking plan for the site showing how the anticipated parking demand will be met. The City may require the additional land area identified as anticipated parking to be placed in reserve as landscaped open space until needed.
- (b) Parking spaces for uses with multiple components, such as hotels with dining and conference facilities, shall be based on the sum of the parking requirements of the separate components.
- (c) Buildings built on speculation or not initially occupied (unknown use) shall be required to provide one stall per 300 square feet of net floor area.
- (d) In addition to the requirements in Figure 2: Number of Off-Street Parking Spaces Required by Land Use, one parking space shall be provided for each commercial vehicle or vehicle necessary for the operation of the use that is maintained on the premises.
- (e) See Figure 2: Number of Off-Street Parking Spaces Required by Land Use for a list of the number of parking spaces required by land use.
- (f) Parking requirement exceptions in the Downtown Zoning District (D).
 - (1) Within the Downtown Zoning District (D), the minimum required parking space requirements for nonresidential uses are waived.
 - (2) Residential uses within the Downtown Zoning District (D) need only provide evidence of the availability of off-street public or private parking within the district in the amount of one parking space per dwelling unit.
 - (3) When off-street parking facilities are provided, such facilities shall meet all requirements of this chapter, except in respect to the required number of spaces.

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Figure 2. Number of Off-Street Parking Spaces Required by Land Use

	<i>Land-Use</i>	<i>Minimum Number of Off-Street Parking Spaces Required</i>	<i>Notes</i>
Residential	Single- and two-family dwellings, detached or attached	2 spaces per dwelling unit, 1 space per unit must be an enclosed (garage) space.	Exception for narrow lots, as outlined in Section 44-1747(c).
	Multiple-family dwelling	1 Space per dwelling unit plus 1 visitor space per 4 units.	
	Senior (elderly) housing	1 space per dwelling unit.	If senior housing has the potential to be converted to general housing, proof of ability to provide additional parking may be required.
	Carriage-house	1 space per dwelling unit.	
	Live-work unit and/or home occupations	Same as dwelling unit requirement.	1 space shall be accessible for client parking, if applicable.
	Manufactured and mobile home	1 per dwelling unit.	
	Rooming house/boarder house	2 spaces per 3 bedrooms for rent plus 2 spaces per 3 employees on the largest shift.	
	Community living arrangement	2 space per 3 employees on the largest shift plus 1 visitor space for every 4 residents based on capacity.	
	Dormitories, student housing, fraternity or sorority house, convent/monastery	To be determined by Zoning Administrator based on parking study.	Parking study required.
	Shelter facility, transitional housing	1 space per 5 residents based on capacity plus 2	

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		spaces per 3 employees on the largest shift.	
	Nursing home, assisted living	1 space per 4 beds plus 3 spaces per 4 employees on the largest shift.	
Educational	Adult/family daycare home	Same as dwelling unit requirement plus 1 drop-off space.	Drop-off space may be on-street adjacent to residence with Approval of the Department of Public Works.
	Group daycare center, preschool	2 spaces per 3 employees on the largest shift plus 1 space per 7 students based on capacity.	
	School, grades K—12	2 spaces per 3 employees on the largest shift plus 1 space per 5 students of legal driving age based on capacity.	Existing schools not meeting this standard may be required to provide a parking management plan but shall not be required to add the minimum number of spaces.
	College or university, other adult learning center	To be determined by Zoning Administrator based on parking study.	Parking study required.
	Trade school, arts school, dance school, etc.	2 spaces per 3 employees on the largest shift plus 1 space per 5 students based on capacity.	If students are expected to drive, Parking study required.
Institutional and Civic	Community center, neighborhood center, cultural institution, library	Parking equal to 30 percent of persons based on design capacity.	
	Cemetery	To be determined by Zoning Administrator based on parking study.	Parking study required.
	Hospital	To be determined by Zoning Administrator based on parking study.	Parking study required.

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Commercial	Clinic or healthcare facility including veterinary	1 space per 2 exam rooms plus 2 spaces per 3 employees on the largest shift.	
	Park, playground or recreational center	1 space per each 4 persons of maximum design capacity.	
	Religious institution, place of worship	1 space per each 5 persons based on design capacity of the main assembly area.	
	Offices		
	General office, government office, bank/financial institution, medical office	1 space per 500 square feet net floor area.	
	Artist's studio	1 space per 500 sq. ft. net floor area devoted to sales or display.	
	Accommodation and Food Service		
	Hotel, motel and bed and breakfast	1 space per guest room plus 2 spaces per 3 employees on the largest shift.	Additional spaces as needed for conference/meeting or restaurant facilities.
	Restaurant (with or without drive-through), tavern/bar, nightclub	1 space per 300 sq. ft. of net floor area plus 1 space per 500 sq. ft. exterior seating area.	Drive-through facilities shall include queuing space for at least 3 vehicles in advance of the menu board and 3 vehicles between the menu board and pick-up window.
	Service Businesses		
	Personal or business service businesses not listed below	1 space per 500 sq. ft. net floor area plus 1 space per 1,000 sq. ft. outside sales or display area.	Includes any service uses not specifically listed.
	Barber shop/beauty salon, spa	2 spaces per 3 workstations plus 2	

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		spaces per 3 employees on the largest shift.	
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	<i>Land-Use</i>	<i>Minimum Number of Off-Street Parking Spaces Required</i>	<i>Notes</i>
Commercial	Retail		
	Funeral home	1 space per each 5 persons based on design capacity of the main assembly hall.	
	General retail sales and rental	1 space per 500 sq. ft. net floor area plus 1 space per 1,000 sq. ft. outside sales or display area.	Includes any retail uses not specifically listed.
	Motor vehicle rental/sales	1 space per 500 sq. ft. of net floor area plus adequate storage space for vehicles displayed/maintained on-site.	
	Motor vehicle repair (major or minor), service station, convenience store	1 space per 500 sq. ft. of net floor area used for sales or customer service plus 2 spaces per service bay.	Service bay shall not be counted as a parking space.
	Commercial Recreation and Entertainment		
	Auditorium, assembly hall, theater, convention center, and other places of assembly	1 space per each 5 persons based on design capacity of the main assembly area.	
	Indoor recreation facilities, health clubs, fitness centers, adult entertainment	1 space per 500 sq. ft. net floor area.	
	Outdoor recreation facility	To be determined by Zoning Administrator based on parking study.	Parking study required.

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	<i>Land-Use</i>	<i>Minimum Number of Off-Street Parking Spaces Required</i>	<i>Notes</i>
Commercial	Retail		
	Marina	2 spaces per 3 slips.	Additional spaces as needed for accessory uses such as boat sale/rental/service, retail, recreation and restaurant facilities.
	Boat landing	4 spaces per launch.	Spaces associate with launches shall be double depth to accommodate vehicles with trailers.
	Golf course, bowling alley or similar use	2 spaces per hole, lane or similar recreation station.	Additional spaces for accessory uses such as retail, tavern/bar and restaurant facilities.
	Campground	2 spaces per 3 camp site plus 2 spaces per 3 employees on the largest shift.	Additional spaces for accessory uses such as retail, tavern/bar and restaurant facilities.
Industrial, Production and Storage	Agriculture	2 spaces per 3 employees on the largest shift.	Additional spaces for accessory uses such as on-site retail.
	Industrial uses, including limited production and processing, light industrial, general industrial, heavy industrial, and other industrial uses not specified below	2 spaces per 3 employees on the largest shift.	Customer/visitor parking may also be required based on office use.
	Contractor office and showroom	1 space per 500 square feet net floor area.	
	Self-service storage facility	1 space per 500 sq. ft. net floor area of office or sales area plus 1 space	

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		per 10 individual storage units.	
	Wholesaling, warehousing, and distribution	1 space per 500 sq. ft. net floor area of office or sales area plus 2 spaces per 3 employees on the largest shift.	
	Other industrial activities that are conducted largely out-of-doors, including concrete, asphalt, and rock crushing facility, scrap yard, recycling, etc.	2 spaces per 3 employees on the largest shift.	
Transportation	Ground transportation service	To be determined by Zoning Administrator based on parking study.	Parking study required.
	Freight terminal- motor, rail or ship	3 spaces per 4 employees on the largest shift.	
	Package delivery service	2 spaces per 3 employees on the largest shift.	Additional parking may be required for delivery service vehicles.
	Airport	To be determined by Zoning Administrator based on parking study.	Parking study required.
Public Service and Utility	Government or public utility uses and buildings, public safety buildings	To be determined by Zoning Administrator.	Based on type of use (offices, storage, production, etc.).
	Communication facilities	As approved by CUP.	
	Yard waste site	As approved by CUP.	

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- (g) Limit on the number of off-street parking spaces provided. No site plan may be approved for a multiple-family or nonresidential use which contains more than two times the development's minimum number of required parking spaces, except as granted through a conditional use permit. Where no minimum parking requirement is established, the calculation for the maximum number shall be two times what the developments minimum would be if not exempt. Parking facilities containing ~~20-40~~ stalls or less are exempt from this regulation. The following criteria shall be reviewed in considering a conditional use permit request:
- (1) The proposed development has unique or unusual characteristics (such as high sales volume or low parking turnover) which creates a parking demand that exceeds the maximum ratio and does not typically apply to comparable uses.
 - (2) The lot is designed to allow for more intensive future site development that will create and utilize the additional parking demand.
 - (3) The need for additional parking cannot be reasonably met through provision of shared parking with nearby uses.
- (h) Parking studies. Where a parking study is required, the study shall be performed by a qualified transportation engineer or transportation planner. The study shall contain information on the anticipated number of employees, customers, visitors, clients, shifts, events, or deliveries to the use, and may refer to other studies or similar situations elsewhere.

(Ord. No. 19-19 , §1(13-1714), 9-17-2019)

Secs. 44-1727—44-1745. Reserved.

DIVISION 3. REGULATIONS SPECIFIC TO SINGLE-FAMILY AND TWO-FAMILY USES

Sec. 44-1746. Single-family and two-family residential driveways.

Driveways shall lead from the public right-of-way directly to a garage ~~door~~ opening plus 24 inches on either side said door or to a legal surface parking space, ~~and Driveways~~ are regulated as follows:

- (1) *Number of driveways.* Single-family uses are permitted one driveway per lot unless otherwise regulated in this chapter, subject to the design regulations specified herein. Two-family uses are permitted two driveways per lot unless otherwise regulated in this chapter, subject to the design regulations specified herein.
- (2) *Minimum driveway setback from property lines.*
 - a. *Narrow lots.* On lots with less than 60 feet of lot width/frontage, driveways shall be set back a minimum of one foot from the side lot line. On lots where the available side yard area prohibits the ability to create/maintain an eight-foot-wide driveway and the required setback as listed below, the setback may be administratively reduced or eliminated.
 - b. *Detached garages.* Driveways leading to detached garages shall meet the applicable side or rear setbacks for accessory structures established in the district in which it is situated or shall meet the side setback of an existing detached garage, whichever is less.
 - c. *Attached garages.* Driveways leading to attached garages shall meet the applicable side or rear setbacks for principal structures established in the district in which it is situated or shall meet the side setback of the existing attached garage, whichever is less.

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- d. *Uncovered parking.* Driveways leading to uncovered parking areas shall meet the applicable side or rear setbacks established within the parking section or shall meet the side setback of the existing legal uncovered parking area, whichever is less.
- (3) *Driveway width.*
- a. Driveways shall be a minimum width of eight feet. Driveways leading to garages are limited to a maximum width of 25 feet at the property line and 30 at the curb/pavement line (2½ foot apron flares), but may increase to the width of the garage. See Figure 3.A: Single-Family and Two-Family Drive Width and 3.B: Single-Family and Two-Family Drive Width-Enlarged with Taper.

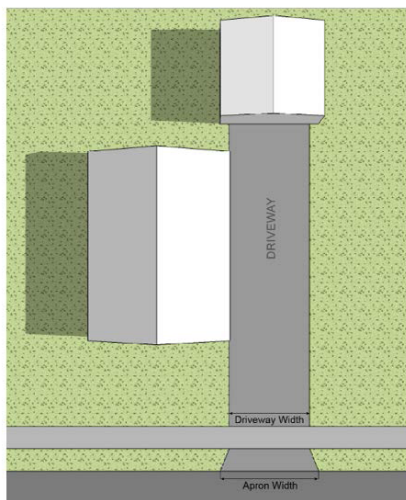


Fig. 3.A: Single & Two-Family Drive Width—Standard

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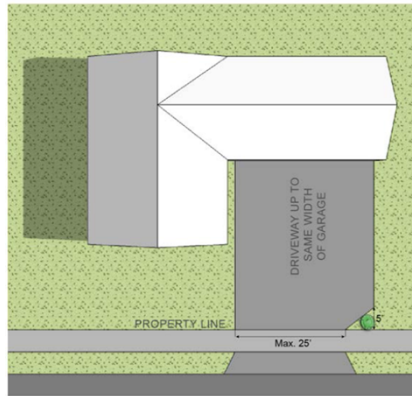


Fig. 3.B: Single & Two-Family Drive Width—Enlarged with Taper

- b. Where no garage exists, the maximum driveway width shall be 12 feet.
- c. Where the width of the driveway at the garage or other legal parking space exceeds the maximum width of the driveway at the property line, the driveway shall be tapered between the garage or the edge of a legal uncovered space and the property line starting a minimum of five feet inside the parcel. If said taper "triangle" is found to be driven over and in a deteriorated state, the city may require the installation of shall contain vegetation or other item designed to limit prohibit vehicular trespass. See Figure 3.C: Single-Family and Two-Family Drive Width-Taper Detail. When leading to a legal uncovered space, the driveway width shall be the least possible needed and shall not exceed 25 feet in width at the property line.

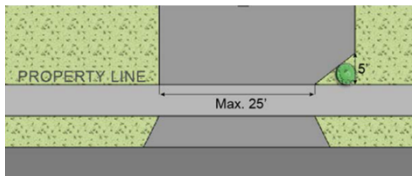


Fig. 3.C: Single & Two-Family Drive Width—Taper Detail

When leading to a legal uncovered space, the driveway width shall be the least possible needed and shall not exceed 25 feet in width at the property line.

- d. Driveways for two-family dwellings with adjacent garages are limited to the 25 feet maximum width at the property line for each individual driveway. Each individual driveway must be separated by a minimum of a two-foot green area extending the full length from the property line

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to the garage/uncovered parking space. Separation area shall contain vegetation or other item designed to limit vehicular trespass. See Figure 4: Two-Family Drive Separation.

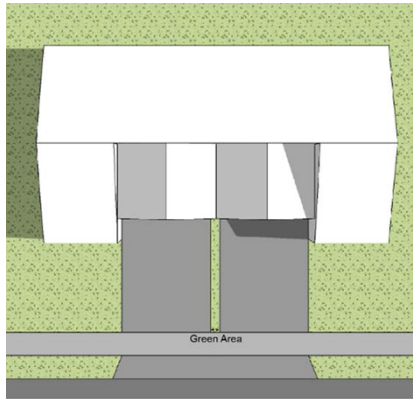


Fig. 4: Two-Family Drive Separation

- e. Side-loading drives. The maximum width of driveway leading to a side-loaded garage shall not exceed 12 feet, except for the area directly leading of the garage, where it can be increased to the width of the garage. See Figure 5.A: Alternative Single-Family and Two-Family Drives-Side Loading. The driveway shall not be located within the side yard setback.
- f. Circular drives. The maximum width of circular, horseshoe, and similar type driveways shall not exceed 12 feet, except for the area directly leading of the garage, where it can be increased to the width of the garage. See Figure 5.B: Alternative Single-Family and Two-Family Drives-Circular.

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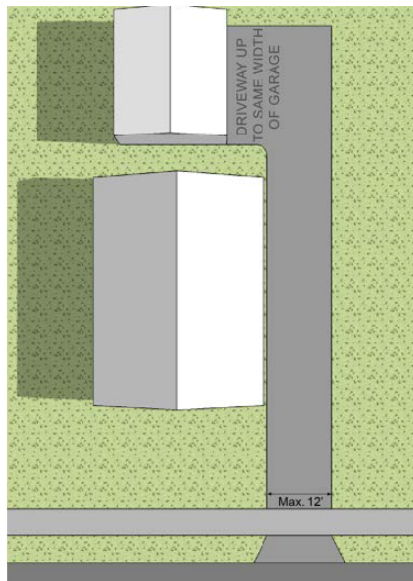


Fig. 5.A: Alternative Single & Two-Family Drives—Side Loading

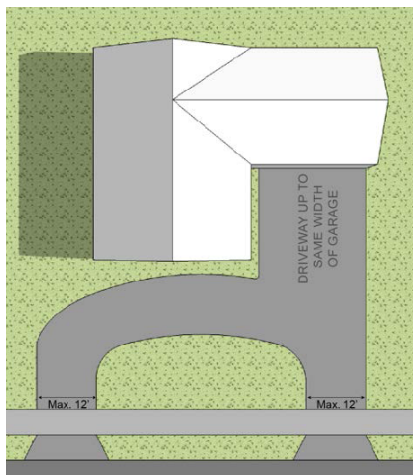


Fig. 5.B: Alternative Single & Two-Family Drives—Circular

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- g. Alley drives. The driveway may extend to the garage opening or may extend into the lot for 30 feet in width and 40 feet in depth but shall not extend into the side yard setbacks. See Figure 5.C: Alternative Single-Family and Two-Family Drives-Alley.

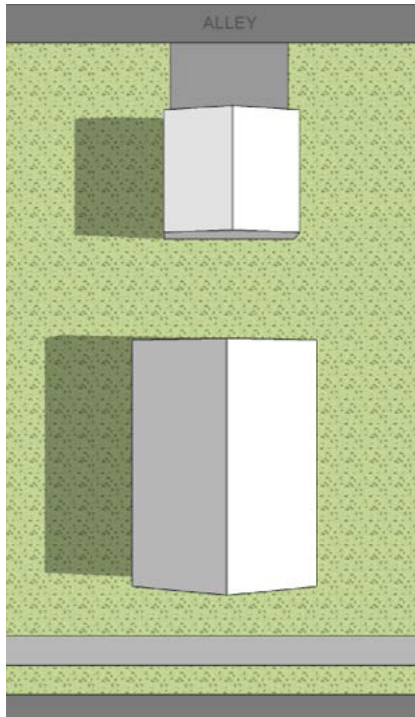


Fig. 5.C: Alternative Single & Two-Family Drives—Alleys

- h. In no case shall the maximum driveway width be cumulatively greater than 50 percent of the lot frontage.

(Ord. No. 19-19 , §1(13-1715), 9-17-2019)

Sec. 44-1747. Parking for single-family and two-family uses.

- (a) A minimum number of legal parking spaces shall be provided in conformance with Section 44-1726 and Figure 2: Number of Off-Street Parking Spaces Required by Land Use.

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- (b) On a lot containing a single-family or two-family dwelling unit, off-street parking shall not be located between the principal structure and a street right-of-way, except within residential driveways leading to a legal parking space or as otherwise permitted in this chapter.
- (1) Parking spaces a minimum of 8 feet wide by 15 feet deep must be provided either within a garage, in a driveway, or uncovered parking space[s] on the same lot of the use it is serving and shall meet the requirements of this section. See Figure 6.A: Single-Family and Two-Family Parking Space-Garage or 6.B: Single-Family and Two-Family Parking Space-Uncovered.

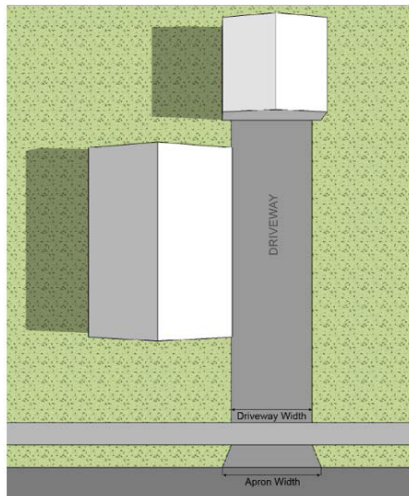


Fig. 6.A: Single & Two-Family Parking Space—Garage

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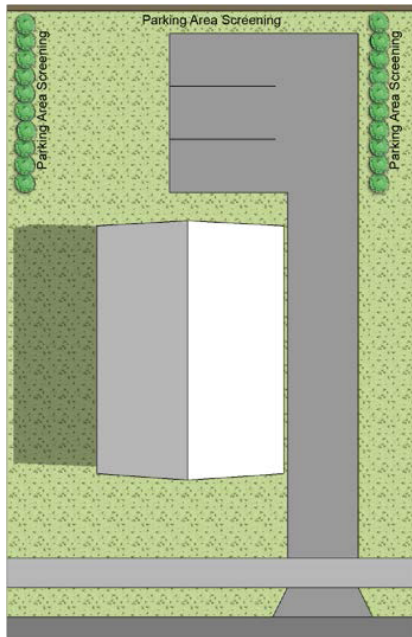


Fig. 6.B: Single & Two-Family Parking Space—Uncovered

- (2) Driveway parking. Driveways shall not count towards minimum parking stall requirement except as provided for narrow lots in subsection (c) of this section.
- (3) Uncovered parking spaces (not located in driveways).

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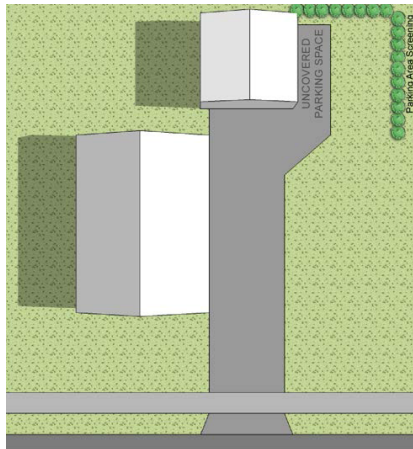


Fig. 7: Single & Two-Family Parking Space Beside Garage

- da.** Front yard parking space exception. For single-family or two-family lots with attached single stall garages that are unable to provide parking as regulated in this article, a single parking space may be established next to the driveway between the front facade of the residence and the public right-of-way as regulated below.
- eb.** Front yard space is limited to no greater than eight feet in width beyond the garage door opening but shall not be located in front of the primary entrance to the residence.
- fc.** Lots shall not exceed the maximum impervious surface ratio for the applicable zoning district.
- (c) Driveway as legal parking space for single-family and two-family uses on narrow lots. Driveways may be considered legal "stacked" (meaning in front of one another) parking spaces for required stalls. A driveway parking space need not lead to a legal parking space but must be a minimum of eight feet wide and 15 feet deep.
- (d) Except for driveways leading to legal parking spaces or otherwise regulated in this article, parking is not permitted in the front yard.
- ~~(e) Uncovered parking spaces situated beyond the front facade of the principal structure must be screened with a minimum of five-foot tall vegetation, fencing, or other material that creates a solid screen, impervious to sight from adjacent properties, excluding views from where access is provided.~~
- (f) Parking of commercial vehicles and trailers in residential districts.

 - (1) The intent of this section is to preserve the orderly appearance and quiet enjoyment of residential neighborhoods while allowing reasonable flexibility for parking business-related vehicles. Specifically, this applies to motor vehicles that are driven off-site by a resident but are kept on the premises when not in use. This section shall apply to the following types of vehicles:

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- a. Commercial trucks, tractors, vans, pick-ups, or other motor vehicles not exceeding 10,000 pounds gross vehicle weight; and
 - b. Commercial trailers capable of being trailed behind a commercial motor vehicle that is allowed to be parked on the premises by this section.
- (2) Engines of commercial vehicles may not run continuously. A 30-minute engine warm-up time shall be permitted immediately prior to the commercial vehicle and/or any other motorized equipment leaving the premises. The warm-up period shall begin no earlier than 7:00 a.m. and end no later than 10:00 p.m.
- (3) Commercial trailers parked outside in residential districts shall be fully enclosed or be empty when not in transport.
- (4) Commercial trailers parked in residential districts shall be actually trailed and transported from the property no less than once per week.

(Ord. No. 19-19 , § 1(13-1716), 9-17-2019; Ord. No. 40-20, § 1, 12-1-2020)

Sec. 44-1748. Game day parking.

The Director of Community and Economic Development and/or Director of Public Works may permit vehicles to be parked on the front, side, and rear yards of residential, mixed-use, commercial, and industrial zoned parcels, on the days games are played in the City of Green Bay by professional football teams of the National Football League and/or during the day of a special event held at Lambeau Field when the event is expected to exceed an estimated attendance of 20,000 individuals, provided, however, that all parking shall occur outside the vision triangle as required in Section 44-359.

(Ord. No. 32-20 , § 1, 9-15-2020)

Secs. 44-1749—44-1772. Reserved.

*DIVISION 4. REGULATIONS SPECIFIC TO MULTIPLE-FAMILY, MIXED-USE,
INSTITUTIONAL, COMMERCIAL AND INDUSTRIAL USES*

Sec. 44-1773. Multifamily residential, mixed-use, institutional, commercial, and industrial use driveways.

- (a) *Number of driveways.* A maximum of one two-way driveway or two one-way driveways shall be permitted from each street right-of-way to which a lot or parcel has frontage, except under the following circumstances:
- (1) Multiple two-way driveways may be permitted on one street frontage, provided the distance between the driveway centerlines is no less than 200 feet.
 - (2) Mixed two-way and one-way driveways may be permitted on one street frontage, provided the distance between the driveway centerlines is no less than 200 feet.
 - (3) One three-lane driveway consisting of a one 12-foot ingress lane, a three-foot mountable rumble strip dividing island, and two ten-foot egress lanes may be administratively permitted per street frontage with concurrence of the Zoning Administrator and Traffic Engineer. This option should be limited to

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sites on streets with high traffic volumes and speeds and/or unique timeframes of mass ingress/egress, or other conditions making a standard driveway operate less than optimally.

- (4) Additional driveways may be permitted, if necessary, for the public safety and sufficient level of traffic circulation with approval of the Director of Public Works.

(b) *Minimum driveway setback.*

- (1) Driveways shall be set back as established for buildings in the zoning district for which the property they service is situated. Driveway access through the front yard setback area should be designed to minimize its presence within the front yard to the greatest extent practical.
- (2) Parking facility perimeter buffers. ~~Parking facilities in any yard abutting a public street or public walkway shall be separated from the street or walkway by a landscaped buffer meeting the requirements of Section 44-1966.~~ Parking facilities accessing parking areas abutting residential uses in residential districts shall be separated by a perimeter landscape buffer meeting the requirements of Section 44-1964.

(c) *Distances between curb openings.*

- (1) *On the same parcel.* The minimum distance between one-way driveways at the curbline shall be no less than 15 feet. Minimum distance between two-way drives at the curbline shall be 200 feet from center.
- (2) *On adjoining parcels.* Where two adjoining driveways abut, the maximum opening at the curb shall be the maximum for a single driveway, as listed in subsection (d) of this section. Both parcels must share the curb opening.

- (d) *Driveway width.* Driveway sizes are regulated at the property/right-of-way line and the curb/road pavement line as follows (See Figure 8: Three-Lane, Full Access Drive Detail):

(1) *One-lane, one-way access drives.*

One-Way Drives (Single Direction - Ingress or Egress)	Maximum Width of Drive at Property and Setback Line	Maximum Width of Drive at Curb or Pavement Line
Autos and single axle trucks	15 feet	25 feet
Semi-trailers	20 feet	30 feet

(2) *Two-lane, full access drives.*

Two-Way Drives (One-Ingress and One-Egress Lane)	Maximum Width of Drive at Property and Setback Line	Maximum Width of Drive at Curb or Pavement Line
Autos and Single axle trucks	25 feet	35 feet
Semi-Trailers	30 feet	40 feet

- (3) *Three-lane, full access drive (consisting of one 12-foot ingress lane, a three-foot mountable "rumble strip" dividing island, and two ten-foot egress lanes).*

Three-Lane Drives (One-Ingress, Divider and Two-Egress Lanes)	Maximum Width of Drive at Property and Setback Line	Maximum Width of Drive at Curb or Pavement Line

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All	35 feet	45 feet
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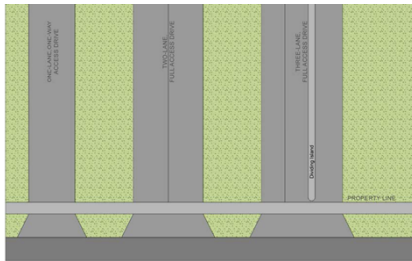


Fig. 8: One-Lane, Two-Lane & Three-Lane Access Drive Detail

- (e) *Flow.* Traffic may be restricted as to direction of flow.
- (1) Driveways approved for one-way movement only or three-lane drives shall be equipped with signage and pavement markings indicating its direction to motorists.
 - (2) Signs for directional movement of traffic shall be constructed and installed in accordance with City of Green Bay Standard Specifications and Construction Standards for Public Works.

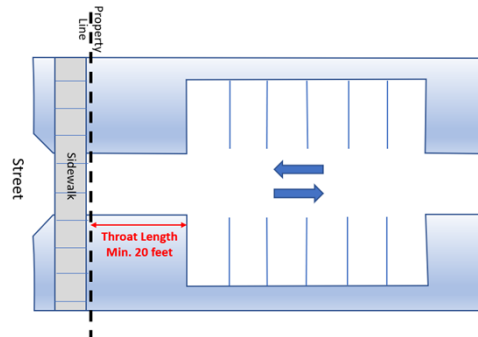
(Ord. No. 19-19 , §1(13-1717), 9-17-2019)

Sec. 44-1774. Off-street parking and traffic circulation standards for multiple-family and nonresidential uses.

- (a) *Location.*
- (1) Required parking and loading spaces shall be located on the same lot or development site as the use served unless otherwise regulated in this chapter.
 - (2) Off-site parking may be located up to 1,000 feet from the lot containing the use being served if the under common ownership or protected by a recorded instrument acceptable to the City.
- (b) *Setbacks.*
- (1) Parking areas shall be set back as established for buildings in the zoning district for which the property it services is situated.
 - (2) Special provisions for nonconforming parking facilities. Legally established parking facilities constructed prior to the effective date of the ordinance from which this article is derived which do not meet the minimum setbacks required by this article shall be permitted to be reconstructed with reduced setbacks, subject to approval of a parking plan by the Zoning Administrator. Said parking lot layout shall be designed in accordance with the dimensions identified in Figure 9: Parking Space Design Standards. Parking lot setback reductions shall only be permitted in the following instances:
 - a. To prevent the loss of legal parking spaces required by this article.

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- b. To prevent the loss of required internal circulation aisles.
- (c) *Circulation.* Parking facilities shall be designed to provide for the safe and efficient movement of all traffic entering, exiting, and circulating on the site. Circulation patterns shall conform to the general rules of the road. All traffic control measures shall meet the requirements of the Manual of Uniform Traffic Control Devices.
- (d) *Marking.* All off-street parking and traffic circulation areas shall be marked, striped, and maintained in a clear and visible manner which clearly indicates parking spaces, pedestrian walkways, and other designated areas.
- (e) *Curbing.* A minimum six-inch high curb shall be installed within parking areas where parking surface is adjacent to pedestrian and/or bicycle ways and internal landscape islands, except: Where bio-filtration or bio-retention methods of stormwater management are utilized as part of an approved grading and drainage plan, alternatives to the installation of curbing may be considered by the Department of Public Works, provided that measures are taken to protect landscaping from vehicular circulation damage.
- (f) *Access.* Each off-street parking space shall open directly upon a drive aisle or driveway that is wide enough to provide a safe and efficient means of vehicular access without directly maneuvering a vehicle into any pedestrian way or public right-of-way.
- (g) Driveway throat length. The minimum permitted throat length of access drives serving parking lots is 18 feet, as measured from the right-of-way/property line along the centerline of the access drive to the access point of any parking stall within the parking facility, as depicted below. In no case shall the driveway throat length be less than the required setback.



- (gh) *Lighting.* All off-street parking and traffic circulation areas shall be lit to ensure their safe and efficient use during evening hours. An illumination level shall meet the standards of Article V of this chapter.
- (hi) *Landscaping and screening.* Parking lots shall meet the landscaping requirements of Sections 44-1964 through 44-1969.
- (ij) *Parking space design standards.* Other than handicapped parking and permitted parking in residential driveways, each off-street parking space shall comply with the minimum requirements of Figure 9: Parking Space Design Standards.

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Figure 9. Parking Space Design Standards

Angle (A)	Width (B) *	Curb Length (C)	Stall Depth (D) **	1-Way Aisle Width (E)	2-Way Aisle Width (E)
0 (Parallel)	9'	22'	8'6"	14'	22'
45°	9'	12'	18'9"	14'	22'
60°	9'	9'10"	19'10"	18'	22'
90°	9'	8'6"	18'	20'	22'

* Subcompact spaces may account for up to 20 percent of the total parking area required. They may be reduced in size to a width of eight feet and a stall depth of 12 percent less than (D) in the table above and must be grouped and signed appropriately.

** Parking spaces that use an appropriately sized curb overhang over a landscaped island or buffer may be reduced in depth by 1½ feet. A concrete curb or other means shall be provided to prevent parked vehicles from damaging plant materials.

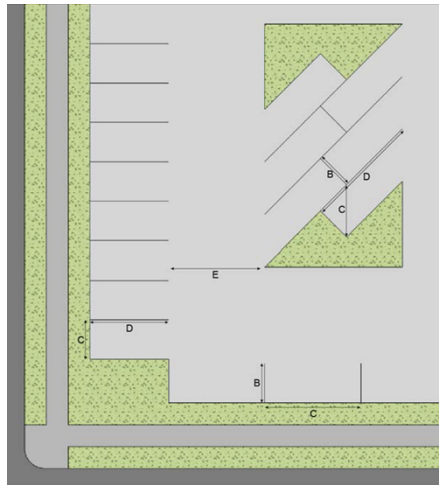


Fig. 9: Parking Space Design Standards

(Ord. No. 19-19 , §1(13-1718), 9-17-2019)

Secs. 44-1775—44-1796. Reserved.

***DIVISION 5. ALTERNATE PARKING OPTIONS FOR MULTIPLE-FAMILY, MIXED-USE,
INSTITUTIONAL, COMMERCIAL AND INDUSTRIAL USES***

Sec. 44-1797. Shared parking facilities.

- (a) Joint parking facilities which provide required parking for two or more uses are allowed a reduction in required number of parking spaces as specified below. Up to a 15 percent reduction in the number of required parking spaces for four or more separate uses, ten percent for three separate uses, and five percent for two separate uses may be utilized for a collective parking facility.
- (b) Day-night use parking facility. Shared day-night use parking facilities may provide a reduction in required number of parking spaces as specified below:
 - (1) Up to 70 percent of the parking facilities of nighttime/Sunday uses may be supplied by off-street parking facilities of daytime uses. Up to 70 percent of the parking facilities of daytime uses may be supplied by the off-street parking facilities of nighttime/Sunday uses.
 - (2) Daytime uses. For the purpose of this section, the following uses are considered as primarily daytime uses: banks, offices, certain retail stores and personal service shops, service and repair shops, wholesale, and similar uses as determined by the Zoning Administrator.
 - (3) Nighttime and Sunday uses. For the purpose of this section, the following uses are considered as primarily nighttime and weekend uses: theater, bowling alley, tavern/nightclub, auditorium incidental to a public or parochial schools, churches, and similar uses as determined by the Zoning Administrator.
 - (4) The applicant shall show that there is no substantial conflict in the principal operating hours of the buildings or uses for which shared parking is proposed.
 - (5) The use for which application is being made for shared parking shall be located within 1,000 feet of the use providing the parking facilities.
- (c) A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities shall be approved by the City Attorney and filed with the City within 60 days after City approval of the joint parking use. Said agreement shall cover a period of no less than 20 years. Shared use parking privileges shall continue in effect only so long as such an instrument remains in effect, and if such instrument becomes legally ineffective, parking shall be provided as otherwise required in this article.

(Ord. No. 19-19 , §1(13-1719), 9-17-2019)

Sec. 44-1798. Valet parking.

- (a) Up to 50 percent of the off-street parking for restaurants, hotels, theaters, and similar uses may be fulfilled by maintaining a valet parking service for customers.
- (b) The valet service shall provide service to and from the main entrance with a passenger loading area, as approved by the Department of Public Works.
- (c) The parking area shall be located no farther than 1,000 feet from the main entrance.

(Ord. No. 19-19 , §1(13-1720), 9-17-2019)

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Sec. 44-1799. Employee off-site parking.

- (a) Retail, service businesses, large employers, major institutions and similar uses are encouraged to provide designated employee parking.
- (b) If a shuttle service is provided, such parking may be off-site in a remote location.

(Ord. No. 19-19 , §1(13-1721), 9-17-2019)

Sec. 44-1800. Ride-sharing and autonomous vehicles.

The intent of this section is to encourage the installation of passenger loading zone spaces to meet demand for passenger pick-up/drop-off generated by ride-sharing and/or autonomous vehicles on all land uses except single-family and two-family residential dwellings.

- (1) *Reduction to required parking spaces.* The number of required parking spaces for a use may be reduced by ten percent for each passenger loading zone space provided up to a maximum of 30 percent. The Zoning Administrator is authorized, at their discretion, to require the submission of a parking study per Section 44-1726(g) upon making the determination that such a reduction will result in a shortage of parking spaces needed for the subject land-use.
- (2) *Passenger loading zone space standards.*
 - a. Location. Each passenger loading zone space shall be located within 100 feet of the primary entrance/exit of a stand-alone use. Passenger loading zone spaces located in shopping centers and other multiple use developments may be located more than 100 feet from the primary entrance/exit of a tenant when placed in a centralized location, provided that a minimum of five-foot-wide pedestrian access to all tenants of the development is present.
 - b. Passenger loading zone spaces shall be separate and distinct from parking facility drive aisles, fire lanes, off-street loading areas, or other uses not explicitly dedicated to passenger loading/unloading.
 - c. Dimensions. Minimum of eight feet wide by 22 feet long with appropriate taper for safe ingress/egress.
 - d. Design. All vehicular ingress/egress to and from passenger loading zone spaces shall be in forward motion only. All passenger loading zone spaces shall be clearly marked and signed to signify that they are for loading and unloading of passengers and shall not be used for other purposes.
 - e. Amenities. Amenities such as sitting areas, shade structures, and landscaping are encouraged to be provided adjacent to the passenger loading zone spaces.
 - f. Accessibility. Passenger loading zone spaces shall be compliant with the Americans with Disability Act (ADA).

(Ord. No. 19-19 , §1(13-1722), 9-17-2019)

Secs. 44-1801—44-1818. Reserved.

DIVISION 6. PEDESTRIAN AND BICYCLE ACCESS AND PARKING

Sec. 44-1819. Pedestrian and bicycle access.

- (a) *Quantity.* For all multifamily, commercial, institutional, and industrial uses, a minimum of one pedestrian/bicycle access way is required to at least one street frontage.
- (b) *Off-site connections.* Pedestrian/bicycle access shall include appropriate connections to existing and planned public pedestrian and bicycle facilities. If none exist, the connection is unnecessary; however, the site plan must depict a location such access can be installed should public pedestrian and bicycle facilities be installed in the right-of-way in the future.
- (c) *On-site connections.* The entire development shall provide walkways for full and safe pedestrian and bicycle circulation within the development.
 - (1) Walkways shall provide pedestrian access through or around off-street parking areas from public walks and/or bicycle facilities to building entries which directly and continuously connect areas of pedestrian origin and destination.
 - (2) Design requirements.
 - a. Walkways shall have an acceptable dust-free surface not less than five feet in width, be separate from the parking lot drive aisle and delineated with pavement markings or alternate paving materials.
 - b. The entirety of the on-site pedestrian walkway system shall be consistent with the Americans with Disabilities Act.
 - c. The material and layout of the pedestrian walkway shall be continuous as the pedestrian access crosses a driveway or internal drive.

(Ord. No. 19-19 , §1(13-1723), 9-17-2019)

Sec. 44-1820. Bicycle parking standards for multiple-family and nonresidential uses.

- (a) *Required provision of bicycle parking areas.*
 - (1) For all multifamily, commercial, institutional, and industrial uses, a minimum of four bicycle spaces shall be provided if off-street parking for vehicles is provided.
 - (2) For parking lots containing more than 40 automobile parking spaces, off-street bicycle parking spaces shall be provided equal to five percent of the automobile parking space requirement, or 20 bicycle parking spaces, whichever is less.
 - (3) A nonresidential use's automobile parking requirement may be reduced by providing additional bicycle parking. After the bicycle parking requirement has been met, a minimum of four bicycle parking spaces may be provided in lieu of one required automobile parking space, with a maximum reduction of up to five automobile parking spaces.
- (b) *Specifications for bicycle parking spaces.*

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- (1) All bicycle parking provided shall be on a hard-surfaced area and be set back from walls and other objects so as to be functional. Freestanding bicycle parking racks shall be securely fastened to the ground.
- (2) Bicycle parking spaces and racks shall be located in a convenient and visible area no farther from the principal entrance to the building served than the closest automobile parking space. With the permission of the Department of Public Works, bicycle parking may be located in the public right-of-way.
- (3) Bicycle parking spaces shall be installed in conformance with setback requirements applicable to automobile parking lots. The placement of the racks shall not conflict with pedestrians and motorized traffic movements.
- (4) Covered spaces. If accessory automobile parking spaces are covered, bicycle parking spaces shall also be covered.

(Ord. No. 19-19 , §1(13-1724), 9-17-2019)

Secs. 44-1821—44-1843. Reserved.

DIVISION 7. OFF-STREET LOADING STANDARDS

Sec. 44-1844. Off-street loading requirements.

Off-street loading space shall be provided for any nonresidential use which requires the receipt or distribution of materials or merchandise by trucks or similar vehicles and which will have a gross floor area of 5,000 square feet or more, subject to following minimum standards:

- (1) The off-street loading requirement for buildings with less than 20,000 square feet of gross floor area may be satisfied by the designation of a loading zone area on the site. This loading zone area shall be separate from any required off-street parking area, and access to it shall not conflict with automobile or pedestrian circulation within the site.
- (2) Buildings with 20,001 to 50,000 square feet of gross floor shall provide one loading space.
- (3) Buildings with 50,001 to 100,000 square feet of gross floor shall provide two loading spaces.
- (4) Buildings with 101,000 or more square feet of gross floor shall provide one additional loading space per additional 300,000 square feet.

(Ord. No. 19-19 , §1(13-1725), 9-17-2019)

Sec. 44-1845. Size and location.

- (a) Semi-trailer spaces shall be at least 55 feet in length, ten feet in width, and 14 feet in height, plus necessary additional maneuvering space.
- (b) No loading space shall be located in a front yard or at the front of a building. Loading spaces shall not be located between any building and a public street unless provided with adequate screening and landscaping, in compliance with Article XIX of this chapter.
- (c) Spaces shall be at least 50 feet from the property line of any residential property or residentially zoned property.

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- (d) All loading spaces and driveways shall be surfaced with a dustless all-weather material meeting the standards for off-street parking areas and driveways and subject to the approval of the City Engineer.

(Ord. No. 19-19 , §1(13-1726), 9-17-2019)