

ARTICLE E

Traffic Visibility, Loading, Parking and Access

SEC. 13-1-50 LOADING REQUIREMENTS.

- (a) **LOADING SPACE REQUIREMENTS.** On every lot on which a business, trade or industrial use is hereafter established, space with access to a public street or alley shall be provided as indicated below for the loading and unloading of vehicles off of the public right-of-way:

<u>Use</u>	<u>Floor Area (sq. ft.)</u>	<u>Loading Space</u>
Retail, wholesale	2,000 - 10,000	1
warehouse, service	10,000 - 20,000	2
manufacturing, and	20,000 - 40,000	3
industrial establishments	40,000 - 60,000	4
	Each additional 50,000	1
Hotels, offices,	5,000 - 10,000	1
hospitals, places of	10,000 - 50,000	2
public assembly	50,000 - 100,000	3
	Each additional 25,000	1
Funeral homes	2,500 - 4,000	1
	4,000 - 6,000	2
	Each additional 10,000	1

- (b) **MULTIPLE OR MIXED USES.** Where a building is devoted to more than one (1) use or for different uses and where the floor area for each use is below the minimum required for a loading space but the aggregate floor area of such uses is above such a minimum, then off-street loading space shall be provided as if the entire building were devoted to that use in the building for which the most loading spaces are required.
- (c) **LOCATION.** Required off-street loading spaces shall be located on the same lot with the principal use requiring such space. Ordinarily, no loading dock or overhead doors shall face a public street. No loading space shall be located within thirty (30) feet of the nearest point of intersection of two (2) streets or require any vehicle to back into a public street. Loading spaces shall not be positioned such that vehicles parked in the loading spaces block public right-of-way.
- (d) **DESIGN STANDARDS.** Each off-street loading space shall have a width of at least twelve (12) feet, a length of at least forty-five (45) feet, and a vertical clearance of at least fourteen (14) feet. Dimensions for loading spaces in connection with funeral homes shall be reduced to ten (10) feet in width, twenty-five (25) feet in length, and eight (8) feet in vertical clearance. Every loading space shall be sufficiently screened in the form of a solid fence or shrubbery to protect neighboring residences.

SEC. 13-1-51 OFF-STREET PARKING.

- (a) **INTENT.** It is the purpose of this Section to provide standards that insure adequate parking areas in conjunction with the various uses permitted in this Code. This is accomplished by

encouraging effectively developed parking areas which will provide sufficient quantities of parking spaces and ample area for automotive maneuvering.

- (b) **DISTRICT REGULATIONS.** The following regulations shall be applied to each of the described zoning districts:

(1) R-1, R-1A, R-2 and R-2 A Districts.

- a. No tractors, tractor-trailers, semi-trailers, school buses, farm tractors in excess of six (6) feet in width, dump trucks, construction equipment, auto wreckers or road machinery shall be kept or parked on any lot, whether or not they are enclosed in buildings, except for the purposes of servicing the premises.
- b. No motor vehicle, utility trailer, boat, snowmobile, motor home or trailers used to transfer any of the above shall be parked or stored in the front setback area, except upon a driveway providing access to a garage, carport or rear yard parking area. Any vehicle parked within the front yard shall have all wheels on the driveway surface. In no case shall a driveway be widened to extend in front of the dwelling unit within the front setback.
- c. No self-propelled or towed vehicles of eight (8) tons or more gross weight shall be allowed.
- d. No parking shall be allowed in the vision clearance area.
- e. All driveways, parking areas, and driveway aprons constructed after July 1, 2011 shall be surfaced with asphalt, concrete, brick, or other durable dust-free material acceptable to the Department of Public Works. Driveways and parking areas shall be installed in compliance with the minimum standards set forth in the City of Menasha Driveway Installation Policy as approved by the Common Council. This requirement shall not apply to parking areas utilized solely for storage of recreational vehicles in compliance with Sec. 13-1-52.
- f. On parcels with newly constructed one and two family residential structures, such surfacing shall be completed within nine (9) months of receiving an occupancy permit for the dwelling unit(s). Driveway aprons shall be paved within nine (9) months of installation of the permanent street.
- g. *On parcels with existing one and two family residential structures, upon which a permit has been issued for a new garage, such surfacing shall be completed within twelve (12) months of permit issuance. Driveway aprons shall be paved within nine (9) months of installation of the permanent street.*
- h. A Driveway Permit from the Department of Community Development and a Grade Request from the Department of Public Works shall be obtained prior to installation of any driveway, driveway extension, or parking area. Permit applications shall include a site plan drawn to scale showing the location and dimensions of the driveway in relation to all property lines, structures, service walks, sidewalks, and street rights of way along with specifications showing proposed materials and cross sectional dimensions.
- i. An Excavation Permit from the Department of Public Works shall be required prior to installation of any driveway apron per Sec. 6-2-3.

(2) R-3, R-4, C-1, C-2, C-3, C-4, I-1 and I-2 and GU Districts.

- a. *General Parking Standards*
 1. All driveways, parking areas, and driveway aprons shall be surfaced with asphalt, concrete, brick, or other durable dust-free material acceptable to the Department of Public Works in compliance with the minimum standards set forth in this Section *except that the*

standards of Section 13-1-51(b) shall apply to existing and new one and two family structures.

- (a) For new driveways, parking areas, and driveway aprons, such surfacing shall be completed prior to an occupancy permit being granted for the principal use, or, if conditions are not conducive to paving, in accordance with a timeline established in the Site Improvement Agreement on file with the Community Development Department. Driveway aprons shall be paved within nine (9) months of installation of the permanent street. If a site plan review is not required, a parking lot plan shall be submitted and approved in accordance with Sec. 13-1-51(b)(2)b prior to surfacing.
 - (b) For properties with existing driveways, parking areas, and driveway aprons that are not surfaced with a durable dust-free material, such surfacing shall be completed prior to the sale of the property or within nine (9) months of sale of the property or, when applicable, in accordance with the timeline established in the Site Improvement Agreement on file with the Community Development Department. For properties without an approved site plan and/or Site Improvement Agreement, a parking lot plan shall be submitted in accordance with Sec. 13-1-51(b)(2)b prior to surfacing. Areas to be surfaced shall comply with all applicable zoning requirements.
2. Parking spaces shall be in conformance with the required district setback regulations;
 3. No parking shall be allowed in the vision clearance area;
 4. A minimum six (6) inch curb wall shall be constructed in the following parking lot areas:
 - (a) The edge of a parking lot or driving areas adjacent to a building or pedestrian path, except for areas where access ramps have been designed;
 - (b) Planting areas or islands within the parking lots;
 - (c) Other areas where deemed appropriate by the Plan Commission including driveways or portions of driveways.
 5. Any lights used to illuminate a parking area shall be so arranged and screened according to the requirements of Section 13-1-12 (h);
 6. General off-street parking and driveways shall be arranged so that no vehicle shall be required to back onto a public street or primary circulation route.
 7. Required parking spaces shall be adequately marked;
 8. No addition or enlargement of an existing building or use shall be permitted unless all parking requirements are met for the entire building or use;
 9. All required parking spaces shall be located on the lot which the use is located or on a contiguous lot. Parking within three hundred (300) feet from the principal use or building may be permitted on existing developed sites where a parking plan and an easement and maintenance agreement and/or lease agreement are submitted, subject to approval by the Department of Community Development. Shared parking and/or ingress/egress on a contiguous lot or within 300 feet from the principal use or building may be permitted for new developments through the site plan review process. In conjunction