

# Memo

To: Village Board

Fr: Trevor Fuller, Planning and Zoning Administrator

Re: ACTION RE: REVIEW AND RECOMMENDATION OF AMENDMENT TO SECTIONS 475-3, DEFINITIONS AND WORD USAGE; 475-24, DESIGN STANDARDS; AND 475-32, PARKING SPACE REQUIREMENTS, OF THE ZONING CODE

Date: 03 March 2017

Attached are the proposed amendments to the parking standards in the village zoning code (Chapter 475 of the Village Ordinances). The amendments are shown in red.

Adult day-care and day-care facilities do not have a defined parking requirement in the village zoning code. Both uses are allowed uses in the village, though adult day-care facilities are not defined. Attached are proposed amendments to the village zoning code, defining "adult day-care," allowing flexibility in the parking design standards, and establishing a parking requirement for adult day-care and day-care facilities.

An adult day-care facility is defined and regulated under the State Department of Health Services (DHS). The DHS does not require certification, but certified facilities should have at least one (1) staff member for each eight (8) non-severely impaired client and at least one (1) staff member for each four (4) severely impaired client. "Severely impaired" means any impairment leading to an individual's inability to perform three or more activities of daily living (e.g. mobility, dressing, eating, toileting, hygiene, etc.).

A day-care facility is defined and regulated under the State Department of Children and Families (DCF). A licensed day-care facility is required to have the following staffing to child ratios.

Age Range	Ratios for Center Based Care in Wisconsin State
	Child: Staff Ratio / Maximum Group Size
0 - 2 years	(1:4) 8
2 - 2 1/2 years	(1:6) 12
2 1/2 - 3 years	(1:8) 16
3 years	(1:10) 20
4 years	(1:13) 24
5 years	(1:17) 34

There are a number of day-care facilities throughout the village, which would be affected by this ordinance. The CP Center is the only known certified adult day-care facility in the village. Under the proposed amendment, these facilities would be required to provide fewer parking stalls than the general parking requirements these facilities fall under now by default. The number of parking standards established are used in other communities and are based strictly on the number of employees present, rather than building square footage, as the children and adults in these facilities are dropped off and do not drive. The proposed amendment requires “queuing spaces” to account for these drop offs.

The proposed amendment also provides flexibility to the village to allow for smaller parking stalls in redevelopment sites. Allouez is a built environment, which means land is limited and development sites may be posed with the dilemma of sacrificing parking stalls to meet the 10'x20' existing parking requirements. Standard parking requirements in other communities are 9'x18', with accessible parking stalls being required to be 8' wide with an adjacent accessible aisle.

At the February 27<sup>th</sup> meeting, the Plan Commission reviewed the zoning amendment and recommended approval of the attached text by the Village Board. **The Village Board is asked to review and schedule a public hearing.** The text will be provided in ordinance form at the public hearing.

Section 475-3: Definitions and Word Usage

**ADULT DAY-CARE CENTER: An establishment for the care of adults for less than 24 hours, required to be certified under § 49.45(47)(b), Wis. Stats., by the Department of Health Services**

DAY-CARE CENTER: An establishment for the care and supervision of four or more children under seven years old for less than 24 hours a day, required to be licensed under § 48.65, Wis. Stats., by the Department of Children and Families

Section 475-24: Design Standards

A parking stall shall be the space to park one car and shall be a rectangle not less than 10 feet in width, measured at the lateral center line, and 20 feet in length, measured at the longitudinal center line. **The Village Board may approve smaller stall requirements dimensions on an existing development site per recommendation by the Plan Commission, not to be less than State or Federal standards for stall size.** Regardless of the angle of the stall to the front boundary line of a row of two or more stalls, no part of the stall shall extend over the front boundary line of the row, except that if two rows share a common front boundary line, opposite stalls may share a common front center point of their longitudinal center lines. Unless it abuts a public street or highway, the rear of a stall in a row of two or more stalls shall be bounded by an access aisle whose width shall be measured from the rear center point of the longitudinal center line of the stall to the farthest boundary line of the aisle, or to the rear center point of the longitudinal center line of an opposite stall in a row of two or more stalls, whichever is applicable. No part of a parking stall shall encroach upon any part of a public street or highway. The width of the access aisle shall be not less than the following, based on the angle of the parking stall with the front boundary line of the row:

Angle	Width
90°	24 feet
60°	18 feet
45°	14 feet

(Other angles are not permitted.)

Section 475-32: Parking Space Requirements

**Adult Day-Care Center** 1 space per 8 clients plus 1 queuing space per 20 clients; 2 queuing spaces minimum

**Day-Care Center** 1 space per 10 children enrolled plus 1 queuing space per 20 children enrolled; 2 queuing spaces minimum