

# Wauwatosa, WI Plan Commission Meeting Agenda - Final

Monday, October 13, 2025
6:00 PM Common Council Chambers and Zoom: https://servetosa.zoom.us/j/83599194279,
Meeting ID: 835 9919 4279

# **Regular Meeting**

# **HYBRID MEETING INFORMATION**

Members of the public may observe and participate in the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

# **CALL TO ORDER**

# **ROLL CALL**

# **NEW BUSINESS**

1.	Consideration of a Conditional Use Permit for a health club in the General Commercial and Mayfair Corridor Overlay (C2/MAY) zone at 3203 N. Mayfair Road, Laura Lewallen, PB2 Architecture, applicant	<u>25-1347</u>
2.	Consideration of a Conditional Use Permit in the Midtown Mixed Use (MID-MIX) district at 2289 Ludington Avenue to establish a wine bar, Tim Walsh, applicant	<u>25-1349</u>
3.	Review and discuss proposed zoning amendments	<b>25-1764</b>

# **ADJOURNMENT**

#### NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.



# Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

# Staff Report

File #: 25-1347 Agenda Date: 10/13/2025 Agenda #: 1.

Consideration of a Conditional Use Permit for a health club in the General Commercial and Mayfair Corridor Overlay (C2/MAY) zone at 3203 N. Mayfair Road, Laura Lewallen, PB2 Architecture, applicant

**Submitted by:** 

Art Piñon

**Department:** 

Development

# A. Background/Options

The applicant is requesting a Conditional Use Permit to establish a health club (Planet Fitness) at 3203 N. Mayfair Road, located within the General Commercial and Mayfair Corridor Overlay (C2/MAY) zoning district. The proposed health club will occupy approximately 21,200 square feet and will include a gym area, men's and women's locker and restroom facilities, a spa area, and a lobby. The facility will operate as a private membership gym with proposed hours of operation being 24 hours a day, 7 days a week.

The required public hearing was held at the September 30, 2025 Common Council meeting with no one appearing to speak in favor or opposition. The Council meeting video is attached.

#### **B.** Staff Comments

# Planning/Zoning Division

As this is change of use, short- and long-term bike parking must be provided in compliance with WMC 24.11.080.

#### **Building Division**

Plan review and applicable building permits are required. Depending on the scope of work, DSPS approvals may also be necessary. Any exterior changes must go through Design Review. A final occupancy inspection and approval are required before the space can be occupied.

# City Assessor's Office

No comments.

## City Clerk's Office

No comments.

#### **Engineering Division**

Per City Code 13.30.030, any building project in excess of \$100,000 shall have the sanitary sewer lateral replaced or inspected and pressure tested per BPW requirements. If the existing sanitary sewer lateral is to be re-used, a televised report of the existing lateral from the building to the City main must be provided to Engineering. If Engineering identifies any defects in the existing lateral, the defects must be corrected and

File #: 25-1347 Agenda Date: 10/13/2025 Agenda #: 1.

another televised report provided to Engineering to verify results. Note that if the existing lateral is made out of clay, the lateral must be lined. This requirement must be met prior to final building occupancy.

# Fire Department

Proposed development must comply with all applicable fire codes and regulations.

**Health Department** 

No comments.

Police Department

No comments.

# C. Recommendation

Staff recommends approval subject to:

- 1. Establishing hours of operation.
- 2. Addressing Engineering comments as specified in the Engineering portion of the staff report.
- 3. Short- and long-term bike parking must be provided in compliance with WMC 24.11.080.
- 4. Providing detailed costs of any alterations and/or new construction, as well as income & expense as requested by the Assessor's office.
- 5. Under WMC 24.16.040I., a Conditional Use will lapse and have no further effect one year after it is approved by the Common Council, unless a building permit has been issued (if required); the use or structure has been lawfully established; or unless a different lapse of approval period or point of expiration has been expressly established by the Common Council.
- 6. Obtaining other required licenses, permits, and approvals.



3203 N. Mayfair Road

Wauwatosa



# Approval Criteria

1.	that the establishment, maintenance or operation of the conditional use will not be
	detrimental to or endanger the public health, safety or general welfare
	It will not - this use (a commercial fitness gym) will improve public health and promote general welfare.
2.	that the uses, values and enjoyment of surrounding properties for purposes already
	permitted in the district will not be substantially impaired or diminished by the
	establishment, maintenance or operation of the conditional use
	Our gym use will bring additional retail gravity to the area, creating a positive impact.
3.	that establishment of the conditional us will not impede the normal and orderly
	development and improvement of surrounding properties for uses permitted in the district
	This usage will not negatively impact the existing properties
4.	that adequate utilities, access roads, drainage and other necessary improvements have
	been or are being provided
	These have been negotiated in the lease and will be taken care of between the landlord and tenant.
5.	that adequate measures have been or will be taken to provide ingress and egress that will
	minimize on- and off-site traffic congestion
	There are adequate ingress/egress opportunities at this location.
6.	that the conditional use complies with all applicable regulations of the subject zoning district_
	C-2 zoning accomodates a broad range of business and commercial uses, often in physical form of shopping
	centers, large format retail and other destination-oriented uses. We believe we meet this criteria.



4886 W. Pauline Whitaker Parkway Suite 200 Rogers, Arkansas 72758 Phone: 479.636.3545

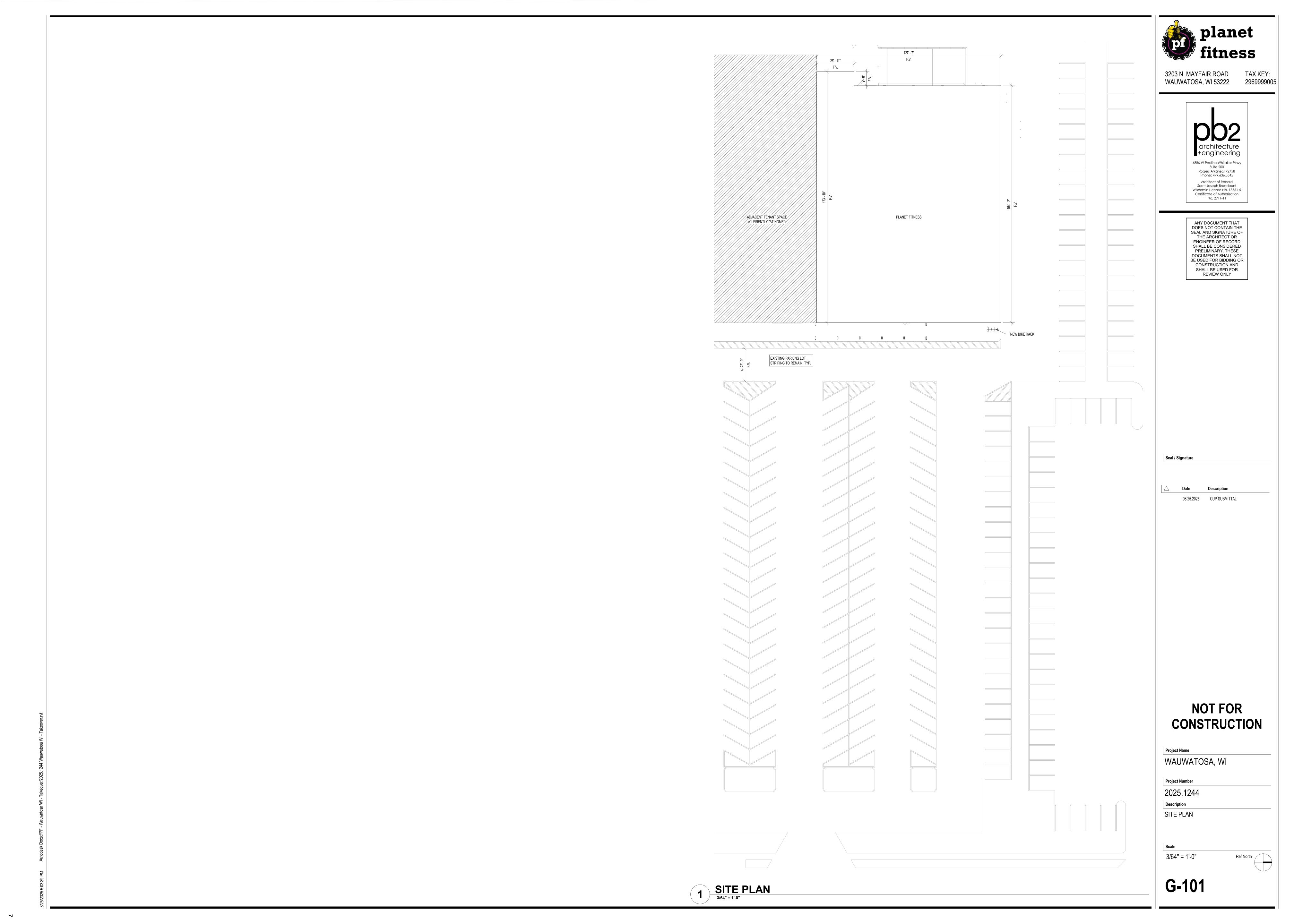
August 26, 2025

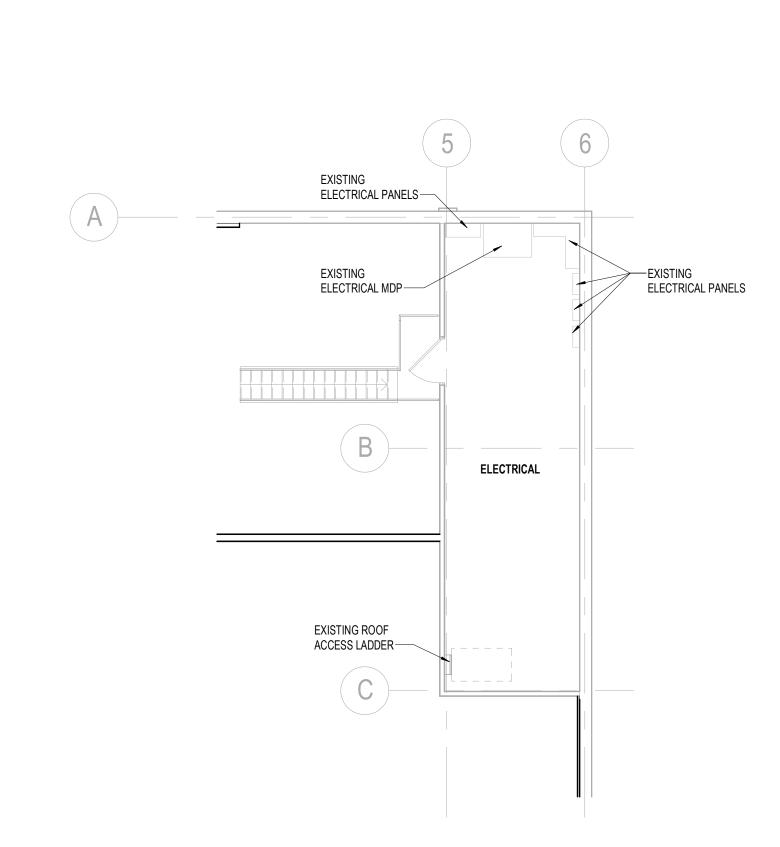
New Planet Fitness 3203 N Mayfair Wauwatosa, WI 53222

Project Description:

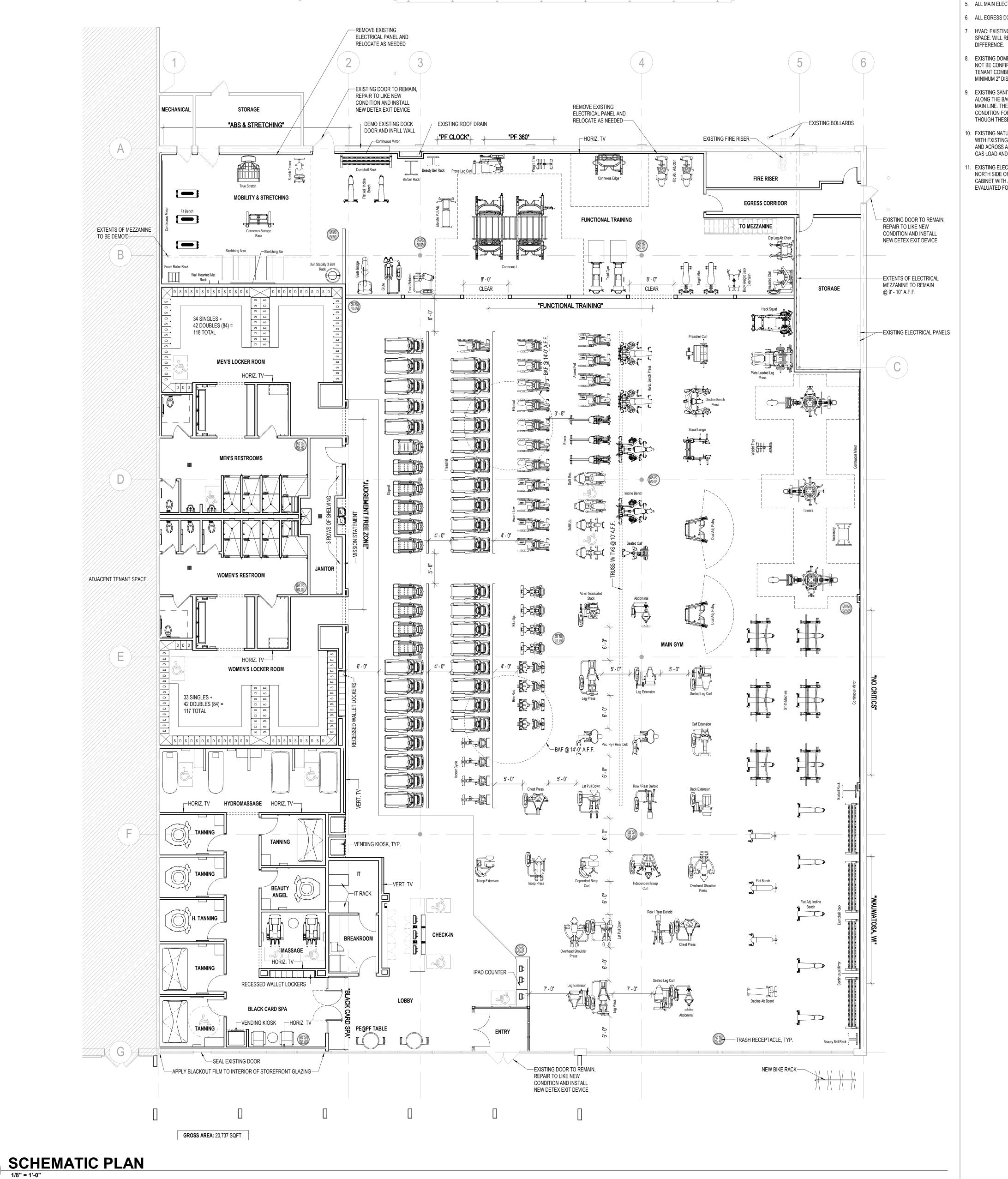
Planet Fitness proposes to remodel a former Sears appliance store into a private membership gym/health club that will operate 24/7. It will be fully staffed during business hours with 10-15 employees.

The project scope of work is an interior remodel adding restrooms and showers. Exterior work will include demolishing the existing steel canopy on the front facade and building out a new exterior parapet.





2 SCHEMATIC PLAN - MEZZANINE



# SHEET NOTES

- 1. ALL HALF WALLS TO BE FINISHED @ 50", U.N.O.
- 2. ALL TABLE, CHAIRS, SOFAS, AND SHELVING FURNISHED BY TENANT.
- 3. INSTALL NEW BIKE RACK.
- 4. INSTALL NEW KNOX BOX ADJACENT TO ENTRY.
- 5. ALL MAIN ELECTRICAL DOORS TO RECEIVE PANIC HARDWARE.
- ALL EGRESS DOORS TO RECEIVE PANIC HARDWARE PER BUILDING CODE.
   HVAC: EXISTING UNITS MAY BE REUSED FOR THE PROPOSED PLANET FITNESS SPACE. WILL REQUIRE SUPPLEMENTAL RTUS TO MAKEUP THE LOAD
- 8. EXISTING DOMESTIC WATER SERVICE: EXISTING WATER SERVICE SIZE COULD NOT BE CONFIRMED. IT IS SUSPECTED TO BE FED FROM WITHIN ADJACENT TENANT COMBINED WATER SERVICE FROM OLD KMART LARGER SERVICE SIZE. MINIMUM 2" DISTRIBUTION LINE WITH 1-1/2" METER REQUIRED.
- 9. EXISTING SANITARY SEWER SERVICE: EXISTING TO BUILDING AND IS ROUTED ALONG THE BACK OF THE SPACE. APPEARS TO BE TIED INTO ADJACENT TENANT MAIN LINE. THERE ARE CAPPED SEWER DRAINS THROUGHOUT THE SPACE. CONDITION FOR EXISTING LINES WOULD NEED TO BE FIELD VERIFIED IF REUSED THOUGH THESE MAY HAVE BEEN DISCONNECTED FROM MAIN.
- 10. EXISTING NATURAL GAS SERVICE: EXISTING GAS SERVICE TO BUILDING. 2 PSIG WITH EXISTING 2" DISTRIBUTION LINE. PIPING CURRENTLY ROUTED ON ROOF AND ACROSS ADJACENT TENANT ROOF. MAY REQUIRE A NEW METER PENDING GAS LOAD AND UPGRADED DISTRIBUTION LINE.
- 11. EXISTING ELECTRICAL SERVICE: EXISTING ELECTRICAL GEAR LOCATED ON NORTH SIDE OF BUILDING. 480V/3PH/600 AMPS AT MAIN TRANSFORMER AND CT CABINET WITH A DEDICATED METER. EXISTING SERVICE WILL NEED TO BE EVALUATED FOR PLANET FITNESS NEEDS TO ENSURE 600 AMPS IS ADEQUATE.



3203 N. MAYFAIR ROAD WAUWATOSA, WI 53222 TAX KEY:

2969999005



ANY DOCUMENT THAT
DOES NOT CONTAIN THE
SEAL AND SIGNATURE OF
THE ARCHITECT OR
ENGINEER OF RECORD
SHALL BE CONSIDERED
PRELIMINARY. THESE
DOCUMENTS SHALL NOT
BE USED FOR BIDDING OR
CONSTRUCTION AND
SHALL BE USED FOR
REVIEW ONLY

Certificate of Authorization

No. 2911-11

Seal / Signature

∆ Date Description

NOT FOR CONSTRUCTION

roject Name

WAUWATOSA, WI

Project Number 2025.1244

Description
SCHEMATIC PLAN

Scale 1/8" = 1'-0"

Ref North

SP-1





ANY DOCUMENT THAT DOES NOT CONTAIN THE SEAL AND SIGNATURE OF THE ARCHITECT OR ENGINEER OF RECORD SHALL BE CONSIDERED PRELIMINARY. THESE DOCUMENTS SHALL NOT BE USED FOR BIDDING OR CONSTRUCTION AND SHALL BE USED FOR REVIEW ONLY

TAX KEY:

2969999005

Seal / Signature

09.06.2025 CUP SUBMITTAL

**NOT FOR** CONSTRUCTION

WAUWATOSA, WI

Project Number 2025.1244

Description EXTERIOR ELEVATIONS

Scale 3/16" = 1'-0"

SP-2

FRONT EXTERIOR ELEVATION
3/16" = 1'-0"



# Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

# Staff Report

File #: 25-1349 Agenda Date: 10/13/2025 Agenda #: 2.

Consideration of a Conditional Use Permit in the Midtown Mixed Use (MID-MIX) district at 2289 Ludington Avenue to establish a wine bar, Tim Walsh, applicant

**Submitted by:** 

Art Piñon

**Department:** 

Development

# A. Background/Options

The applicant is requesting a Conditional Use Permit to allow an existing wine and art instruction facility, known as The Local Makery, located at 2289 Ludington Avenue within the Midtown-Mixed Use (MID-MIX) zoning district, to operate as a wine bar during non-instruction hours. Currently, the facility is licensed to serve alcohol during scheduled wine and art instruction sessions. While art instruction facilities are a permitted use within the MID-MIX district, operating as a wine bar requires a Conditional Use Permit.

The proposed hours of wine bar operation are Monday through Sunday, from 10:00 AM to 12:00 AM, outside of scheduled instruction activities. The floor plan includes a workshop area, wine bar and service counter, back office, and a front-facing outdoor patio area adjacent to Ludington Avenue.

The required public hearing was held at the September 30, 2025 Common Council meeting with no one appearing to speak in favor or opposition. The Council meeting video is attached.

#### **B.** Staff Comments

# Planning/Zoning Division

The minimum required parking requirement for a drinking establishment is 8 paces per 1,000 square feet and no onsite parking spaces are provided. In accordance with <a href="https://wauwatosa.municipalcodeonline.com/book?type=ordinances"><u>WMC 24.11.010.B.4.b</u></a> <a href="https://wauwatosa.municipalcodeonline.com/book?type=ordinances"><u>https://wauwatosa.municipalcodeonline.com/book?type=ordinances</u></a>, staff believes a parking reduction is warranted due to:

- Proximity of Public Transit: Currently there are two (2) Milwaukee County Transit (MCTS) stops located within 150 feet of the project site (North Avenue).
- On-Street Parking: On-street parking is available on Ludington Avenue adjacent to the project site.
- Bike & Pedestrian Facilities: All surrounding streets contain sidewalks on both sides of the street and there is a crosswalk adjacent to the project site. North Avenue contains bicycle lanes on both sides of the street and the project is conditioned to include both short term and long-term bike parking.
- Neighborhood Compatibility: The project site is surrounded on all sides by residential development
  of various types and densities allowing patrons who reside within the neighborhood to comfortably walk
  or bike to the site.

### **Building Division**

Plan review and applicable building permits are required. Depending on the scope of work, DSPS approvals may

File #: 25-1349 Agenda Date: 10/13/2025 Agenda #: 2.

also be necessary. Any exterior changes must go through Design Review. A final occupancy inspection and approval are required before the space can be occupied.

# City Assessor's Office

No comments.

# City Clerk's Office

No comments.

# **Engineering Division**

Site plans are subject to approval by the Engineering Division.

City records show that this building is served by an existing 3/4-inch lead water lateral from the building to the water valve near the Ludington Avenue sidewalk. The lateral is located under the proposed outdoor patio. Staff strongly recommends that this lead piping is replaced.

# Fire Department

Proposed development must comply with all applicable fire codes and regulations.

# **Health Department**

No comments.

# Police Department

No comments.

# C. Recommendation

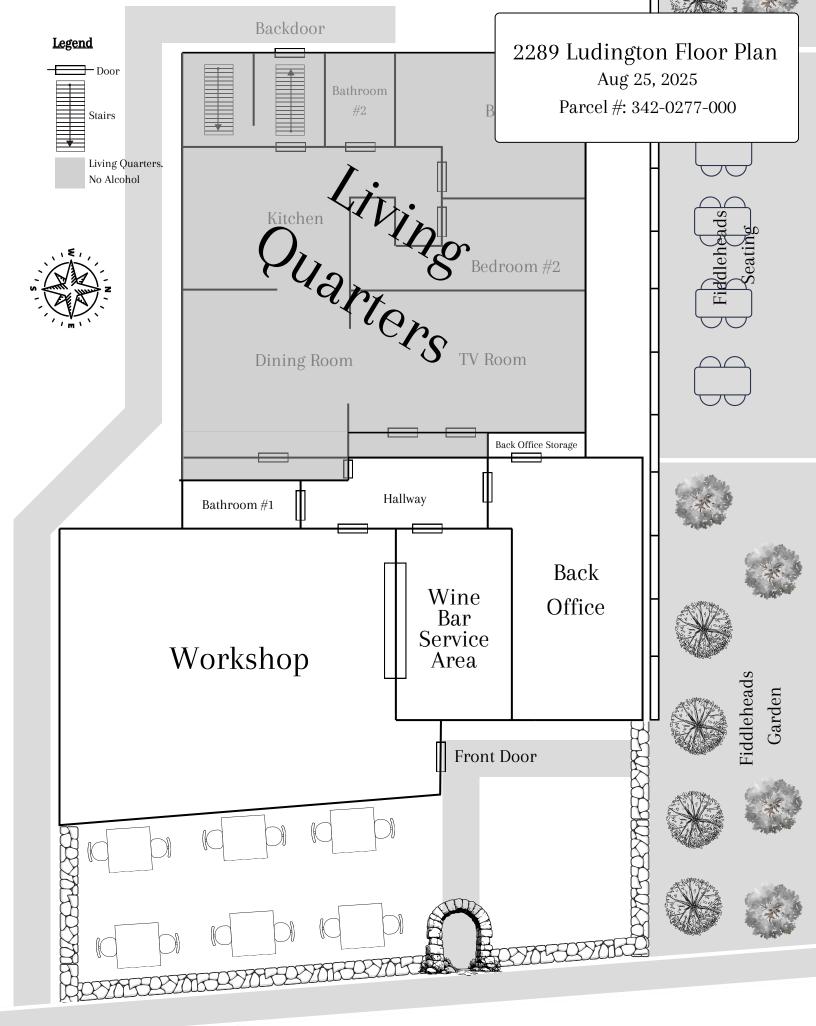
Staff recommends approval subject to:

- 1. Establishing hours of operation.
- 2. Short- and long-term bike parking must be provided in compliance with WMC 24.11.080.
- 3. Address all comments from the Engineering Division as stated in the comments section of this report.
- 4. Per WMC 24.12.040.A.3, refuse/recycling containers must be screened from view of streets and all abutting lots with a solid wall or decorative (metal or wood) opaque fence at least 6 feet in height on all sides, with a secured or lockable gate extending to ground level. Refuse/recycling containers may not be located in front or street side setbacks. See 24.12.040.A.3 for additional requirements.
- 5. Providing detailed costs of any alterations and/or new construction, as well as income & expense as requested by the Assessor's office.
- 6. Under WMC 24.16.040I., a Conditional Use will lapse and have no further effect one year after it is approved by the Common Council, unless a building permit has been issued (if required); the use or structure has been lawfully established; or unless a different lapse of approval period or point of expiration has been expressly established by the Common Council.
- 7. Obtaining other required licenses, permits, and approvals. This includes but is not limited to Design Review Board approval, plan review, site plan approval, building permits and DSPS plan approvals, and Final Occupancy inspection and approval.



2289 Ludington Ave

Wauwatosa



# The Local Makery — Project Description (Conditional Use)

Applicant/Operator	The Local Makery (Owner/Manager: Tim Walsh)
Address	2289 Ludington Ave, Wauwatosa, WI 53226
Zoning	Midtown Mixed Use (MID-MIX)
Operations Proposed	Limited wine service outside of class times; indoor service in the Workshop and outdoor service in the front yard seating area (~670 sq ft); beverages prepared/dispensed from the interior Wine Bar Service Area.

# SUMMARY OF THE USE

The Local Makery will operate a calm, conversation-forward wine bar on select evenings Wednesday–Saturday, 5:00–10:00 PM. We offer a tightly curated list of quality wines with friendly, expert guidance to help each guest find the right pour. No live television, no amplified music, no bar games. A walkable alternative to beer gardens and dive bars, we aim to be the neighborhood place you can actually talk. Indoor service will occur in the Workshop; outdoor service is limited to the front yard seating space (~670 sq ft). Wine and beverages will be prepared/dispensed from the interior Wine Bar Service Area.

# HOURS & STAFFING

Hours: Wednesday-Saturday, 5:00-10:00 PM.

**Staffing:** Two staff on duty during service hours; team includes 4–7 part-time employees and one full-time manager (Tim Walsh).

# SITE CONTEXT

The existing commercial suite totals ~610.94 sq ft across Workshop, Office, and Bathroom. The front yard seating area is approximately 670 sq ft and will be clearly delineated from the public sidewalk with a low fence (planned for spring). Seating will be arranged to maintain clear pedestrian paths, preserve sight lines, and avoid spillover into the right-of-way. See attached floor plan for labeled areas (Workshop, Wine Bar Service Area, and front seating).

# **OPERATIONS & POLICIES**

**Sound:** No live television, no amplified music, no outdoor speakers; conversation-level sound indoors; doors kept closed except for access. (Indoor displays may present static/digital menus.)

**Responsible service:** All servers will complete **Responsible Beverage Server** training and obtain required City licenses; ID checks at point of sale; refusal-of-service policies; incident log maintained. (No specific 21+ policy for the outdoor area.)

Service areas: Indoor service limited to the Workshop; outdoor service limited to the ~670 sq ft front yard seating space; beverages prepared/dispensed from the interior Wine Bar Service Area.

**Outdoor management:** Staff actively manage the outdoor area; clear house rules posted; seating arranged to avoid sidewalk spillover. A low fence will delineate the area; umbrellas and portable heaters

may be added later if needed.

**Refuse & cleanup:** Refuse stored indoors or in closed receptacles; nightly sidewalk sweep after closing.

**Lighting:** Bistro string lights provide a soft, warm, low-glare environment for patrons and neighbors. **Flexibility:** Standard hours as listed, with occasional City-approved extended or holiday/special hours as permitted.

# DELIVERIES & LOGISTICS

**Alcohol deliveries:** Tuesdays, 12:00–4:00 PM, via the front entrance.

**Small packages:** Delivered to the rear.

Transportation: Emphasis on walk-up neighborhood patrons; typical curb parking for short visits; no

valet, no drive-through; no dedicated staff parking; no bike rack planned at this time.

# RESPONSE TO THE SIX CONDITIONAL USE APPROVAL CRITERIA

# 1) Public health, safety, and general welfare

Quiet, low-impact operations with no amplified entertainment; Responsible Beverage Server training and ID checks; closing by **10:00 PM**; staff manage the outdoor seating; posted house rules and incident log.

# 2) Compatibility with surrounding uses, values, and enjoyment

Small-format, conversation-focused wine service complements the corridor's walkable character; no outdoor speakers; refuse stored indoors or in closed receptacles; nightly litter sweep; design extends The Local Makery's **old-world charm** to the frontage in a subdued, neighborhood-appropriate manner.

# 3) Orderly development of surrounding properties

Evening service avoids conflicts with daytime commercial activity; quiet operations preserve nearby residential enjoyment; activating the ~670 sq ft frontage supports foot traffic and passive surveillance without constraining adjacent businesses.

# 4) Adequate utilities, access, drainage, and improvements

Use occurs within existing conditioned space and a defined ~670 sq ft outdoor seating area; no kitchen/grease waste (wine-only); refuse managed via existing service; portable planters/furnishings preserve sight lines and drainage.

# 5) Ingress/egress and traffic minimization

Primary access from the sidewalk; no queueing, no valet, no drive-through; seating arranged to prevent congestion and maintain clear pedestrian paths; emphasis on neighborhood foot traffic.

## 6) Compliance with zoning and regulations

The use aligns with **MID-MIX** intent as a small, pedestrian-oriented neighborhood amenity. We will obtain/maintain all required City licenses/approvals and comply with any conditions of approval.



# Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

# Staff Report

File #: 25-1764 Agenda Date: 10/13/2025 Agenda #: 3.

Review and discuss proposed zoning amendments

**Submitted by:** 

Tammy Szudy, Planning & Zoning Manager

**Department:** 

Development

Please see the attached documents for the proposed zoning amendments remaining from the August 25, 2025 workshop.

# ZO Update – 8/25 Plan Commission Feedback

Code Change	PC Comments	Proposed Resolution
Residential Recommendations		
Residential Districts (24.02) – Zoning	Not enough distinction between LDM and	No change. Zoning map amendments required if
Distinctions	MDM zone.	consolidate. Can undertake at a later date.
Residential Districts (24.02.030) –	Ease up on front yard setbacks.	Reduced front yard setback for all residential zones
Residential Development Standards		by 5 feet.
SP – Medical Center District (24.06)	Why restrict the location of where student housing can go?	No change.
Residential Uses (24.09.020D) - Cottage	Needs re-working. Need to make sure will	Modified language. Maintain 1,800 square foot max
Court	fit with our lot sizes, setbacks, etc. May	unit sizes. Larger units allowed if are affordable.
	not work with 1-story.	Removed minimum building height for cottage
		courts. Max height requirement of zone in which
		cottage court will be located will determine height requirement.
Affordable Housing Incentives (24.17.030D)	Look at cottage court affordability	Removed affordability incentive of reducing cottage
- Cottage Court	incentives.	court building size as no minimum building size is
		required.
Residential Uses (24.09.020E) - Live-work	Need to clarify intent of five people who	No change. Intent of the 5-employee limit is to
units	are not residents of the unit working in	manage the intensity - to allow more activity than a
	the unit.	home occupation, but less than a mixed-use or full
		commercial space. Can adjust the number (or
		remove the limit) if that is preferred.
Accessory Dwelling Units (24.10.075)	Need to restrict ownership. No condos.	No change. Possible State Statues forthcoming.
Parking and Loading (24.11) - Minimum	Concern street parking will become an	Staff to monitor and consider any complaints
Parking Ratios	issue.	regarding street parking.
	Parking for elderly residential seems high.	Changed elderly parking to .5 per unit.
	PC recommends removing minimum	Minimum parking ratio requirements for non-
	parking ratios.	residential removed and related regulations were
		updated.
Overall	Helpful to have a zoning map.	Attached.
Non-Residential Recommendations		
Planned Unit Developments (24.16.050D) -	Concern that what gets approved by ZA	Clarified language further in code.
Granting Zoning Administrator authority to	may not match what the CC approved.	

# ZO Update – 8/25 Plan Commission Feedback

approve Final PUD if plans match		
Preliminary PUD		
Planned Unit developments (24.16.050E) -	Concern that minor modification is too	Clarified what constitutes a minor modification
Granting Zoning Administrator authority to	subjective. Need to have a definition for	along with major amendment language.
approve minor modifications to PUDs	what minor modification means.	

# Revisions from August 25 Workshop feedback:

#### 24.02.030 LOT AND BUILDING REGULATIONS

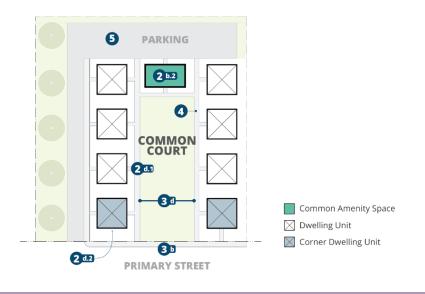
A. Basic Standards. The lot and building standards of the following table apply to all principal and accessory uses allowed in R districts, except as otherwise expressly stated. General exceptions to these standards and rules for measuring compliance can be found in Section 24.18.030.

Lot and Duilding Standards	DISTRICTS									
Lot and Building Standards	<del>R1-15</del> GR	R1-9SR	<del>R1-6</del> NR	R2MR	R4LDM	R8MDM				
Minimum Setbacks										
Front (feet)	<u>30</u> 35[21]	<u>30<del>35</del>[21]</u>	<u>25<del>30</del>[21]</u>	<u>20<del>25</del>[21]</u>	<u>20<del>25</del>[21]</u>	<u>20<del>25</del>[21]</u>				

# 24.09.020D Cottage Courts

# D. Cottage Court.

- 1. Number of Cottage Courts. A maximum of one cottage court shall be allowed per development site.
- 2. Standards for Cottage Court Units on Individual Lots. If the cottage court buildings are located on individual lots, the minimum size of a cottage court lot shall be 1,500 square feet.
- 3. Size of Dwelling Units.
  - a. A cottage court building utilized as a dwelling shall have a maximum floor area of 1,800 square feet.
  - b. A cottage court building utilized as a common amenity space shall have a maximum floor area of 4,000 square feet.



- 4. Number of Dwelling Units.
  - a. A maximum of one dwelling unit shall be allowed per building in a cottage court.
  - b. A cottage court development site shall have a minimum of four and a maximum of 16 buildings per site.
  - c. One of the allowed cottage court buildings may be utilized for common amenity space.
- 5. Building Orientation and Design.
  - a. Buildings shall be oriented with their main entrance facing the shared common court open space, except for corner buildings.
  - b. Corner buildings shall be oriented with their main entrance facing either the shared common court open space or the public right of way.
  - c. Buildings shall have a front porch meeting the following standards:
    - 1) Width. Eight feet minimum
    - 2) Depth. Six feet minimum
    - 3) Height. Eight feet minimum
- 6. Permanent Foundation Required. Individual cottage home court buildings shall be affixed to the ground with a permanent foundation.
- 7. Common Court Open Space.
  - a. Buildings in a cottage court shall be arranged around a common court.
  - b. The common court shall be open to and visible from the public right of way.
  - c. The common court shall have a minimum area of 2,500 square feet.
  - d. The common court shall have a minimum width of 30 feet as measured from the interior of the pedestrian walkway.
  - e. Required building setbacks do not count as common court open space.
  - f. A maximum of 30 percent of a common court open space may be used for stormwater management if designed as a rain garden or bioswale.
- 8. Pedestrian Access.
  - a. A pedestrian walkway with a minimum width of five feet shall connect all buildings to the public right of way, common court open space, and parking areas.
  - b. The pedestrian walkway shall be setback a minimum of six feet from building entrances.
- 9. Vehicle Access and Parking.
  - a. Parking and driveways shall be located to the rear of the buildings in a dwelling-cottage/tiny home court.
  - b. Parking shall be accessed by an alley if an alley exists.
  - c. If no alley exists, parking shall be accessed by a single driveway.
  - d. The driveway shall be located either:
  - e. From the secondary street for a corner development site, or
  - f. To the interior side of the buildings on the development site.
- 4.10. Universal Design. A minimum of 5% of units, and no fewer than 2 units per cottage court shall be designed with accessible no-step entries.

# **Chapter 24.11 Parking and Loading**

# 24.11.010 GENERAL

- A. Purpose.
  - 1. The regulations of this chapter are intended to ensure provision that residential developments provide adequate of off-street motor vehicle parking in proportion to their typical demand, while establishing design and access standards for required and provided parking, and loading facilities, bicycle parking areas, and other transportation access facilities. These regulations are intended to in rough proportion to the generalized parking and

transportation demands of different land uses. By requiring such facilities, it is the intent of this chapter to help avoid the reduce the negative impacts associated with spillover parking into adjacent areas and, while at the same time avoiding the negative environmental and visual impacts that can result from excessively large parking lots and other vehicular use areas.

- 2. The provisions of this chapter are also intended to help protect the public health, safety and general welfare by:
  - a. helping avoid and mitigate traffic congestion;
  - b. encouraging multi-modal transportation options and enhanced pedestrian and cyclist safety;
  - c. providing methods to reduce the amount of impervious surfaces associated with parking areas and to help ensure that sufficient and effective stormwater management measures are incorporated into the parking lot design in order to reduce the environmental impacts of impervious surfaces and stormwater runoff;
  - d. providing flexible methods of responding to the transportation and access demands of various land uses in different areas of the city.

## B. Applicability.

- 1. General. Unless otherwise expressly stated, the regulations of this chapter apply to all districts and uses.
- 2. New Uses and Development. Unless otherwise expressly stated, the regulations of this chapter apply to all new buildings constructed and all new uses established in all zoning districts.
- 3. Enlargements and Expansions.
  - a. Unless otherwise expressly stated, the regulations of this chapter apply whenever an existing building or use is enlarged or expanded to include additional dwelling units, floor area, seating capacity, employees or other units of measurement used for establishing off-street parking and loading requirements.
  - b. In the case of enlargements or expansions of residential uses triggering requirements for additional parking or loading, additional spaces are required only to serve the enlarged or expanded area, not the entire building or use. In other words, there is no requirement to address lawfully existing parking and loading space deficits.
  - c. When an enlargement or/and expansion of a residential use requires a conditional use approval, exceptions to the minimum parking ratios may also be considered. In considering the request, review and decision-making bodies must weigh projected parking and access needs in relation to projected mode split (i.e., auto, transit, pedestrian, bicycle), availability of on-street and nearby parking and other relevant factors that may justify the issuance of the conditional use permit. Review and decision-making bodies may consider, among other factors, the positive impacts that reduced parking ratios may have on economic development, building reuse and neighborhood preservation goals.

# 4. Change of Use.

- a. When a nonresidential use is converted to a residential use, the new residential use must provide the minimum off-street parking spaces required by Section 24.11.020. an existing or previous use fails to provide the number of off-street parking or loading spaces required under this ordinance and a new use is proposed the existing parking and loading (deficit) may be continued. When the number of parking or loading spaces required for the new use exceeds the number of spaces required for the use that most recently occupied the property, additional spaces are required only to make up the difference between the number of spaces required for the previous use and the number of spaces required for the new use, based on the regulations of this zoning ordinance.
- b. When a change of use is proposed within an existing building and the proposed use does not comply with the minimum off-street parking ratios of Section 24.11.020, tThe land owner may apply request a reduction in or waiver of minimum required parking ratios through the conditional use process. for conditional use approval to allow the use without complying with minimum parking ratios. In considering the request, review and

decision-making bodies must weigh projected parking and access needs in relation to projected mode split (i.e., auto, transit, pedestrian, bicycle), on-street and nearby availability of parking and other relevant factors that may justify the issuance of the conditional use permit. Review and decision-making bodies may consider, among other factors, the positive impacts that reduced parking ratios may have on <a href="https://example.com/housing.go

C. Exceptions. The board of public works is authorized to grant exceptions to the parking and loading regulations of this chapter.

#### 24.11.020 MINIMUM PARKING RATIOS

A. C1, Neighborhood/Village Trade. The following minimum off-street motor vehicle parking requirements are applicable in the C1 district:

Use	Minimum Motor Vehicle Parking Requirement
Eating & Drinking Establishments	1 space per 500 square feet
Theaters/Places of Assembly	1 space per 200 square feet
Groceries	1 space per 200 square feet
All Other Office and Commercial Uses	1 space per 500 square feet
All Other Uses	As required in Section 24.11.020B.

- A. All Other Districts. Except as otherwise expressly stated, off-street motor vehicle parking spaces must be provided in accordance with the following table:
  - 1. Nonresidential Uses. There are no minimum off-street motor vehicle parking requirements for nonresidential uses. Any parking that is provided must comply with all other applicable standards of this chapter.
  - 1.2. Residential Uses. Minimum parking ratios for residential uses are as follows:

USE CATEGORY								
Use Subcategory	Minimum Motor Vehicle Off-Street Parking Ratio							
-Specific Use Type								
RESIDENTIAL								
Household Living								
-Detached House	21.0 spaces per dwelling unit							
-Semi-detached House	1.02.0 spaces per dwelling unit							
-Two-unit Building	1.02.0 spaces per dwelling unit							
- Three-Unit/Four-Unit House	1.0 space per dwelling unit							
- Cottage Court	1.0 space per dwelling unit							
-Attached House	21.0 spaces per dwelling unit							

T
-1.0 space per dwelling unit
1.0 space per dwelling unit
1.0 space per dwelling unit
1.5 spaces per dwelling unit
2.0 spaces per dwelling unit
1.00.5 space per dwelling unit
Same as Multi-unit Building, parking is only required for the residential portion
1.0 space per dwelling unit, parking is only required for the residential portion
As determined by zoning administrator (See Section 24.11.030G)
As determined by zoning administrator (See Section 24.11.030G)
2 spaces plus 1 space per nonresident employee
As determined by zoning administrator (See Section 24.11.030G)
As determined by zoning administrator (See Section 24.11.030G)
As determined by zoning administrator (See Section 24.11.030G)
3 spaces per 1,000 square feet
As determined by zoning administrator (See Section 24.11.030G)
1 space per 8 seats
As determined by zoning administrator (See Section 24.11.030G)
-
1 space per employee
1.5 spaces per employee
-
None
2 spaces plus 1 space per nonresident employee

Animal Services	-
-Sales & Grooming	2.5 spaces per 1,000 square feet
-Shelter or Boarding Kennel	2 spaces per 1,000 square feet
-Veterinary Clinic	4 spaces per 1,000 square feet
Artist Work or Sales Space	2.5 spaces per 1,000 square feet
Building Maintenance Service	1 space per employee
Business Equipment Sales & Service	2.5 spaces per 1,000 square feet
Business Support Service	2.5 spaces per 1,000 square feet
Communication Service Establishments	2.5 spaces per 1,000 square feet
Construction Sales & Service	2 spaces per 1,000 square feet
<del>Drive in or Drive through Uses</del>	Spaces required for principal use plus vehicle stacking spaces as required by Section 24.11.100
Eating & Drinking Establishments	-
-Carry-out-Only	2.5 spaces per 1,000 square feet
-Drive-in or Drive-through	8 spaces per 1,000 square feet plus vehicle stacking spaces as required by Section 24.11.100
-All Other	8 spaces per 1,000 square feet
Entertainment & Spectator Sports	1-space per 6-seats
Financial Services	4 spaces per 1,000 square feet
Food & Beverage Retail Sales	4 spaces per 1,000 square feet
Funeral & Interment Services	1 space per 6 seats in chapel, plus one per vehicle used as part of operation
Lodging	1 space per guest room plus spaces for ancillary uses (e.g., restaurant)
Office, Admin., Professional	3 spaces per 1,000 square feet
Office or Clinic, Medical	6.67 spaces per 1,000 square feet
Parking, Non-Accessory	None
Personal Improvement Service	4 spaces per 1,000 square feet
Repair or Laundry Service, Consumer	4 spaces per 1,000 square feet
Research Service	3 spaces per 1,000 square feet

Residential Convenience/Support	None
Retail Sales (including regional malls regardless of use mix)	4 spaces per 1,000 square feet
Sports & Recreation, Participant	As determined by zoning administrator (See Section 24.11.030G)
Vehicle Sales & Service	-
-Auto Fueling Station	1 space per gas pump (at the pump) plus 1 space per service bay
-Auto Wash/Cleaning Service	Vehicle stacking spaces as required by Section 24.11.100
-Heavy Equipment Sales/Rentals	1 space per employee plus 2 spaces per service stall/bay
-Light Equipment Sales/Rentals	1 space per employee plus 2 spaces per service stall/bay
-Motor Vehicle Repair	2 spaces per service bay/stall
-Vehicle Storage & Towing	4 spaces plus 1 space per employee
INDUSTRIAL	
Manufacturing, Production & Industrial Services	1 space per employee
Recycling Service	1 space per employee
Residential Storage Warehouse	1 space per 10 storage units plus 1 space per employee
Warehousing, Wholesaling & Freight Movement	1 space per employee
Waste-Related Use	1 space per employee
AGRICULTURAL	
Community Garden	None
Farmer's Market	None
Nurseries & Greenhouses	2.5 spaces per 1,000 square feet of customer-accessible sales area
OTHER	
Wireless Communication Facilities	None

[1] A 25% reduction in the minimum off-street parking requirements for residential uses in Section 24.11.020A may apply to mixed-use developments located in the C1, C2, MID-TRN, CO, and MID-MIX districts.

# **24.11.030 CALCULATIONS**

B. Parking Exemptions near Connect BRT Stations. The minimum off-street parking requirements for residential uses as detailed in Section 24.11.020B shall not apply to new development located within ¼ mile of a Connect BRT station in the /MAY overlay district, or the CO, C2, SP-MED, or SP-RP districts.

The following rules apply when calculating the required number of off-street parking and loading spaces required for residential uses under this zoning ordinance.

- A. Multiple Uses. Unless otherwise expressly stated, lots occupied by more than one <u>residential</u> use must provide parking and loading in an amount equal to the total of the requirements for all uses that occupy the lot.
- A.B.Mixed-Uses. Unless otherwise expressly stated, mixed-use developments must provide parking for the residential portion of the site.
- B.C. Fractions. When measurements of the number of required spaces result in a fractional number, any fraction of less than ½ is rounded down to the next lower whole number, and any fraction of ½ or more is rounded up to the next higher whole number.
- C. Area Measurements. All area-based (square footage) requirements must be computed on the basis of the total gross floor area devoted to such use. This includes accessory storage areas located within selling or working space such as counters, racks, interior wall thicknesses, or closets and any basement floor area devoted to retailing activities, to the production or processing of goods, or to business or professional offices. However, floor area, for the purpose of determining off-street parking spaces does not include floor area devoted primarily to storage purposes except as otherwise expressly stated, nor floor area for parking and loading, including ramps and maneuvering space.
- D. Seating or Occupancy. A seat is the space intended for a single individual; in places where patrons or spectators occupy benches, pews, or other similar seating arrangements, each 20 linear inches of such seating is counted as one seat. In places without fixed seating, each 8 square feet of seating floor area is counted as one seat.
- E. Employees. Requirements based on employees must be based on the average number of persons working on any single shift.
- F.D. Unlisted Uses. Upon receiving a development application for a use not specifically listed in an off-street parking schedule, the zoning administrator is authorized to apply the off-street parking ratio specified for the listed use that is deemed most similar to the proposed use or establish a minimum off-street parking ratio for the proposed use in accordance with Section 24.11.030 DG.
- G.E. Establishment of Other Parking Ratios. The zoning administrator is authorized to establish required minimum off-street parking ratios for unlisted uses and in those instances where authority to establish a requirement is expressly granted. Such ratios may be established on the basis of a similar use/parking determination (as described in Section 24.11.030CF), on parking data provided by the applicant or information otherwise available to the zoning administrator. Parking data and studies provided by applicants must include estimates of parking demand based on reliable data collected from comparable uses or on external data from credible research organizations. Comparability will be determined by density, scale, bulk, area, type of activity and location.

#### 24.11.050 SHARED PARKING

- A. Description. Shared parking represents an arrangement in which 2 or more nonresidential uses with different peak parking periods (hours of operation) use the same off-street parking spaces to meet their minimum off-street parking requirements.
- B. Authorization and Criteria.
  - 1. The zoning administrator is authorized to approve shared parking arrangements for:
    - $\underline{a.}$   $\underline{+}\underline{N}$ onresidential uses with different hours of operation; and
    - a.b. Mixed-use developments where residential and nonresidential uses have offset peak parking demands.-
  - 2. The zoning administrator may permit parking required for one use to be supplied by the off-street parking spaces provided for another use if the zoning administrator determines that the uses or activities will have peak parking demands at different periods of the day or week.
  - 3.2. In order to approve an alternative compliance parking plan for shared parking, the zoning administrator must find, based on competent evidence provided by the applicant, that there is no substantial conflict in the principal operating hours or peak parking demand of the uses for which the sharing of parking is proposed.
  - 3. A request for approval of a shared parking arrangement must be accompanied by such information determined by the zoning administrator to be necessary to evaluate the peak parking demand characteristics or difference in hours and/or days of operation, including, but not limited to, a description of the uses

- and their operational characteristics, a site plan and a parking study that justifies the reduction in parking requested, as prepared by a licensed professional traffic engineer or other qualified professional.
- 4. Residential uses may have shared parking with approval by the Zoning Administrator. In considering the request, the Zoning Administrator shall weigh projected parking and access needs in relation to projected mode split (i.e., auto, transit, pedestrian, bicycle), on-street and nearby availability of parking and other relevant factors that may justify the approval. The Zoning Administrator may consider, among other factors, the positive impacts that reduced parking ratios may have on housing goals, economic development, building reuse, and neighborhood preservation.

C. Location of Shared Parking. Shared parking arrangements are subject to the location standards of Section 24.11.060.

# D.C. Shared Parking Agreement.

- 1. An agreement providing for the shared use of parking areas, executed by the parties involved, must be filed with the zoning administrator in a form approved by the city attorney and recorded with the register of deeds.
- 2. Shared parking agreements are binding upon applicants, their successors and assigns. Amendments to parking agreements require zoning administrator approval, based on whether the proposed amendment complies with all applicable zoning ordinance provisions.
- 3. Shared parking privileges remain in effect only as long as the agreement, binding on all parties, remains in force. If a shared parking agreement lapses or is no longer valid, then parking must be provided as otherwise required by this chapter.

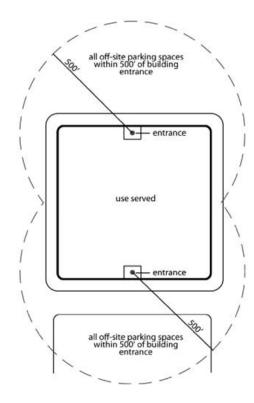
# 24.11.060 LOCATION OF OFF-STREET PARKING

- A. General. Except as expressly allowed by the off-site parking regulations of Section 24.11.060D, Required or provided off-street parking spaces must be located on the same lot as the building or use they are required to serve.
- B. Residential Districts. The following regulations apply in all residential zoning districts:
  - 1. Off-street parking spaces accessory to residential uses may be located in any setback except required front and street side setbacks. A two-unit residential building with attached garages is allowed to have 2 of the 4 required parking spaces located on paved areas in front and/or street side setbacks.
  - 2. No motor vehicles may be parked on property occupied by residential uses unless they are within a garage, upon a paved parking slab, or upon a paved driveway leading directly from the street to the garage or paved parking slab.
- C. Parking of Commercial Vehicles in Residential Districts.
  - 1. It is the declared purpose of this section in exercising the general police powers of the city and pursuant to the authority of the city to regulate land use, to preserve and maintain the esthetic attractiveness of residential neighborhoods, and toward this end it is the considered determination of the governing body of the City of Wauwatosa that vehicles that have the appearance of being used for commercial purposes if parked on residential properties outside of a garage has a general effect of detracting from the residential character of the neighborhood. It is recognized that the use of trucks and other vehicles that in the past have been traditionally used primarily for commercial purposes have in recent years gained popularity and widespread acceptance as both recreation and passenger vehicles. Therefore, the purpose of this section is not to restrict the use or parking of all trucks, but rather to prohibit the parking of commercial trucks or vehicles outside of a garage within a residential zoning district.
  - 2. To provide guidelines in determining whether a specific vehicle is a commercial vehicle for purposes of this section, the following characteristics must be considered although no one of such characteristics will be considered conclusive in determining whether such vehicle constitutes a commercial vehicle.
    - a. If the vehicle carries a commercial or truck registration;
    - b. If the vehicle has a commercial sign affixed, attached or painted thereof, the commercial character of the sign will be given considerable weight;
    - c. If the vehicle is ordinarily used for commercial purposes and if such use is discernible from the exterior of the vehicle;
    - d. If the gross weight of the vehicle exceeds 5,000 pounds.
  - 3. No person, firm or corporation may park a commercial vehicle in any residential district.
  - 4. This section is not intended to prohibit the temporary parking of commercial vehicles while they are being used to perform a service or make deliveries at the location where parked.
  - 5. This section is not intended to prohibit the parking of vehicles within a garage within a residential district.

# D. Off-Site Parking.

- 1. General. All or a portion of required provided off-street parking for nonresidential uses may be provided off-site, in accordance with the provisions of this section. Required accessible parking spaces for persons with disabilities may not be located off site. Required parking for residential uses must be located on the same lot as the residential use to be served by the parking.
- 2. Location. Off-site parking areas must be located within a 500-foot radius of the use served by such parking, measured between the entrance of the use to be served and any portion of a parking space within the off-site parking lot. The off-site parking must be located in a zoning district that allows non-accessory parking or that allows the principal use that will be served by the parking. The 500-foot radius restriction does not apply to the MRMC campus.

  See Section 24.060.060B, footnote 2 for definition of MRMC campus.
- 3. Control of Off-Site Parking Area.
  - a. The property to be occupied by the off-site parking facilities must be under the same ownership as the lot containing the use to be served by the parking. The off-site parking area may be under separate ownership only if a legal agreement is provided to the zoning administrator guaranteeing the long-term availability of the parking. The agreement must be in a form approved by the city attorney and recorded with the register of deeds.
  - b. Off-site parking agreements are binding upon applicants, their successors and assigns. Amendments to off-site parking agreements require zoning administrator approval, based on whether the proposed amendment complies with all applicable zoning ordinance provisions.



- c. Off-site parking privileges remain in effect only as long as the agreement, binding on all parties, remains in force. If an off-site parking agreement lapses or is no longer valid, then parking must be provided as otherwise required by this chapter.
- E. Special Rules Applicable to SP-MED District.

- 1. The rules in this section apply solely to the MRMC Campus portion of the SP-MED district (see Section 24.06.060B, footnote 2 for definition of MRMC Campus).
- 2. In determining compliance with required parking ratios for uses within the MRMC Campus, the zoning administrator shall take into account all existing and contemplated on-site and off-site parking facilities located within the MRMC Campus. Sec. 24.11.060D.3 shall not apply to off-site parking facilities in the MRMC Campus; all off-site parking facilities shall be deemed to be shared parking facilities unless expressly restricted to a single principal use as evidenced by a written instrument provided to the zoning administrator by the owner(s) of such parking facilities. The 500 foot radius restriction referenced in Sec. 24.11.060D.2 shall not apply to shared parking facilities within the MRMC Campus.

# 24.16.050 Planned Unit Developments

# D. Final Development Plans.

- 1. Application Filing. Final development plan applications must be filed with the zoning administrator before the lapse of a preliminary development plan.
- 2. Design Review Board's Recommendation. PUD final development plans must be referred to the design review board. The design review board must review the final development plan and vote to recommend that the final development plan be approved, approved with modifications, or denied. The design review board's recommendation must be transmitted to the common council going administrator.
- 3. Common CouncilZoning Administrator Decision. Following receipt of recommendations from the design review board, the common councilzoning administrator may act to approve, approve with conditions or deny the final development plan. If the design review board has received all the required items of information in the final development plan, but has not forwarded a recommendation to the common councilzoning administrator within 60 days of referral of the final development plan to the design review board, the common councilzoning administrator may take action without receipt of the recommendation. Final action on a PUD final development plan by the common council requires a simple majority vote of those members present and voting.
- 4. Review Criteria. In reviewing PUD final development plans, review and decision-making bodies the zoning administrator must determine confirm if the submitted final development complies conforms with the approved preliminary development plan, any conditions imposed on that plan or any applicable regulations of this zoning ordinance. If the zoning administrator determines that the PUD final development plan does not complyconform with the approved preliminary development plan, any conditions imposed on that plan or any applicable regulations of this zoning ordinance, the PUD final development plan shall be referred to plan commission for approval, approval with conditions, or denial.

#### E. Amendments.

- 1. Amendment Determination. The zoning administrator is authorized to determine whether a proposed PUD amendment constitutes a minor or major amendment.
- 2. Major Amendments. Major amendments may be approved only through the procedure required for approval of the PUD in Section 24.16.050C. A major amendment is one that constitutes a material change to the approved final development plan that is likely to create more significant adverse impacts on surrounding property owners or the community as a whole, such as:
  - increases in the number of dwelling units or the amount of nonresidential floor area over 10%;
  - b. reductions in the amount of land area set aside as open space, recreation area or natural resource conservation area; or
  - c. failure to provide public amenities or public benefit features approved as part of the PUD.
- 3. Minor Amendments. The zoning administrator is authorized to approve minor PUD amendments through the approval of an amended final development plan, in accordance with the procedures of Section 24.16.050D. A minor amendment is a change that constitutes a minor modification to the approved Final Development Plan, will not result in adverse impacts to surrounding property owners or the broader community; and maintains the spirit and intent of the original Final Development Plan, such as:
  - a. Increases or decreases in floor area of 10% or less;

- b. Increases in the number of residential dwelling units of 10% or less;
- c. Modifications to approved signage that do not increase allowable sign square footage as approved per the Final PUD;
- d. Land use changes where the new land use is permitted under the base zone and/or obtains all required permits under the base zone (i.e. Conditional Use permit, etc.).
- 4.—Amendments that do not meet the above criteria shall be considered Major Amendments and are subject to the review criteria in Section 24.16.050.E.2.

# NEW proposed revisions since August workshop:

#### 24.07.030 Use Table

The following table identifies principal uses allowed in residential, commercial and industrial zoning districts. See Section 24.07.020 for information about how to interpret the use table.

USE CATEGORY											DIS	STRICTS	S								
PUBLIC/CIVIL	<del>R1-</del> <del>15</del> <u>G</u> <u>R</u>	<del>R1-</del> 9 <u>SR</u>	<del>R1-</del> 6 <u>NR</u>	R2M R	<u>R4L</u> <u>DM</u>	R8 <u>M</u> DM	CO[ 5]	C1[ 5]	C2[ 5]	M1[ 5]	M2	SP- CON		SP- PUB	INI	SP- ME D	SP- PKG	MID- RES	MID- TRN	MID-	USE REGULATI ONS
Government or Safety Services	С	С	С	С	С	С	С	С	С	€ <u>P</u>	<u>€P</u>	-	-	Р	С	С	-	С	С	С	

# **CHAPTER 24.08 USE CLASSIFICATIONS**

# 24.08.030 Public And Civic Use Category

I. <u>Government or Safety Services</u>. Public safety services that provide fire, police, <u>or</u> life protection, <u>or public works operations</u>, together with the <u>incidental customary</u> storage <u>of supplies (indoor and outdoor)</u> and maintenance of necessary vehicles. Typical uses include fire stations, police stations, public works facilities and ambulance services.

#### **24.18.020 DEFINITIONS**

"Educational Facility Housing." A residential building or group of buildings owned or managed by a college, university, or other institution of higher education, or by a private entity under agreement with the institution.

