

**Ordinance 17.17 Village of Park Ridge Street Right-Of-Way, Driveways and Parking Ordinance**

STATE OF WISCONSIN, VILLAGE OF PARK RIDGE, PORTAGE COUNTY

The Village Board of Trustees does hereby ordain as follows:

**Purpose:**

In order to provide for the health, safety and welfare of the Village with respect to street safety, and pursuant to Wis. Stat., § 61.36, § 66.1031 through § 66.1037, and § 83.06, the Village Board of Trustees does hereby pass the following ordinance for publishing and inclusion in the Village of Park Ridge Code of Ordinances as follows:

**Ordinance 17.17**

**Section I. Grading and Swales**

- A) The right-of-way area between the edge of street pavement and the right-of-way line shall include a ditch/swale that meets the dimensions and details exhibited by the Typical Street Section as set forth in FIGURE 1, which diagram is incorporated by reference into this Ordinance (see FIGURE 1 below). Rights-of-way in the Village that do not have a swale currently will be re-graded by the Village to include a qualifying swale(s) as street improvement projects occur. Any new grading initiated by a private property owner shall require a grading permit and include a Village-approved swale as detailed in the Typical Street Section.
- B) Parking pads (widened shoulder parking areas), either paved or graveled, are prohibited on Village right-of-way. Existing parking pads may remain but shall be removed if any new grading or shaping of the street or private property occurs, or if a street reconstruction project includes work that extends outside the street pavement/shoulder.

**Section II. Driveways**

- A) Each Village lot is allowed no more than one (1) driveway for ingress and egress onto Village streets. If multiple driveways currently exist, they may remain, providing they do not pose a safety concern, in the discretion of the Village Board. When a street reconstruction project occurs, driveways of more than one (1) will be considered for removal by the Village Board. When construction occurs on private property that affects ingress and egress onto Village streets, then any additional driveways more than one (1) per lot will be considered for elimination and closure by the Village Board.
- B) Driveway pavements shall be a maximum of 24 feet wide at the right-of-way line, excluding radii and tapers where the driveway meets the street. Radii or tapers shall extend the driveway width no greater than an additional 5 feet on each side of the driveway.
- C) Existing driveways that do not meet the requirements of Section II. B) may remain but shall be modified to meet those requirements if any new grading or shaping of the street or private

property occurs, or if a street reconstruction project includes work that extends outside the street pavement/shoulder.

## Section III. Parking – For vehicles and trailers

### A) Short term parking - less than 12 hours

- (1) Short term parking is allowed along all Village streets unless otherwise restricted according to Village signage. Parking is prohibited along all Village streets and rights-of-way when a snowfall of 1 inch or more is forecast, or if 1 inch or more of snow cover exists. Vehicles shall be parked partially off the paved portion of the roadway as much as possible, with at least two (2) vehicle wheels on the shoulder or yard. Vehicles may be parked entirely on private property outside of driveway areas for twelve (12) hours or less. Vehicles may not be parked entirely off of a driveway on private property for more than 12 hours in a 24-hour period. Vehicles shall not be parked outside of driveway areas on a recurring basis, subject to limitations described in Ordinance 10.06, Sect. 1, Sect. E.
- (2) Recreational vehicles, campers and other trailers – The above restriction in Section III. A) (1) shall pertain similarly for all recreational vehicles, including but not limited to campers and any other trailers.

### B) Long term parking – more than twelve (12) hours

- (1) Long term parking is not allowed along Village streets. Long term and regular recurring parking shall be entirely on the portion of a driveway that lies entirely on a private lot, or in a garage or car port. No more than four (4) cars will be allowed to park in driveways outside of a garage or car port. Recreational vehicles, campers and other trailers must be parked in accordance with limitations described in Ordinance 10.06, Sect. 1, Sect. E.

## Section IV. Right-Of-Way Encroachments

### A) Vision triangles

- (1) On corner lots, vegetation shall be maintained by lot owners to allow vision triangles that will provide clear vision in both directions when a vehicle is stopped near the edge of the crossing street. Trees and bushes and other vegetation shall not exceed a height of thirty-six (36) inches above centerline street grade in such vision triangles areas. A 40-foot by 40-foot vision triangle is required for lots abutting all Village cross-streets, except for those lots that intersect with the following streets, which require a 50-foot by 50-foot vision triangle (see FIGURE 2 of vision triangles, attached and incorporated by reference):

- Park Ridge Drive
- Hillcrest Drive
- Odessa Court at Green Avenue
- Angelo Court at Green Avenue

Existing landscaping that encroaches into the vision triangle may remain but will be considered for removal if it poses a safety concern, or with any new street improvement or maintenance project.

### B) Trees

- (1) Large species trees -- those that are expected to have a mature height greater than twelve (12) feet -- shall not be planted with the trunk closer than ten (10) feet from the edge of pavement, or within vision triangles. Existing trees that are within these areas may remain

## DRAFT

unless the Village determines they pose a threat to public safety. Trees may be considered for removal by the Village if issues develop, or if a village street improvement project requires removal. Any overhanging branches shall be kept trimmed to provide a travel vision window of at least sixteen (16) feet above the centerline grade of the street pavement, five (5) feet measured horizontally from the edge of the street pavement, and eight (8) feet above the surface of a public sidewalk.

- (2) Small species trees/bushes -- those that are expected to have a mature height less than twelve (12) feet -- shall not be planted with the trunk closer than ten (10) feet from the street pavement edge, and the mature crown area shall not extend closer than five (5) feet from the edge of street pavement.

- a) Trees, bushes, or other plantings exceeding thirty-six (36) inches in height above the centerline street pavement grade are prohibited within any vision triangle.

### C) Garden plantings

- (1) Garden plantings, including rain gardens, shall not be located closer than twenty-four (24) inches from the edge of the street pavement. Garden plants shall not exceed thirty-six (36) inches in height above the centerline of the street pavement within the vision triangle at intersections (see Sect. A(1) above), or within the travel vision window, five (5) feet measured horizontally from the edge of the street pavement.

### D) Structures

#### (1) Retaining walls and landscape structures

- a) Retaining walls or landscape structures (walls, borders fencing, etc., regardless of material type) are prohibited within the Village right-of-way or vision triangles. Existing retaining walls or landscape structures that encroach on right-of-way may remain but will be considered for removal if the Village determines they are a safety hazard, if any new grading or shaping of the right-of-way occurs, or if a street reconstruction project includes work that extends outside the street pavement/shoulder.

#### (2) Mailboxes

##### a) Location

1. Mailboxes shall be installed such that the front face of the box is no closer than eighteen (18) inches and no greater than thirty-six (36) inches from the edge of the street pavement, with a box floor height of forty-two (42) to forty-eight (48) inches above the street pavement edge (see FIGURE 3, incorporated into this Ordinance by reference).

##### b) Type

1. Mailboxes shall be standard size and shape and may be a small or large version of the USPS standard. Non-standard or custom-built mailboxes will be allowed if they are within the typical size range, and are not deemed a hazard by the Village. Stone or concrete mailbox posts are prohibited.

##### c) Existing allowances

1. Existing mailboxes that do not meet location or type requirements may remain but will be considered for modification or relocation if the Village determines they are a hazard, are causing maintenance issues, if any new grading or shaping occurs, or if a street reconstruction project includes work that extends outside the street

# DRAFT

pavement/shoulder. Mailboxes that are deemed a safety hazard by the Village Board shall be replaced within ten (10) days after notification from the Village or will be removed by the Village at the owner's expense, which may include placing the costs on the property tax roll.

## (3) Underground sprinkler systems

### a) Location

1. Sprinkler lines and heads are allowed on Village right-of-way. Heads shall be installed no closer than two (2) feet from the edge of any street pavement.
2. Sprinkler heads shall be adjusted such that spray into the street pavement areas and adjacent properties is minimized.

### b) Damage, repair and replacement

1. The cost of repairing or replacing sprinkler lines and heads located within the Village right-of-way that are damaged or destroyed for any reason is the sole responsibility of the property owner and not the Village under any circumstances. (see Section V. below)

### c) Type

1. Sprinkler heads located within Village rights-of-way shall be flush or below grade. Head type or brand is not regulated by this Ordinance, providing it meets this grade restriction.

### d) Control Boxes (Manifold and valve units)

1. Placement of sprinkler control boxes within the Village right-of-way is prohibited.

## (4) Snow plowing markers ("snow sticks")

### a) Materials

1. Markers shall be made of a "breakaway" material and shall be no greater than one-half (½) inch in diameter and not exceed four (4) feet in height above the street pavement.

### b) Location

1. Markers shall be installed no closer than two (2) feet from the edge of the street pavement.

## Section V. Liability

- A) All liability of private property installed, erected or maintained on any Village right-of-way, including plantings, landscaping, mailboxes, sprinkler systems, structures, walls, snowplow markers, or other personal property; is the sole responsibility of the property owner if damage occurs. This includes damage that occurs as a result of Village projects or maintenance operations.

## Section VI. Enforcement.

- A) Enforcement of this Ordinance shall be pursuant to any remedy allowed at law or in equity, including but not limited to Ordinance No. 17.41.

EFFECTIVE DATE

# DRAFT

This ordinance is effective upon publication. The Village Clerk shall properly post or publish this ordinance as required under § 61.50, Wis. Stat.

Adopted this \_\_\_\_\_ day of August, 2024.

\_\_\_\_\_  
Steve Menzel – Village President

\_\_\_\_\_  
Gordon Renfert – Village Trustee

\_\_\_\_\_  
Kristin Paulson – Village Trustee

\_\_\_\_\_  
Barbara Friedrich – Village Trustee

\_\_\_\_\_  
Dan Holloway – Village Trustee

ATTESTED BY:

\_\_\_\_\_  
Shanna Behrend – Interim Village Clerk

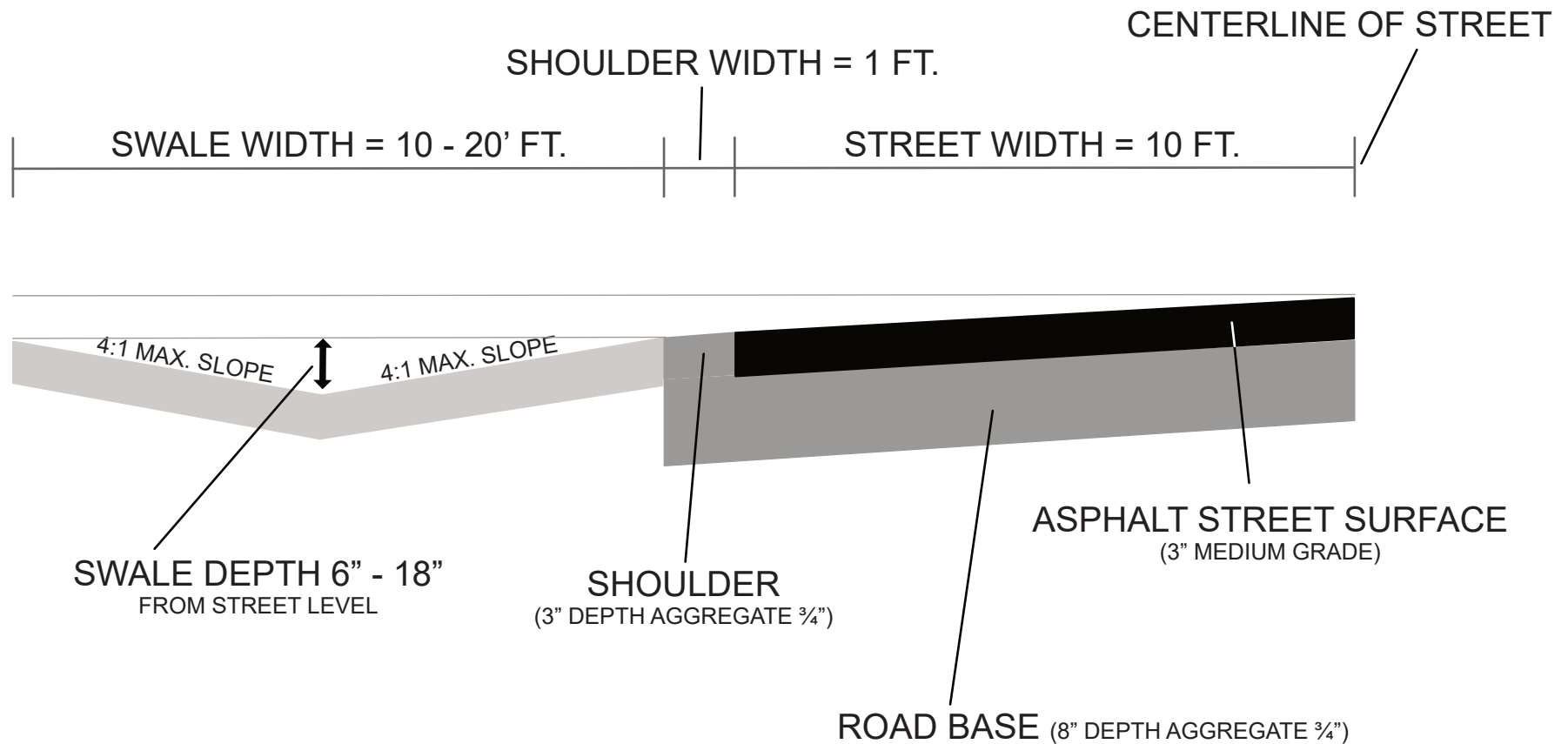
## ADDENDUM

FIGURE 1 (TBD)

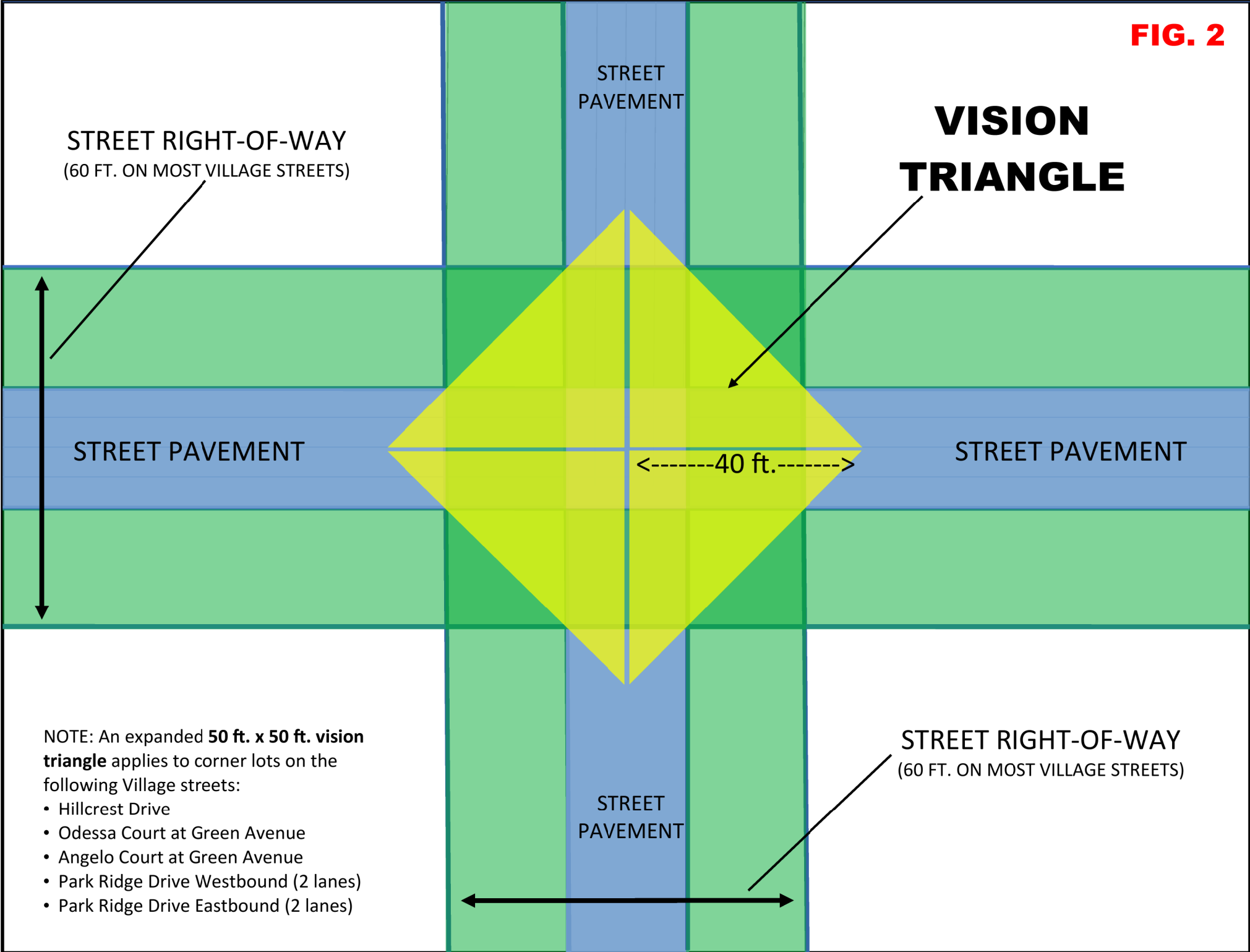
FIGURE 2 (TBD)

FIGURE 3 (TBD)

**FIG. 1** Village of Park Ridge  
Typical Street Half Section  
with swale



**FIG. 2**



**FIG. 3** Village of Park Ridge  
Mailbox Location

