

CHAPTER 34  
REGULATING COUNTY PARKING AREAS

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34.01 PARKING REGULATED. The Property Committee of the Sheboygan County Board of Supervisors is directed and authorized to make policy decisions including marking off parking spaces for parking areas at on the Courthouse, County Law Enforcement Center, Detention Center, Health and Human Services Building, Pennsylvania Avenue, and Aging & Disability Resource Center parking lots:

- (1) all parking spaces shall be designated by lines painted or durably marked on the surface of the parking area, and
- (2) at each space so marked off, it shall be unlawful to park a vehicle or other object so that the vehicle or object shall not be entirely within the limits of the space so designated.

34.02 LONG-TERM PARKING. All parking spaces designated for "long-term" parking shall be used only by County officials, employees, and persons who have obtained a parking permit and have appropriately affixed the same to the vehicle being parked so that it is readily visible to enforcement personnel.

- (1) Jurors, witnesses in court cases, or persons on County business or on business which in the opinion of a Department Head warrants temporary parking privileges may apply in the Human Resources Office or the Clerk of Court's office for temporary parking permits. Huber Law inmates may apply to the Sheriff or the Sheriff's designee for temporary parking permits.
- (2) Temporary permits shall have an expiration date and shall be void after such date.

34.03 SHORT-TERM PARKING. Parking spaces shall be designated for "short-term" parking for persons who are conducting business within the Courthouse, Aging & Disability Resource Center, Law Enforcement Center, Detention Center, Administration Building, and Health and Human Services Building, or Employee Wellness Center.

- (1) Short-term parking shall be defined as not more than one (1) hour.
- (2) Vehicles with permits shall not park in "short-term" parking spaces.

34.04 HANDICAPPED PARKING. Pursuant to Wis. Stat. § 346.503, the Property Committee shall designate appropriate parking spaces for use by handicapped persons while attending to business at the Courthouse, Aging & Disability Resource Center, Law Enforcement Center, Detention Center, Administration Building, and Health and Human Services Building.

- (1) Permits are not required for handicapped parking, but persons using the handicapped parking spaces shall be required to display a designation pursuant to Wis. Stat. § 346.503 allowing them to use the handicapped space.
- (2) Vehicles with permits shall not park in handicapped spaces.

- 34.05 MOTORCYCLE/MOPED/BICYCLE PARKING. An appropriate area within each parking lot may be designated for motorcycle, moped, and bicycle parking only.
- (1) No permit shall be required for those areas.
  - (2) Four-wheeled vehicles shall not park in these spaces.
- 34.06 PARKING RESTRICTIONS. It shall be unlawful for the operator of any vehicle to park the vehicle in any of the following places on the parking lots subject to this Chapter:
- (1) In a designated parking space without a parking permit therefor, except as herein permitted.
  - (2) In any other area not designated and marked for parking.
  - (3) So as to obstruct other vehicles legally parked.
  - (4) On any of the sidewalks.
  - (5) On any portion of the lawn.
  - (6) In violation of any rules herein stated or promulgated hereunder.
- 34.07 PARKING RULES. Parking lot rules shall be posted at each entrance to the parking lots.
- 34.08 ENFORCEMENT. The Sheboygan County Sheriff's Department is charged with the enforcement of this Ordinance.
- 34.09 PARKING AREA. The Courthouse and/or Law Enforcement Center parking lots subject to this Ordinance shall include all areas bounded by North Sixth and North Fifth Streets and New York Avenue and the alley south of the Sheboygan County Law Enforcement Center and the lot at the northeast corner of North Sixth Street and Pennsylvania Avenue. The Health and Human Services Building parking lot subject to this Ordinance shall include all parking areas owned by the County bounded by Erie Avenue and Ontario Avenue and North Seventh Street and the property lines and buildings along North Eighth Street. The Detention Center parking lots subject to this Code shall include all parking areas owned by the County at or adjacent to 2923 South 31st Street, Sheboygan, Wisconsin. The Pennsylvania Avenue parking lot subject to this Chapter shall include the lot located at the northeast corner of North Seventh Street and Pennsylvania Avenue. The Aging & Disability Resource Center parking lot subject to this Chapter shall include all parking areas owned by the County at or adjacent to the Aging & Resource Center at 650 Forest Avenue, Sheboygan Falls, Wisconsin.
- 34.10 PENALTIES.
- (1) General.
    - (a) Any person who shall have violated any of the Sections of this Chapter or the restrictions applicable to the roads set forth as Section 21.08 or to the locations subject to Chapter 62.00 at the Sheboygan County Memorial Airport or to the parks and recreational facilities at Sections 24.05(15) or 24.05(20) and 24.06(7) may be subject to a written warning notice of a parking violation, an administrative parking citation or a judicial parking citation and/or have the vehicle towed away at the owner's expense if the vehicle remains in violation for more than twenty-four (24) hours as determined by the Sheriff's Department (in conjunction with the Sheboygan County Building Services Department as to the parking areas referred to in Section 34.09).
    - (b) General parking offenses include but are not limited to parking without a permit and parking in a prohibited parking location.
    - (c) General parking violations shall have an administrative assessment of Ten Dollars (\$10.00) which must be paid or contested within ten (10) days from the

date of issuance of the citation. Failure to pay or contest the citation within ten (10) days shall result in an additional administrative assessment of Fifteen Dollars (\$15.00) for a total forfeiture of Twenty-five Dollars (\$25.00). Violators shall have an additional ten (10) days to make the payment of the Twenty-five Dollar (\$25.00) forfeiture or to contest the violation. Failure to make payment or to contest the citation may result in the issuance of a Uniform Traffic Citation in the amount of Twenty-five Dollars (\$25.00) plus the cost of prosecution.

(2) Egregious Parking Violation.

- (a) Egregious offenses are parking offenses that rise above the general parking violation and include but are not limited to the following:
1. parking that poses a danger, hazard, nuisance, or obstruction,
  2. repeated violations of this Ordinance,
  3. unlawful parking in a handicapped parking spot.
- (b) Egregious parking violations shall have a forfeiture of Twenty-five Dollars (\$25.00) which must be paid within ten (10) days of the issuance of the citation. Failure to pay or contest the citation within ten (10) days shall result in the issuance of a Uniform Traffic Citation in the amount of Twenty-five Dollars (\$25.00) plus costs of prosecution.

34.11 PROCEDURES.

- (1) Election by Issuing Official. The person enforcing a non-moving parking violation may elect to issue an administrative citation or a judicial citation. The administrative citation shall be issued on a form prepared by the Sheriff. By the payment of the prescribed administrative assessment or an administrative parking citation for the violation, the recipient consents to the allegation but no record of conviction is created.
- (2) Administrative Citation. Upon receipt of an administrative parking citation from the Sheboygan County Sheriff's Department or by such County employees as may be designated by the Sheriff to enforce non-moving violations related to County facilities under their supervision or administration, the person may:
- (a) Consent to the allegation within the time set forth on the administrative parking citation and deliver in person or mail the administrative parking citation together with the administrative assessment payable to the Sheboygan County Treasurer at the Sheboygan County Law Enforcement Center; or
- (b) Seek an administrative review of the administrative parking citation by filling out an "Administrative Review Request" on a form obtained through the Sheboygan County Building Services Department.
- (c) If the person seeks an administrative review, the Building Services Director or such other designee of the Sheriff shall, within ten (10) days of the receipt of the Administrative Review Request, obtain and review the reports from the Sheriff's Department or other issuing employee and shall evaluate the report and the information provided on the Administrative Review Report and shall either vacate the citation or confirm the citation. Within fifteen (15) days of receipt of the Administrative Review Request, the designated reviewer shall notify the Sheriff or other Department issuing employee and the person of the decision. If the citation is confirmed, the person shall have ten (10) days to pay the administrative assessment.
- (3) Judicial Citation.
- (a) Judicial citations may be issued where the person ignores the administrative citation procedures in Subparagraph (2), above, refuses to pay the administrative

assessment in Subparagraph (2); or where the person continues to challenge the administrative citation issued in Subparagraph (2); or in lieu of an administrative citation at the option of the issuing officer.

- (b) Where judicial citations are issued, prosecution shall be through the Circuit Court of Sheboygan County, and the Sheriff shall engage in the same procedure of issuing a Uniform Traffic Citation as for any other traffic offense. Prosecution shall be for violating the County counterpart to Wis. Stat. § 346.55(4).

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History: Ord. 1 (2013/14);