

# Article 18

## Parking and Transportation Provisions

### Section 18.01 Off-Street Parking Requirements

- (a) **Applicability of Parking Requirements.** For all buildings and uses established after the effective date of this ordinance, off-street parking shall be provided as required by this Article.
- (1) Whenever use of a building or lot is changed to another classification of use, off-street parking facilities shall be provided as required by this Article.
  - (2) If the intensity of use of any building or lot is increased, through the addition of floor area, increase in seating capacity or other means, additional off-street parking shall be provided for such increase in intensity of use.
  - (3) Off-street parking facilities in existence on the effective date of this ordinance shall not be reduced below the requirements of this Article.
  - (4) An area required for off-street parking shall not be changed to another use, unless equal facilities are provided elsewhere in accordance with the provisions of this Article.
- (b) **Required Off-Street Parking Spaces.** The minimum number of required off-street parking spaces shall be provided on premise, in accordance with Table 18.01(b), or as otherwise allowed by this Article.
- (1) **Fractional Spaces.** When units or measurements determining the number of required parking spaces result in a fraction over one-half ( $\frac{1}{2}$ ) a full parking space shall be required.
  - (2) **Uses not Listed.** For uses not specifically listed in Table 18.01(b), the required parking shall be in accordance with that of a similar use as determined by the county or city, based on documentation provided by the applicant regarding the specific parking needs of the use.
  - (3) **Bench Seating.** In calculating bench seating for places of assembly, each 24 inches of bench, pew or similar seating facilities shall be counted as one (1) seat; except, if specifications and plans filed with the county or city denote a certain seating capacity that may be used as the basis for required parking space.
  - (4) **Employees.** Where the number of spaces required is based on the number of employees, calculations shall be based upon the maximum number of employees likely to be on the premises during the peak shift.
  - (5) **Floor Area.** Unless otherwise indicated, floor area shall be gross floor area (GFA) as defined in Article 31.
  - (6) **Occupancy.** Where parking requirements are based upon maximum seating or occupancy capacity, the capacity shall be as determined by the building code and the fire code.

**Table 18.01(b)**  
**Required Off-Street Parking Spaces**

<b>Residential</b>	
Single-family detached dwellings, two-family dwellings, single-family attached/townhouses	2 spaces per dwelling
Multiple-family dwellings	2 spaces per dwelling in county 1.5 spaces per dwelling in cities
Dwelling units for watchmen and operating personnel and their families	1.5 spaces per dwelling
Fraternity, sorority or student cooperatives	1 space per room
Mobile home parks and subdivisions	2 spaces per dwelling
<b>Agriculture and animal-related uses</b>	
Agricultural uses	1 space per employee
Roadside farm produce stand	6 spaces
Veterinary hospital	1 space per 300 sq. ft. gross floor area
<b>Retail trade</b>	
Retail uses, except as provided below	1 space per 250 sq. ft. gross floor area
Multi-tenant shopping centers	1 space per 250 sq. ft. gross floor area for the first 60,000 sq. ft. and 1 space per 225 sq. ft. gross floor area above 60,000 sq. ft. Where restaurants occupy more than 20% of the total floor area, their parking requirements shall be calculated separately.
Retail with drive-through service	3 stacking spaces at each drive-through lane in addition to parking required for retail building
Convenience stores, grocery stores/super markets, liquor stores	1 space per 200 sq. ft. gross floor area
Furniture store	1 space per 400 sq. ft. gross floor area
Home improvement, building material sales, and lumber yard with open storage	1 space per 225 sq. ft. gross floor area
<b>Services</b>	
Service uses, except as provided below	1 space per 250 sq. ft. gross floor area
Barber/beauty shops	2 spaces for each beauty or barber chair plus 1 space for each employee
Dry cleaners	1 space per 500 sq. ft. gross floor area
Interior decorating shops	1 space per 400 sq. ft. gross floor area
Laundries	1 space for each 2 washing machines
Video rental store	1 space per 300 sq. ft. gross floor area
<b>Motor vehicle dealers and service</b>	
Automobile rental	1 space per employee plus 1 customer space for each 5 rental car spaces
Automobile sales (new/used)	1 space per 400 sq. ft. gross floor area of sales room and 1 space for each auto service stall in the service area
Automobile washes	1 space per employee. Stacking spaces equal in number to 3 times the maximum capacity of the auto wash entering the wash plus 2 drying spaces.
Gasoline service stations	1 space for each employee plus 1 space for each 100 square feet of floor area used for cashier and retail sales in addition to space provided at each fuel pump dispenser
Minor automobile service and repair	2 spaces per service stall plus 1 space per employee
Motorcycle, snowmobile and ATV sales/service	1 space per 400 sq. ft. gross floor area of sales room and 1 space for each service stall in the service area
Parts stores	1 space per 250 sq. ft. gross floor area

Truck rental	1 space per employee plus one space for each rental truck
Truck sales (new/used)	1 space per 400 sq. ft. gross floor area of sales room and 1 space for each service stall in the service area
Truck stops	1 space for each employee plus 1 space for each 100 square feet of floor area used for cashier and retail sales in addition to space provided at each fuel pump dispenser
Vehicle salvage yards	1 space per employee
Vehicle auctions	1 space per 400 sq. ft. gross floor area
<b>Accommodation and food services</b>	
Banquet halls	1 space per 250 sq. ft. gross floor area
Bed/breakfasts	1 space per guest room plus 2 spaces for the primary dwelling unit
Candy, and ice cream shops and delicatessens	1 space per 200 sq. ft. gross floor area
Catering services	1 space per 250 sq. ft. gross floor area
Exhibition halls	1 space per 250 sq. ft. gross floor area
Hotel-miniums	1 space per 1 guest room
Hotels/motels	1 space per 2 guest rooms plus parking equal to 30% of the capacity of affiliated uses such as dining or meeting rooms
Restaurants, carryout	6 spaces per service or counter station, plus 1 space for each employee
Restaurants, not including drive-in	1 space per 70 sq. ft. gross floor area
Restaurant, drive-in	1 space for each employee in addition to customer stations
Restaurant, drive-thru	1 space for each employee plus 1 space for each 75 square feet of dining area and 8 stacking spaces for each drive-through window
Restaurant and taverns with outdoor seating	1 space per table outdoors in addition to interior parking requirements
Taverns and bars	1 space per 70 sq. ft. gross floor area
<b>Finance, insurance, real estate, professional, scientific, and technical</b>	
Banks & financial institutions	1 space per 200 sq. ft. gross floor area. Drive-up windows shall be provided 4 stacking spaces for the first window, plus 3 spaces for each additional window.
Offices, general and professional with accessory research and testing, blueprinting and photostating establishments, newspaper offices including printing, printing and publishing establishments, radio, television and recording studios, research & development laboratories, travel agencies	1 space per 300 sq. ft. gross floor area
<b>Health care and social assistance</b>	
Day care centers, commercial/preschools	1 space per employee plus 2 drop off spaces
Day care homes, residential	2 spaces
Foster care homes	2 spaces
Funeral homes/mortuaries	1 space per 50 sq. ft. gross floor area
Group homes	2 spaces
Hospitals	2 spaces per patient bed
Medical and dental clinics	1 space per 200 sq. ft. gross floor area
Medical laboratories	1 space per 250 sq. ft. gross floor area
Nursing homes and senior assisted living	1 for each employee plus 1 for each 6 persons in residence
Optical, orthopedic and medical appliance sales	1 space per 250 sq. ft. gross floor area

Philanthropic and eleemosynary institutions	1 space per 250 sq. ft. gross floor area
<b>Entertainment and recreation</b>	
Adult entertainment business	1 space per 70 sq. ft. gross floor area for adult entertainment 1 space per 250 sq. ft. gross floor area for adult retail
Amusement/arcade establishments	1 space for each amusement device
Amusement parks	20 spaces per ride
Boat clubs, boat harbors and marinas	1 space per boat well
Boat sales, including service	1 space per 800 sq. ft. sales floor area
Boat storage	1 space per 10 boats stores
Bowling alleys	5 spaces per lane plus spaces required for accessory uses such as a bar or restaurant
Commercial outdoor recreation facilities such as batting cages, driving ranges and put-put golf	2 spaces per batting cage, archery range or similar activity
Campgrounds	1 space per camp site
Casinos	1 space per 50 sq. ft. gaming floor area plus spaces required for restaurants, bars and hotel
Dance schools	1 space per 200 sq. ft. gross floor area
Golf course and country clubs	6 spaces per golf hole and 1 space for each one employee, plus spaces required for each accessory use such as a restaurant or bar
Health and athletic clubs	1 space per 200 sq. ft. gross floor area
Ice skating rinks	25 spaces per rink
Racetracks and go-cart tracks	2 spaces per go-cart or race vehicle
Shooting ranges, indoors	2 spaces per shooting range station
Stadiums/arenas	1 space per 4 seats or 8 feet of benches
Theaters	1 space per 2 seats
<b>Civic, religious, social assistance organizations</b>	
Cemeteries	10 spaces for each interment based on the maximum number per hour
Churches, chapels, temples, synagogues and similar places of worship	1 space for each 3 seats or 6 feet of pews in the main unit of worship
Clubs, lodges, union halls, community centers, conference and convention halls	1 space per 200 sq. ft. gross floor area
Convents, monasteries and seminaries	1 space per 3 beds
<b>Educational services</b>	
Colleges, universities	1 space per classroom plus 1 space per 3 students based on the maximum number of students attending classes at any one time
Driving schools	1 space per classroom plus 1 space per 3 students based on the maximum number of students attending classes at any one time
Libraries	1 space per 300 sq. ft. gross floor area
Schools, commercial and trade	1 space per classroom plus 1 space per 2 students based on the maximum number of students attending classes at any one time
Schools, elementary, middle	1 space for each one teacher, employee or administrator
Schools, high	1 space for each one teacher, employee, or administrator and 1 for each 10 students, in addition to the requirements of the auditorium or stadium, whichever seats more
Training centers, engineering or sales	1 space per classroom plus 1 space per 2 students based on the maximum number of students attending classes at any one time

<b>Public administration</b>	
Government buildings excluding correctional facilities	1 space per 250 sq. ft. gross floor area
Correctional facilities	1 space per employee
Museums, civic buildings and landmarks preserved for public inspection	1 space per 300 sq. ft. gross floor area
<b>Transportation and warehousing</b>	
Airports and heliports	As determined by airport
Bottled gas storage and distribution	1 space per employee
Bus and passenger rail terminals	10 spaces per bus or train departure per day
Warehouses, cartage, express, and parcel delivery establishments, freight terminals, moving companies	1 space per 1500 sq. ft. gross floor area
Self-storage facilities	1 space for each 20 storage units plus 2 spaces for manager's residence
Taxicab dispatching	1 space per employee, plus paces for taxicabs
Wholesale business	1 space per 500 sq. ft. gross floor area
<b>Manufacturing</b>	
Manufacturing uses	1 space per 500 sq. ft. gross floor area
<b>Utilities</b>	
Public utility buildings, sewage treatment plants, telephone exchange buildings, transmission lines for gas, oil and electricity	1 space per employee
Utility substations	1 space
<b>Construction</b>	
Construction and contractors establishments	1 space per 250 sq. ft. gross floor area or 1 space per employee
<b>Waste processing and disposal</b>	
Waste processing and disposal, recycling facility, salvage yards and landfills	1 space per employee
<b>Mining</b>	
Mineral extraction & general mining operations	1 space per employee

(7) **Maximum Allowed Parking.** While it is the intent of this ordinance to ensure that adequate off-street parking is available in conjunction with all uses, it is also recognized that excessive paved areas reduce aesthetics, create excess heat and glare and contribute to high rates of storm water runoff. Therefore, the maximum parking permitted for any nonresidential use shall not exceed the minimum parking space requirements by more than 20%, unless additional parking is granted by approval of the board of zoning appeals. In granting such additional space, the board of zoning appeals shall determine that added parking will be required, based on documented evidence, to accommodate the use on a typical day. The board of zoning appeals may require that additional spaces be constructed with alternative paving materials, such as permeable/grass pavers or pervious concrete.

(c) **CBD1 Downtown District Parking.**

- (1) Within the CBD1 Downtown District, re-use of existing buildings that were in existence prior to the effective date of this ordinance shall be exempt from the parking requirements of this section and such buildings may be renovated or reoccupied without the need to provide additional parking. Any expansion to an existing building shall be required to provide additional parking for the expanded floor area, subject to paragraph (2) below.
- (2) Any new non-residential building less than 5,000 square feet in gross floor area in the CBD1 Downtown District shall not be required to provide off-street parking. A new non-residential building larger than 5,000 square feet shall be required to provide parking calculated for the gross floor area in excess of the first 5,000 square feet. If the city has established a special assessment district or similar funding mechanism to provide public parking in the downtown, the parking

requirements of this article may be satisfied through a payment in lieu of on-site parking to the special assessment district or fund.

- (3) Any new residential building in the CBD1 Downtown District shall be required to provide off-street parking in accordance with this section.
- (d) **Collective or Shared Parking.** Two (2) or more buildings or uses may use a common parking facility. The total number of parking spaces provided shall be equal to the required number of spaces for all of the uses computed separately. Cumulative parking requirements for mixed-use developments or shared facilities may be reduced by the enforcement official where it can be determined that one or more of the factors listed in subsection (e) below apply. Where uses are on separately-owned lots, a legal agreement for shared parking shall be recorded and a copy provided to the county or city before a certificate of occupancy is issued.
- (e) **Reduction of Parking Requirements.** The board of zoning appeals may reduce the parking requirements based upon a finding that there will be a lower demand for parking due to one (1) or more of the following:
  - (1) A high proportion of multi-purpose visits are expected or uses have significantly different peak parking demands during the day or days of the week (such as offices and restaurants or churches and retailers). Pedestrian connections shall be maintained between the uses. For separate lots, they shall have pedestrian and vehicular connections between the lots. Shared parking agreements shall be filed with the county or city after approval and before a certificate of occupancy is issued.
  - (2) Convenient municipal off-street parking or on-street spaces located along the site's frontage are available.
  - (3) Expectation of walk-in business due to sidewalk connections to adjacent residential neighborhoods or employment centers.
  - (4) Availability of other forms of travel, such as transit or non-motorized transportation, that can reasonably be expected to reduce parking demand. The enforcement official may require pedestrian connections be provided to nearby transit stops or similar facilities.
  - (5) Where the applicant has provided a parking study that demonstrates that another standard would be more appropriate based on actual number of employees, expected level of customer traffic or actual counts at a similar establishment.
- (f) **Banked Parking**
  - (1) Where a reduction in the number of parking spaces is not warranted, based on the criteria in subsection (e), but an applicant demonstrates that the required parking requirements for a proposed use is not immediately necessary, the enforcement official may defer some of the parking. The site plan shall designate portions of the site for future construction of the required parking spaces, indicating the location, layout, and number of deferred spaces. The designated area for future parking shall be maintained in a landscaped appearance and shall not be located within required greenbelts or parking lot setback areas or be used for any other purpose.
  - (2) The banked parking shall meet ordinance requirements, if constructed. Construction of the deferred parking to add parking spaces may be initiated by the owner or required by the county or city, based on parking needs or observation, and shall require administrative approval of an amended site plan. The county or city may request a performance guarantee to cover the cost of developing the deferred parking lot.
- (g) **Use Limitations**
  - (1) Off-street parking areas are intended only for temporary vehicle parking for public safety by keeping parked cars off the streets. Except when land is authorized to be used as storage space in

connection with the business of a repair or service garage, parking areas or open land shall not be used for storage or parking of wrecked or junked vehicles.

- (2) It shall be unlawful to use a parking lot or open area for the storage of merchandise, materials, trucks, trailers, construction trailers, recreational vehicles and equipment, except for uses approved for this purpose. This provision shall not apply to areas designated for fleet and company vehicles, provided they are located in the side and rear yards.
- (3) The parking of any vehicle for the purpose of displaying the vehicle for sale shall only be allowed at an approved vehicle sales dealership.
- (4) The parking or storage of inoperable or unlicensed vehicles shall be prohibited, except under the following circumstances:
  - a. Within an enclosed building; or
  - b. In a screened yard of an approved motor vehicle use that is properly zoned, and approved for the storage of vehicles under this ordinance.

**(h) Location of Parked Vehicles.**

- (1) Vehicles may only be parked in a driveway, garage or parking lot meeting the requirements of 18.02. Vehicles may not be parked in any lawn or yard area, except on a parking lot or driveway. Vehicles shall not be parked in landscape greenbelts or other landscaped areas required by this ordinance.
- (2) On-street parking and parking in the public right-of-way shall be subject to the applicable parking and traffic control regulations of the city or county.
- (3) Vehicles shall not be parked in locations that obstruct sidewalks or nonmotorized pathways.

**(i) Barrier Free Parking**

- (1) Within each parking lot, signed and marked barrier free spaces shall be provided at a convenient location, in accordance with Table 18.01(i) or in accordance with the building code, whichever is more restrictive.

**Table 18.01(i)**  
**Barrier Free Parking Space Requirements**

Number of Spaces in Parking Lot	Required Number of Barrier Free Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total
1,001 & Over	20 plus 1 for each 100 over 1,000

- (2) Barrier free parking spaces shall meet the standards for parking facilities for persons with physical disabilities IC 5-16-9.
- (3) Barrier free spaces shall be located as close as possible to building entrances and walkways.



- (4) Where a curb exists between a parking lot surface and a sidewalk entrance, an inclined approach or curb ramp with a running slope not exceeding 1:12, a cross slope not exceeding 1:48, width of four (4) feet minimum, with detectable warning devices, shall be provided to accommodate handicapped accessibility in accordance with current State of Indiana Code or ADA requirements.

**Section 18.02 Off-Street Parking Facility Design**

Whenever the off-street parking requirements in this Article require the building of an off-street parking facility, the off-street parking lots shall be laid out, constructed and maintained in accordance with the following regulations.

- (a) **Setbacks.** Off street parking lots shall be setback from lot lines where necessary to meet the greenbelt and buffer zone requirements of section 17.02.
- (b) **Location.** Off-street parking facilities shall be located on the lot or within 300feet of the building(s) they are intended to serve, as measured along lines of public access from the nearest point of the parking facility to the building(s) served. In the CBD1 Downtown District, parking facilities shall be located within 600 feet of the building to be served.
- (c) **Access**
  - (1) Adequate ingress and egress, meeting the requirements of Section 18.04 Driveway Access Management, shall be provided to the parking lot for all vehicles by means of clearly limited and defined drives.
  - (2) All spaces shall be provided adequate access by means of maneuvering lanes with exception of single and two-family residential dwellings.
  - (3) Parking lots shall be designed to prevent vehicles from backing into the street or requiring use of the street for maneuvering between parking rows.
  - (4) Where a parking lot is located in any district that does not permit single family dwellings, ingress or egress shall not be permitted to cross land zoned for single family residential use. However, in instances where access is provided by means of an alley that forms the boundary between a residential and non-residential district such access shall be permitted.
  - (5) Emergency vehicle access shall be provided to all parking lots and storage areas.
- (d) **Parking Dimensional Requirements.** All parking lots shall be striped and maintained showing individual parking bays, in accordance with Table 18.02.

**Table 18.02  
Minimum Off-Street Parking Dimensional Requirements**

Parking Pattern	Parking Space		Maneuvering Lane Width	
	Width	Length	One Way	Two Way
0 (Parallel)	8 ft.	24 ft.	12 ft.	24 ft.
30° to 53°	8.5 ft.	18 ft.	12 ft.	24 ft.
54° to 74°	9 ft.	18 ft.	15 ft.	24 ft.
75° to 90°	9 ft.	18 ft.	22 ft.	24 ft.

- (1) Angled parking between these ranges shall be to the nearest degree.
- (2) Space length may be reduced by up to two (2) feet if an unobstructed overhang of not less than two (2) feet is provided, such as a landscaped area or sidewalk. A sidewalk shall have a minimum width of seven (7) feet where abutting a parking space.



- (3) Stacking spaces for drive through uses shall be at least 20 feet long and 10 feet wide. Required stacking spaces shall not block required off-street parking spaces.
  - (4) Space-efficient parking lot designs are encouraged for a given parking area. Use of angled parking patterns with one-way drive aisles is encouraged when practical, to reducing the required area of impervious surface.
  - (5) In commercial parking lots and parking lots for employee parking, up to 20% of parking spaces may be designed for compact cars with a minimum width of eight (8) feet and a minimum length of 14 feet. Signage shall be provided limiting the spaces to compact vehicles.
- (e) **Construction and Maintenance.** The construction of any parking lot shall require approval of a site plan, in accordance with section 23.03.
- (1) All parking lots and vehicle and equipment storage areas shall be paved with asphalt or concrete meeting the county or city engineering standards, as applicable. Alternative paving materials, such as permeable/grass pavers may be approved by the enforcement official, and may be preferred for areas receiving lower traffic volume, such as overflow parking. For storage areas, the enforcement official may approve a substitute for hard-surfaced pavement upon a determination that there are no adverse effects on adjoining properties.
  - (2) Parking aisles may be graded towards sunken, vegetated buffer strips that are a minimum of eight (8) feet wide and planted with trees, and native herbaceous vegetation. An underdrain and soil amendment may be provided in the buffers if on-site soils are poorly-drained. Surface water from parking areas shall be detained on site in accordance with the applicable county or city engineering standards.
  - (3) Off-street parking areas shall be landscaped in accordance with the requirements of section 17.02.
  - (4) Off-street parking areas shall be screened from adjacent residential uses and residential zoning districts in accordance with the requirements of section 17.03.
  - (5) Off-street parking areas shall be illuminated in accordance with the requirements of section 17.04.
  - (6) Fire lanes shall be designated on the site and posted with signage prior to occupancy. Vehicle circulation shall meet turning radius requirements set by the fire department.
  - (7) All parking lots shall be maintained free of trash and debris. Surface, curbing, light fixtures and signage shall be maintained in good condition.

**Section 18.03 Off-Street Loading Requirements**

- (a) **Uses Requiring Loading Area.** On the same premises with every building erected and occupied for manufacturing, storage, warehouse, retail sales, consumer services or other uses similarly involving the receipt or distribution of vehicles, materials or merchandise, there shall be provided and maintained on the lot adequate space for standing, loading and unloading services. The enforcement official may permit central loading areas to be shared by multiple uses, such as in a retail shopping center or office park.
- (b) **Not Included with Parking.** Required loading areas shall not be included in calculations for off-street parking space requirements.
- (c) **Location.** Loading/unloading areas and docks shall not be provided in the front yard. Where possible, loading areas shall be integrated into the design of the building to minimize visibility.

- (d) **Orientation of Overhead Doors.** Overhead doors for truck loading areas shall not face a public street or an adjacent residential district. This provision shall not apply to industrial uses located in M2 Districts where the building is setback at least 200 feet from the front lot line and a landscape greenbelt is provided in accordance with the requirements of Section 17.02.
- (e) **Size.** The size of all required loading/unloading spaces shall be at least 10 feet by 50 feet or 500 sq. ft. in area, with a clearance of at least 14 feet in height. The enforcement official may modify this requirement for uses that will involve smaller delivery trucks, such as office buildings.
- (f) **Traffic Flow.** The size of the loading area shall be sufficient to prevent undue interference with adjacent required parking spaces, maneuvering aisles, or traffic flow on public streets.
- (g) **Number.** The minimum number of loading spaces shall be provided in accordance with Table 18.03.

**Table 18.03  
Off-Street Loading Requirements**

Gross Floor Area (in square feet)	Loading & Unloading Space Required
<b>Commercial, Office &amp; Institutional Uses</b>	
Up to 20,000	1 space
20,001 - 60,000	1 space plus 1 space for each additional 20,000 sq. ft
60,001 & over	3 spaces plus 1 space for each additional 50,000 sq. ft
<b>Industrial Uses</b>	
Up to 20,000	1 space
20,001 - 100,000	1 space plus 1 space for each additional 20,000 sq. ft
100,001 - 500,000	5 spaces plus 1 space per additional 40,000 sq. ft in excess of 100,000
500,001 & over	15 spaces plus 1 space for each additional 80,000 sq. ft in excess of 500,000

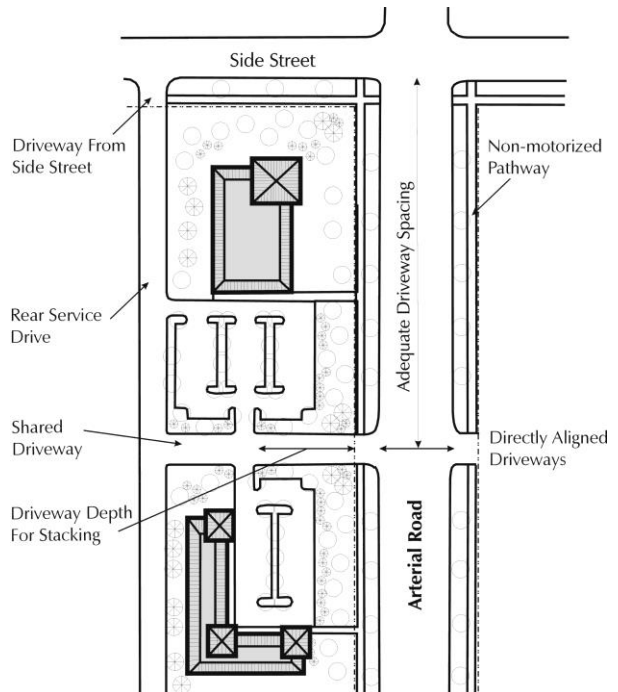
- (h) **Exceptions.** For uses that will not require large truck deliveries, the enforcement official may determine that loading may take place in undesignated places in parking lots provided such loading is of a short-term nature.
- (i) **Pavement.** Loading dock approaches shall be constructed of asphalt or concrete with a base sufficient to accommodate expected vehicle weight.
- (j) **Screening.** Loading areas shall be screened from adjacent uses in accordance with the requirements of section 17.03.
- (k) **Lighting.** Illumination of loading areas shall be in accordance with the requirements of section 17.04.
- (l) **Maintenance.** Loading areas shall be maintained free of trash and debris. Surface, curbing, light fixtures and signage shall be maintained in good condition.

**Section 18.04 Driveway Access Management**

(a) **Purpose.** This section is intended to provide standards for the number and placement of access points (driveways and side street intersections) in order to preserve the capacity of major roadways and reduce the potential for crashes. The standards of this section are intended to promote safe and efficient travel within the county or city and minimize disruptive and potentially hazardous traffic conflicts. Preservation of roadway capacity through access management protects the substantial public investment in the roadway system and helps avoid the need for costly capacity upgrades. Proper driveway location and design will also help maintain a safe and efficient roadway system minimizing the loss of life and property from vehicle crashes.

(b) **Driveway Location in General**

- (1) All driveways shall comply with the requirements of this section. Driveways shall also be subject to city engineering, county highway and INDOT access requirements. Where conflict occurs, the more restrictive standards shall apply.
- (2) Driveways shall be located to minimize interference with the free movement of traffic and to provide the most favorable driveway grade.
- (3) Driveways shall be located to meet safe sight distance requirements, as determined by the enforcement official. The driveway spacing requirements of this section may be modified by the enforcement official where necessary to provide safe sight distance.



(c) **Driveway Spacing Standards**

- (1) Minimum spacing requirements between a proposed driveway and an intersection either adjacent or on the opposite side of the street may be set on a case-by-case basis but in no instance shall be less than the distances listed in table 18.04(c)(1). The following measurements are from the centerline of the proposed driveway to the near lane edge of the intersecting street or pavement edge for uncurbed sections.

**Table 18.04(c)(1)  
Minimum Driveway Spacing from Street Intersections (a)**

<b>Location of Driveway</b>	<b>Minimum Spacing for a Full Movement Driveway</b>	<b>Minimum Spacing for a Channelized Driveway Restricting Left Turns</b>
Along any street intersecting a limited access highway interchange	600 ft.	600 ft.
Along major thoroughfares, where intersecting street is a major thoroughfare	250 ft.	125 ft.
Along major thoroughfares, where intersecting street is not a major thoroughfare	200 ft.	125 ft.
All other streets	75 ft.	50 ft.

- a. For sites with insufficient street frontage to meet the above criterion, the enforcement official may require construction of the driveway on a side street, a shared driveway with an adjacent property, construction of the driveway along the lot line farthest from the intersection, or require a service street.
- (2) Minimum spacing between two (2) driveways shall be determined based upon posted speed limits along the parcel frontage. The minimum spacing indicated in Table 18.04(c)(2) are measured from centerline to centerline on the same side of the street.

**Table 18.04(c)(2)**  
**Minimum Driveway Spacing from Another Driveway (a)**

Posted Speed Limit (MPH)	Minimum Driveway Spacing (b)
25	130 ft.
30	185 ft.
35	245 ft.
40	300 ft.
45	350 ft.
50	395 ft.
55 & Over	435 ft.

- a. For sites with insufficient street frontage to meet the above criterion, the enforcement official may allow a lesser spacing where the driveway is spaced from other driveways to the maximum extent possible.
- b. For residential lots located on minor residential streets, one (1) driveway shall be permitted per lot. One (1) additional driveway may be where there is sufficient frontage to meet the driveway spacing requirements of Table 18.04(c)(2) above.
- (3) To reduce left-turn conflicts, new driveways shall be aligned with those across the street where possible. If alignment is not possible along major thoroughfares, driveways shall be offset from those on the opposite side of the street as follows:
  - a. If the proposed drive is offset such that vehicles turning left into driveways do not pass prior to reaching the driveways, the minimum spacing shall be 150 feet.
  - b. If the proposed drive is offset such that vehicles turning left into driveways will pass prior to reaching the driveways, the minimum spacing shall be 250 feet.
- (4) In the case of expansion, alteration or redesign of an existing development where it can be demonstrated that pre-existing conditions prohibit adherence to the minimum driveway spacing standards, the enforcement official may modify the driveway spacing requirements. Such modifications shall be the minimum necessary, but in no case shall spacing of two full-access driveways be less than 60 feet, measured centerline to centerline.

**(d) Number of Driveways**

- (1) The number of driveways serving a property shall be the minimum number necessary to provide reasonable access, including access for emergency vehicles, while preserving traffic operations and safety along the public street.
- (2) One driveway shall be permitted for each lot frontage. A second driveway may be permitted for property that has sufficient frontage to meet the driveway spacing standards of subsection 18.04(c) above from the first driveway on the site and all driveways on adjacent and opposing property.

**(e) Driveway Design**

- (1) All driveways shall be designed according to the standards of the county, city or INDOT, as applicable. Driveways shall have a maximum width of 30 feet, excluding tapers or curb radii. Wider driveways shall be allowed for locations with large volumes of truck traffic.
- (2) For high traffic generators, or for driveways along streets experiencing or expected to experience congestion, the enforcement official may require two (2) egress lanes.
- (3) For a boulevard entrance, a fully curbed island, at least 180 square feet in area, shall separate the ingress and egress lanes. The radii forming the edges on this island shall be designed to accommodate the largest vehicle that will normally use the driveway.

**(f) Shared Driveways, Frontage Streets and Service Drives**

- (1) The number of access points may be reduced where the enforcement official determines that there may be a beneficial effect on traffic operations and safety, while preserving the property owner's right to reasonable access. In this case, a shared driveway, frontage street or rear service drive connecting two (2) or more properties or uses may be required. Service streets may be required near existing traffic signals or near locations having potential for future signalization; along major thoroughfares with high traffic volumes; and where there are a relatively high number of crashes or there is limited sight distance. Shared access or cross access shall be required between all sites that are in the same or similar zoning district (e.g. between all adjacent commercially zoned properties).
- (2) Shared driveways and service streets shall be within an access easement recorded with La Porte County. A draft of the access easement shall be provided to the county or city, as applicable, for review and approval prior to filing.
- (3) Service Street and Shared Driveway Design Standards
  - a. Location. Service streets shall generally be parallel or perpendicular to the front lot line and may be located either in front of, adjacent to, or behind, principal buildings. The enforcement official shall determine the most appropriate alignment, taking into account setbacks of existing buildings and anticipated traffic flow for the site and the corridor.
  - b. Access Easement. The service street shall be within an access easement permitting traffic circulation between properties. The required width shall remain free and clear of obstructions, unless otherwise approved by the enforcement official.
  - b. Construction and Materials. Service streets shall have a base, pavement and curb with gutter in accordance the applicable county or city standards for public streets, except the width of the service street shall have a minimum pavement width of 24 feet.
  - c. Access to Service Street. The enforcement official shall approve the location of all access points to the service street, based on the driveway spacing standards of this section.
  - d. Temporary Access. The enforcement official may approve temporary access where a continuous service street is not yet available and a performance guarantee is provided to assure elimination of temporary access when the service street is continued.
  - e. Elevation. The site plan shall indicate the proposed elevation of the service street at the lot line. The county or city, as applicable, shall maintain a record of all service street elevations so that their grades can be coordinated.
  - f. Landscaping. The area between a service street and the public street right-of-way shall be planted as a landscaped greenbelt, as specified in Section 18.02.

- g. **Maintenance.** Each property owner shall be responsible for maintenance of the easement and service drive.

### Section 18.05 Non-motorized Pathways and Sidewalks

- (a) **Purpose.** The purpose of this section is to enhance the health, safety and welfare of the public by the development of a comprehensive non-motorized system to improve access, promote health, conserve energy resources and provide recreation opportunities.
- (b) **Applicability.** Sidewalks shall be required in the following areas:
  - (1) The incorporated areas of all cities.
  - (2) The unincorporated areas of the county within one (1) mile of the borders of the cities of La Porte or Michigan City.
- (c) **Sidewalk Requirement.** Within the applicable areas described in subsection (b) above, sidewalks shall be provided along all streets as follows:
  - (1) Sidewalks shall be required along both sides of all streets in all subdivision plats and multiple-family developments.
  - (2) Sidewalks shall be required for all uses along all major thoroughfare frontages. The applicant, owner or developer of any use that is subject to site plan approval under section 23.02 shall be required to install a sidewalk along the entire street frontage of the petitioner's lot, meeting the requirements of this section.
- (d) **Location.** Sidewalks shall be installed by the developer one (1) foot within the dedicated street right-of-way. Sidewalks shall be located to align with existing or future sidewalks on adjacent lots. Where the applicable road agency determines that there is not sufficient right-of-way for sidewalks, the sidewalks shall be installed in pedestrian easements adjacent to the right-of-way.
- (e) **Construction Standards.** All sidewalks shall be four (4) inch thick concrete, pervious pavement, rubber pavement systems or other suitable surface, as determined by the enforcement official, and constructed to the city engineering specifications. All sidewalks shall be at least five (5) feet wide. Sidewalks shall be graded such that runoff sheet flows to an adjacent vegetated area. Multi-modal pathways may be constructed of asphalt or concrete meeting the above thickness specifications or as specified by the county highway engineer or city engineer.
- (f) **Crosswalks.** An inclined approach shall be required where sidewalks intersect curbs for barrier free access to the sidewalk. Crosswalk pavement markings and signs may be required at intersections.
- (g) **Installation of Residential Sidewalks.** Required sidewalks may be installed for a residential lot in a new residential subdivision after construction of the dwelling unit, if the developer has posted a performance guarantee to cover the cost of all sidewalk installation. A certificate of occupancy for the dwelling shall not be issued until the required sidewalk is installed.
- (h) **Low Density Developments.** For residential developments where the overall density is less than one dwelling unit per 24,000 square feet of 1.8 units per acre, the sidewalk requirement for streets internal to the development may be substituted for another form of pedestrian circulation system, such as sidewalks on one (1) side of the street or pathways through open space areas.