

Chapter 3: Site Development Standards

A. Applicability of Additional Site Development Standards.

1. Intent. It is the intent of these site development standards to provide for site development needs while also protecting the health, safety, and welfare of the public.
2. Applicability of Additional Site Development Standards.
 - a. The following site development standards address specific site components as they relate to each site's conditions and are detailed in this chapter in alphabetical order and shall apply to all new structures, new land uses, land use changes, structural alterations (including additions, enlargements, remodels, relocations), site alterations, and demolitions that are constructed, created, established, or occur after the effective date of this UDO as listed.
 - b. The site development standards included in this chapter are intended to be met in addition to all other applicable structure, lot, and/or site standards. All such standards in other sections of this UDO shall still apply.

Additional Site Development Standards
Accessory Structure Standards
Buffer yard and Landscaping Standards
Driveway and Access Management Standards
Lighting Standards
Parking and Loading Standards
Sign Standards
Storage Standards
Structure Standards
Trash and Dumpster Standards

B. Accessory Structure Standards.

1. Purpose. The purpose of accessory structures standards is to provide safe conditions and orderly development within a site and to protect the health, safety, and welfare of the public.
2. Applicability. Accessory structures shall be permitted in all zoning districts provided the following requirements have been met. Additionally, no regulations contained herein shall supersede Indiana Code regarding fences.
3. Location.
 - a. Unless otherwise stated, an accessory structure shall meet all setback and structure height requirements as listed for the subject zoning district in Chapter 2: Zoning Districts and Overlay Districts.
 - b. Other than fences, no accessory structure shall be built within five (5) feet of another accessory structure or primary structure.
 - c. Accessory structures shall not be constructed within any type of easement, including drainage easements.
 - d. Accessory structures within the residential districts that require a permit shall be located at or behind the front building façade of the primary structure unless otherwise stated in this UDO. This does not include fences that comply with this UDO.
 - e. Accessory structures within the residential districts that do not require a permit shall be located at or behind the front building façade of the primary structure unless otherwise stated in this UDO. This also includes swing sets, trampolines, and similar play structures.
4. Subordination.
 - a. Accessory structures shall be clearly subordinate in height, area, bulk extent, and purpose to the primary structure except in the industrial district.
 - i. The total cumulative square footage of the footprint area of all residential accessory structures cannot exceed seventy-five percent (75%) of the total square footage of the footprint area of the primary structure in the residential districts. Fences are not included in this calculation.
 - ii. No more than two (2) accessory structures (that require building permits) are permitted on a single parcel except in the industrial district.
 - b. Accessory structures shall not be erected prior to the primary structure or the establishment of the associated primary use (in the event a primary structure is not applicable). For accessory structures in the residential districts, a building permit may be issued at the discretion of the Administrator for an accessory structure at the same time as the primary structure, provided

construction on the primary structure begins within one (1) year of the issuance of the accessory structure permit.

5. Permits for Accessory Structures.

- a. **Permits Required for Accessory Structures.** Unless stated otherwise in this UDO, the following accessory structures are permitted in all zoning districts, require an ILP, and shall meet all applicable requirements of the UDO.

Accessory Structures that Require Permits	
<ul style="list-style-type: none">• accessory structures that are greater than 200 square feet in area (including barns, pole barns, bath houses, cabanas, carports, decks, garages, gazebos, greenhouses, enclosed patios, storage sheds, shelter houses, stables, etc.	<ul style="list-style-type: none">• fences• ponds and drainage installations• retaining walls (over 3 feet in height)• signs• storage containers, temporary• solar energy systems, accessory• swimming pools (in-ground and above-ground)• wind energy conservation systems, accessory• wireless communication facilities (free-standing and co-located)

- b. **Permits Not Required for Accessory Structures.** The following accessory structures are permitted in all zoning districts (unless stated above or otherwise in this UDO) and may be installed without an ILP. All accessory structures are still required to meet all applicable accessory structure standards and all other requirements of this UDO.

Accessory Structures that DO NOT Require Permits	
<ul style="list-style-type: none">• Accessory structures that are 200 square feet or less in area (including bird houses, mailboxes, small housing for domestic pets (excluding kennels)	<ul style="list-style-type: none">• landscaping• pavement not exceeding 100 cumulative square feet (i.e., patio slabs, sports courts, sidewalks, etc.)• poles/posts for lamps, sports courts, flags, etc.• retaining walls (3 feet or less in height)• swing sets and children's treehouses• utility installations for local/home services (cable, fiber, Wi-Fi)

6. Fences and Walls.

- a. Purpose. The purpose of these standards is to keep fences looking attractive as well as encouraging a positive impact on the privacy and security of residents in the community. The following shall apply to all fences and walls unless otherwise regulated within this UDO. These standards do not apply to retaining walls whose purpose is to provide structural support in grading and elevation changes.

Fence and Wall Standards	
Placement	<p>No fence or wall shall be</p> <ul style="list-style-type: none"> constructed or designed so that it creates a traffic hazard constructed or designed so that it is hazardous or dangerous to persons or animals placed within the sight triangle at intersections located within any type of easement (including drainage, access, utility, etc.) closer than 5 feet from any public right-of-way <p>Exclusions</p> <ul style="list-style-type: none"> Fences and walls do not need to comply with accessory structure setbacks and may be placed up to the property line. They may be placed on the property line with written affidavit of approval from the adjoining property owner(s). Temporary safety fencing and silt fencing for construction sites shall be exempt from these standards
Materials and Design	<p>Permitted materials:</p> <ul style="list-style-type: none"> Fences: brick, stone, wood, vinyl fence panels, ornamental iron, wrought iron, and wood split rail. Chain link and vinyl-coated chain link fencing is not permitted in the front yard Walls: brick, stone, masonry, and stucco <p>Prohibited Materials:</p> <ul style="list-style-type: none"> fabric, sheet/scrap metal, razor wire, barbed wire, plastic/fiberglass sheeting, plywood, concrete blocks, tires, pallet material, junk or discarded items, glass, sharpened spikes, electrified, or similarly hazardous or inappropriate materials as determined by the Administrator. <p>Design:</p> <ul style="list-style-type: none"> structural supports for any fence shall face inward <p>Exemptions:</p> <ul style="list-style-type: none"> underground pet fence systems
Height	<p>Front Yard:</p> <ul style="list-style-type: none"> The maximum height of a fence in a front yard shall be 3 feet (note that corner lots have 2 front yards) <p>Side and Rear Yard:</p> <ul style="list-style-type: none"> The maximum height of a residential fence in side and rear yards is 6 feet The maximum height of non-residential fence is 8 feet Fences surrounding recreational areas on private residential lots located in residential districts may be up to 8 feet in height. Fences used to enclose tennis courts, used as backstops for ball fields, or similar recreation facilities may be up to 12 feet in height. <p>Corner Lots: Fences located on a corner lot may comply with the maximum side yard fence height if ALL of the following are met:</p> <ul style="list-style-type: none"> The parcel abuts a parcel that is also a corner lot, and the rears of both primary structures are facing; The fence is located behind the front elevation of the primary structure; and The fence complies with all other standards for fences in side yards <p>Exemptions:</p> <ul style="list-style-type: none"> These standards do not apply to public recreational facilities or recreational areas outside of a residential district

C. Buffer yard and Landscaping Standards.

1. Purpose. Buffer yards, including the physical separation with distance and the visual separation with planting, fences, and/or walls, are designed to minimize or eliminate nuisances between adjacent land uses. Buffer yard units or distances are intended to act as a buffer from nuisances such as dirt, litter, noise, glare of lights, odor, signs, danger from fire or explosions, and unsightly building or parking areas.
2. Applicability. These standards shall apply to a parcel if any new primary structure is constructed after the initial adoption of this UDO.
3. General.
 - a. A landscape plan shall be submitted with each applicable application.
 - b. Each property owner is required to install and maintain a buffer yard, including all requirements, on their parcel with any new development, even if the developer on an adjacent parcel has also installed a buffer yard. If an adjacent property has already installed a buffer yard that includes a required wall or fence, then subsequent development shall only install the required plantings along this portion of property line.
 - c. Buffer yard requirements shall be applied to all sides of a parcel (front, side, and rear), including property lines abutting public rights-of-way. Fence and wall requirements shall not apply to front yards.
 - d. Buffer yard widths are not intended to be in addition to required setbacks. If required setbacks, as outlined in Chapter 2: Zoning Districts and Overlay Districts, are greater than the required buffer yard, the required setback shall still apply.
 - e. Any fraction of a buffer yard measurement shall be rounded up to the whole number.
 - f. If a parcel abuts a property outside the jurisdiction of the Plan Commission, the buffer yard requirements shall be based on the zoning district most comparable to that of this UDO and is at the discretion of the Administrator.
 - g. Buffer yards may contain natural water amenities or areas established for drainage, provided that planting requirements are still satisfied. Buffer yards may overlap with drainage and utility easements, but the required plantings and fences/walls must not be placed within the drainage and utility easements themselves.

4. Determination of Buffer yard Requirements. Buffer yards shall be required according to the following tables:

Minimum Buffer yard Requirements				
Zoning District of Proposed Use / Structure	Zoning District(s) of Adjacent Parcel	Minimum Buffer yard Width Required ^{1, 2}	Minimum Plantings Required Per 100 Linear Feet ³	Minimum Walls or Fences Required
HR	All Other Districts	N/A	N/A	N/A
PC, DB, & B	R & HR	20 feet	<ul style="list-style-type: none"> • 3 shade trees; • 9 ornamental or evergreen trees; and • 15 shrubs 	N/A
	All Other Districts	N/A	N/A N/A	N/A
LI	R & HR	75 feet	<ul style="list-style-type: none"> • 10 shade trees; • 20 ornamental or evergreen trees; and • 50 shrubs 	Fence or Wall (must be placed between the plantings and the proposed use/structure)
	All Other Districts	N/A	N/A	N/A
<p>1 - The buffer yard width is measured from the property line or right-of-way inward. If right-of-way is dedicated by written, recorded document, the width along that portion of the property shall be measured from the edge of pavement.</p> <p>2 - All buffer yard areas shall include groundcover (such as grass) or planting beds in all areas unless such ground cover is already established.</p> <p>3 - The number of plant units required is stated per 100 linear feet and is measured along the property line (including driveways). Plants listed as invasive species by the Indiana Department of Natural Resources (IDNR) cannot be used to satisfy the minimum planting requirements.</p>				

Planting & Installation Requirements	
Type	Minimum Size at Planting
Shade Tree	• 2" caliper, 8-foot height
Ornamental or Evergreen Tree	• 5-foot height
Shrub	• 18-inch height
Fence	• 6-foot height, wood or vinyl, solid opaque material/design
Wall	• 6-foot height, masonry, solid opaque material/design

5. Substitutions and Modifications.
- Any existing plant material which otherwise satisfies the requirements of this section may be counted toward satisfying all such requirements.
 - If the development on the adjacent use is existing, planned, or deed-restricted for solar access, ornamental or evergreen trees may be substituted for canopy trees in locations where canopy trees would destroy solar access.

- c. The Administrator has discretion to modify the width of the buffer yard and the location of plantings to accommodate rights-of-way, drainage easements, and utility easements. While the width of the buffer yard may include all or a portion of drainage easements, and utility easements, and plantings may be shifted or clustered so that they are not placed in these easements.
- 6. Maintenance.
 - a. All plant material that dies must be replaced within six (6) months so as to maintain the approved buffer yard and landscape plan.
 - b. All required elements of a buffer yard, width, plantings, fences, and/or walls must be maintained by the property owner at all times.
- 7. Use of Buffer yards. A buffer yard may be used for passive recreation. It may contain pedestrian, bike, or equestrian trails, provided that no plant material is eliminated, the total width of the buffer yard is not reduced, and all other regulations of the ordinance are met. In no event, however, shall permanent or temporary structures be permitted in buffer yards including ice-skating rinks, stables, swimming pools, and ball/tennis courts.
- 8. Ownership of Buffer yards. Buffer yards may remain in the ownership of the original developer of a parcel, or they may be subjected to deed restrictions and subsequently be freely conveyed, or they may be transferred to any consenting grantees, such as adjoining landowners, a park or forest preserve, or an open space or conservation group, provided that any such conveyance adequately guarantees the protection of the buffer yards for the purposes of this ordinance.
- 9. Buffer yard Between Like Uses. When a buffer yard is required, but the proposed use is similar to an existing, adjacent use in terms of land use, size, density, and lot size, the buffer yard may be reduced or omitted at the discretion of the Administrator. For example, a parcel is zoned commercial, but the existing use is residential. The Administrator's approval or denial to reduce or omit a buffer yard shall be made in writing, justifying the decision.

D. Driveway and Access Management Standards.

1. Purpose. The purpose of these standards is to ensure adequate installation of driveways and access to public rights-of-way that prevent and reduce the possibility for vehicular conflict and prevent drainage issues as well as damage to the existing rights-of-way.
2. Applicability. These standards apply to all zoning districts within the jurisdiction, unless otherwise noted.
3. Permits and Approvals Required.
 - a. All new, expanded, or modified driveways or access points onto INDOT roads must obtain a permit from the respective agency and shall coordinate with town.
 - b. All driveways must comply with the standards established by the applicable jurisdiction.
 - c. All driveways shall comply with the adopted standards for design and installation of culverts and mailboxes.
4. Driveway Separation and Location. Driveways must be adequately separated from roadway intersections and other driveways and cannot create traffic or safety hazards. Unless approved by the Administrator, the minimum separation between an intersection and any driveway shall comply with the following table:

Driveway Separation	
Road Classification ¹	Minimum Separation of Driveways ^{2,3}
Local Road/Another Driveway	80 feet
Major Collector/Minor Collector	120 feet
Principal Arterial or Minor Arterial	150 feet
<p>1 - Roadway classification shall be in accordance with the Comprehensive Plan.</p> <p>2 - Measured from the intersection of the roadway pavement (or intersection of the back of curb extended if rounded property corner) at the intersection.</p> <p>3 - If a driveway cannot meet the separation requirements from an intersection because of the parcel width, one (1) driveway is permitted at the furthest feasible point from the intersection.</p>	

5. Driveway Standards Based on Land Use.

Driveway Standards Based on Land Use.	
Agricultural Uses	<ul style="list-style-type: none">• Driveways serving agricultural uses, regardless of the zoning district, may be paved, gravel, or other compacted material
Residential Uses	<ul style="list-style-type: none">• Individual driveways serving a single-family or two-family dwelling must be paved.• Shared residential driveways may not serve more than 2 single-family dwellings or 2 two-family structures. Driveways that serve more than this shall be considered public roads and must be constructed in accordance with the applicable residential street standards.• Shared residential driveways shall have a 30-foot minimum easement and a maintenance agreement that is recorded and approved by the Administrator.

	<ul style="list-style-type: none"> • All residential driveways must be at least 20 feet in length between the primary structure and the nearest edge of sidewalk or edge of roadway if a sidewalk does not exist in order to accommodate adequate parking without a vehicle blocking the sidewalk or right-of-way
Multi-family, Commercial, and Industrial Use	<ul style="list-style-type: none"> • Driveways serving multi-family, commercial, and industrial uses in all districts shall be graded and surfaced with an all-weather paving material, such as asphalt, concrete, or other material that will provide equivalent protection against potholes, erosion, and dust, and must be constructed in accordance with the applicable industrial and commercial street standards. • All access easements for multi-family, commercial, and industrial development shall be recorded, grant the general public the right of access, and be approved by the Administrator. • All shared driveways for multi-family, commercial, and industrial uses shall be within an easement that is at least thirty (30) feet wide and have a written and recorded maintenance agreement with the parcels that access the private driveway. The agreement must be reviewed and approved by the Administrator

6. Access Standards.

- a. If a parcel that adjoins or includes an existing public road that does not conform to the minimum right-of-way dimension as established by the applicable street standards and/or the Comprehensive Plan, the property shall dedicate additional right-of-way width, regardless of if the parcel is subdivided or not, as required to meet this UDO and/or the Comprehensive Plan during the Development Plan application or Secondary Plat.
- b. The developer may be required to provide deceleration lanes, acceleration lanes, passing blisters, or other improvements to the public road system in order to mitigate impacts from their development when a development connects to an existing public road.
- c. Public and private roads shall align and connect with existing or planned roads and provide connections with adjacent property. Proposed roads must extend to the boundary line of the parcel to be developed, unless approved by the Administrator, to provide for normal circulation of traffic within the vicinity.
- d. Driveways cannot gain access directly from any Arterial or Collector roadway unless no other access is available.
- e. Developments must provide a vehicular connection between adjacent lots or parcels, or stub connections if adjacent sites are not developed, in order to encourage and facilitate circulation without directly accessing public streets.
- f. Sidewalks shall be installed by the property owner and conform with the standards outlined in Chapter 7: Subdivision Design Standards if the following occur:
 - i. If a new primary structure is built within the business, commercial, and industrial districts; or
 - ii. If a new primary structure is built within the residential districts on a parcel that is less than one (1) acre in size.

E. Lighting Standards.

1. Purpose. The purpose of these standards is to minimize the intrusion of lighting across property lines and to avoid disrupting the quality of life of residents.
2. Applicability. These standards apply to all zoning districts within the jurisdiction, unless otherwise noted.
3. General Lighting Standards.
 - a. All light fixtures shall be installed in compliance with Indiana Electrical Building Code.
 - b. In any district where provided, permanent outdoor lighting shall be of a design and size that is harmonious with the design of the building, the type of land use, and the type of adjacent land uses. All lighting fixtures within a single development must be consistent in style, design, height, size, and color throughout the development.
 - c. All lighting must be shielded with opaque material to prevent direct lighting on streets, alleys, and adjacent properties. Furthermore, all lighting elements used to cast light on building facades, features of buildings, or signs must have cutoff luminaires with “down lighting.”
 - d. Lighting fixtures for parking lots must all be consistent in color, size, height, and design. Furthermore, fixtures shall not exceed twenty-five (25) feet in height, and all lighting elements must have cutoff luminaires with “down lighting.”
 - e. Lighting from a property shall not cause significant illumination beyond the property line of that property.
 - f. Excessive brightness, flashing lights, and brilliant colors are not permitted, excluding seasonal displays.
4. Lighting Plan Required. A lighting plan shall be submitted if a development plan is required.
5. Exemptions.
 - a. Lighting used for landscaping, low wattage recessed lighting in eaves, low wattage carriage lights, ceiling mounted porch lights, and dusk-to-dawn lights no more than fifteen (15) feet above grade that are shielded downward.
 - b. All low wattage residential accent and landscape lighting fixtures having a maximum output of 1600 lumens (equal to one 100-watt incandescent light) per fixture.
 - c. All hazard warning lighting required by Federal and State regulatory agencies.
 - d. All temporary emergency lighting required by local law enforcement, emergency service, and utility departments.

- e. All traffic control and directional lighting.
- f. All underwater lighting used for the illumination of swimming pools and water features is exempt from the lamp type and shielding standards of this UDO.
- g. All lighting for temporary festivals and carnivals.

F. Parking and Loading Standards.

1. Purpose. The purpose of these standards is to require minimal parking standards, minimize risk to the natural environment, and minimize pedestrian and vehicular conflict in order to ensure public health, safety, and welfare.
2. Applicability. These standards apply to all zoning districts within the jurisdiction, unless otherwise noted. All parking standards (both paved and gravel lots) within this section shall be met if an ILP for a new primary structure is obtained or a new parking lot or loading area is constructed.
3. Permit Required for Parking and Loading Areas. All new parking lots and loading areas (gravel or paved) and/or the expansion of existing parking lots and loading areas (gravel or paved) for commercial and/or industrial uses shall require an ILP.
4. Maintenance. All parking areas, loading areas, and landscape islands shall be maintained in good condition and free of weeds, dirt, trash, and debris.

5. Parking Area Size and Design.

Parking Area Size and Design	
Required Parking Spaces	<p>All Uses</p> <ul style="list-style-type: none"> The number of spaces required is intended to provide a minimal or low threshold; additional parking is permitted that exceeds these minimums to adequately serve the development and anticipated residents, employees, and/or visitors Any fraction of a required parking space shall be rounded up to the whole number
	<p>Residential Uses</p> <ul style="list-style-type: none"> 2 parking spaces per dwelling unit shall be provided on-site for all residential uses. Spaces inside a garage shall be counted towards this requirement
	<p>Commercial, Industrial, and Institutional Uses</p> <ul style="list-style-type: none"> The minimum number of parking spaces required for commercial, industrial, and institutional uses shall be based on documentation provided by the applicant of the required parking for the specific use based on a reliable and reputable source that is approved by the Administrator.
Parking Area Design	<ul style="list-style-type: none"> With the exception of private/individual residential driveways and shared residential driveways from single-family and/or two-family dwellings, parking spaces and loading areas shall be located and constructed to prevent vehicles from maneuvering in the public right-of-way or backing into a public street, access way, or alley (no individual parking spaces shall gain direct access onto a public right-of-way) All parking spaces and loading areas shall maintain a setback of 10 feet from property lines and rights-of-way. Parking spaces and loading area may encroach into the required front, side, and rear yard setbacks. Parking areas and loading areas must be paved. Parking spaces shall be provided with curbing, bumper guards, or wheel stops along the perimeter of the parking area so that no part of a parked vehicle will extend beyond the boundary of the parking area. Any use which fronts upon and utilizes access to a primary or secondary arterial shall provide and utilize a common frontage or access lane for the purpose of access, parking, and loading where feasible. All paved parking areas and loading areas shall be striped and channelized as appropriate. Paved parking spaces shall be marked, and access lines clearly defined, including directional arrows to guide internal movement and directional signs, as necessary. Gravel parking spaces and lots are not required to be striped and channelized but shall provide directional signs to guide internal movement. All parking areas shall conform to state and federal requirements regarding handicap accessibility and must comply with all applicable ADA requirements
Lighting	<ul style="list-style-type: none"> Lighting shall be in accordance with Chapter 3, Section E: Lighting Standards

Parking Space Dimensions		
Parking Space Type	Minimum Dimension	
90 Degree Parking Minimum Space Size	<ul style="list-style-type: none"> • 10 feet x 20 feet • Handicap spaces must conform with state/federal requirements 	
Parallel Parking Minimum Space Size	<ul style="list-style-type: none"> • 9 feet x 22 feet 	
Parking Aisles Minimum Size	0 Degrees	<ul style="list-style-type: none"> • 10 feet (One-Way) • 18 feet (Two-Way)
	30 Degrees	<ul style="list-style-type: none"> • 11 Feet (One-Way) • 20 Feet (Two-Way)
	45 Degrees	<ul style="list-style-type: none"> • 13 Feet (One-Way) • 21 Feet (Two-Way)
	60 Degrees	<ul style="list-style-type: none"> • 18 Feet (One-Way) • 23 Feet (Two-Way)
	90 Degrees	<ul style="list-style-type: none"> • 24 Feet (One-Way or Two-Way)

6. Loading Area and Berth Design.

Loading Area and Berth Size and Design	
Berth Size	<ul style="list-style-type: none"> • All uses that transport goods by truck delivery shall provide loading berth(s) that are a minimum of 12 feet by 45 feet with a 14-foot height clearance.
Setbacks from Residential Uses	<ul style="list-style-type: none"> • Loading and unloading berths must be a minimum distance of 100 feet from the nearest residential use (measured from the property line)
Lighting	<ul style="list-style-type: none"> • Lighting shall be in accordance with Chapter 3, Section E: Lighting Standards

7. Parking Landscaping and Screening.

- a. Parking lot islands and landscaping shall be provided for all parking lots with ten (10) or more on-site parking spaces in accordance with the table below.
- b. Plantings shall not impede traffic safety or obstruct driveways or public road sight distance, including any sight triangle.
- c. Trees and shrubs shall comply with Chapter 3, Section C: Buffer yard and Landscaping Standards unless otherwise specified in this chapter.
- d. All required landscape areas shall be covered in plantings, ground cover, or non-living permeable material, such as mulch.

Parking Lot Islands & Landscaping Required	
Minimum Island Number and Locations	<ul style="list-style-type: none"> • End of every parking row; and • At least every 15 spaces (no more than 15 spaces in a row)
Minimum Island Dimensions ¹	<ul style="list-style-type: none"> • 8 feet by 16 feet; and • Bordered by a concrete curb on at least 2 sides
Minimum Island Landscaping ²	<ul style="list-style-type: none"> • 1 canopy tree and 3 shrubs per island; and • Ground cover, mulch, or stone
Minimum Perimeter Landscaping	<ul style="list-style-type: none"> • A 5-foot landscape area is required year-round that screens at least 75% of the perimeter of all parking areas (at 3 years after installation) through one of the following: <ul style="list-style-type: none"> ○ Evergreen Shrubs: At least 24 inches in height when installed with at least 4 feet height at maturity (clustering preferred) ○ Combination of Mounding, Ground Cover, and Shrubs: Mounding shall undulate between 2 and 4 feet in height with shrubs that are at least 18 inches when planted and located on the mound at a ratio of 1 shrub per 5 feet linear feet (clustering preferred) ○ Fences and Walls: Solid and opaque screen made of a permitted fence/wall material. ○ Berm: Maximum slope of 3:1 with ground cover or plantings. • Screening must be at least 4 feet in height • Located within 5 feet of the edge of the parking area
<p>1-Landscape islands that are integrated into a perimeter area shall be considered a landscape island if bordered by parking on at least one side and a concrete curb on at least two sides</p> <p>2-Plantings located in islands shall not count towards required plantings in Chapter 3, Section C: Buffer yard and Landscaping Standards.</p>	

8. Shared Parking Lots.

a. Shared Parking Permitted.

- i. Shared parking lots are permitted only for commercial, industrial, and institutional uses.
- ii. Shared parking may be provided for separate uses that are located on separate parcels, provided the total number of spaces is not less than the minimum number of spaces required for each use.

b. Shared Parking Agreements Required.

- i. Any development or parcels with shared parking shall have a written and recorded shared parking agreement that is signed by all property owners. The agreement shall be perpetual and outline provisions for easements (if applicable), maintenance, snow removal, ownership, and liability.
- ii. Shared parking agreements must be reviewed and approved by the Administrator.
- iii. If a shared parking agreement expires or otherwise terminates, each use must provide the minimum required parking on-site or through a new shared parking agreement.

c. Maintenance. Shared parking areas, loading areas, and landscape islands shall be maintained in good condition and free of weeds, dirt, trash, and debris.

9. Drive-through Stacking Design.

- a. Uses that have a drive through for any reason shall provide off-street stacking areas in addition to the required parking spaces.
- b. The applicant shall provide a minimum of four (4) stacking spaces per drive through lane.
- c. Each stacking space shall be a minimum of eight (8) feet in width and eighteen (18) feet in length. Stacking spaces cannot include or impede any driveway, aisle, or other circulation area.
- d. All stacking shall occur on the same parcel. No vehicles shall be permitted to wait, stack, or idle within a public or private road or right-of-way.

G. Sign Standards.

1. Purpose. The intent of these sign standards is to avoid the proliferation of signage; to encourage signs to be compatible with the scale of buildings and the surrounding area; to maintain and enhance the aesthetic environment of the community; to eliminate potential hazards to motorists and pedestrians resulting from sign clutter; and to promote the health, safety, and welfare of the citizens.
2. Applicability. These standards apply to all new or expanded signs within all zoning districts. Routine maintenance does not require signs that are legally non-conforming after the adoption of this UDO to come into compliance. However, if a sign is modified, changed, or altered (other than routine maintenance), it shall then comply with all regulations of this UDO unless a variance is granted by the BZA.
3. Permit Required.
 - a. Except as otherwise provided herein, it shall be unlawful for any person to erect, construct, enlarge, move, or convert any sign structure without first obtaining an ILP.
 - b. Sign maintenance that replaces any portion of the sign that does not change any dimension, color, location, or other feature does not require an ILP. If an existing sign is replaced in whole, an ILP is required.
 - c. All signs located along or within state-owned right-of-way shall obtain proper permits and/or authorization from INDOT prior to obtaining an ILP from the jurisdiction.
4. Inspection. Any sign that requires an ILP may be inspected periodically by the Administrator for compliance with this UDO and other codes of the jurisdiction or state.
5. Removal of Signs. The Administrator may order the removal of any illegal sign erected or maintained in violation of this UDO or any previous ordinance. A thirty (30) day written notice describing the violation and ordering either the removal of the sign or requiring the sign to be brought into compliance shall be given to the owner and/or business operator. No notice shall be given for temporary signs or portable signs. The Administrator may remove a sign immediately and without notice if the condition of the sign presents an immediate threat to the safety of the public. Any cost associated with signs removed pursuant to the provisions of this UDO, shall be reimbursed by the property owner and/or owner of said sign. Should said sign not be claimed and retrieved within five (5) days of its removal, it may be disposed of in any manner deemed appropriate by the Administrator.
6. Maintenance. All signs and sign components shall be kept in good repair and in safe, neat, clean, and attractive condition. If a sign is not maintained as determined by the Administrator, a written notice will be given to the owner, business operator, and/or lessee of the property and/or sign. Thirty (30) days' written notice shall be given to the owner, business operator, and/or lessee of the

property to comply with the regulations. After thirty (30) days, if the owner/business operator fails to comply, penalties shall be imposed according to Chapter 5, Section G: Complaints, Violations, and Remedies.

7. Abandoned Signs.

- a. A sign shall be considered abandoned if it is located on a parcel with a use that has not been in operation for twelve (12) consecutive months or if the sign has not been adequately maintained or repaired.
- b. All signs, their mountings, and related components shall be removed by the owner or lessee of the premises upon which the signs are located when a business is no longer conducted on the premises. If the owner or lessee fails to remove the sign, the Administrator shall give the owner thirty (30) days written notice to remove it. Upon failure to comply with this notice, the Administrator may remove the sign. Any cost associated with sign removal pursuant to the provisions of this UDO shall be reimbursed by the owner of said sign. Should said sign not be claimed and retrieved within fifteen (15) days of its removal, it may be disposed of in any manner deemed appropriate by the Administrator.

8. Sign Illumination. All sign illumination must meet the standards as specified in the State Electrical Code, as adopted, and amended by the State of Indiana. In addition, all illuminated signs shall comply with the following standards:

- a. No sign shall have blinking, flashing, rotating, revolving, or fluttering lights, nor shall any device be utilized which has a changing light intensity, brightness of color, or give such illusion.
- b. All illuminating elements shall be kept in satisfactory working condition and immediately repaired or replaced if damaged or burned out.
- c. All electrical wiring for permanent signs shall be in conduit.
- d. The direct or reflected light from a primary light source shall not create a traffic hazard for operators of motor vehicles on public and/or private roadways.
- e. The light from any illuminated sign shall be so shaded, shielded, or directed such that the light intensity or brightness does not negatively impact the surrounding properties.
- f. Electronic signs shall be equipped with an automatic dimming mechanism to reduce illumination intensity between sunset and sunrise.

9. Exempt Signs. The following are exempt from all provisions of the sign standards set forth in this section. If any exempt sign contains components that would otherwise be regulated in this section, they are not considered exempt signs.

- a. Street Address Signs. Street address sign to provide adequate property identification that does not exceed two (2) square feet in total sign structure size.
 - b. Flags. Flag of any country, state, unit of local government, institution of higher learning, or similar institutional flags.
 - c. Building or Site Identification Signs. Name of buildings, date of erection, monumental citations, historical interest, commemorative or memorial tablets, and similar identification when carved into stone, concrete, or similar material or made of bronze, aluminum, or other permanent type construction that are smaller than two (2) square feet in total sign structure size.
 - d. Public Notice, Regulatory, or Safety Signs. Information for the public's interest that are erected by or on the order of a local, state, or federal law or intended to provide a public notice (such as rezoning, government) and regulatory or safety notices (such as no trespassing, directional, ingress/egress, and traffic)) that are smaller than four (4) square feet in total sign structure size.
 - e. Decorations. Temporary decorations customarily associated with a national, local, or religious holiday and are displayed for not more than sixty (60) consecutive days.
 - f. Non-visible Signs. Signs that are not visible from any public or private right-of-way or any adjacent parcel.
 - g. Utility Signs. Marking utility locations, cables, lines, and similar notices for public and private utilities that are smaller than two (2) square feet in total sign structure size, except if determined to be a hazard by the Administrator.
10. Prohibited Signs. The following types of signs are expressly prohibited in all zoning districts. Any sign that is not expressly permitted in this UDO is also considered prohibited.
- a. Animated Signs. Flashing, blinking, fluttering, or using any motion picture, laser, or visual projection of images or copy or that change light intensity or brightness.
 - b. Emitting Signs. Emit audible sound, odor, or visible matter.
 - c. Human Signs. Worn or held by a person, unless located on-premise, outside of the right-of-way, and during business hours.
 - d. Imitation Signs. Emulate emergency service vehicles, road equipment, or traffic signs (such as Stop, Slow, or Caution).
 - e. Obscene Signs. Display or convey obscene matter as defined in IC 35-49-2.
11. Prohibited Sign Locations. All signs are prohibited within the following locations unless otherwise stated in this UDO.

- a. Right-of-way: Within any right-of-way unless authorized by the Administrator and/or INDOT, including signs located on any traffic control device, street sign, tree, utility pole, or similar location unless identified as an Exempt Sign in subsection 9 above.
- b. Obstruction: Obstruct any door, fire escape, stairway, or any opening intended to provide entry or exit from any building or structure or that hide from view any traffic or roadway sign, signal, or device.
- c. Vision Clearance: Obstruct a sight clearance or be placed within the sight triangle of any intersection or driveway.
- d. Setback: Within ten (10) feet of any property line. Signs are permitted to be located within a required front, side, or rear yard setback.

12. Election Period.

- a. The standards for maximum size and maximum number of signs contained in this chapter do not apply to any sign that does not exceed thirty-two (32) square feet in area during the election period, pursuant to IC 36-1-3-11. The election period is defined as the time period that begins sixty (60) days before an election and until the 6th day after an election. Note that the statute applies to any election as defined in IC 3-5-1-2: primary and general elections, municipal elections, school district elections, and any special election as provided by law.
- b. Signs shall not be placed within the right-of-way or within ten (10) feet of the right-of-way.
- c. Permission must be obtained from the property owner before a sign is placed on private property.

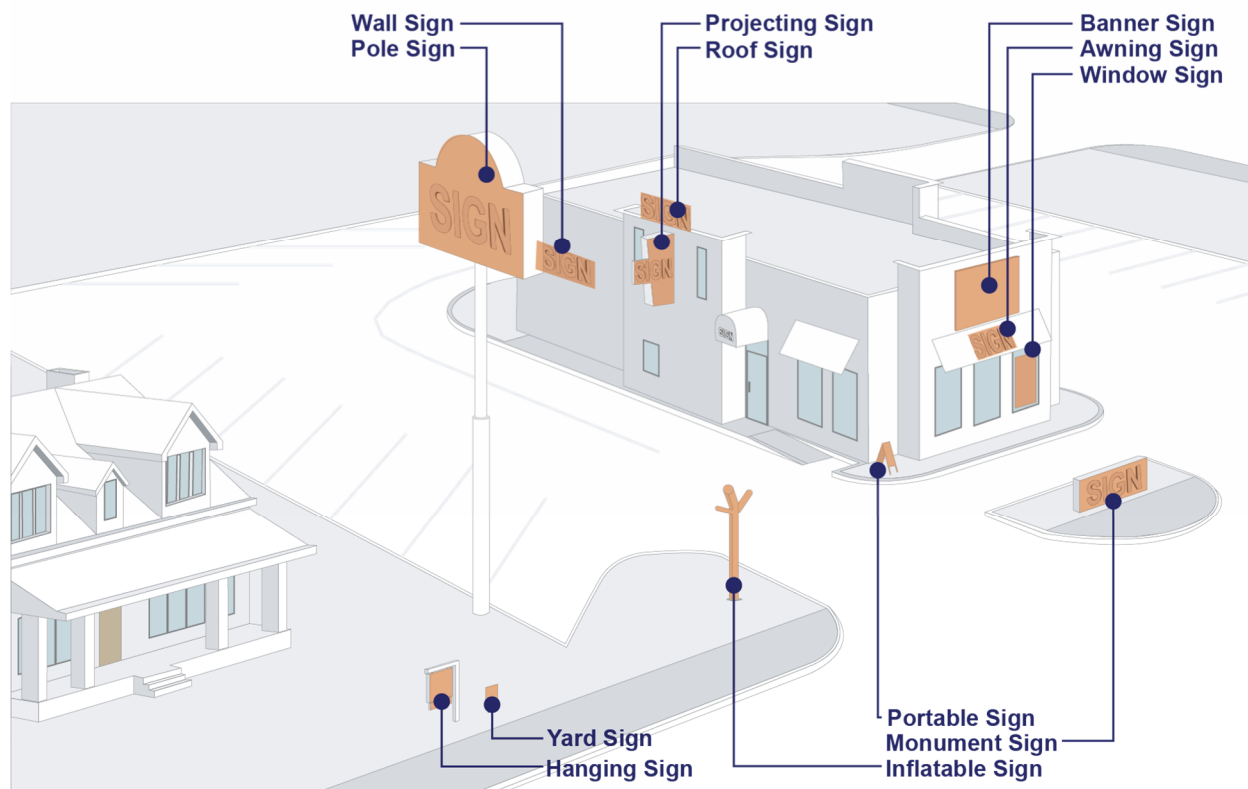


Figure 3.1 Types of Signs

13. Permitted Temporary Signs. The following Temporary Signs shall be allowed, provided the respective development standards in Chapter 2: Zoning Districts and Overlay Districts are met.

Permitted Temporary Signs: Residential Districts	
Permitted Types	<ul style="list-style-type: none"> • Hanging • Monument • Yard
Size	<ul style="list-style-type: none"> • Maximum of 16 sq ft of sign face per sign per side
Quantity	<ul style="list-style-type: none"> • Maximum of 2 per parcel but cannot exceed a total 32 sq ft of sign face for all temporary signs
Height	<ul style="list-style-type: none"> • Maximum structure height of 5 feet
Duration	<ul style="list-style-type: none"> • While the property is for sale or lease • While a project is under construction • 30 consecutive days but no more than twice in a calendar year
Additional Standards	<ul style="list-style-type: none"> • EVMS or EVMS components are not permitted • Permit: No ILP is required
Permitted Temporary Signs: All Other Districts	
Permitted Types	<ul style="list-style-type: none"> • Awning • Banner • Hanging • Inflatable • Monument (Ground) • Portable (Bench, Sidewalk/Sandwich Board, Vehicle) • Pole • Projecting • Roof • Wall (Mural) • Window • Yard
Size	<ul style="list-style-type: none"> • Maximum of 16 sq ft of sign face per sign per side
Quantity	<ul style="list-style-type: none"> • Maximum of 2 per parcel but cannot exceed a total 32 sq ft of sign face for all temporary signs • For multi-tenant buildings, the number of signs permitted shall be determined by the Administrator
Height	<ul style="list-style-type: none"> • Maximum structure height of 15 feet
Duration	<ul style="list-style-type: none"> • While the property is for sale or lease • While a project is under construction • 30 consecutive days but no more than twice in a calendar year
Additional Standards	<ul style="list-style-type: none"> • EVMS or EVMS components permitted without flashing lights • Permit: No ILP is required

14. Permitted Permanent Signs. The following Permanent Signs shall be allowed, provided the respective development standards in Chapter 2: Zoning Districts and Overlay Districts are met. An ILP is required unless otherwise specified.

Permitted Permanent Signs: Residential Districts			
Permitted Types	<ul style="list-style-type: none">• Monument (Ground)¹• Wall		
Size	<ul style="list-style-type: none">• Monument: Maximum of 32 sq ft of sign face per side• Wall: Maximum of 1 sq ft per parcel		
Quantity	<ul style="list-style-type: none">• Monument: Maximum of 2 signs per vehicular entrance to a subdivision or residential complex• Wall: Maximum of 1 sign per parcel		
Height	<ul style="list-style-type: none">• Monument: Maximum structure height of 6 feet		
Location	<ul style="list-style-type: none">• Monument:¹ Only located at vehicular entrance to subdivision or residential complex• Wall: Must be placed on primary structure		
Additional Standards	<ul style="list-style-type: none">• EVMS or EVMS components are not permitted• Wall: No illumination• Permit: ILP is required for Monument Signs; No ILP is required for Wall Signs.		
1 – Monument signs are only permitted at each entrance for a residential development (such as single-family subdivision, townhome development, or apartment complex); monument signs are not permitted for individual dwellings or structures. They must be located in a dedicated easement or common area dedicated to homeowner's association if located in residential subdivision.			
Permitted Permanent Signs: All Other Districts			
Permitted Types	<ul style="list-style-type: none">• Awning• Hanging	<ul style="list-style-type: none">• Monument (Ground)²• Pole²	<ul style="list-style-type: none">• Projecting• Wall (Mural)• Window
Size	<ul style="list-style-type: none">• PC & B: Maximum of 200 sq ft cumulative area per parcel for all signs, but no single sign shall be more than 50sq ft¹• DB: Maximum of 100 sq ft per structure for all signs, but no single sign shall be more than 50 sqft¹• LI: Maximum of 400 sq ft cumulative area per parcel for all signs, but no single sign shall be more than 80 sqft¹		
Quantity	<ul style="list-style-type: none">• PC & B: Maximum of 4 per parcel with a maximum of 1 pole sign• DB: Maximum of 2 per structure²• LI: Maximum of 5 per parcel with a maximum of 1pole sign		
Height	<ul style="list-style-type: none">• Pole signs and monument signs shall be no more than 6 feet tall²		
Placement	<ul style="list-style-type: none">• Awning, Projecting, Wall, and Window: Must be placed on the primary structure		
Additional Standards	<ul style="list-style-type: none">• Awning, Projecting, Wall, and Window: EVMS or EVMS components are not permitted• Projecting:<ul style="list-style-type: none">• Lowest point of sign shall be no less than 8.5 feet above grade level except for the supporting building, structure, or column.• Sign shall not extend more than 4 feet beyond its supporting structure.• Sign shall not extend into the right-of-way unless approved by the Administrator.• Wall: No illumination• Permit: ILP is required except window sign if not illuminated and less than 50% of the window area		
1 – Maximum cumulative sign face only includes the sign face and excludes the total sign area/sign structure. See Chapter 10: Definitions.			
2 – In the DB district, pole signs and monument signs are not permitted.			

H. Storage Standards.

1. Purpose. The standards in this section are intended to reduce visual obstruction and nuisance to nearby property owners as well as preventing unsafe conditions to ensure the health, safety, and welfare of residents.
2. Applicability. These standards apply to outdoor storage in all zoning districts within the jurisdiction, unless otherwise noted.
3. Stored Vehicles and Trailers.
 - a. Location. Stored vehicles, where permitted, shall not encroach on the right-of-way or setbacks, and shall not block or impede an access easement.
 - b. Inoperable. Automotive vehicles, recreational vehicles, or trailers of any type without current license plates or in an inoperable condition are not permitted to be stored outside of an enclosed structure. For areas inside of the town limits, see the nuisance ordinances for the Town of Thorntown.
 - c. Recreational Vehicle (RV) and Watercraft Storage.
 - i. All Districts. Stored recreational vehicles and watercraft shall not be hooked up to water, sewer/septic, or electricity except for the purpose of prepping the vehicle for use or cleaning the vehicle after use and for no more than seventy-two (72) hours. Stored RVs shall not be occupied for sleeping or living.
 - ii. Residential Districts. No more than two (2) recreational vehicles and/or watercraft per parcel that are visible from any public right-of-way, private road, or adjacent parcel shall be stored outdoors. Additional recreational vehicles may be stored within an enclosed building or in areas that are not visible from the areas previously noted. Recreational vehicles and watercraft must have current plates and be in operable condition.
 - iii. Business, Commercial, and Industrial Districts. Recreational vehicles and/or watercraft shall not be stored unless allowed as a Permitted Use or a Special Exception Use as outlined in Chapter 2: Zoning Districts and Overlay Districts.
4. Temporary Storage Containers.
 - a. Applicability.
 - i. These standards apply to temporary storage containers as defined in Chapter 10: Definitions. Any structure or container that is attached or anchored to a permanent foundation in conformance with the appropriate building code(s) and in compliance with

manufacture's installation specifications is considered an accessory structure (permanent) and not a temporary storage container.

- ii. Unless otherwise specified, all storage containers that are placed for more than six (6) months shall be considered a permanent accessory structure unless used for active construction on-site, and therefore, shall be attached or anchored to permanent foundation in conformance with the applicable sections of this UDO, the appropriate building code(s), and be in compliance with manufacture's installation specifications.
- b. Permits. An ILP is not required for temporary storage containers.
- c. District Standards.
 - i. Residential Districts. A maximum of one (1) temporary storage container per parcel is permitted if the following conditions are met.
 - (a) On-site for a maximum of sixty (60) consecutive days;
 - (b) Located on the driveway or to the rear or side of the primary structure; and
 - (c) Does not exceed one hundred and sixty (160) cubic feet in area.
 - ii. Business, Commercial, and Industrial Districts.
 - (a) A maximum of two (2) temporary storage containers are permitted per parcel.
 - (b) Temporary storage containers are permitted in a front, side, and/or rear yard for no more than six (6) months in a calendar year or during active construction on-site.
- d. Each container cannot exceed three hundred and twenty (320) cubic feet in area.

I. Structure Standards.

1. Purpose. The purpose of these standards is to prevent unsafe conditions while encouraging compatible development to ensure the health, safety, and welfare of residents.
2. Applicability. These standards apply to all structures, unless legally non-conforming, in all zoning districts within the jurisdiction, unless otherwise noted.
3. General.
 - a. All new structures require an Improvement Location Permit (ILP), including primary structures, accessory structures that are larger than two hundred (200) square feet, all accessory structures with a permanent foundation (regardless of size), manufactured homes (permanent and temporary occupancy), and temporary structures.
 - b. All new structures shall be built to conform with all standards set forth in this UDO.
 - c. All new structures, excluding accessory structures, shall be oriented towards the highest classification of roadway unless within a platted major residential subdivision. The Administrator may have discretion to provide relief from this requirement upon a request in writing from the applicant.
4. Structure Height Exemptions. The following structures are exempt from the height standards of the underlying zoning district.
 - a. Agricultural structures as necessary for its operation;
 - b. Wind turbines;
 - c. Spires or church steeples;
 - d. Cellular towers; and
 - e. Industrial appurtenances.
5. Relocation or Moving Structures. Structures that are moved or relocated from one parcel to another parcel shall not be moved unless the structure and placement of that structure conforms with the standards of the underlying zoning district and all standards of this UDO,
6. Temporary Structures. Temporary construction trailers or similar structure may be permitted on a project site in a non-residential zoning district during the construction period for the use of security, storage, of office space. An Improvement Location Permit (ILP) is required and would be valid for twelve (12) months. It may be renewed up to two additional six (6) month time periods, if necessary, if construction has not been completed. Permit fees are applicable to renewals.
7. Manufactured Homes.

- a. Permanent Occupancy. Manufactured homes may be permanently occupied when located in any district where a single-family dwelling is permitted provided the following requirements are met:
 - i. The manufactured home is built to the Manufactured Home Construction and Safety Standards (HUD Code) and displays a red certification label on the exterior of each transportable section.
 - ii. The development standards for the respective zoning district, including minimum square footage, are met as established in Chapter 2: Zoning Districts and Overlay Districts.
 - iii. The structure is attached and anchored to a permanent foundation in conformance with the appropriate building code and with manufacturer's installation specifications.
 - iv. The entire area between the floor joists of the structure and the underfloor grade is completely enclosed (skirted) in accordance with the terms of the appropriate building code; the manufacturer's installation specifications; and requirements set forth by the Indiana Administrative Building Council.
 - v. The structure possesses all necessary building, water, and sewage disposal permits prior to placement of the structure upon the lot.
 - vi. The hitches are removed.
 - vii. The front door faces the primary street from which it gains access.
 - viii. The structure is covered with an exterior material and roof material customarily used on site-built structures.
 - ix. The manufactured home is no more than ten (10) years in age when structure is initially placed on the lot.
- b. Temporary Occupancy. Temporary residential occupancy of a manufactured home is permitted during construction of a single-family dwelling on the same parcel provided the following requirements are met:
 - i. An ILP is obtained for placement of the manufactured home and an ILP for the single-family dwelling to be constructed on the same parcel has also been issued.
 - ii. Temporary occupancy of the manufactured home is limited to one (1) year and may be renewed for up to two (2) additional six (6) month periods if construction has been started but is not completed.
 - iii. The manufactured home is built to the Manufactured Home Construction and Safety Standards (HUD Code) and displays a red certification label on the exterior of each transportable section.

- iv. The manufactured home is served by the same address, water supply, and sewage facilities serving the dwelling under construction. If the dwelling under construction utilizes a septic system, approval shall be subject to the Health Department.
 - v. The manufactured home shall remain on its wheels and shall not be placed on a permanent foundation.
 - vi. Applicable development standards of the underlying zoning district are met with the exception of minimum living area.
 - vii. Occupancy of the manufactured home is restricted to relatives, persons employed in the care of the property owner (employed on the premises of the property owner), or the owner of the property who is constructing a permanent dwelling.
 - viii. The manufactured home shall be tied down per the requirements of the Indiana One- and Two-Family dwelling code and the manufacturer's recommendation.
 - ix. The manufactured home must be removed from the property within thirty (30) days of the issuance of the primary structure's Certificate of Occupancy.
8. Recreational Vehicles (RVs).
- a. Permanent Occupancy Prohibited. Recreational vehicles are designed only for recreational use and are not built to HUD manufactured home standards. Therefore, recreational vehicles are not permitted to be used for residential occupancy outside of a campground or an RV park approved by the Indiana State Department of Health (IDOH).
 - b. Recreational Occupancy. A recreational vehicle may only be used for recreational purposes outside of a campground or RV park provided the following conditions are met:
 - i. The RV is occupied for recreational purposes only (no permanent occupancy) and shall not exceed fourteen (14) consecutive days, twice per calendar year (serial occupancy is prohibited at the discretion of the Administrator);
 - ii. No more than one (1) RV may be occupied on a single parcel;
 - iii. All development standards in Chapter 2: Zoning Districts and Overlay Districts are met;
 - iv. The RV cannot be served by permanent utilities;
 - v. No permanent structures are attached to the RV; and
 - vi. The RV is fully licensed and ready for highway use (defined as being on its wheels or jacking system; is attached to the site only by quick disconnect type utilities and security devices; and has no permanently or semi-permanently attached additions or structures).

- c. Storage. A recreational vehicle may be stored according to Chapter 3, Section H: Storage Standards but shall not be connected to any utilities (electric, water, sewage, etc.) or occupied at any time while stored.

J. Trash and Dumpster Standards.

1. Intent. The purpose of this district is to prevent access to and visibility of trash that is stored outside to ensure the health, safety, and welfare of residents.
2. Applicability. Any new outdoor, non-pedestrian trash receptacle, dumpster, compactor, or similar non-pedestrian trash containers placed after the effective date of this UDO shall meet the following standards.
3. Location. All outdoor trash containers governed by this section shall:
 - a. Comply with all development standards outlined in Chapter 2: Zoning Districts and Overlay Districts;
 - b. Be located on private property on which they serve and in no case shall it be located in the public right-of-way;
 - c. Be located in a side yard or rear yard (must be behind the front façade of the primary structure); and
 - d. Not be placed within the street without approval of the Town Council.
4. Screening. Non-pedestrian outdoor trash receptacles and dumpsters must be completely screened with vegetation, masonry wall, and/or opaque fencing so it is not visible from any public right-of-way or adjacent parcel during any time of the year. Gates must remain closed unless the receptacles are being accessed.
5. Temporary Trash Receptacles. Dumpsters associated with demolition or construction shall remain on-site no longer than two (2) weeks prior to construction or demolition and no longer than two (2) weeks following the completion of construction or demolition. Temporary trash receptacles shall meet all setback requirements and development standards of the underlying zoning district but do not require screening.