

CHAPTER 806

ZONING ORDINANCE: OFF-STREET PARKING AND LOADING

806-1. Purpose and Scope

The provisions of this chapter are established to relieve and/or prevent traffic congestion in the streets, to minimize any detrimental effects of off-street parking areas on adjacent properties, and to ensure the proper and uniform development of parking areas throughout the County Jurisdictional Area.

806-2. Parking and Loading Requirement

The provisions of this chapter shall apply to situations detailed below:

- (A) All buildings or structures erected or substantially altered and all uses of land or buildings and structures established or changed after the adoption of this ordinance.
- (B) Whenever a building or structure constructed before the effective date of this ordinance is changed or enlarged in floor area, number of employees, number of housing units, seating capacity or otherwise, and such change or enlargement creates a need for additional parking spaces. In these cases, the number of additional spaces to be provided shall be based on the extent of the enlargement or change, provided that whenever a building or structure existing prior to the effective date of this ordinance is enlarged to the extent of fifty percent (50%) or more in floor area, number of employees, number of housing units, seating capacity or otherwise, said building or structure shall then and thereafter comply with the full parking requirements set forth in this chapter.
- (C) Accessory off-street parking facilities in existence on the effective date of this ordinance and located on the same parcel as the building, structure or use served shall not hereafter be reduced below or, if already less than, shall not be further reduced below the requirements for a similar building, structure or use under this ordinance.

806-3. General Parking Regulations

- (A) The required off-street parking spaces for any number of separate buildings, structures or uses may be provided collectively on one lot, provided that total number of such spaces shall be not less than the sum of requirements for the various individual buildings, structures or uses computed separately in accordance with this ordinance.
- (B) When two (2) or more uses are located within the same building or structure, off-street parking spaces equal in number to the sum of the separate requirements for each use shall be provided.
- (C) Subsections (A) and (B) above notwithstanding, two (2) or more non-residential uses may jointly provide and use off-street parking spaces when their hours of operation do not normally overlap, subject to the requirements of Section 806-6.
- (D) All off-street parking spaces required by this ordinance shall be used only for the parking of vehicles of occupants, patrons, visitors or employees and shall not be

used for any kind of loading, sales or servicing, or for the continuous storage of a vehicle for more than forty-eight (48) hours.

- (E) Any parking area to be used by employees or visitors shall provided parking spaces and associated access aisles designated, marked, and located to adequately accommodate the disabled. Accessible spaces shall be provided in sufficient numbers and to the specifications of the Americans with Disabilities Act (ADA) and the Indiana Building Code (IBC). Each accessible or van accessible parking space shall be located adjacent to an access aisle and in close proximity to the entrance(s) most accessible for the disabled. The required number and sizes of such spaces shall be provided regardless of any other provisions of these regulations or of any reduction in parking requirements otherwise approved by the Commission or the Board.

806-4. Parking Development Standards

(A) Locational Standards

- (1) Off-street parking spaces for all residential uses shall be located on the same lot as the residential structure or on a lot adjacent to the lot on which the residential structure is located.
- (2) Off-street parking spaces for commercial, industrial or institutional uses shall be located not more than seven hundred (700) feet from the principal use building.
- (3) Off-street parking spaces may be located in any yard, subject to applicable setback standards. However, parking spaces may not be located on the shared portions of shared driveways.
- (4) Off-street parking areas, except those serving single-family detached dwelling units, shall be set back from all public rights-of-way lines a minimum of ten (10) feet. Any such areas abutting a zone or use with a more restrictive setback shall comply with the more restrictive setback.

- (B) Parking Space Dimensions.** Off-street parking spaces shall have minimum rectangular dimensions of not less than nine (9) feet in width and eighteen (18) feet in length, except that parallel parking spaces shall be at least twenty-four (24) feet in length. Not more than ten (10) percent of the required parking spaces may be compact stalls with minimum rectangular dimensions of not less than eight (8) feet in width and sixteen (16) feet in length. Each such space shall have vertical clearance of at least seven (7) feet. All dimensions shall be exclusive of obstructions and of driveways, aisles, and other circulation areas.

(C) Parking Space Access

- (1) Each required off-street parking space shall open directly upon an aisle or a driveway of such width and design as to provide safe and efficient means of vehicular access to such parking space. The following minimum aisle or driveway width standards shall apply: twenty-five (25) feet wide for ninety (90) degree parking; twenty (20) feet wide for sixty (60) degree parking; twenty (20) feet wide for forty-five (45) degree parking; and fifteen (15) feet wide for parallel parking.

- (2)** Clearly defined driveways shall be provided for ingress and egress to off-street parking areas in accordance with the following standards:

Driveway Standard	Single & Two-Family Residential (feet)	Multi-Family Residential & Non-Residential (feet)
Maximum width at property line	22	40
Minimum distance from interior lot line	0	12*
Minimum distance from street intersection	30	50
Space between two drives on the same property	24	40
Radius of curb return:		
Minimum	5	5
Maximum	15	20

* Drives may be located at property line in the case of shared driveways

- (3)** All areas devoted to off-street parking shall be designed to prevent traffic congestion on adjacent streets. Whenever possible, the number of traffic access points for uses fronting on arterial streets shall not exceed one (1) per three hundred (300) feet. Where direct access to an off-street parking area is provided by an arterial or federal aid secondary road, acceleration and deceleration lanes shall be provided on both sides of the access road in accordance with AASHTO standards.

- (4)** All areas devoted to off-street parking shall be designed so that no vehicle is required to back into a street. Off-street parking areas that exclusively serve single-family detached and two-family dwelling units shall be exempted from this requirement unless direct access to the dwelling unit is provided by an arterial street.

(D) Surfacing Requirement

- (1)** Off-street parking areas (including parking spaces, aisles and driveways) shall be paved with plant mix asphalt or concrete within one (1) year of the date on which the improvement location permit for the parking area is issued. Single family detached and two-family dwelling units may use crushed stone in place of plant mix asphalt or concrete.

- (2)** Poured-in-place concrete curbs shall be installed to separate off-street parking areas from the front and sides of any abutting building or structure, otherwise barrier curbs may be installed as necessary to safely and efficiently direct the movement and parking of motor vehicles. Single family detached and two-family dwellings are exempted from this requirement.

- (3) The off-street parking area shall be drained so as to dispose of all surface water accumulated in the parking area in such a way as to preclude channeled or concentrated drainage of water onto adjacent property or toward buildings.
 - (4) No part of any off-street parking area, excluding drives that do not provide direct access to abutting parking spaces, shall have a slope of greater than five percent (5%).
 - (5) The surface of off-street parking areas shall be maintained and kept in good repair, free from refuse, debris.
- (E) Screening and Landscaping. The Administrator may condition the issuance of an improvement location permit for an off-street parking area or for a building or structure that will use an existing, on-site parking area on: (1) the establishment of buffer landscaping between the parking area and adjoining or nearby residential districts or uses; and/or (2) the establishment of a lawn on unpaved portions of the parking area. Off-street parking areas shall be landscaped in accordance with the requirements of Chapter 830.
- (F) Lighting. Any lighting used to illuminate a required off-street parking area shall be shielded with appropriate light fixtures directing the light away from adjacent properties in order that the illumination at any property line shall not exceed one (1) foot candle.

806-5.

Minimum Parking Requirements and Calculation Method

- (A) Off-street parking spaces accessory to principal uses shall be provided in accordance with Table 6-1, which is incorporated into this section. Parking space requirements for other uses will be determined by the Board: (1) based upon data supplied by the applicant in response to requests for traffic and parking data to be furnished with the application for site plan and/or improvement location permit; and, (2) in accordance with Section 806-8 of this chapter.
- (B) When determination of the number of off-street parking spaces required by this chapter results in a requirement of a fractional space, any fraction of one-half ($\frac{1}{2}$) or less may be disregarded, while any fraction in excess of one-half ($\frac{1}{2}$) shall be counted as one parking space.
- (C) In the event a specific use is not listed in Table 6-1, the planning staff shall determine the number of spaces required. In making this determination, the planning staff shall consider the following criteria:
 - (1) the number of parking spaces required for a use listed in Table 6-1 that is most similar to the proposed use in terms of the parked motor vehicles that are anticipated to be generated;
 - (2) the square footage to be occupied by the proposed use; and,
 - (3) the number of employees and patrons that are anticipated for the proposed use.

806-6.

Shared Parking

Parking which is to be shared among two or more businesses or land use activities may be permitted subject to the following requirements:

- (A) No more than fifty (50) percent of the parking spaces required for a building or use may be supplied by parking facilities required for any other building or use.
- (B) Total parking provided shall be sufficient to meet the requirements of the greatest combined peak parking demands. Evidence in the form of parking generation studies or calculations shall be provided upon request of the Administrator.
- (C) The owners of the properties shall submit a written commitment guaranteeing that the parking spaces shall be provided and maintained as stipulated in the approved site plan, so long as parking is required for the properties in question or until the required parking is provided by other means. Such commitment shall be recorded by the property owners in the County Recorder's Office and a copy filed with the Planning Department.

806-7. Loading Area Development Standards

- (A) **Location and Screening:** Where loading berths are provided, they shall be located on the same zoning lot as the use served. Loading berths shall be screened by either building walls, a solid fence, densely planted shrubbery, or any combination thereof, non of which may be less than 6 feet in height at maturity. Loading berths may not be located in a front setback in any zoning district.
- (B) **Loading Berth Access:** Each required off-street loading berth shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.
- (C) **Utilization:** Loading activities may not utilize required off-street parking spaces or access thereto.
- (D) **Plan Required:** The location of loading activities must be shown on any site plan submitted for review.

806-8. Minimum Loading Area Requirements

Off-street loading berths shall be provided as follows:

- (A) Business and Professional Offices, Medical Facilities, Schools, Motels/Hotels, Clubs and Similar Business Uses - one (1) loading berth for each one hundred thousand (100,000) square feet of space or additional fraction thereof;
- (B) Industrial, Manufacturing and Warehousing - one (1) loading berth for each forty thousand (40,000) square feet of space or additional fraction thereof;
- (C) Other Commercial Uses - one (1) loading berth for businesses with five thousand (5,000) to ten thousand (10,000) square feet of space and two (2) loading berths for businesses with ten thousand and one (10,001) to twenty-five thousand (25,000) square feet of space, plus one (1) additional berth for each additional twenty-five thousand (25,000) square feet of space or fraction thereof;
- (D) Loading berths may not be counted as parking spaces, driveways or aisles for

purposes of meeting the off-street parking requirements of this chapter.

Table 6-1. Off-Street Parking Requirements

AGRICULTURAL USES	
	MINIMUM OFF-STREET PARKING REQUIREMENT
Agricultural Uses - Land Animal Related	dwelling unit requirements only
Agricultural Uses - Non-Animal Related	dwelling unit requirements only
Aquaculture	dwelling unit requirements only
Commercial Non-Farm Animals	dwelling unit requirements only
Confined Feeding Operations	1/employee
Equine Services	1/4 stalls + 1/employee
Feed Lot	1/employee
Feed Mill	2/1000 GFA
Stockyard	1/employee on largest shift
RESIDENTIAL USES	
	MINIMUM OFF-STREET PARKING REQUIREMENT
Boarding House	1/rented room + dwelling unit requirements
Elderly Housing	0.8/unit
Home Occupation Class I	dwelling unit requirements
Home Occupation Class II	1/employee + dwelling unit requirements
Home Based Business	1/employee + dwelling unit requirements
Manufactured Home Park	2 spaces/unit
Multifamily Dwelling, 1 bedroom	1 space/unit
Multifamily Dwelling, 2 bedroom	1.6 spaces/unit
Multifamily Dwelling, 3 bedroom	1.8 spaces/unit
Multifamily Dwelling, 4 bedroom	2 spaces/unit
each additional bedroom	add 0.5 spaces
Single Family Dwelling	2 spaces/unit
Two Family Dwelling	2 spaces/unit
PUBLIC, SEMIPUBLIC, AND OFFICE FACILITIES	
	MINIMUM OFF-STREET PARKING REQUIREMENT
Airport	1/employee + 1/vehicle used in operation + 1/number of vehicles at peak hour
Cemetery	1/employee + space on private drives
Central Garbage/Rubbish Collection Facility	2/1000 GFA (minimum 5 spaces required)
Charitable, Fraternal, or Social Organization	1/4 persons at capacity
Community Center	3/1000 GFA + 1/employee
Cultural Facility	2.5/1000 GFA
Day Care Facility	1/4 clients + 1/employee
Funeral Home	1/4 seats
Governmental Facility	3/1000 GFA
Group Home	1/employee on largest shift + 1/5 clients or 1.7/1000 GFA
Hospital	1/4 beds + 1/2 employees on largest shift
Medical Clinic	3/doctor + 1/employee
Nursing Home	1/4 beds + 1/employee on largest shift
Postsecondary Educational Institution	1/5 students + 1/employee
Religious Facilities	1/4 seats
Remote Garbage/Rubbish Removal Facility	2/1000 GFA (minimum 5 spaces required)
Retirement Center	4/1000 GFA + 1/employee
School (K-8)	1/classroom + 1/employee
School (9-12)	1/4 students + 1/employee
Telephone and Telegraph Services	1/employee on largest shift
Temporary Care Facility	1/employee on largest shift + 1/5 clients or 1.7/1000 GFA
Utility Service Facility	1/employee on largest shift
Wastewater Treatment Facility	1/employee on largest shift
Water Treatment Facility	1/employee on largest shift

Table 6-1 (continued). Off-Street Parking Requirements

BUSINESS AND PERSONAL SERVICES	MINIMUM OFF-STREET PARKING REQUIREMENT
Air Cargo and Package Service	3.3/1000 GFA + 1/employee
Aircraft Charter Service	1/employee + 1/4 seats in waiting area
Airport Transportation Service	1/employee + 1/4 seats in waiting area
Appliance Repair	2/1000 GFA + 1/employee
Barber Service	10/1000 GFA + 1/employee
Beauty Service	10/1000 GFA + 1/employee
Bed and Breakfast	1/quest room + dwelling unit requirements
Boat Storage	1/10,000 sf of outside storage area
Caterer	2/1000 GFA
Coin Operated Cleaning/Laundry	5/1000 GFA
Composting Operation	1/employee
Convenience Storage	1/1000 GFA
Copy Service	4/1000 GFA
Dry Cleaning and Laundry Pickup	1/employee
Dry Cleaning and Laundry Service	3 + 1/1000 GFA
Electrical repair	2/1000 GFA + 1/employee
Employment Agency	4/1000 GFA
Equipment Rental	3/1000 GFA
Estate Services	1.5/1000 GFA
Exterminating Service	1.25/1000 GFA
Financial Service	5/1000 GFA + 4 stacking spaces/drive-in lane
Gunsmith	3/1000 GFA
Hotel	1/room or suite + 1/3 employees on largest shift + 1/3 persons to the maximum capacity of each meeting/banquet room + 50% of the spaces required for on-site accessory uses
Industrial Equipment Repair	1/service bay + 1/employee on largest shift
Insurance Agency	2.5/1000 GFA
Interior Decorating	2.5/1000 GFA
Legal Service	2.5/1000 GFA
Locksmith	3/1000 GFA
Motel	see requirements for hotel
Office	1.3/1000 GFA
Office Equipment Repair	2/1000 GFA
Pet Services	3/1000 GFA
Photographic Services	2.5/1000 GFA
Real Estate Agency	3.3/1000 GFA
Shoe Repair	2/1000 GFA + 1/employee
Small Engine and Motor Repair	2/1000 GFA
Tailoring	5/1000 GFA
Taxidermist	2/1000 GFA
Travel Agency	4/1000 GFA
Upholstery Service	3.3/1000 GFA
Veterinary Service (Indoor)	2/1000 GFA + 1/employee
Veterinary Service (Outdoor)	1/1000 GFA + 1/employee

Table 6-1 (continued). Off-Street Parking Requirements

RETAIL AND WHOLESALE TRADE	MINIMUM OFF-STREET PARKING REQUIREMENT
Agricultural Sale Barn	1/4 seats
Agricultural Supply	2/1000 GFA
Apparel Shop	3/1000 GFA
Appliance Sales	2/1000 GFA
Auction House	1/4 seats
Bakery (Retail)	5/1000 GFA
Bakery (Wholesale)	5/1000 GFA sales area + 1/employee
Bookstore	3/1000 GFA
Bottled Gas Storage and Distribution	2/1000 GFA
Building Materials	5/1000 GFA + 1/employee
Cabinet Sales	2/1000 GFA
Camera and Photographic Supply	3/1000 GFA
Confectionery	2/1000 GFA
Convenience Store	3/1000 GFA + 1/employee on largest shift
Department Store <25,000 GLA	4/1000 GFA
Department Store 25,001-400,000 GLA	3.3/1000 GFA
Department Store 400,001-600,000 GLA	3.6/1000 GFA
Department Store >600,001 GLA	4/1000 GFA
Drapery Sales	2/1000 GFA
Drugstore	2.5/1000 GFA
Fertilizer Sales (Bulk)	1/1000 GFA + 1/employee
Fertilizer Sales (Packaged)	2/1000 GFA
Florist (Retail)	5/1000 GFA
Florist (Wholesale)	5/1000 GFA sales area + 1/employee
Fruit Market	4/stand
Furniture Sales	1.5/1000 GFA
Garden Center	2.5/1000 GFA
General Flooring Sales	3/1000 GFA + 1/employee on largest shift
Gift Shop	3/1000 GFA
Grocery Store	5/1000 GFA
Handicrafts	2/1000 GFA
Hardware	2/1000 GFA
Heavy Machinery Sales	2/1000 GFA enclosed sale area + 1/2500 GFA open sales area + 1/employee
Home Improvement Center	4/1000 GFA = 1/employee on largest shift
Industrial Supplies	2/1000 GFA + 1/employee
Jewelry	3/1000 GFA
Liquor Store	2.5/1000 GFA
Marine Supply	1/2000 GFA sales area
Manufactured Housing Sales	1/2000 GFA sales area
Meat Market	5/1000 GFA
Music Store	3/1000 GFA
Office Showroom	2/1000 GFA + 1/employee
Office Supplies	2.5/1000 GFA
Optical Goods	2.5/1000 GFA
Pet Shop	3.3/1000 GFA
Petroleum Bulk Sales and Storage	2/1000 GFA
Restaurant	1/3 seats + 1/2 employees on largest shift
Restaurant (Drive-in)	16.7/1000 GFA (minimum 4 spaces)
Sporting Goods	3/1000 GFA
Tavern	1/4 seats
Used Merchandise (Antiques)	2/1000 GFA
Used Merchandise (Flea Market)	3/1000 GFA
Used Merchandise (General)	2/1000 GFA

Table 6-1 (continued). Off-Street Parking Requirements

AUTOMOTIVE AND TRANSPORTATION SERVICES	MINIMUM OFF-STREET PARKING REQUIREMENT
Automotive Paint Shop	1/service bay + 1/employee
Automotive Rentals	2/1000 GFA
Automotive Repair Shop	1/service bay + 1/employee on largest shift
Automotive Sales	2/1000 GFA enclosed sales area + 1/2500 GFA open sales area + 2/service bay + 1/employee (minimum 5 spaces required)
Automotive Supply	2.5/1000 GFA + 1/employee
Automotive Tire Repair	2/1000 GFA
Bus Terminal	10/1000 GFA waiting area
Car Wash, Self-Serve	3 stacking spaces/bay
Car Wash, Full-Serve	6 stacking spaces + 1/2 employees
Cold Storage Plant	1/employee on largest shift
Gasoline Service Station	1.5/fuel nozzle + 20/1000 GFA enclosed area
Grain Elevator	1/employee on largest shift
Motorcycle Sales	1/1000 GFA display area
Taxicab Stand	1/employee + 1/vehicle used in operation
Transfer or Storage Terminal	1/employee on largest shift
Trucking Terminal	1/employee + 1/vehicle used in operation
Wrecker Service	1/employee + 1/vehicle used in operation
AMUSEMENT AND RECREATIONAL SERVICES	MINIMUM OFF-STREET PARKING REQUIREMENT
Amphitheater	1/4 persons at maximum capacity
Camping Facility	1/unit + 1/employee
Club or Lodge	1/4 persons at maximum capacity
Indoor Shooting Range	1/1000 GFA + 1/shooting bay
Indoor Theater	1/4 seats
Outdoor Drive-in Theater	1/employee
Park and Recreational Services	1/10,000 sf outdoor + 1/1000 sf indoor
Private Recreational Facility	5/1000 GFA
Race Tracks	1/4 seats
Resorts	1/2 members + spaces required each accessory use
Rodeo	1/4 seats
Transient Amusement Enterprises	5/1000 GFA enclosed area + 1/3 persons that outdoor facilities designed for at maximum capacity
MANUFACTURING, MINING	
CONSTRUCTION AND INDUSTRIAL USES	MINIMUM OFF-STREET PARKING REQUIREMENT
All Uses	1/employee on largest shift + 1/vehicle used in operation of industry

[end of chapter]