

City of Delphi Code of Ordinances
Updated February 5, 2024

Mayor	Kamron Yates
Clerk-Treasurer	Julie Price
Councilor	Denny Myers
Councilor	Erin Jubril
Councilor	Doyle Moore
Councilor	Spencer Kingery
Councilor	Cody Nelson
Board of Public Works and Safety Member	Spencer Kingery
Board of Public Works and Safety Member	Kamron Yates
Board of Public Works and Safety Member	Breanna Maxwell
Board of Aviation Commissioners Member	Ronda Cassens
Board of Aviation Commissioners Member	Brent Flory
Board of Aviation Commissioners Member	Larry Gruber
Board of Aviation Commissioners Member	Jim Yost
Board of Aviation Commissioners Member	Ethan Berry
Parks and Recreation Advisory Board Member	Bob Burton
Parks and Recreation Advisory Board Member	Jim Loving
Parks and Recreation Advisory Board Member	Pam Minier
Parks and Recreation Advisory Board Member	Lisa Perry
Parks and Recreation Advisory Board Member	Codey Walker
Chief of Police	Nathan LaMar
Fire Chief	Dan Dulin
Streets and Parks Superintendent	Aaron Lyons
Water Superintendent	Craig Myers
Wastewater Superintendent	Richard VanSickle
Airport Manager	Ed Nagle
City Attorney	Robeson Law, LLC

February 5, 2024 update includes all ordinances through 2023-19, passed December 29, 2023

TITLE I: GENERAL PROVISIONS

Chapter:

- 10. GENERAL PROVISIONS
- 11. CITY STANDARDS

CHAPTER 10: GENERAL PROVISIONS

Section

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§ 10.01 TITLE OF CODE.

This codification of ordinances by and for the City of Delphi shall be designated as the Code of Delphi and may be so cited.

§ 10.02 INTERPRETATION.

Unless otherwise provided herein, or by law or implication required, the same rules of construction, definition, and application shall govern the interpretation of this code as those governing the interpretation of state law.

§ 10.03 APPLICATION TO FUTURE ORDINANCES.

All provisions of Title I compatible with future legislation, shall apply to ordinances hereafter adopted amending or supplementing this code unless otherwise specifically provided.

§ 10.04 CAPTIONS.

Headings and captions used in this code other than the title, chapter, and section numbers are employed for reference purposes only and shall not be deemed a part of the text of any section.

§ 10.05 DEFINITIONS.

(A) General rule. Words and phrases shall be taken in their plain, or ordinary and usual sense. However, technical words and phrases having a peculiar and appropriate meaning in law shall be understood according to their technical import.

(B) For the purpose of this code, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CITY, MUNICIPALITY, or MUNICIPAL CORPORATION. The City of Delphi, Indiana.

COMMON COUNCIL, CITY COUNCIL or COUNCIL. The legislative body of the city.

CODE, THIS CODE or THIS CODE OF ORDINANCES. This municipal code as modified by amendment, revision, and adoption of new titles, chapters, or sections.

COUNTY. Carroll County, Indiana.

MAY. The act referred to is permissive.

MONTH. A calendar month.

OATH. An affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words **SWEAR** and **SWORN** shall be equivalent to the words **AFFIRM** and **AFFIRMED**.

OFFICER, OFFICE, EMPLOYEE, COMMISSION, or DEPARTMENT. An officer, office, employee, commission, or department of this municipality unless the context clearly requires otherwise.

PERSON. Extends to and includes person, persons, firm, corporation, copartnership, trustee, lessee, or receiver. Whenever used in any clause prescribing and imposing a penalty, the terms **PERSON** or **WHOEVER** as applied to any unincorporated entity shall mean the partners or members thereof, and as applied to corporations, the officers or agents thereof.

PRECEDING or FOLLOWING. Next before or next after, respectively.

SHALL. The act referred to is mandatory.

SIGNATURE or SUBSCRIPTION. Includes a mark when the person cannot write.

STATE. The State of Indiana.

SUBCHAPTER. A division of a chapter, designated in this code by a heading in the chapter analysis and a capitalized heading in the body of the chapter, setting apart a group of sections related by the subject matter of the heading. Not all chapters have subchapters.

WRITTEN. Any representation of words, letters, or figures, whether by printing or otherwise.

YEAR. A calendar year, unless otherwise expressed; equivalent to the words **YEAR OF OUR LORD**.

§ 10.06 RULES OF INTERPRETATION.

The construction of all ordinances of this municipality shall be by the following rules, unless such construction is plainly repugnant to the intent of the legislative body or of the context of the same ordinance:

(A) **AND or OR.** Either conjunction shall include the other as if written “and/or,” if the sense requires it.

(B) **Acts by assistants.** When a statute or ordinance requires an act to be done which, by law, an agent or deputy as well may do as the principal, such requisition shall be satisfied by the performance of such act by an authorized agent or deputy.

(C) **Gender; singular and plural; tenses.** Words denoting the masculine gender shall be deemed to include the feminine and neuter genders; words in the singular shall include the plural, and words in the plural shall include the singular; the use of a verb in the present tense shall include the future, if applicable.

(D) **General term.** A general term following specific enumeration of terms is not to be limited to the class enumerated unless expressly so limited.

§ 10.07 SEVERABILITY.

If any provision of this code as now or later amended or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions that can be given effect without the invalid provision or application.

§ 10.08 REFERENCE TO OTHER SECTIONS.

Whenever in one section reference is made to another section hereof, such reference shall extend and apply to the section referred to as subsequently amended, revised, recodified, or renumbered unless the subject matter is changed or materially altered by the amendment or revision.

§ 10.09 REFERENCE TO OFFICES.

Reference to a public office or officer shall be deemed to apply to any office, officer, or employee of this municipality exercising the powers, duties, or functions contemplated in the provision, irrespective of any transfer of functions or change in the official title of the functionary.

§ 10.10 ERRORS AND OMISSIONS.

If a manifest error is discovered, consisting of the misspelling of any words; the omission of any word or words necessary to express the intention of the provisions affected; the use of a word or words to which no meaning can be attached; or the use of a word or words when another word or words was clearly intended to express such intent, such spelling shall be corrected and such word or words supplied, omitted, or substituted as will conform with the manifest intention, and the provisions shall have the same effect as though the correct words were contained in the text as originally published. No alteration shall be made or permitted if any question exists regarding the nature or extent of such error.

§ 10.11 OFFICIAL TIME.

The official time, as established by applicable state/federal laws, shall be the official time within this municipality for the transaction of all municipal business.

§ 10.12 REASONABLE TIME.

- (A) In all cases where an ordinance requires an act to be done in a reasonable time or requires reasonable notice to be given, reasonable time or notice shall be deemed to mean the time which is necessary for a prompt performance of such act or the giving of such notice.
- (B) The time within which an act is to be done, as herein provided, shall be computed by excluding the first day and including the last. If the last day be Sunday, it shall be excluded.

§ 10.13 ORDINANCES REPEALED.

This code, from and after its effective date, shall contain all of the provisions of a general nature pertaining to the subjects herein enumerated and embraced. All prior ordinances pertaining to the subjects treated by this code shall be deemed repealed from and after the effective date of this code.

§ 10.14 ORDINANCES UNAFFECTED.

All ordinances of a temporary or special nature and all other ordinances pertaining to subjects not embraced in this code shall remain in full force and effect unless herein repealed expressly or by necessary implication.

§ 10.15 EFFECTIVE DATE OF ORDINANCES.

All ordinances passed by the legislative body requiring publication shall take effect from and after the due publication thereof, unless otherwise expressly provided. Ordinances not requiring publication shall take effect from their passage, unless otherwise expressly provided.

§ 10.16 REPEAL OR MODIFICATION OF ORDINANCE.

- (A) Whenever any ordinance or part of an ordinance shall be repealed or modified by a subsequent ordinance, the ordinance or part of an ordinance thus repealed or modified shall continue in force until the due publication of the ordinance repealing or modifying it when publication is required to give effect thereto, unless otherwise expressly provided.

- (B) No suit, proceedings, right, fine, forfeiture, or penalty instituted, created, given, secured, or accrued under any ordinance previous to its repeal shall in anyway be affected, released, or discharged, but may be prosecuted, enjoyed, and recovered as fully as if the ordinance had continued in force unless it is otherwise expressly provided.
- (C) When any ordinance repealing a former ordinance, clause, or provision shall be itself repealed, the repeal shall not be construed to revive the former ordinance, clause, or provision, unless it is expressly provided.

§ 10.17 ORDINANCES WHICH AMEND OR SUPPLEMENT CODE.

- (A) If the legislative body shall desire to amend any existing chapter or section of this code, the chapter or section shall be specifically repealed and a new chapter or section, containing the desired amendment, substituted in its place.
- (B) Any ordinance which is proposed to add to the existing code a new chapter or section shall indicate, with reference to the arrangement of this code, the proper number of such chapter or section. In addition to such indication thereof as may appear in the text of the proposed ordinance, a caption or title shall be shown in concise form above the ordinance.

§ 10.18 SECTION HISTORIES; STATUTORY REFERENCES.

- (A) As histories for the code sections, the specific number and passage date of the original ordinance, and the most recent three amending ordinances, if any, are listed following the text of the code section. Example: (Ord. 10, passed 5-13-60; Am. Ord. 15, passed 1-1-70; Am. Ord. 20, passed 1-1-80; Am. Ord. 25, passed 1-1-85)
- (B) Statutory Cite.
 - (1) If a statutory cite is included in the history, this indicates that the text of the section reads substantially the same as the statute. Example: (IC 25-1-5-9(7)) (Ord. 10, passed 1-17-80; Am. Ord. 20, passed 1-1-85).
 - (2) If a statutory cite is set forth as a “statutory reference” following the text of the section, this indicates that the reader should refer to that statute for further information. Example:

§ 30.02 EXECUTIVE BRANCH

- (A) Mayor. The Mayor is the city executive and head of the executive branch. He or she shall faithfully perform the duties and responsibilities contained in I.C. 36-4-5 and other statutes of the state. (Ord. 82-3, passed 3-15-82; Am. Ord. 96-2, passed 2-1-96; Am. Ord. 2000-1, passed 1-3-00)

Statutory Reference:
Designation of city executive, see IC 36-4-5-2

§ 10.19 CONSTITUTIONALITY.

If any part or parts, section or division, sentence, clause or phrase of this code is for any reason declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of the code.

(‘63 Code, § 1-11)

§ 10.98 OFFENSES PUNISHABLE UNDER SEPARATE PROVISIONS.

In all cases where the same offenses may be made punishable or may be created by different clauses or sections of this code or any other ordinances of the city, the prosecuting officer may elect under which to proceed, but not more than one recovery shall be had against the same person for the same offense.

(‘63 Code, § 1-10)

§ 10.99 GENERAL PENALTY.

Wherever in this Code or in any ordinance of the city, or rule or regulation promulgated by an officer or agency, thereof, under the authority invested by law or ordinance, any act is prohibited or is made or declared to be unlawful or an offense or the doing of any act is required, or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such provision of this code, ordinance, rules or regulation

shall be punished by a fine not to exceed \$2,500 for a first violation of the chapter and \$7,500 for a second or subsequent violation of this chapter.

(I.C. 36-1-3-8(10)) ('63 Code, § 1-9)

CHAPTER 11: CITY STANDARDS

Section

11.01 Corporate boundaries

§ 11.01 CORPORATE BOUNDARIES.

(A) The entire corporate boundaries of the city are declared and defined hereafter as follows:

Beginning at the Northeast corner of Section Twenty-nine (29) in Township Twenty-five (25) North and Range Two (2) West in Deer Creek Township, Carroll County, Indiana, and running in a Southerly direction along the East line of Section Twenty-nine (29) to the Southeast corner of the Northeast quarter (¼) of said Section Twenty-nine (29); thence following the South line of the Northeast quarter (¼) of said Section Twenty-nine Westerly to a point bearing 139 feet Westerly from the Southwest corner of the East half (½) of the Northeast quarter (¼) of Section Twenty-nine (29); thence running South 45 degrees 30' West along the extended South line of Vine Street a distance of 1256 feet to the Northeast corner of Lot No. 1 in Vine Street Addition to Delphi (see Record Plat Book 3, page 32, in the Office of the Carroll County Recorder); thence running Southeasterly along the West line of Prince William Road to a point where said West line of Prince William Road intersects the East right-of-way of U.S. Highway No. 421; thence running Southwesterly, at a right angle to the intersection point of the two right-of-ways, to a point on the West right-of-way of U.S. Highway, No. 421; thence following the West right-of-way of U.S. Highway No. 421 in a Southeasterly direction to the North right-of-way line of Carroll County Road No. 200N; thence following the North right-of-way line of Carroll County Road No. 200N in a Westerly direction to the point of intersection with the West line of Gillifords Addition to south Delphi (see Record Plat Book 2, page 160 in the Office of Carroll County Recorder); thence following the West line of Gillifords Addition Northerly to the Northwest corner of said Addition; thence Westerly along the South line of Summit Street extended to a point on the East right-of-way line of a Carroll County Road known as the Dayton Road; thence following the East right-of-way of said Dayton Road in a Northerly direction to the North bank of Deer Creek; thence following the North Bank of Deer Creek in a Southwesterly direction to a point on the West right-of-way line of the Wabash Railroad; thence following the West right-of-way line of the Wabash Railroad in a Northerly direction to a point on the South line of Samuel Grimes Addition (see Deed Record Book "C", page 162, in Office of Carroll County Recorder); thence following the South line of Samuel Grimes Addition in a Southwesterly direction and extended to the East bank of the Old Wabash and Erie Canal; thence following the East bank of the Old Wabash and Erie Canal in a Northwesterly direction to a point of intersection with the North line extended of Samuel Grimes Addition; thence following the extended North line of Samuel Grimes Addition in a Northeasterly direction to the Southwest corner of Lot No. 1 in Cases Addition to Delphi (see Record Plat Book 2, page 56, in the Office of the Carroll County Recorder); thence running in a Northwesterly direction along the West line of said Lot No. 1 (and the East line of an alley) to the South right-of-way line of the Monon Railroad; thence following the South right-of-way of the Monon Railroad in a Northwesterly direction to the East bank of the Old Wabash and Erie Canal; thence following the East bank of the Old Wabash and Erie Canal in a Northeasterly direction to the North right-of-way line of the Monon Railroad; thence running along the North right-of-way line of the Monon Railroad in a Southeasterly direction to the East line of Cases Addition; thence following the East line of Cases Addition in a Northwesterly direction to the Northeast corner of said Addition; thence running in a Northeasterly direction along the extended North line of Cases Addition to the West line of the Northwest quarter (¼) of Section Twenty-nine (29); thence running North on the West line of said Northwest quarter (¼) to the West line of Market Street; thence running in a Northwesterly direction along the West line of Market Street to the South line of Section Nineteen (19) in Township Twenty-five (25) North and Range Two

(2) West in Deer Creek Township, Carroll County, Indiana.; thence following said South line of Section Nineteen (19) West to the East bank of the Old Wabash and Erie Canal; thence following the East bank of the old Wabash and Erie Canal in a Northeasterly direction to a point which is North 250.80 feet from said South line of Section Nineteen (19); thence running West Parallel to (and North 250.80 feet from) the South line of Section Nineteen (19) to the East

line of the West half (1/2) of the southeast quarter (1/4) of Section Nineteen (19); thence running North on said East line of the West half (1/2) of the Southeast quarter (1/4) of Section Nineteen (19) a distance of 134.50 feet to the Southeast corner of the Peter-Revington Manufacturing Company, Inc. (see Deed Record Book 117, page 485, in the Office of the Carroll County Recorder); thence running West along the South line of the Peter-Revington Manufacturing Company, Inc. property to the Southwest corner of said property (this line being parallel to and 385.30 feet to the South line of Section Nineteen (19) and the Southeast corner of the Globe Valve Corporation property (see Deed Record Book 114, page 593, in the Office of the Carroll County Recorder); thence running West along the south line of Section Nineteen (19) a distance of 714 feet to the Southwest corner of the Southeast quarter (1/4) of said Section Nineteen (19) and the Southwest corner of the Green Acre Soil Service property (see Deed Record Book 111, page 25, in the Office of the Carroll County Recorder); thence North along the West line of the Green Acre Soil Service property 176 feet to the South right-of-way of the Delphi Belt Railroad; thence following the South right-of-way line of the Delphi Belt Railroad in a Northeasterly direction to a point where the extended East property line of the High Point Oil Company land (see Deed Record Book 116, page 184, in the Office of the Carroll County Recorder) intersects said South right-of-way line of the Delphi Belt Railroad; thence running North 3 degrees East along the extended East property line of the High Point Oil company land 250 feet to the Northeast corner of said property and being on the South right-of-way line of Pittsburgh Avenue in the Commercial Club Addition to the City of Delphi (see Record Plat Book 2, page 186, in the Office of the Carroll County Recorder); thence running South 87 degrees East along the South line of Pittsburgh Avenue to the South right-of-way line of the Delphi Belt Railroad; thence following the South right-of-way line of the Delphi Belt Railroad in a Northeasterly direction to a point on the East bank of the old Wabash and Erie Canal; thence following the East bank of the old Wabash and Erie Canal in a Southeasterly direction to the Northeast corner of Lot No. 107 in Grimes Second Addition to Delphi (see Record Plat Book 2, page 45, in the Office of the Carroll County Recorder); thence following the North line of said Grimes Second Addition in a Southeasterly direction to the West line of the East half (1/2) of the Northwest quarter (1/4) of Section Twenty (20) in Township Twenty-five (25) North and range Two

(2) West; thence South on said West line of the East half (1/2) of the Northwest quarter (1/4) of Section Twenty (20) to the Northeast corner of Lot 6 in Grimes Second Addition to Delphi thence in a Northeasterly direction to the Northeast corner of the American Oil Company property (see Deed Record Book 114, page 462, in the Office of the Carroll County Recorder); thence following the property line of the American Oil Company land South 49 degrees 45' East 169 feet to the North right-of-way line of the Wabash Railroad; thence following the North right-of-way line of the Wabash Railroad in a Northeasterly direction to the East line of said Section Twenty (20); thence following the East line of said Section Twenty (20) in a Southerly direction to the Northeast corner of Section Twenty-nine (29) and the point of beginning for this description.

- (B) All contiguous territory within the above described boundaries not previously located within or annexed to the same is annexed to and made and declared a part of the corporate territory of the city.
(Ord. 1-65, passed 6-21-65)
- (C) Subsequent annexations to the city are listed in Schedule II, Annexations, of the Table of Special Ordinances.

TITLE III: ADMINISTRATION

Chapter

- 30. CITY GOVERNMENT
- 31. DEPARTMENTS, BOARDS AND COMMISSIONS
- 32. REVENUE AND TAXATION; FUNDS
- 33. PERSONNEL
- 34. POLICE AND FIRE DEPARTMENTS
- 35. ORDINANCE VIOLATIONS BUREAU

CHAPTER 30: CITY GOVERNMENT

Section

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- 30.02 Executive branch
- 30.03 Legislative branch
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GENERAL PROVISIONS

§ 30.01 ORGANIZATION.

Pursuant to I.C. 36-4-4-1 through 36-4-4-5, the government of the city shall consist of three branches, those being:

- (A) Executive Branch (I.C. 36-4-5).
- (B) Legislative Branch (I.C. 36-4-6).
- (C) Fiscal Branch (I.C. 36-4-10).
- (D) Judicial Branch (I.C. 33-10.1-1-3).
- (E) Statutory Boards and Commissions. (Ord. 82-3, passed 3-15-82)

§ 30.02 EXECUTIVE BRANCH.

- (A) Mayor. The Mayor is the city executive and head of the executive branch. He or she shall faithfully perform the duties and responsibilities contained in I.C. 36-4-5 and other statutes of the state.
- (B) Board of Public Works and Safety.
 - (1) There is established a Board of Public Works and Safety within the executive branch. The Board shall be the chief administrative body of the city and shall have control of the day-to-day operations of the following executive departments that are hereby established:
 - (a) Police Department.
 - (b) Fire Department.
 - (c) Utilities Department, consisting of the Sewerage Collection and Disposal System, and Water Works Department.
 - (d) Street and Sanitation Department.
 - (2) Repealed (Ord. 2016-1)
- (C) There is established a Department of Law pursuant to I.C. 36-4-9-4.
- (D)
 - (1) The members of the Board of Public Works and Safety are the Mayor and two persons who shall be chosen by the Mayor and serve at his or her pleasure. The Chiefs of the Police and Fire Departments and the heads of the Department of Law, the Sewerage Department and the Street and Sanitation Department are appointed by the Mayor and serve at his or her pleasure pursuant to I.C. 36-4-9.
 - (2) Pursuant to I.C. 36-4-9-2, the Mayor shall appoint the heads of the Departments of Water Works, Parks and Recreation, and appoint two members to the Area Plan Commission with the approval of the statutory board or commission operating the Department. Such appointees serve at the pleasure of the Mayor pursuant to I.C. 36-4-11-2.

- (E) Subject to the appropriation power of the Common Council, the foregoing departments shall leave the ability to hire such employees, and purchase or contract for such materials or service as the Board of Public Works and Safety, or other governing board or commission, deems necessary to perform their public functions.

(Ord. 82-3, passed 3-15-82; Am. Ord. 96-2, passed 2-1-96; Am. Ord. 2000-1, passed 1-3-00; Am. Ord. 2016-1)

§ 30.03 LEGISLATIVE BRANCH.

- (A) The legislative branch of the city is the Common Council. The Common Council shall be composed of five members, four of whom are elected from districts and one of whom is elected at large. The Council shall have exclusive authority to adopt ordinances and appropriate tax monies received by the city, and to perform other necessary and desirable legislative functions pursuant to I.C. 36-4-6.
- (B) The Clerk-Treasurer shall be the Clerk of the Council and shall perform the duties prescribed by I.C. 36-4-6-9 and such others as the Council may direct.
- (C)
- (1) The Common Council, at the regularly scheduled December meeting of each year, shall pass a resolution identifying the regular and stated meetings of the Council to be held the following calendar year. Regular and stated meetings of the Common Council should be held at 6:00 p.m. on the first Monday of each month. Regular and stated meetings may be held on dates other than the first Monday of each month if the first Monday of the month is a City Holiday.
 - (2) At the regular and stated meeting in January of each year, the Council shall choose from its members a president pro tempore to preside whenever the executive is absent.
 - (3) A special meeting of the Council shall be held when called by the Mayor, when included in the scheduling resolution, when voted on and approved by a majority of the Council at a meeting of the Council, or when a petition bearing the signatures of three or more Councilors is presented to the Clerk-Treasurer stating the date, time, and location of the petitioned meeting. Proper notice under IC 5-14-1.5 shall be provided before a meeting can be held.
- (D) The Mayor, or in his or her absence, the President Pro Tempore of the Council, shall be the presiding officer of Council pursuant to I.C. 36-4-6-8, and meetings shall be conducted pursuant to I.C. 36-4-6-10 through 36-4-6-17 and in accordance with the following rules which are hereby adopted as a part of this ordinance:
- (1) Order of Business. The order of business to be followed at a meeting of the Common Council shall be as follows:
 - (a) Calling to order.
 - (b) Roll call by the Clerk-Treasurer.
 - (c) Reading of minutes and approval.
 - (d) Act on all items posted on agenda.
 - (e) Reports from committees, boards and commissions.
 - (f) Unfinished business, including, ordinances or resolutions already introduced.
 - (g) New business, including introduction of ordinances and resolutions.
 - (h) Miscellaneous business, including any matters not already considered.
 - (i) Adjournment.
 - (2) Contempt and disorder in the Council Room. No person shall use violent or contemptuous language, behave in a disorderly manner, or refuse to obey the orders of the Mayor or presiding officer in the Council Room while the Common Council is in session. The Mayor or presiding officer may order the removal from the Council Room of anyone who intentionally disturbs the decorum of a Council meeting.
 - (3) Introduction and adoption of ordinances and resolutions.
 - (a) All ordinances shall be read three times before being, passed, and no ordinance shall pass on the same day in which it is introduced unless the provisions of I.C. 36-4-6-13 are complied with.
 - (b) Resolutions. It shall not be necessary to have more than one reading of a resolution or other motion, except an ordinance. After one reading of a resolution or motion, the Council may act upon the resolution or motion in any manner that it can otherwise act, including but not limited to passing, rejecting, amending, or committing the resolution or other motion.
 - (c) On the passage or adoption of any ordinance or resolution the “yeas” and “nays” shall be taken and entered in the record, and the ordinances shall be processed in accordance with I.C. 36-4-6-14 through 36-4-6-17.
 - (4) Questions of order. The Mayor or presiding officer shall decide all questions of order. He or she

shall decide whether any question submitted to the Council for adoption or rejection is decided in the affirmative or negative

(5) Appeal from decision of presiding officer. From any decision of the presiding officer any member may appeal to the Council. The appeal shall be by motion duly made and seconded. A majority vote as defined in I.C. 36-4-6-11 is necessary to overrule the chair.

(6) Suspension of rules. The order of business may be suspended by a two-thirds vote of the members of the Council.

(7) City attorney. The City Attorney may be consulted for an opinion of which a majority of the Council lacks certainty and a Council member requests the use of an attorney for a second opinion. When any Council member believes an outside opinion is necessary or useful, the Council member shall notify the President of the Council. The Council President shall then poll the other members of the Council. If a majority of Council members shall agree the need for a second opinion would be helpful, the Council President or the Council member shall proceed to secure a second opinion. The Council Attorney will respond in writing his opinion and that opinion will be presented to all of the City Council members.

(8) Electronic Meetings.

(a) Generally. Council Members may attend Council Meetings via a means of electronic communication such as a telephone, video conference, computer, or other modes of electronic communication in common use, provided that least a quorum of the Council Members counted as in attendance are physically present at the designated meeting site.

The Mayor or other Presiding Officer, is delegated the authority to supervise, coordinate, and manage the electronic Council Meeting participation of Council Members pursuant to this Ordinance. A Council Member wishing to attend and participate in a Council Meeting via an electronic means of communication shall notify the Mayor or other Presiding Officer reasonably in advance of the Council Meeting.

Council Members may hold Council Meetings entirely via electronic means and without limit in terms of consecutive electronic meetings during a disaster emergency pursuant to I.C § 5-14-1.5-3.7.

(b) Attendance, Quorum, and Voting: A Council Member attending via an electronic means of communication that conforms with the requirements of this Ordinance shall be considered present for purposes of establishing a quorum but *may only participate in any final action taken at the meeting if said Council Member can be seen and heard at the time that final action is taken.*

A Council Member may not participate in a Council Meeting by electronic communication if the Council is attempting to take final action to:

- (1) adopt a budget;
- (2) make a reduction in personnel;
- (3) initiate a referendum;
- (4) establish or increase a fee;
- (5) establish or increase a penalty

A Council Member is required to physically attend at least one-half (1/2) of all Council Meetings in a calendar year unless a public health or other qualified emergency is declared. A Council Member may not attend more than two (2) consecutive meetings via electronic means unless said Council Member's absence is due to:

- (6) military service;
- (7) illness or other medical condition;
- (8) death of a relative; or
- (9) an emergency involving actual or threatened injury to persons or property.

Where at least one (1) Council Member is participating via electronic means pursuant to this Ordinance, all votes of the Council will be taken by roll call voice vote.

- (c) Record Keeping. This Ordinance shall not be construed to create a right for members of the public to observe or record an executive session of the Council conducted pursuant to I.C. § 5-14-1.5-6-1, or any other applicable law.

A technological failure in an electronic means of communication that disrupts or prevents the simultaneous communication between Council Members or a member of the public attending a meeting by electronic means from attending or observing, does not prevent the Council from conducting the meeting nor does it affect the validity of an action taken by the Council at the meeting, so long as a quorum of the Council is present in person.

All memoranda prepared during or resulting from a Council Meeting where one or more Council Members attends via electronic means must:

- (1) State the name of each Council Member and designate whether they attended physically, via electronic means and the nature or said means, or were absent.
 - (2) Identify the electronic means of communication by which the public attended and observed the meeting, exclusive of executive sessions.
- (d) Signatures. In connection with the issuance of any obligation described in I.C. § 5-1-1-1(b), the execution of the obligation using electronic signatures shall be considered fully legal and valid, with the same force and effect as manual signatures.

(Ord. 82-3, passed 3-15-82; Am. Ord. 7-86, passed 11-17-86; Am. Ord. 92-1, passed 1-31-92; Am. Res. R98-1, passed 4-2-98; Am. Ord. 2000-2, passed 1-3-00; Am. Ord. 2016-8, passed 7-5-16, Am. Ord. 2017-21, passed 12-4-17; Am. Ord. 2018-10, passed 9-4-18; Am. Ord. 2021-18, passed 12-20-21)

§ 30.04 COUNCILMANIC DISTRICTS.

The Common Council shall be composed of five members, four of whom are elected from districts and one of whom is elected at large. The districts are as follows:

- (A) Councilmanic District 1. Councilmanic District 1 shall consist of that area within the corporate limits of the city lying south of Franklin Street from the westernmost corporate limit boundary to Indiana Street on the east; thence south to Deer Creek and containing that area within the corporate limits south of Deer Creek to the easternmost corporate limits. The district shall be bounded on the south from Armory Road on the westernmost corporate limit boundary east to Masonic Street; then north on Masonic Street to West Summit Street; then east to South Hamilton Street to North Street; then east to Prince William Road and continuing due east to the easternmost corporate limits of the city to include Riley Road and Riley Meadows.
- (B) Councilmanic District 2. Councilmanic District 2 shall consist of that area within the corporate limits of the city lying north of Franklin Street from the westernmost corporate limit boundary to Indiana Street on the east and north and west by the corporate limit boundaries.
- (C) Councilmanic District 3. Councilmanic District 3 shall consist of that area within the corporate limits of the city lying north of Deer Creek and bounded on the west by Indiana Street, on the north and east by the corporate limit boundaries and on the south by Deer Creek.
- (D) Councilmanic District 4. Councilmanic District 4 shall consist of that area bounded on the north by Councilmanic District 1 and on the south by the corporate limit boundaries.
- (E) Councilmanic District At-Large. Councilmanic District At-Large shall consist of the entire city.

(Ord. 82-3, passed 3-15-82; Am. Ord. 7-86, passed 11-17-86; Am. Ord. 2002-13, passed 11-4-02)

§ 30.05 FISCAL BRANCH.

- (A) The Clerk-Treasurer is the fiscal officer of the city and the head of the fiscal branch. He or she shall perform the duties assigned by I.C. 36-4-10, and such other duties as the Common Council may, by ordinance, require.
- (B) The Clerk-Treasurer is authorized, pursuant to I.C. 36-4-11-4, to appoint one Deputy Clerk-Treasurer to be paid solely from funds appropriated for the office of Clerk-Treasurer. The Deputy shall work under the exclusive direction of the Clerk-Treasurer and serves at the pleasure of the Clerk-Treasurer.
- (C) The Clerk-Treasurer shall furnish space within his or her office for the administration and records of the city's utilities. The various Utility Clerks needed to manage the bookkeeping and administrative requirements of the utilities shall be appointed and compensated by the Board having control of the utility the Clerk serves.

The Utility Clerks serve at the pleasure of the Board which appointed them. The Clerk-Treasurer shall be compensated for services he or she renders to the city's utilities, and shall have the power to supervise the utility personnel in his or her office, subject to the approval of the governing boards of the various utilities.

(Ord. 82-3, passed 3-15-82)

§ 30.06 JUDICIAL BRANCH.

There is established a City Court to be headed and operated by a City Judge elected and seated pursuant to I.C. 33-10.1-1-3.

(Ord. 82-3, passed 3-15-82)

§ 30.07 CITY CREDIT CARDS.

- (A) The administration of the city shall be and is authorized to secure and to maintain a credit card in the name of the city for use by properly authorized city employees and/or officials in carrying out the business of the city.
- (B) The Clerk-Treasurer is designated as the custodian of the credit card and the Clerk-Treasurer shall maintain a log wherein city employees and officials desiring temporary possession and use of the card shall enter their names upon receipt of the card and, in a like manner, shall enter their names upon return of the card to the Clerk-Treasurer along with details specifying the nature of the use of the card.
- (C) All charges incurred with the use of the card be substantiated by proper receipt, which receipt shall be submitted to the Clerk-Treasurer upon return of the card. Thereupon, the Clerk-Treasurer shall properly assign charges made by use of the credit card to the appropriate budget fund for accounting purposes.
- (D) Only necessary expenses incurred by the employee or official for travel, lodging and meals and other items in connection with carrying out the city's business, shall be charged by use of the card. No expenses shall be incurred by use of the card for items or services for personal use by employees. Improperly documented charges or those charges shown to be unnecessary in carrying out the city's business, shall be the responsibility of the employee or official making the charge, as well as any finance charges resulting from use of the credit card.
- (E) Insofar as possible, the Clerk-Treasurer shall endeavor to pay the monthly statement associated with the use of the card in full so that finance charges are not incurred.

(Ord. 96-8, passed 8-1-96)

§ 30.08 OFFICIAL BANK DEPOSITORY.

- (A) The Security Federal of Delphi, Indiana, shall act as the official depository of funds for the City of Delphi, Indiana.
- (B) Notice of the passage of this section shall be given as provided by law, and this section shall become effective and enforceable upon given such notice as provided by law.

(Ord. 97-18, passed 9-4-97, Am. Ord. 2021-2, passed 3-1-21)

§ 30.09 SMOKING PROHIBITED.

- (A) Smoking is prohibited in any municipally owned or operated building or vehicle.
- (B) Any person in violation of any section of this chapter shall be fined not less than \$5 nor more than \$2,500.

(Ord. 2008-13, passed 11-3-08)

OFFICERS AND EMPLOYEES

§ 30.15 ANIMAL CONTROL SUPERVISORS.

- (A) Creation. There is created by the Common Council an office to be known as the Office of Animal Control Supervisors. Such office shall consist of two supervisors appointed by the Mayor and supported by such funding as shall be approved by the Common Council in the municipal budget of the city. The Supervisors shall serve without compensation, but shall be reimbursed for their reasonable and necessary expenses incurred pursuant to the exercise of their duties.

- (B) Duties. It shall be the duty of the Supervisors to oversee the operation, maintenance and regulation of an animal control program jointly with the town of Flora Animal Control Supervisors, pursuant to a written agreement between the city and the town of Flora executed under the authority of I.C. 36-1-7, the Interlocal Cooperation Act.
- (C) Funding. The funding from the joint program shall be administered through an account established in the books of the Clerk-Treasurer of the city. The Common Council may make appropriations to this account at times and in amounts that it deems necessary for the successful implementation of the program.
- (D) Term; budget. The Supervisors shall serve for two-year terms to be established at the pleasure of the Mayor of the city. They shall submit annually their budget requests through the Common Council and shall report their activities when requested to do so by the Council.

(Ord. 7-81, passed 8-24-81) Cross-reference:
 Animals, see Ch. 92
 Interlocal agreement, see T.S.O. I

COMMUNITY ROOM

§ 30.25 USE BY COMMUNITY SERVICE ORGANIZATIONS.

Repealed (Ord. 2017-19)
 (Ord. 84-2, passed 3-5-84, Ord. 2017-19, passed 1-2-18)

§ 30.26 USE BY NONCOMMUNITY SERVICE ORGANIZATIONS.

Repealed (Ord. 2017-19)
 (Ord. 84-2, passed 3-5-84, Ord. 2017-19, passed 1-2-18)

§ 30.27 SCHEDULING OF COMMUNITY ROOM USE; MAINTENANCE.

Repealed (Ord. 2017-19)
 (Ord. 84-2, passed 3-5-84, Ord. 2017-19, passed 1-2-18)

AMERICANS WITH DISABILITIES ACT

§ 30.35 NOTICE.

- (A) In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 (“ADA”), the city will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.
- (B) All government agencies within the city will not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.
- (C) All departments of the city will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in city programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.
- (D) The agencies within the city will make ail reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the city offices, even where pets are generally prohibited.
- (E) Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the city, should contact the office of the Department of Planning and Community Development as soon as possible but no later than 48 hours before the scheduled event.
- (F) The ADA does not require the city to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

- (G) Complaints that a program, service, or activity of the city is not accessible to persons with disabilities should be directed to the Department of Planning and Community Development.
- (H) The city will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

(Res. 2013-2, passed 2-4-13)

§ 30.36 GRIEVANCE PROCEDURE.

- (A) This grievance procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (“ADA”). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the city. The city’s personnel policy governs employment-related complaints of disability discrimination.
- (B) The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.
- (C) The complaint should be submitted by the grievant or his or her designee, or both, as soon as possible but no later than 60 calendar days after the alleged violation to:
 - (1) The City Attorney; and
 - (2) City of Delphi
Board of Public Works and Safety 201 S. Union Street
Delphi, IN 46923
- (D) Within 15 calendar days after receipt of the complaint, the Director or assigned designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the Director or assigned designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the city’s position and offer options for substantive resolution of the complaint.
- (E) If the response by Department of Planning and Community Development’s Director or assigned designee does not satisfactorily resolve the issue, the complainant or his or her designee, or both, may appeal the decision within 15 calendar days after receipt of the response to the Board of Public Works and Safety, or City Attorney.
- (F) Within 15 calendar days after receipt of the appeal, the Board of Public Works and Safety or assigned designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the city will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.
- (G) All written complaints received by the Department of Planning and Community Development Director or assigned designee, appeals to the city or assigned designee, and responses from these two offices will be retained by the city for at least three years.

(Res. 2013-2, passed 2-4-13)

INTERNAL CONTROLS

§ 30.40 INTERNAL CONTROL POLICY

The City’s policy regarding Internal Controls is the internal control standards as set forth by the State Board of Accounts Uniform Internal Control Standards for Indiana Political Subdivisions manual as expressly written.

(Ord. 2016-23, passed 12-5-16)

CHAPTER 31: DEPARTMENTS, BOARDS AND COMMISSIONS

Section

- 31.01 Statutory boards and commissions
- 31.02 Parks and Recreation Board
- 31.03 City Plan Commission
- 31.04 Department of Development; Commission.
- 31.05 Utility Rate Advisory Board
- 31.06 Department of Redevelopment Cross-reference:
Forestry Commission, see § 99.02
- 31.07 Ethics Board

§ 31.01 STATUTORY BOARDS AND COMMISSIONS.

- (A) Police Pension Board. There shall be a Police Pension Board of Trustees to perform certain duties prescribed by I.C. 36-8-6 (1925 Fund) and I.C. 36-8-8 (1977 Fund) concerning the statutory pensions of city police.
- (B) Commissions. The following statutory commissions are established:
 - (1) Economic Development Commission.
 - (2) Board of Flood Control Commissioners.
 - (3) Board of Aviation Commissioners.
 - (a) The Board of Aviation Commissioners shall consist of five (5) members with not more than three (3) being of the same political party.

(Ord. 82-3, passed 3-15-82; Res. 2008-2, passed 5-5-08)

§ 31.02 PARKS AND RECREATION BOARD.

- (A) Creation of Department of Public Parks. Under the provisions IC 36-10-3 there is created a Department of Public Parks as an executive department of the city, with all duties and powers specifically granted by IC 36-10-3-10 and IC 36-10-3-11.
- (B)
 - (1) Park Authority. Authority over the public parks shall be vested in the Board of Parks and Recreation which is created and comprised of four members appointed by the city executive. No member may also serve on the City Council. All members must be qualified by an interest in and knowledge of the social and educational value of recreation. The members serve without compensation. The members shall be appointed for four-year terms from January 1 of the year of their appointment or until their successors are appointed. The initial terms of Board members, however, are as follows:
 - (a) One for a term of one year.
 - (b) One for a term of two years.
 - (c) One for a term of three years.
 - (d) One for a term of four years.
 - (2) Vacancy. A vacancy shall be filled by the city executive for the remainder of the unexpired term.
- (C) All meetings of the Board are open to the public. The Board shall fix the time and place of regular meetings but shall meet at least quarterly.
- (D) Election of Officers. At its first regular meeting in each year, the Board shall elect a president and vice-president from its membership. The vice-president shall have authority to act as the president of the Board during the absence or disability of the president.
- (E) Duties of the Board of Parks and Recreation. The Board shall:
 - (1) exercise general supervision of and make rules for the department;
 - (2) establish rules governing the use of the park and recreation facilities by the public;
 - (3) provide police protection for its property and activities, either by requesting assistance from state, municipal, or county police authorities, or by having specified employees deputized as police officers; the deputized employees, however, are not eligible for police pension benefits or other emoluments of police officers;
 - (4) appoint the necessary administrative officers of the department and fix their duties;
 - (5) establish standards and qualifications for the appointment of all personnel and approve their appointments without regard to politics;
 - (6) make recommendations and an annual report to the executive and fiscal body of the unit concerning

- the operation of the board and the status of park and recreation programs in the district; and
- (7) any other duties as provided by Indiana Code, City Ordinance, or Executive Directive.
- (F) Powers of the Board of Parks and Recreation:
- (1) Authority Over Parks. The park authority shall manage all public parks, including approaches, that belong to the City of Delphi. If the city decides, by ordinance, to establish, lay out, or improve a public park or grounds, or to make an extension of a park or grounds, it may locate the park or grounds, including appurtenances, and it may layout and open the public ways necessary for the improvement. If it is necessary to acquire land, water rights or easements, or a pool, lake, or natural stream of water, the park authority may condemn that property and take possession of it if it is located within five miles of the city. Before the park authority condemns the property, it shall assess the damages to the owners of the property at a meeting of the authority. Additional condemnation proceedings are the same as those provided for the taking of property to open streets.
 - (2) Management of Parks. The park authority may adopt rules concerning the laying out, improvement, preservation, ornamentation, and management of parks. The park authority may allow monuments or buildings for libraries, works of art, or historical collections to be erected in a park, as long as they are under the control of the persons in charge of the park and no enclosure separates them from the rest of the park.
 - (3) Leasing Park Assets. If the park authority of the city decides to lease any buildings or grounds belonging to the city and located in a public park when they are not required for public use, the proceeds shall be deposited with the City Clerk to the credit of park funds, which funds shall be nonreverting, and devoted to the improvement of public parks.
 - (4) Authority Under Indiana Law. The Board of Parks and Recreation shall have all the powers granted under IC 36-10-3-11 (as may be amended from time to time).
- (G) Tax Levy. The City Council may levy a tax on all taxable property in the municipality to pay for park property and for its improvement. The Council shall determine and provide the revenues necessary for the operation of the department or for capital expenditures not covered by the issuance of bonds by:
- (1) a specific levy to be used exclusively for these purposes;
 - (2) a special appropriation; or
 - (3) both of these methods.
- (H) Budget. The Board shall prepare and submit an annual budget in the same manner as other departments of city government as prescribed by the State Board of Accounts.
- (I) Gifts, Donations, Subsidies. The Board may accept gifts, donations, and subsidies for park and recreation purposes. However, a gift or transfer of property to the Board of Parks and recreation may not be made without approval.

(Ord. 2000-8, passed 11-6-00, Am. Ord. 2016-7, passed 10-3-16, restated in its entirety by Ord. 2023-3, passed 3-6-23)

§ 31.03 CITY PLAN COMMISSION.

- (A) Created. There is established a City Plan Commission under the authority provided in I.C. 36-7-4.
- (B) Membership. The Plan Commission shall exercise those powers and perform those duties conferred and authorized by statute. Membership and terms of office shall be made and served in accordance with Chapter 174 of the Acts of 1947 of the Indiana General Assembly, as amended.

(‘63 Code, §§ 17-11, 17-12)

§ 31.04 DEPARTMENT OF DEVELOPMENT; COMMISSION.

- (A) There is created a Department of Development of the city to be under the control of a commission to be known as “Delphi Development Commission,” as authorized by I.C. 36-7-3 and acts amendatory thereof or supplemental thereto.
- (B) The Delphi Development Commission shall consist of five members who shall be appointed by the Mayor as follows: two selected by the Mayor to serve for terms of three years each, one selected by the Mayor to serve for a term of one year, one to be nominated by the County Council to serve for a term of one year, and one to be nominated by the Common Council of the city to serve for a term of two years, each of such terms to commence on February 1 following the date of such respective appointments.

(Ord. 12-74, passed 12-16-74; Am. Ord. 4-75, passed 8-18-75)

§ 31.05 UTILITY RATE ADVISORY BOARD.

- (A) Created. There is hereby created as a part of the city government an advisory board to be known as the Utility Rate Advisory Board.
- (B) Membership. The Advisory Board shall consist of five members to be appointed by the Mayor with the approval of the Common Council. Members shall serve for four year terms each; provided, that of the individuals first selected to serve, two members will serve an initial term of one year, one member will serve an initial term of two years, one member will serve an initial term of three years, and one member will serve an initial term of four years. Any vacancy occurring shall be filled for the remainder of the term by Mayor with the approval of the Common Council.
- (C) Officers and meetings. The Board shall select one of its members as Chairman and one of its members as Secretary. The Board shall meet upon the call of the Chairman or upon the call of any three of its members. Meetings shall be open to the public, and notice of all meetings shall be given in strict compliance with the Indiana Open Door Law, I.C. 5-14-1.5-1 et seq.
- (D) Powers and duties.
 - (1) The Board shall have the responsibility of investigating, gathering information, deliberating, and advising the Common Council with regard to any future proposed changes to the general rates and charges for the use of and services rendered by the municipally owned electric, natural gas and water utilities, and with regard to any future proposed capital improvements, the costs of which would be required to be financed by the issuance of a debt instrument by the City. The Board's capacity shall be advisory only, and the Common Council shall not be bound by any recommendations or advice received from the Board. The Board shall not be required to investigate, deliberate, or advise the Council with regard to any rate increases or decreases which are implemented solely for the purpose of tracking increases or decreases in the cost of fuel, electricity, natural gas or water from the city's wholesale supplier.
 - (2) The Board shall, in its investigation, deliberation and advice, strive to advise the Common Council on rates and charges for use of and services rendered by the municipally owned electric, natural gas, and water utilities, which are nondiscriminatory, reasonable and just, and which will produce sufficient revenue to maintain the utility property in a sound physical and financial condition to render adequate and efficient service, all in accordance with the standards as set out in I.C. 8-1.5-3-8. The Board shall have access to all books, records, financial statements, accounting reports, operating reports and other documents which are relevant to their investigation, deliberation and advise as to rates and charges meeting the foregoing standards.
- (E) Compensation. Members of the Utility Rate Advisory Board shall receive no compensation for their services and shall receive no compensation for their time expended nor for time lost from work.
- (F) Removal. The members of the Board may be removed at any time by the Mayor for cause upon notice to the Common Council.

(Ord. 94-3, passed - -94)

§ 31.06 DEPARTMENT OF REDEVELOPMENT.

- (A) The Common Council deems it to be in the best interest of the city and its citizens to afford a maximum opportunity for rehabilitation, redevelopment, or economic development of areas by private enterprise and the city by establishing a Department of Redevelopment.
- (B) The Common Council hereby establishes the Department of Redevelopment of the city. The Department will be controlled by a board of five members known as the Delphi Redevelopment Commission.
- (C) Pursuant to I.C. 36-7-14 and I.C. 36-7-25 ("the Act"), all of the territory within the boundaries of the city will be a taxing district to be known as the Redevelopment District of Delphi for the purpose of levying and collecting special benefit taxes for redevelopment purposes as provided in the Act. The Common Council finds and determines that all of the taxable property within this special taxing district will be considered to be benefitted by the redevelopment projects and economic development projects carried out under the Act to the extent of the special taxes levied under the Act.

(Ord. 2011-6, passed 12-5-11)

§ 31.07 ETHICS BOARD

- (A) Creation of Ethics Board; Term. There is hereby created and established a City of Delphi Ethics Board (the “*Ethics Board*” which shall consist solely of three (3) voting members, none of whom shall hold any position of employment or appointment with the City of Delphi or an agency thereof, or as an elected official thereof. The Board members appointed by the Mayor or the Common Council shall be residents of the City of Delphi throughout their terms on the Ethics Board. Ethics Board members shall serve terms of two (2) years each, with each term beginning on January 1 of the year in which an Ethics Board member is appointed, regardless of when in said year such a member is appointed.
- (B) Appointment of Members; Procedural Matters.
 - (1) The Mayor shall appoint one (1) member to the Ethics Board, such member not being affiliated with the same political party as the Mayor. The Common Council shall appoint two (2) members to the Ethics Board, one (1) member of which shall not be affiliated with the same political party as the Mayor. All Ethics Board members shall be appointed for two (2) year terms, as outlined in 31.07(A). Notwithstanding the foregoing, an Ethics Board member shall serve until his/her successor is qualified and appointed, and all Ethics Board members serve at the pleasure of their appointing authority.
 - (2) The Ethics Board shall establish written rules to govern its operation, including, but not limited to, the time and place of its meetings. Two (2) members of the Ethics Board shall constitute a quorum for purposes of taking official action. All official actions of the Ethics Board shall require the affirmative vote of at least two (2) Ethics Board members. The members of the Ethics Board shall annually elect a Chairperson, a Vice Chairperson, and a Secretary from amongst the current Ethics Board members.
- (C) Annual Report to the Common Council. The Ethics Board shall present to the Common Council an annual written report that provides a detailed and full accounting of the Ethics Board's actions and activities during the previous year. This report shall be presented to the Common Council at its first meeting in March of each year, by placing a copy of the same in each Councilor's individual Council packet and by having an Ethics Board representative present at each such Council meeting to orally present the report and to answer any questions raised about the report and/or the activities of the Ethics Board. Minutes of each Ethics Board meeting shall be provided to each Council member via email and shall be placed on the City website within sixty (60) days of each such meeting.
- (D) Ethics Board Expenses. All Ethics Board expenses shall be borne by the budget of the Common Council and shall not exceed one thousand dollars (\$1,000.00) per year unless specifically approved in advance by the Common Council. The members of the Ethics Board shall not be compensated for their services, but reasonable expenses may be reimbursed in accordance with the Code of Ordinances of the City of Delphi and applicable law.
- (E) General Authority of the Ethics Board. The Ethics Board shall have the power and responsibility to:
 - (1) adopt, amend, and rescind rules and regulations in furtherance of its purposes, pursuant to the procedure and stricture provided in this Section and in accordance with applicable law;
 - (2) make recommendations to the Common Council for amendments to this Section and for other such legislation affecting the subject matter of this Section as the Ethics Board may deem appropriate or necessary;
 - (3) require a continuing program of educational assistance and information regarding ethical conduct to all officers, elected officials and employees, the frequency and method to be determined by the City's Human Resources Department; and
 - (4) provide, through the City Human Resources Department, for the solicitation and collection of the Statements of Economic Interest filed pursuant to this section.
- (F) Definitions. For purposes of this Section, the words and phrases contained herein shall have the following meanings unless the context clearly indicates otherwise:

AGENCY means every department, office, board, commission, and committee of the City of Delphi, including, but not limited to the Ethics Board.

ETHICS BOARD means the City of Delphi Ethics Board as established by this Section.

BUSINESS ENTITY means a sole proprietorship, partnership, unincorporated association, trust, firm, corporation and/or limited liability company.

CITY means the City of Delphi, Carroll County, Indiana.

CITY ATTORNEY means a person appointed pursuant to LC., 36-4-9-8-(b)(2).

COMPENSATION means any money, thing of value, service or economic benefit conferred upon or received by any elected official, officer or employee from any person except the City or an agency in return for services rendered or to be rendered, but does not mean items or property excluded herein from the definition of gifts or honoraria.

ELECTED OFFICIAL means the City's duly elected Mayor, Clerk and Common Council members.

EMPLOYEE means any individual, other than an elected official, who is employed by the City under an express or implied contract to hire and as to whom the City has the right to control the details of his/her work performance.

GIFTS OR HONORARIA means money or other property which is transferred to an elected official, officer or employee without reasonable value being provided for same by said elected official, officer or employee, but does not include:

- (1) Invitations, tickets, food and drink provided to an elected official, officer or employee or a member of his/her immediate family, during the conduct of official City business or at public ceremonies;
- (2) Mementos or souvenirs of nominal value received at public ceremonies or commemorating official City business;
- (3) Invitations or tickets to political fund raising dinners or public events when used by an elected official, officer or employee or a member of his/her immediate family;
- (4) Food or drink consumed by an elected official, official or employee in connection with official City business at a convention, reception or gathering of other public officials and/or municipal employees; or
- (5) Travel or other expenses paid or reimbursed as a result of speaking engagements, educational training or personal appearances made as a result of or by virtue of an elected official's, officer's, or employee's official position or duties.

IMMEDIATE FAMILY means:

- (1) A spouse, brother or sister, stepbrother or stepsister;
- (2) Any child (natural or adopted) who is unemancipated and less than 18 years old and/or who receives more than 50% of his/her support from the employee, elected official or officer and/or his/her spouse; or
- (3) A parent or stepparent of the employee, officer or elected official, or of his/her spouse.

MATERIAL INTEREST means ownership of 5% or more of a business entity, except for an interest that is no greater than that which is cumulatively held by the general public.

MAYOR means the Mayor of the City.

OFFICER means a natural person appointed to an office or position in any agency within the City of Delphi.

PECUNIARY INTEREST means an interest which results or is reasonably intended to result in an ascertainable increase in the income or net worth of an elected official, officer or employee, or a member of his/her immediate family.

PERSON means any individual, association, corporation, or other legal entity, and the masculine gender includes the feminine.

SECRETARY shall mean the Ethics Board member who is appointed to that position in accordance with the Ethics Board's rules and regulations.

STATEMENT OF ECONOMIC INTEREST means the annual statement required by this Section.

- (G) Application of Section. This Section applies to all elected officials, officers, and employees of the City of Delphi, except the Judge of the City Court.
- (H) Standards of Ethical Conduct.
 - (1) Disqualifications. Any elected official, officer or employee shall disqualify himself/herself from and refuse to take final action on any matter in which he/she or a member of his/her immediate family has a pecuniary interest, and upon which the elected official, officer or employee would be required to act in the discharge of his/her official duties, except for the adoption of the annual City salary ordinances and the City budget.
 - (2) Improper use of official position. No elected official, officer or employee shall use or permit the use of his/her official position, funds or property under his/her official control, direction or custody, for a purpose which is primarily for the private benefit of the elected official, officer or employee or his/her immediate family; provided that nothing herein shall prevent the private use of property that is available on equal terms to the public generally (such as library books, tennis courts and golf courses), or the use of property in accordance with City policy in the conduct of official business, the use of vehicles and other equipment by off-duty employees in compliance with their department rules, and/or the employment of any elected official, officer, employee or his/her immediate family by the City or an agency.
 - (3) Gifts and honoraria prohibited. No elected official, officer or employee shall accept gifts or honoraria that individually exceed the value of \$100 or that cumulatively exceed the value of \$250 in any calendar year from any business entity that is doing business with the City and/or an agency. No elected official, officer or employee shall accept anything of monetary value from any person that has been solicited by same with the intent to give special consideration or influence as to any action by such elected official, officer or employee in his/her official capacity. However, nothing herein shall prohibit the receipt of political and other contributions that are lawful under and reported in accordance with Indiana law, and/or which are accepted on behalf of the City or an agency.
 - (4) Activity as Private Person. No elected official, officer, or employee shall hold themselves out as a private person to advocate either for or against an item that is before them, in their official capacity, for consideration for approval or denial. This does not bar an elected official from campaigning for or against an item in their official capacity as an elected representative of the people.
- (I) Submission of Statement of Economic Interests; Review. All elected officials, officers, and employees of the City, except for the City Court Judge, who have any economic interests subject to disclosure under this Section, shall file a Statement of Economic Interests with the City's Department of Law on or before March 31st of the immediately succeeding calendar year. On or before March 10th of each calendar year, the Corporation Counsel shall take reasonable efforts to notify each City official, officer, and employee of their filing obligations under this Section.

This Statement of Economic Interests shall be affirmed as to its truth and accuracy under penalties of perjury and include the following information:

- (1) The name of the submitting elected official, officer or employee;
- (2) The business address of the submitting elected official, officer or employee;
- (3) The position in which the submitting elected official, officer or employee holds with the City or agency;
- (4) Each employer of the elected official, officer or employee;
- (5) A listing of all gifts or honoraria the elected official, officer or employee received during the past calendar year that are reasonably believed to have an individual value in excess of \$100 and/or an aggregate value in excess of \$250 from any business entity doing business with the City and/or an agency;
- (6) A statement of whether or not the elected official, officer or employee, or any member of his/her

- immediate family, had a pecuniary interest in any contract with the City or any agency during the past calendar year, (including, but not limited to, an independent contractor contract, but excluding an employee contract) and, if so, a description of the pecuniary interest;
- (7) The name of each business entity from which the elected official, officer or employee received any compensation during the preceding calendar year except for those items and property herein excluded from the definition of gifts and honoraria; and
 - (8) The name of any business entity in which the elected official, officer or employee or his/her immediate family owns a material interest and which business entity is doing business with the City or an agency.

To the extent that any or all of the information is contained in the Uniform Conflict of Interest Disclosure Statement filed in accordance with LC., 35-44-1-3, that form can, to such extent, be substituted for the Statement of Economic Interests. All Statements of Economic Interests shall be filed with and retained by the City's Department of Law. These statements shall be made available to the public only as required by Indiana's Access to Public Records Act (LC. 5-14-3), or final court order.

(J) Complaints, Investigations, Hearings, and Enforcement.

- (1) Any elected official, officer, employee, or Delphi citizen may file a complaint alleging a violation of this section. If such complaint is filed by or against a member of the Ethics Board, that member is disqualified from participating in any proceedings that may arise from the complaint. If the complainant is a City employee, he or she shall follow all applicable department rules, regulations and chain-of-command in filing his/her complaint, unless it is not reasonably possible or appropriate to do so.
- (2) The complaint shall be in writing and signed by the complainant under oath and the penalties of perjury. The complaint shall state the nature of the alleged violation(s), the date(s), time and place of each occurrence, and the person(s) charged with the violation(s). The complaint shall be filed with the Secretary, who shall provide a copy to the person charged with the violation within seven (7) business days. The complainant shall provide the Secretary with all available documentation and other evidence supporting the allegations set forth in the complaint. A copy of all such documentation shall be provided to the person charged with the violation within seven (7) business days. All complaints and all records pertaining thereto shall be subject to disclosure only as required by Indiana's Access to Public Records Act (LC. 5-14-3) or final court order.
- (3) Within forty-five (45) days after the date of his/her receipt of a complaint, but no less than fifteen (15) days after such date, the Secretary shall conduct an investigation into the allegations contained therein. The Secretary may request that the Ethics Board extend the time for the completion of such investigation. If the Ethics Board determines that such an extension is necessary or desirable and would not be prejudicial to the person charged with the violation, the Ethics Board shall grant the extension. If the Ethics Board determines that the investigation must be completed in a shorter period of time in order to avoid prejudice or irreparable harm to the person charged with the violation, the Ethics Board shall order the Secretary to complete the investigation in a shorter period of time, and the Secretary shall comply.
- (4) If the Secretary determines, after reasonable investigation, that there are no reasonable grounds to believe that an alleged violation of this section has occurred, or that the complaint or a portion thereof is otherwise frivolous, the Secretary shall dismiss the complaint or that portion thereof. If the Secretary dismisses all or part of the complaint, he/she shall do so in writing, setting forth the facts and the provisions of law upon which the dismissal is based, and provide copies of the written dismissal to the complainant, to the person charged with the violation and to the Ethics Board. The complainant shall have the right to appeal the decision of the Secretary to the Ethics Board, who may uphold, modify, or reject the Secretary's decision. To the extent the Secretary's decision is not upheld by the Ethics Board, a hearing will be held before the Ethics Board on the remaining allegations contained in the complaint. If the complaint or any portion thereof is so dismissed, the record pertaining to the dismissed charge(s) shall remain confidential unless the person against whom the complaint was made requests disclosure, or as otherwise required by applicable law or final court order.
- (5) A hearing shall then be held thereon unless the complaint is resolved at a prehearing conference. A

- prehearing conference may be held at the request of the Secretary, the complainant or the person accused. Any proposed prehearing resolution of the complaint or of any portion thereof must be approved by the Ethics Board, the complainant and the person accused, and must conform to the Ethics Board's rules and applicable law. Absent such approval and conformance, the proposed prehearing resolution shall be null and void.
- (6) Subject to the above, within thirty (30) days from the date the Secretary refers a complaint to the Ethics Board for hearing, the Ethics Board shall conduct a public hearing on the remaining allegation(s) set forth in the complaint. Upon the request of the person accused, or with his/her consent, this hearing may be continued for an additional period or periods of time not to exceed a total of forty-five (45) additional days.
 - (7) At the hearing, the person accused and the complainant shall each be entitled to be represented by counsel to present exhibits and other evidence, to cross-examine witnesses, and to argue the law and the facts to the Ethics Board. The accused shall not be required to present any evidence at this hearing, and the entire burden of proof and persuasion shall remain on the complainant at all times to prove the truth of the allegations contained in the complaint by a preponderance of the evidence. The hearing shall be audio-recorded, and all witnesses shall be sworn. The Ethics Board is authorized to utilize the investigative powers set forth in LC., 36-4-6-2l(b) in furtherance of its obligations hereunder.
 - (8) After the hearing is closed, the Ethics Board shall issue a written decision stating its opinion as to whether this Section has been violated, and setting forth its specific findings of fact and conclusions of law upon which its decision is based. A copy of such determination shall be delivered to the complainant, to the person accused, and to the Mayor within fifteen (15) business days from the date the hearing is closed. This written determination shall constitute a public record.
 - (9) If the Ethics Board determines that an elected official, officer, or employee has violated this section, the Ethics Board shall provide a copy of its written decision, as well as its written recommendations as to the proper resolution of the matter, to the Mayor for his/her consideration. The Ethics Board's written recommendations shall be advisory or deliberative expressions of opinion communicated only for the purpose of decision-making, and not subject to mandatory disclosure under Indiana's Access To Public Records Act.
 - (10) Any violation of this section by an officer or employee shall be cause for such disciplinary action as may be deemed necessary and proper by the Mayor, consistent with the City's personnel ordinances and rules. The Mayor is not bound by the Ethics Board's determination and may conduct his/her own investigation prior to imposing discipline on any officer or employee under his/her authority and/or control. A written response outlining any action taken by the Mayor as a result of the recommendation of the Ethics Board shall be provided to the Ethics Board by the Mayor within thirty (30) calendar days after receipt of the Ethics Board's written decision and recommendations.
 - (11) Notwithstanding the above, this section shall not derogate from employee rights under any City or agency labor agreements or personnel ordinances or rules. Any final adverse employment action taken or monetary fine imposed on any officer or employee pursuant to this section shall be subject to judicial review as provided by applicable law.
- (K) False Compliant. Any person who files a complaint or testifies against any elected official, officer, or employee pursuant to this section in bad faith, with reckless disregard for the truth and/or by knowingly providing false information shall be subject to discipline, up to and including termination, in accordance with the rules and regulations of the City, the agency and applicable law. Such discipline does not foreclose the elected official, officer, or employee from also pursuing private civil remedies against such person.
 - (L) Harassment. No elected official, officer, or employee shall harass or otherwise take any adverse action against any person merely because such person filed a good faith complaint pursuant to this section.
 - (M) Enforcement. Any elected official, officer, or employee who is found by the Delphi City Court, or other Court of Competent Jurisdiction, to have failed to timely file a Statement of Economic Interests as required by this Section shall be subject to a fine of not less than \$50 nor more than \$500 for each month or portion thereof, beginning with the month of March in the applicable calendar year, during which the Statement is delinquent, in addition to the other provisions of this section.
 - (N) Record Retention. All Statements of Economic Interests, complaints, hearing documents, and other public records of the Ethics Board shall be retained for the greater of five (5) years or the minimum period of time required by applicable law.

(Ord. 2023-2, passed 3-6-23)

CHAPTER 32: REVENUE AND TAXATION; FUNDS

Section

- 32.01 Levying of taxes
- 32.02 Bank to be depository
- 32.03 Economic Development Income Tax (EDIT)
- 32.04 Promotional Activities Fund
- 32.05 Special nonreverting operating fund for park purposes
- 32.06 Special nonreverting operating fund for main street purposes
- 32.07 Tri-Township Equipment Fund
- 32.08 Fixed Asset Capitalization Policy
- 32.09 Airport Rotary Fund and Aviation Fund
- 32.10 Rainy Day Fund
- 32.11 Purchasing Policy
- 32.12 Highway Relinquishment Fund
- 32.13 Community Crossings Grant Fund
- 32.14 Elevator Maintenance Fund
- 32.15 Special Nonreverting Fund for Community Center Purposes
- 32.16 ARP Coronavirus Local Fiscal Recovery Grant Fund

Cross-reference:

Business licenses and permits, see Ch. 110 Solid Waste Management Fund, see § 50.17 Tree Fund, see § 99.18

§ 32.01 LEVYING OF TAXES.

Taxes for the purpose of raising revenue to meet necessary expenses for the fiscal year shall be levied on the assessed valuation of taxable property and the rate of taxation shall be fixed by ordinance of the Common Council from time to time.

(Ord. 4-67, passed 8-28-67; Am. Ord. 6-71, passed 8-31-71)

§ 32.02 BANK TO BE DEPOSITORY.

The depository for all public funds shall be as designated by the Common Council. (Res. passed 2-19-65)

§ 32.03 ECONOMIC DEVELOPMENT INCOME TAX (EDIT).

- (A) The city finds that it is in the best interest of the city and its residents to designate, and hereby designates, the city EDIT revenues for a term of years not less than the term of any EDIT obligations plus the term of any obligations issued in anticipation of the issuance of EDIT obligations to finance the projects, or until obligations payable from tax increment are issued to refund the EDIT obligations.
- (B) The Common Council ratifies and confirms the action taken by the Mayor designating the city EDIT revenues to the county for a term of years not less than the term of any EDIT obligations plus the term of any obligations issued in anticipation of the issuance of EDIT obligations to finance the projects, or until obligations payable from tax increment are issued to refund the EDIT obligations. The Common Council hereby irrevocably ratifies and confirms the action taken by the Mayor irrevocably pledging the city EDIT revenues to the payment of EDIT obligations for the term of years not less than the term of any EDIT obligations to finance the projects, or until obligations payable from tax increment are issued to refund the EDIT obligations.
- (C) The city represents and warrants that there are no prior liens, encumbrances or other restrictions on the city EDIT revenues or on the city's ability to pledge and designate the city EDIT revenues.

(Ord. 91-7, passed 7-15-91)

§ 32.04 PROMOTIONAL ACTIVITIES FUND.

- (A) The Promotional Activities Fund is hereby established. The City Council is authorized to budget and

appropriate funds from the General Fund or from other funds to pay the expenses incurred in promoting the betterment of the municipality.

- (B) Expenditures from this fund may include, but are not necessarily limited to, the following:
- (1) Membership dues in local, regional, state and national associations of a civic, educational or governmental nature, which have as their purpose the betterment and improvement of municipal operations.
 - (2) Direct expenses for travel, meals, and lodging in conjunction with municipal business or meetings or organizations to which the municipality belongs.
 - (3) Expenses incurred in the promotion of economic or industrial development for the municipality, including meeting-room rental, decorations, meals and travel.
 - (4) Commemorative plaques, certificates, or objects such as commemorative keys.
 - (5) Other purposes which are deemed by the Mayor to directly relate to promotion or betterment of the city.
- (C) No expenses shall be allowed from this fund without prior authorization and approval of the Mayor. Claims for expenses under this section shall be allowed as prescribed by law.

(Ord. 82-4, passed 4-19-82)

§ 32.05 SPECIAL NONREVERTING OPERATING FUND FOR PARK PURPOSES.

There is hereby established a special nonreverting operating fund for park purposes pursuant to the provisions of IC 36-10-3-22. Expenditures shall be made therefrom by appropriation by the Park and Recreation Board.

(Ord. 92-7, passed - -92)

§ 32.06 SPECIAL NONREVERTING OPERATING FUND FOR MAIN STREET PURPOSES.

There is hereby established a special nonreverting operating fund for purposes of landscaping and planting trees. Expenditures shall be made there from by appropriation by the Delphi Main Street Board.

(Ord. 92-7, passed 9-3-92)

§ 32.07 TRI-TOWNSHIP EQUIPMENT FUND.

- (A) All monies received by the Delphi Township Fire Department shall be placed in one fund under the supervision of the Clerk-Treasurer of the city, which fund shall be the Delphi Tri-Township Equipment Fund.
- (B) The fund shall be used only to purchase equipment for the Tri-Township Fire Department.
- (C) The Tri-Township Fire Department shall send the request for payment for each fire run made by the department to the claims office of the affected insurance company.
- (D) No more than 50% of the fund may be used at any one time by either the townships or the city.
- (E) The fund may be used only one time per year except in case of emergency.
- (F) A group consisting of seven members, being the Fire Chief, the Board of Public Works and Safety of the city and Township Trustees from Deer Creek, Madison and Tippecanoe townships, shall meet annually on the first Tuesday of June to approve any purchases to be made with monies from the fund. All purchases must be approved by a majority of the group.
- (G) Monies from the fund may be invested and any interest earned shall be deposited to the fund.

(Ord. 88-6, passed 8-22-88)

§ 32.08 FIXED ASSET CAPITALIZATION POLICY.

- (A) Definitions and Provisions.
- (1) Definitions. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CAPITAL OUTLAYS. Expenditures which benefit both the current and future fiscal periods. This includes costs of acquiring land or structures; construction or improvement of buildings, structures or other fixed assets; and equipment purchases having an appreciable and calculable period of usefulness. These are expenditures resulting in the acquisition or addition to the government's general fixed assets.

ENTERPRISE FUNDS. Those funds used to account for operations:

- (a) That are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or
- (b) Where the governing body had decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability and other purposes.

The **ENTERPRISE FUNDS** of the city shall include the municipally owned water and sewage utilities. Operation of these utilities shall require **ENTERPRISE FUND** accounting and reporting.

FIXED ASSET. Tangible assets of a durable nature employed in the operating activities of the unit and that are relatively permanent and are needed for the production or sale of goods or services are termed property, plant and equipment or **FIXED ASSETS**. These assets are not held for sale in the ordinary course of business. This broad group is usually separated into classes according to the physical characteristics of the items (e.g. land, buildings, improvements other than building, machinery and equipment, furniture and fixtures.

HISTORICAL COST. The cash equivalent price exchanged for goods or services at the date of acquisition. Land, buildings, equipment and most inventories are common examples of items recognized under the **HISTORICAL COST** attribute.

TANGIBLE ASSET. Assets that can be observed by one or more of the physical senses. They may be seen and touched and, in some environments, heard and smelled.

- (2) Land. This city will capitalize all land purchases, regardless of cost.
 - (a) Exceptions to land capitalization are land purchased outright, as easements, or right of ways for infrastructures. Examples of infrastructures are roads and streets, street lighting systems, bridges, overpasses, sidewalks, curbs, parking meters, street signs, viaducts, wharfs and storm sewer collections.
 - (b) Original cost of land will include the full value given to the seller, including relocation, legal services incidental to the purchase (including title work and opinion), appraisal and negotiation fees, surveying and costs for preparing the land for its intended purpose (including contractors and/or city workers [salary and benefits]), such as demolishing buildings, excavating, clean up, and/or inspections.
 - (c) A department will record donated land at fair market value on the date of transfer plus any associated costs.
 - (d) Purchases made using federal or state funding will follow the source funding policies and above procedures.
- (3) Machinery and Equipment.
 - (a) The definition of machinery and equipment is: an apparatus, tool or conglomeration of pieces to form a tool. The tool will stand alone and not become a part of a basic structure or building.
 - (b) The city will capitalize and tag items with an individual value equal to or greater than \$5,000. Machinery combined with other machinery to form one unit with a total value greater than the above-mentioned limit will be one unit.
 - (c) Shipping charges, consultant fees, and any other cost directly associated with the purchase, delivery or set up (including contractors and/or city workers [salary and benefits]), which makes such equipment operable for its intended purpose will be capitalized.
 - (d) Improvements or renovations to existing machinery and equipment will be capitalized only if the result of the change meets all of the following conditions:
 - 1. Total costs exceeds \$5,000,
 - 2. The useful life is extended two or more years, and
 - 3. The total costs will be greater than the current book value and less than the fair market value.
 - (e) Examples include:
 - 1. A work truck being equipped with screens, lights, or radios for use as a single unit

- throughout its life expectancy is considered one unit.
2. If police cars are constantly changing light bars or radios to other vehicles, the city will capitalize each piece of equipment separately, if it meets the required dollar amount.
 3. A department's computer (CPU, monitor, keyboard and printer) is considered one unit.
 4. A department will record donated machinery and equipment at fair market value on the date of transfer with any associated costs.
- (f) Purchases made using federal or state funding will follow the source funding policies and above procedures.
- (4) Buildings.
- (a) A department will capitalize buildings at full cost with no subcategories for tracking the cost of attachments. Examples of attachments are roofs, heating, cooling, plumbing, lighting or sprinkler systems, or any part of the basic building. The department will include the cost of items designed or purchased exclusively for the building.
 - (b) A department's new building will be capitalized only if it meets the following conditions:
 1. The total cost exceeds \$5,000, and
 2. The useful life is greater than two years.
 - (c) A department improving or renovating an existing building will capitalize the cost only if the result meets all of the following conditions:
 1. The total cost exceeds \$5,000,
 2. The useful life is extended two or more years, and
 3. The total cost will be greater than the current book value and less than the fair market value.
 - (d) Capital building costs will include preparation of land for the building, architectural and engineering fees, bond issuance fees, interest cost (while under construction), accounting costs if material, and any costs directly attributable to the construction of a building.
 - (e) A department will record donated buildings at fair market value on the date of transfer with any associated costs.
 - (f) Purchases made using federal or state funding will follow the source funding policies and above procedures.
- (5) Improvements Other than Buildings.
- (a) The definition of this group is improvements to land for better enjoyment, attached or not easily removed and will have a life expectancy of greater than two years.
 - (b) Examples are walks, parking areas and drives, golf cart paths, fencing, retaining walls, pools, outside fountains, planter underground sprinkler systems and other similar items.
 - (c) Improvements do not include roads, streets or assets that are of value only to the public. For example, Main Street is a public street with greatest value to the public. Roads or drives upon city-owned land that provide support to our facilities are assets. A sidewalk down the road for public enjoyment is an infrastructure improvement and is not capitalized. However, sidewalks installed upon city-owned land for use by the public and for the support of our facility are capital assets.
 - (d) The city will capitalize new improvements other than buildings only if it meets the following conditions:
 1. The total cost exceeds \$5,000, and
 2. The useful life is greater than two years.
 - (e) A department will capitalize improvements or renovations to existing improvements other than buildings only if the result meets the following conditions:
 1. The total cost exceeds \$5,000,
 2. The asset's useful life is extended two or more years, and
 3. The total cost will be greater than the current book value and less than fair market value.
 - (f) A department's donated improvements other than buildings will be recorded at fair market value on the date of transfer with any associated costs.
 - (g) Purchases made using federal or state funding will follow the source funding policies and above procedures.

(B) Recording and Accounting.

- (1) The city and its various departments shall classify capital expenditures as capital outlays within the fund from which the expenditure was made in accordance with the chart of accounts of the Cities and Towns Accounting Manual. The cost of property, plant and equipment includes all expenditures necessary to put the asset into position and ready for use. For purpose of recording fixed assets of the city and its departments, the valuation of assets shall be based on historical cost or where the historical cost is indeterminable, by estimation for those assets in existence.
- (2) The city's municipally owned utilities shall record acquisition of fixed assets in accordance with generally accepted accounting principles. When an asset is purchased for cash, the acquisition is simply recorded at the amount of cash paid, including all outlays relating to its purchase and preparation for intended use. Assets may be acquired under a number of other arrangements including:
 - (a) Assets acquired for a lump sum purchase price.
 - (b) Purchase on deferred payment contract.
 - (c) Acquisition under capital lease.
 - (d) Acquisition by exchange of nonmonetary assets.
 - (e) Acquisition by issuance of securities.
 - (f) Acquisition by self construction.
 - (g) Acquisition by donation or discovery.

Some of these arrangements present special problems relating to the cost to be recorded, for example, in utility accounting, interest during a period of construction has long been recognized as a part of the asset cost. Reference to an intermediate accounting manual will illustrate the recording of acquisition of assets under the aforementioned acquisition arrangements. For purpose of recording fixed assets of the utilities, the valuation of assets shall be based on historical cost.

- (3) In addition, an asset register (prescribed form 211) shall be maintained to provide a detail record of the capital assets of the governmental unit.

(C) Safeguarding of Assets. Accounting controls shall be designed and implemented to provide reasonable assurances that:

- (1) Capital expenditures made by the city, its various departments and utilities be in accordance with management's authorization as documented in the minutes.
- (2) Transactions of the utilities be recorded as necessary to permit preparation of financial statements in conformity with generally accepted principles.
- (3) Adequate detail records be maintained to assure accountability for city and utility owned assets.
- (4) Access to assets be permitted in accordance with management's authorization.
- (5) The recorded accountability for assets be compared with the existing assets at least every two years and appropriate action be taken with respect to any differences.

(Ord. 96-18, passed 12-18-96)

§ 32.09 AIRPORT ROTARY FUND AND AVIATION FUND.

- (A) In accordance with I.C. 8-22-2-7(c), a "Rotary Fund" shall be created and all taxes appropriated for the purchase of aviation fuels and revenues derived from the sale of fuels and lubricants shall be deposited into this fund.
- (B) In accordance with I.C. 8-22-2-7(b), an "Aviation Fund" shall be created and all revenues derived from the leases and other airport uses shall be deposited into this fund.

(Ord. 2011-1, passed 2-2-11)

§ 32.10 RAINY DAY FUND.

There is hereby established a Rainy Day Fund pursuant to I.C. 36-1-8-5.1 and the Clerk Treasurer should be and is hereby authorized and empowered to transfer unused and unencumbered funds to a Rainy Day Fund to the extent allowed by I.C. 36-1-8-5.1 and in any amount not to exceed 10% of the city's total annual budget for any fiscal year as adopted under I.C. 6-1.1-17.

(Ord. 2008-2, passed 5-3-08)

§ 32.11 PURCHASING POLICY.

- (A) Purchasing Agency and Purchasing Agent.
- (1) The Board of Public Works and Safety shall serve as the Purchasing Agency for the city, including but not limited to, every agency, board, office, branch, bureau, commission, council, department or other establishment.
 - (2) In the performance of its duties as Purchasing Agency, the Board of Public Works and Safety hereby designates the following job positions as Purchasing Agents of the City of Delphi:
 - (a) Mayor;
 - (b) Clerk-Treasurer;
 - (c) Police Chief;
 - (d) Fire Chief;
 - (e) Superintendent of Parks and Recreation;
 - (f) Superintendent of Streets and Sanitation;
 - (g) Superintendent of Utilities;
 - (h) President Board of Aviation Commissioners;
 - (i) Community Development Director.
 - (3)
 - (a) The Purchasing Agency is authorized to prepare and/or direct the preparation of any such specifications. This vendor's invoice and Purchasing Agency's claim form shall serve as an index of specifications. Alternatively, the Purchasing Agency may utilize specifications prepared by others as specifications to be utilized by the city. Specifications prepared by others shall include, but shall not be limited to, descriptions of property contained in catalogs or other publications. A specification shall be appropriate and acceptable as long as the item can be readily identified from a review of the description or any material or document referenced in such description.
 - (b) Additional considerations for purchasing supplies shall be:
 1. Purchasing at a fair market value;
 2. Furnished in a timely manner;
 3. Minimum standards of quality;
 4. Reasonably available quantities;
 5. Purchasing thru local vendors.
- (B) Small purchases. If the Purchasing Agent expects the purchase to be less than \$25,000, the Purchasing Agent may make a purchase on the open market under the following small purchases policy:
- (1) Purchases from \$ 0 to \$ 50,000.
 - (a) Purchased without Purchasing Agency review or approval.
 - (b) Purchased with review of the City Clerk-Treasurer to certify availability of funds.
 - (c) Purchased without inviting or receiving quotes.
 - (2) Purchases from \$5,001 to \$ 150,000.
 - (a) Purchased with review and approval of the Purchasing Agency.
 - (b) Purchasing Agency shall approve specifications for purchase.
 - (c) Purchased with review by City Clerk-Treasurer to certify availability of funds.
 - (d) Purchased by solicitation of quotes from at least three persons known to deal in the lines or classes of supplies to be purchased.
 1. Purchasing Agent shall provide an invitation to quote at least seven days before the time fixed for receiving the quotes.
 - (e) Purchasing Agent shall open quotes at the time designated before at least one witness.
 1. Quotes may be received by fax or email in response to an invitation to quote.
 - (f) Purchasing Agent shall present all quotes, as received, to the Purchasing Agency for award of a contract.
 1. The Purchasing Agency shall award a contract to the lowest responsible and responsive vendor for each line or class of supplies required.

2. The Purchasing Agency may reject all quotes.
 3. If the Purchasing Agency does not receive a quote from a responsible or responsive vendor, the Purchasing Agency may authorize the Purchasing Agent to make a special purchase pursuant to division (F)(1)(g) below.
- (3) Administrative requirements. The Purchasing Agent shall maintain all claims vouchers and invoices for a minimum of five years.
- (a) Claim vouchers shall state the vendor or contractor's name.
 - (b) Claim vouchers shall state the amount and type of each contract.
 - (c) Claim vouchers shall describe or specify the supplies purchased under each contract.
- (4) Improper purchases. Any purchase made in violation of this section shall be null and void.
- (C) Competitive bidding.
- (1) Purchases over \$150,000.
 - (a) Purchasing Agent shall be authorized to prepare specifications by Purchasing Agency.
 - (b) Purchasing Agency approves specifications and authorizes Purchasing Agent to advertise an invitation for bids.
 1. All notices of invitation for bids shall be published in accordance with I.C. 5-3-1 in a local newspaper.
 2. The Purchasing Agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of bids. The notice shall be published two times, at least one week apart. The second publication must occur at least ten days prior to the date the bids will be opened.
 - (c) Bids received in response to an invitation for bids must be opened publicly in the presence of at least one or more witnesses at the time and place designated in the invitation for bids.
 1. Unless determined in writing, by the Purchasing Agency, all bids shall be opened before the Purchasing Agency during a public meeting.
 2. No electronic facsimile transmittal bids will be accepted.
 3. A vendor may correct inadvertent errors in a bid up to the time at which bids will be opened by supplementing the erroneous bid and submitting a revised bid. A bidder may not supplement an inadvertently erroneous bid after the time at which the bids were opened.
 4. A bidder may withdraw a bid containing inadvertent errors up to the time at which bids will be opened and for a period of not more than 24 hours after the time at which the bids were opened.
 - (d) The Purchasing Agency shall unconditionally accept all bids and turn them over to the Purchasing Agent for evaluation and recommendation for award of contract.
 - (e) The Purchasing Agency shall award a contract with reasonable promptness by written notice to the lowest responsible and responsive bidder.
 - (f) The Purchasing Agency may reject all bids.
 - (g) The Purchasing Agency shall maintain the following information:
 1. The name of each bidder;
 2. The amount of each bid;
 3. Any other pertinent information;
 4. After contract award this information is subject to public inspection.
- (D) Requests for proposals. The Purchasing Agent must present a written determination to the Purchasing Agency, for their review and approval, stating the reasons that the use of competitive sealed bidding is either not practicable or not advantageous to the governmental body.
- (1) All notices for request for proposals shall be published in accordance with I.C. 5-3-1 in a local news paper.
 - (2) The Purchasing Agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of proposals. The notice will be published two times, at least one week apart. The second publication must occur at least seven days prior to the date the proposals will be opened.
 - (3) Proposals received in response to a request for proposals must be opened so as to avoid disclosure

- of the contents to competing vendor during the process of negotiation.
- (4) No electronic facsimile transmittal proposals will be accepted.
 - (5) The Purchasing Agent may conduct discussions with and request best and final offers from responsible vendors who submit proposals determined to be reasonably susceptible of being selected for award.
 - (6) The Purchasing Agent shall present his or her final offers to the Purchasing Agency for award to the responsible vendor whose proposal is determined in writing to be the most advantageous to the governmental body.
 - (7) The Purchasing Agency may reject all proposals.
 - (8) The Purchasing Agent shall maintain the following information:
 - (a) A copy of the request for proposals.
 - (b) A list of all persons to whom copies of the request for proposals were given.
 - (c) A list of all proposals received, which must include:
 1. Names and addresses of vendor;
 2. The dollar amount of each offer;
 3. The name of the successful vendor and the dollar amount of that vendor's offer;
 4. The basis on which the award was made;
 5. The entire contents of the contract file, except for proprietary and financial information included with an offer which is not required to be made available for public inspection.
- (E) Request for specifications. A request for specifications may be issued if the Purchasing Agent makes a written determination that the development of specifications by the governmental body is not feasible and the Purchasing Agency approves the use of a request for specifications.
- (1) All notices of request for specifications shall be published in accordance with I.C. 5-3-1 in a local newspaper.
 - (2) The Purchasing Agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of proposals. The notice will be published two times, at least one week apart. The second publication must occur at least seven days prior to the date the proposals will be opened.
 - (3) The Purchasing Agent may discuss proposed specifications with persons proposing specifications to clarify specification requirements. Persons proposing specifications must be accorded fair and equal treatment with respect to any opportunity for discussion and revisions of proposed specifications.
 - (4) The Purchasing Agent shall present the prepared specifications to the Purchasing Agency for their review and approval.
 - (5) The Purchasing Agency may reject all specifications.
- (F) Special purchases.
- (1) A Purchasing Agent may make a special purchase with the approval of the Purchasing Agency:
 - (a) When there exists, under emergency conditions, a threat to public health, welfare, or safety;
 - (b) When there exists a unique opportunity to obtain supplies or services at a substantial savings to the governmental body;
 - (c) At an auction;
 - (d) Of data process contracts or license agreement for software programs or supplies or services, when only one source meets the using agency's reasonable requirements;
 - (e) When:
 1. The compatibility of equipment, accessories or replacement parts is a substantial consideration in the purchase; and
 2. Only one source meets the using agency's reasonable requirements;
 - (f) When purchase of the required supplies or services under another purchasing method provided under I.C. 5-22 would seriously impair the functioning of the using agency;
 - (g) When the purchasing agency has solicited for a purchase under other methods provided for in I.C. 5-22 and has not received a responsive offer;
 - (h) For the evaluation of supplies or a system containing supplies for any of the following reasons:

1. To obtain functional information or comparative data; or
 2. For a purpose that in the judgment of the purchasing agent may advance the long-term competitive position of the governmental body; or
- (i) When the market structure is based on price but the governmental body is able to receive a dollar or percentage discount of the established price;
 - (j) From a public utility if the price is a negotiated price that considers the results of an independent appraisal obtained by the public utility and a separate independent appraisal obtained by the purchasing agency.
- (2) Administrative requirements.
 - (a) A Purchasing Agent shall maintain a record for a special purchase in a separate file.
 - (b) The Purchasing Agent shall include in the file a written determination of the basis for the special purchase and the selection of a particular contractor or vendor.

(G) Adoption of these policies by purchasing agency. The above described policy is hereby adopted by the Delphi Board of Public Works and Safety as the designated Purchasing Agency of the City of Delphi, as authorized by the City of Delphi Common Council.

(As added by Ord. 2012-8, passed 10-1-12) (As amended by Ord. 2021-16, passed 12-20-21)

§ 32.12 HIGHWAY RELINQUISHMENT FUND.

- (A) There is hereby established the Highway Relinquishment Fund (hereinafter referred to as “the Fund”).
- (B) The City Clerk-Treasurer shall deposit in the Fund the following amounts:
 - (1) All of the payments received from INDOT pursuant to the Memorandum of Agreement between INDOT and the City of Delphi dated February 8, 2011;
 - (2) Any federal or state grants for repairs, construction, or improvements of the relinquished portion of S.R. 25 (being from the east junction of S.R. 421 to the new connection to the new S.R. 25 alignment, Line S-5-A – New “S-Line” connection from old S.R. 25/Main Street to the new S.R. 25 alignment, and Line LSR-1/Old S.R. 25 – connecting Main Street to old S.R. 25 and continuing northerly to realigned C.R. 300 N, having a total transferred mileage of 1.58 miles);
 - (3) Any amounts specifically appropriated to the Fund by the Common Council of the City of Delphi.
- (C) The Fund shall be used for the following purposes:
 - (1) Maintenance and rehabilitation of the relinquished portion of S.R. 25, including, but not limited to, road surface and right-of-way maintenance, storm water drainage, snow and ice removal, mowing, curb and sidewalk maintenance, and traffic signals and other related signs;
 - (2) Consulting, design, and legal fees in direct connection with the maintenance and rehabilitation of the relinquished portion of S.R. 25 as described above;
 - (3) Payment of claims to contractors, vendors, and other parties as approved by the Delphi Board of Works.
- (D) The Fund shall not be used for bridge maintenance or rehabilitation, as maintenance and rehabilitation for bridges in Carroll County and the city is funded by federal and state monies through the Carroll County Council.
- (E) The City Clerk-Treasurer may create such sub accounts in the Fund as the City Clerk-Treasurer deems reasonable in order to account for the funds for the payments and expenses from the Fund.

(Ord. 2014-3, passed 6-2-14)

§ 32.13 COMMUNITY CROSSINGS GRANT FUND

- (A) There is hereby established the Community Crossings Grant Fund (hereinafter referred to as “the Fund”).
- (B) The City Clerk-Treasurer shall deposit in the Fund the amounts received from the State of Indiana for the Community Crossings Grant.
- (C) The Fund shall be used for the projects identified within the awarded Community Crossings Grant application(s).
- (D) The City Clerk-Treasurer may create such sub accounts in the Fund as the City Clerk-Treasurer deems reasonable in order to account for the funds for the payments and expenses from the fund.

(Ord. 2018-4, passed 4-2-18)

§ 32.14 ELEVATOR MAINTENANCE FUND

- (A) There is hereby established the Elevator Maintenance Fund (hereinafter referred to as “the Fund”).
- (B) The Clerk-Treasurer shall deposit in the Fund the amounts appropriated by the Common Council in anticipation of maintenance costs for an elevator.
- (C) The funds shall be used for the maintenance of an elevator.
- (D) The City Clerk-Treasurer may create such sub accounts in the Fund as the Clerk-Treasurer deems reasonable in order to account for the funds, for the payments, and expenses from the fund.

(Ord. 2018-5, passed 5-7-18)

§ 32.15 SPECIAL NONREVERTING FUND FOR COMMUNITY CENTER PURPOSES

- (A) There is hereby established a special nonreverting operating fund for purposes of maintenance and operation of the Delphi Community Center. Expenditures shall be made therefrom by appropriation by the Board of Public Works and Safety.

(Ord. 2018-9, passed 7-2-18)

§ 32.16 ARP Coronavirus Local Fiscal Recovery Grant Fund (Fund #176)

- (A) The Common Council of the City of Delphi, Carroll County, Indiana, recognizes that a need now exists for the establishment of the ARP Coronavirus Local Fiscal Recovery Grant Fund (Fund #176) pursuant to I.C. 5-11.
- (B) The sources of funding for the newly established fund will include monies allocated to the City from the American Rescue Plan Act of 2021 (APRA). The monies within this fund shall be used for eligible purposes of the APRA.
- (C) Funds receipted into this Fund will require an additional appropriation (Common Council approval) and the fiscal officer will review the requested use of monies along with the City attorney and financial advisor for compliance with APRA requirements. The fiscal officer will also maintain detailed accounting records of the fund to provide for future audits of the ARP fund.

(Ord. 2021-04, passed 05-03-21; Am. Ord. 2022-16 [approving disbursal for MCREMC Fiber Ring Contract], passed 6-6-22)

§ 32.17 OPIOID SETTLEMENT FUND - UNRESTRICTED

- (A) Established. That there is hereby established a special fund known as Opioid Settlement Fund -Unrestricted (Fund 2256).
- (B) Contributions. That contributions to the fund shall be the unrestricted portion of Opioid Settlement Funds received from the State of Indiana by the City of Delphi as a participating political subdivision from a national settlement with Johnson & Johnson, AmerisourceBergen, Cardinal Health and McKesson.
- (C) Use of Funds. That expenditures may be made from the fund by appropriation by the City of Delphi Common Council for any purpose approved by the Common Council.
- (D) Termination. That this fund shall be a perpetual fund until terminated by future ordinance, and any funds remaining at time of termination shall be returned to general fund of the City.

(Ord. 2022-21, passed 11-7-22)

§ 32.18 OPIOID SETTLEMENT FUND – RESTRICTED

- (A) Established. That there is hereby established a special fund known as Opioid Settlement Fund -Restricted (Fund 2257).
- (B) Contributions. That contributions to the fund shall be the restricted portion of Opioid Settlement Funds received from the State of Indiana by the City of Delphi as a participating political subdivision from a national settlement with Johnson & Johnson, AmerisourceBergen, Cardinal Health and McKesson.
- (C) Use of Funds. That expenditures may be made from the fund by appropriation by the City of Delphi Common Council

for any purpose approved by the Common Council.

- (D) Termination. That this fund shall be a perpetual fund until terminated by future ordinance, and any funds remaining at time of termination shall be returned to general fund of the City.

(Ord. 2022-22, passed 11-7-22)

CHAPTER 33: PERSONNEL

Section

- 33.01 Salaries
- 33.02 “Christmas Club” withholding from paycheck
- 33.03 Mileage allowance
- 33.04 Deferred compensation plan
- 33.05 Savings bonds through payroll plan
- 33.06 Professional association dues
- 33.07 Retirement fund
- 33.08 Authority to keep city-owned vehicles
- 33.09 Nepotism Policy; Contracting with a Unit by a Relative Policy

§ 33.01 SALARIES.

The Common Council shall establish from time to time by ordinance salaries and policies related to such for certain employees. Said ordinance shall be kept on file in the office of the Clerk-Treasurer.

(Ord. 92-8, passed 7-8-92; Am. Ord. 97-17, passed 7-16-97; Am. Ord. 98-8, passed 7-15-98; Am. Ord. 98-9, passed 7-15-98; Am. Ord. 99-6, passed 1-7-99; Am. Ord. 99-6, passed ---- ; Am. Ord. 99-7, passed 9-2-99; Am. Ord. 2000-7, passed 5-1-00; Am. Ord. 2000-12, passed 8-7-00; Am. Ord. 2000-15, passed 11-6-00; Am. Ord. 2000-16, passed 11-6-00; Am. Ord. 2003-6, passed 8-4-03; Am. Ord. 2003-7, passed 10-6-03; Am. Ord. 2004-5, passed 9-6-04; Am. Ord. 2004-6, passed - -04; Am. Ord. 2005-3, passed 9-15-05; Am. Ord. 2005-5, passed 12-5-05; Am. Ord. 2006-5, passed 10-11-06; Am. Ord. 2006-7, passed 12-4-06; Am. Ord. 2007-4, passed 9-10-07; Am. Ord. 2007-5, passed 11-5-07; Am. Ord. 2008-5, passed 7-7-08; Am. Ord. 2008-7A, passed 9-8-08; Am. Ord. 2008-8, passed 11-3-08; Am. Ord. 2009-6, passed - -09; Am. Ord. 2009-7, passed 12-21-09; Am. Ord. 2010-4, passed 8-2-10; Am. Ord. 2010-9, passed 12-6-10; Am. Ord. 2011-4, passed 12-5-11; Am. Ord. 2011-5, passed 12-5-11; Am. Ord. 2012-10, passed 12-12; Am. Ord. 2013-4, passed 10-7-13; Am. Ord. 2013-5, passed 10-7-13; Am. Ord. 2014-7, passed 11-3-14; Am. Ord. 2014-8, passed 11-3-14; Am. Ord. 2015-6, passed 11-2-15; Am. Ord. 2015-7, passed 11-2-15; Am. Ord. 2016-18, passed 11-7-16; Am. Ord. 2017-14, passed 10-2-17; Am. Ord. 2017-15, passed 10-2-17; Am. Ord. 2018-12, passed 10-8-18; Am. Ord. 2018-13, passed 10-8-18; Am. Ord. 2019-7, passed 10-7-19; Am. Ord. 2019-8, passed 10-7-19; Am. Ord. 2020-12, passed 10-5-2020; Am. Ord.: 2021-13; passed 10-18-2021; Am. Ord. 2022-12, passed 5-2-22; Am. Ord. 2022-18, passed 10-3-22; Am. Ord. 2023-11, passed 10-16-23; Am. Ord. 2023-12, passed 10-16-23; Am. Ord. 2023-19, passed 12-29-23)

§ 33.02 “CHRISTMAS CLUB” WITHHOLDING FROM PAYCHECK.

The Clerk-Treasurer is authorized and instructed to withhold stated amounts from the periodic paychecks of those employees of the city who file written requests and authorizations with the Clerk-Treasurer for such withholding, to be in addition to tax or other withholding amounts otherwise provided for by law or by previous authorization of the Common Council. The additional amounts so withheld pursuant to the provisions of this section will be paid in lump sum by the Clerk-Treasurer to each such employee during the month of December of each year during which such additional withholding has occurred.

(Ord. 9-77, passed 12-19-77)

§ 33.03 MILEAGE ALLOWANCE.

A mileage allowance to be established by ordinance may be allowed and paid to city officers and employees for travel

necessary and undertaken by private automobile in connection with the responsibility of their respective office or employment. The mileage rate reimbursement will be the same as the federal rate in effect at that time.

(Ord. 92-8, passed 7-8-92; Am. Ord. 97-17, passed 7-16-97; Am. Ord. 2023-11, passed 10-16-23; Am. Ord. 2023-12, passed 10-16-23)

§ 33.04 DEFERRED COMPENSATION PLAN.

- (A) The Common Council establishes the Deferred Compensation Plan for the voluntary participation of all eligible city employees and elected officials.
- (B) The city will utilize the state's Plan Document and its investment options. The city will contract with Indiana Deferred Compensation Plan, Inc., to be the exclusive servicing manager and enroller.
- (C) The Common Council hereby appoints the Clerk-Treasurer as Administrator of the Plan and authorizes her to make deductions from the pay of employees, who voluntarily participate, and to make such other arrangements as are necessary to implement the plan. It is understood that, other than the incidental of collecting the employees' deferrals and other minor administrative matters, there is to be no cost or contributions by the city to this plan.

(Ord. 84-15, passed 10-15-84)

§ 33.05 SAVINGS BONDS THROUGH PAYROLL PLAN.

- (A) The Common Council hereby establishes the United States Saving Bonds Through Payroll Plan of the city for the voluntary participation of all eligible city employees and elected officials.
- (B) The city will utilize the National Bond & Trust Company and its investment options. The city will contract with National Bond & Trust Company to be the exclusive servicing manager and enroller.
- (C) The Council appoints the Clerk-Treasurer as Administrator of the Plan, and authorizes her to make deductions from the pay of employees, who voluntarily participate, and to make such other arrangements as are necessary to implement the plan. It is understood that, other than the incidental expenses of collecting the employees' deferrals and other minor administrative matters, there is to be no cost or contribution by the city to this Plan.

(Ord. 84-17, passed 11-19-84)

§ 33.06 PROFESSIONAL ASSOCIATION DUES.

The annual dues for memberships of any and all elected officers and any and all departmental heads of the city in professional associations relating to the functions or responsibilities of their respective offices or departments shall be paid by the city.

(Ord. 5-76, passed 6-21-76)

Cross-reference:

Promotional activities fund, see § 32.04

§ 33.07 RETIREMENT FUND.

For eligible employees 3% of their salary/wages will be paid to the Public Employees Retirement Fund by the City of Delphi. In the circumstance where an elected or appointed official or a full-time hourly employee is not eligible to participate in the Public Employee Retirement Plan (PERF) or the Police PERF, a stipend not to exceed four thousand dollars (\$4,000) may be paid annually into a Qualified Individual Retirement Account for the benefit of said official or hourly employee, the amount to be calculated at 5.5% of base salary and pro-rated on the number of months of employment during said calendar year.

(Ord. 97-17, passed 7-16-97; Am. Ord. 2001-4, passed 8-6-01; Am. Ord. 2001-5, passed 11-5-01; Am. Ord. 2023-19, passed 12-19-23)

§ 33.08 AUTHORITY TO KEEP CITY-OWNED VEHICLES.

On call personnel are authorized to keep a city-owned vehicle at their home during their on call shift.

(Ord. 97-17, passed 7-16-97)

§ 33.09 NEPOTISM POLICY; CONTRACTING WITH A UNIT BY A RELATIVE POLICY.

- (A) Nepotism Policy.
 - (1) The city Nepotism Policy is hereby established effective July 1, 2012 by adopting the minimum requirements provisions of I.C. 36-1-20.2, and including all future supplements and amendments thereto which become law from time to time, and making them a part hereof as if fully set out herein.
 - (2) Failure to abide by or cooperate with the implementation, compliance and certifications connected with the Nepotism Policy is a violation and may result in the discipline, including termination, of an employee or a transfer from the direct line of supervision or other curative action. An elected or appointed official of the city who fails to abide by or cooperate with the implementation, with the compliance and with mandated certifications of the Nepotism Policy may be subject to action allowed by law.
- (B) Contracting with a Unit by a Relative Policy.
 - (1) The city Contracting with a Unit by a Relative Policy is hereby established effective July 1, 2012 by adopting the minimum requirements provisions of I.C. 36-1-21, and including all future supplements and amendments thereto which become law from time to time, and making them a part hereof as if fully set out herein.
 - (2) Failure to abide by or cooperate with the implementation, compliance and certifications connected with the Contracting with Unit by a Relative Policy is a violation and may result in the discipline, including termination, of an employee or a curative action. An elected or appointed official of the city who fails to abide by or cooperate with the implementation, with the compliance and with mandated certifications of the Contracting with Unit by a Relative Policy may be subject to action allowed by law.
- (C) Provisions applicable to both Policies.
 - (1) The city finds that both I.C. 36-1-20.2 and I.C. 36-1-21 specifically allow a unit to adopt requirements that are "more stringent or detailed" if more details are necessary.
 - (2) The city further finds that a single member of the legislative body cannot act for the body to make work assignments, compensation, grievances, advancement or a performance evaluation without prior authority of a majority of the body and therefore without such authority by the majority, he or she will not be in the direct line of supervision. See I.C. 36-4-6-11, I.C. 36-5-2-9.4.
 - (3) The city finds that a single member of governing bodies with authority over employees in the city cannot act for the governing body to make work assignments, compensation, grievances, advancement or a performance evaluation without prior authority of a majority of the body, when a statute provides that a majority is needed to act, and therefore, without such authority by the majority the single member will not be in the direct line of supervision. (For example, the Park Board, Board of Aviation Commissioners, and the like.)
 - (4) All elected and appointed officials and employees of the city are hereby directed to cooperate fully in the implementation of these Policies and demonstrate compliance with these Policies.
 - (5) Two copies of I.C. 36-1-20.2 and I.C. 36-1-21, and as supplemented or amended, are on file in the office of the City Clerk-Treasurer for public inspection as may be required by I.C. 36-1-5-4.

(Res. 2012-3, passed 6-4-12)

CHAPTER 34: POLICE AND FIRE DEPARTMENTS

Section

Police Department

- 34.01 Salaries and compensation for police officers
- 34.02 Rank of sergeant created
- 34.03 Work period

Volunteer Fire Department

- 34.15 Creation
- 34.16 Appointment
- 34.17 Chief to have control and charge
- 34.18 Chief responsible for operation

POLICE DEPARTMENT

§ 34.01 SALARIES AND COMPENSATION FOR POLICE OFFICERS.

(A) The Common Council shall establish from time to time by ordinance salaries and policies related to such for officers of the Police Department. Said ordinance shall be kept on file in the office of the Clerk-Treasurer.

(Ord. 92-8, passed 7-8-92; Am. Ord. 97-17, passed 7-16-97; Am. Ord. 98-8, passed 7-15-98; Am. Ord. 99-1, passed 1-7-99; Am. Ord. 99-6, passed ---- ; Am. Ord. 2000-7, passed 5-1-00; Am. Ord. 2000-12, passed 8-7-00; Am. Ord. 2000-15, passed 11-6-00; Am. Ord. 2000-16, passed 11-6-00; Am. Ord. 2003-6, passed 8-4-03; Am. Ord. 2004-5, passed 9-6-04; Am. Ord. 2005-3, passed 9-15-05; Am. Ord. 2006-5, passed 10-11-06; Am. Ord. 2007-4, passed 9-10-07; Am. Ord. 2008-7A, passed 9-8-08; Am. Ord. 2009-6, passed - -09; Am. Ord. 2010-4, passed 8-2-10; Am. Ord. 2010-9, passed 12-6-10; Am. Ord. 2011-3, passed 12-5-11; Am. Ord. 2011-4, passed 12-5-11; Am. Ord. 2012-10, passed 12- -12; Am. Ord. 2013-4, passed 10-7-13; Am. Ord. 2014-7, passed 11-3-14; Am. Ord. 2015-7, passed 11-2-15; Am. Ord. 2016-19, passed 11-7-16, Am. Ord. 2017-15, passed 10-2-17; Am. Ord. 2018-13, passed 10-8-18; Am. Ord. 2019-7, passed 10-7-19, Am. Ord 2020-13, passed 10-5-2020; Am, Ord. 2022-19, passed 10-3-22; Am. Ord. 2023-11, passed 10-16-23; Am. Ord. 2023-12, passed 10-16-23; Am. Ord. 2023-19, passed 12-29-23)

(B) When a member of the Police Department of the city is requested or required to appear in court or to perform any other service and the time served does not fall within the limits of his normal eight-hour shift, then the member shall be compensated for such additional time at the rate to be established from time to time by ordinance of the Common Council. Said ordinance shall be kept on file in the office of the Clerk-Treasurer.

(Ord. 6-71, passed 11-15-71)

(C) Incentive pay will be paid to police officers at the following rates and longevity basis: (1) \$100 upon completion of three years of service and an additional \$50 for each year of service thereafter. Incentive pay is limited to a maximum payment of \$950 for 20 years of service. Incentive payments will be paid annually on each officer's employment anniversary date. Payments will be subject to the appropriate tax withholding requirements.

(Ord. 97-17, passed 7-16-97)

(D) In addition to the above stated salary for the Chief of Police, an amount of \$4,000 will be paid annually for the benefit of the Chief of Police into an Individual Retirement Account. This benefit is applicable only if the Chief of Police is ineligible to participate in the Police Pension Program.

(Ord. 97-17, passed 7-16-97; Am. Ord. 2023-11, passed 10-16-23)

§ 34.02 RANK OF SERGEANT CREATED.

The rank of Sergeant is hereby created in the Police Department of the city. This rank shall have a salary to be set from time to time by ordinance of the Common Council.

(Ord. 84-4, 6-18-84)

§ 34.03 WORK PERIOD.

The work period for police officers is 168 hours per 28 day period. Hours in excess of 168 but less than 171 will be paid at the equivalent hourly rate. Hours in excess of 171 will be paid at normal rates.

(Ord. 97-17, passed 7-16-97; Am. Ord. 2023-12, passed 10-16-23)

VOLUNTEER FIRE DEPARTMENT

§ 34.15 CREATION.

The Volunteer Fire Department shall be organized by the adoption of a constitution and bylaws and the approval

thereof by the City Council, and shall be governed by the laws of the state applicable thereto, and such rules and regulations as may from time to time be adopted by the Volunteer Fire Department upon approval of the City Council.

('63 Code, § 9-11)

Cross-reference:

Fire prevention, see Ch. 96

§ 34.16 APPOINTMENT.

The Chief and the officers and men shall be appointed by the Mayor.

('63 Code, § 9-12)

§ 34.17 CHIEF TO HAVE CONTROL AND CHARGE.

The Chief shall have the control and charge of the Fire Department and shall be directly responsible to the Mayor.

('63 Code, § 9-13)

§ 34.18 CHIEF RESPONSIBLE FOR OPERATION.

The Chief shall be held responsible to the Fire Department and the Mayor for the general condition and efficient operation of the Department.

('63 Code, § 9-14)

CHAPTER 35: ORDINANCE VIOLATIONS BUREAU

Section

35.01 Ordinance Violations Bureau

§ 35.01 ORDINANCE VIOLATIONS BUREAU.

- (A) There shall be created an Ordinance Violations Bureau pursuant to IC 36-1-6-9 et seq., as amended, for the city.
- (B) The City Clerk-Treasurer is appointed and shall serve as the Violations Clerk, who administers the Bureau.
- (C) The Clerk-Treasurer and her staff, as her agents, shall accept written appearances, waivers of trial, admissions of violations and payment of civil penalties in the amount and for the violations as provided in this code of ordinances and in the schedule set forth in Ordinance 89-5 that is adopted by reference as if fully set forth herein. Said schedule shall be kept on file in the office of the Clerk-Treasurer.
- (D) The following schedule of ordinances (hereinafter "ORD.") and Delphi Municipal Code (hereinafter "DMC") provisions shall be subject to the jurisdiction of the Ordinance Violation Bureau and the first violations within a calendar year of said ordinances and code provisions shall be subject to the civil penalty set forth:
 - (E) Any subsequent admissions or judgments of a violation of the same ordinance or code provision of one scheduled above within a calendar year shall be subject to \$15.00 as the total civil penalty.

(Ord. 89-5, passed 5-1-89, Am. Ord. 2016-10, passed 7-5-16)

ORDINANCE OR CODE PROVISION	TITLE	CIVIL PENALTY
ORD 50.04	Authorized Containers and Fees	\$20.00
ORD 51.08	Water Turn-Off Fee	\$20.00
ORD 51.09	Delinquent Accounts – Water	\$25.00
ORD 1-80	Two (2) hour parking in certain downtown areas	\$15.00

ORD 1-80	Failure to pay two (2) hour parking ticket within 48 hours	\$15.00
DMC Sec. 18-73	Standing or parking close to a curb	\$15.00
ORD 71.01	Overtime Parking Prohibited	\$15.00
ORD 71.02	Parking Time Limited on Certain Streets	\$15.00
ORD 71.03	Parking Prohibited During Certain Hours on Certain Streets	\$15.00
ORD 71.04	Angle Parking	\$15.00
ORD 71.05	Parking Not to Obstruct Traffic	\$15.00
ORD 71.06	Parking Restricted in Alleys	\$15.00
ORD 71.07	Parking for Certain Purposes Prohibited	\$15.00
ORD 71.08	Obedience to Parking Signs or Markings	\$15.00
ORD 71.09	Truck and Bus Parking Restricted	\$15.00
ORD 71.10	Standing or Parking Prohibited Off Roadway	\$15.00
ORD 71.11	Standing or Parking Prohibited at Alleys	\$15.00
ORD 71.12	Loading Zones	\$15.00
ORD 71.13	Standing in Loading Zone	\$15.00
ORD 71.14	Stopping, Standing, or Parking Restricted or Prohibited on Certain Streets	\$15.00
ORD 71.15	Unlawful to Deface, Injure, or Tamper with Signs	\$15.00
ORD 71.41	Notice of Violation to be Attached to Vehicle	\$15.00
ORD. 90.02	Abatement of Nuisances – 1st Offense	\$25.00
ORD. 90.02	Abatement of Nuisances – 2nd Offense	\$50.00
ORD 50.05	Improper Disposal	\$20.00
ORD 51.14	Prohibited Activities	\$20.00
ORD 51.51	Cross-Connections Prohibited	\$20.00
ORD 51.54	Backflow Preventer Required	\$20.00
ORD 51.64	Mandatory Conservation	\$20.00
ORD 51.65	Rationing	\$20.00
ORD 52.05	Toilet Facilities and Sewer Connections Required	\$20.00
ORD 52.15	Permit Required	\$20.00
ORD 52.17	Separate Connection Required; Exception	\$20.00
ORD 52.2	Prohibited Connections	\$20.00
ORD 52.31	Unpolluted Drainage	\$20.00
ORD 52.32	Wastes and Wastewater	\$20.00
ORD 52.33	Prohibited Substances	\$20.00
ORD 70.027	Interference with Official Traffic-Control Devices	\$20.00
ORD 70.035	Stop and Yield Intersections	\$20.00
ORD 70.045	State Speed Laws Applicable	\$20.00
ORD 70.046	Speed in Alleys	\$20.00
ORD 70.047	Altering State Speed Limits on Certain Street Segments	\$20.00
ORD 70.048	Yield Streets	\$20.00
ORD 70.049	Stop when Traffic Obstructed	\$20.00
ORD 70.05	Drivers in a Procession	\$20.00
ORD 70.051	Permits Required for Parades and Processions	\$20.00
ORD 70.052	Boarding or Alighting from Vehicles	\$20.00
ORD 70.053	Unlawful Riding	\$20.00
ORD 70.054	Driving Upon a Sidewalk	\$20.00
ORD 70.055	Containment of Loads	\$20.00

ORD 70.056	Load Restrictions Upon Vehicles Using Certain Highways	\$20.00
ORD 70.057	Truck Restrictions	\$20.00
ORD 70.058	Unattended Motor Vehicle	\$20.00
ORD 70.059	Clearing Debris from Streets	\$20.00
ORD 70.06	Spinning Wheels	\$20.00
ORD 70.07	Crosswalks	\$20.00
ORD 70.071	Pedestrians' Right-of-Way on Sidewalks	\$20.00
ORD 70.072	Crossing at Right Angles	\$20.00
ORD 71.16	Parking Vehicles Facing Oncoming Traffic	\$15.00
ORD 71.44	Presumption that Owner Parked the Vehicle	\$20.00
ORD 71.45	Summons	\$20.00
ORD 72.01	Use of Coasters, Roller Skates and Similar Devices	\$20.00
ORD 72.15	Effect of Regulations	\$20.00
ORD 72.16	Traffic Regulations Apply to Persons Riding Bicycles	\$20.00
ORD 72.17	Parking	\$20.00
ORD 72.18	Riding on Sidewalk	\$20.00
ORD 72.19	Riding on Roadways and Bicycle Paths	\$20.00
ORD 72.2	Attaching Bicycles to Poles	\$20.00
ORD 72.21	Speed	\$20.00
ORD 72.22	Emerging from Driveway or Alley	\$20.00
ORD 74.02	Traffic Regulations to Apply	\$20.00
ORD 74.03	Off-Road Vehicles Regulated	\$20.00
ORD 74.04	Crossing Street	\$20.00
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ORD 74.06	Prohibited Activities	\$20.00
ORD 74.07	Equipment Required	\$20.00
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ORD 74.1	Animal Rights to be Respected	\$20.00
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ORD 91.15	Violation - Penalty	\$20.00
ORD 92.02	Owner Responsibility in General	\$20.00
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ORD 92.44	Dangerous Dog and Potentially Dangerous Dog Registration and Handling..	\$20.00
ORD 93.01	Loud and Unnecessary Noises	\$20.00

ORD 93.02	Vehicle Warning Signs	\$20.00
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ORD 95.07	Expansion Joints	\$20.00
ORD 95.08	Placing Concrete	\$20.00
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ORD 95.11	Inspection and Acceptance	\$20.00
ORD 95.12	Notice to Property Owners	\$20.00
ORD 95.13	Repair of Sidewalk	\$20.00
ORD 95.14	Disposition of Dirt and Old Material	\$20.00
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TITLE V: PUBLIC WORKS

Chapter

- 50. GARBAGE AND REFUSE
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CHAPTER 50: GARBAGE AND REFUSE

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GENERAL PROVISIONS

§ 50.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BULK ITEMS. Including, but not limited to, furniture, mattresses, carpeting, and non-Freon appliances.

BUSINESS. A business shall be defined as a commercial entity that is subject to Indiana's Personal Property Tax. Apartment buildings containing four or more units shall be considered "business" properties.

CITY-OWNED RECEPTACLES. Any trash/garbage container or dumpster located on city property, city parks or on public sidewalks.

RESIDENCE. A single family or multi-family dwelling within the city including apartments with less than four units.

RUBBISH. Unacceptable waste including, but not limited to, crates, barrels, building materials, lumber, concrete, metals, shavings, Freon-containing appliances, liquids, liquid and water-carried wastes which are normally disposed of in a sanitary sewer, hazardous waste, rocks or animal carcasses.

TRASH or GARBAGE. All non-decaying solid and semi-solid items except for rubbish, bulk items and yard waste; waste resulting from handling, preparation, cooking and consumption of food; waste from the handling, storage and sale of produce.

YARD WASTE. Grass cuttings and trimmings; leaves; hedge, shrub, bush or tree trimmings; limbs or sticks from trees, bushes, shrubs or hedges, whether alive or dead; and other organic matter normally associated with yard and garden maintenance.

§ 50.02 BUSINESS SERVICE.

It shall be a business owner's responsibility to ensure his/her property is free of trash/garbage, rubbish and/or yard waste, and to assure regularly scheduled trash/garbage removal.

The Superintendent of the Street Department may classify a small business as a residential unit if the Superintendent finds and determines that the business entity requires the same or less services and/or time as a residential unit.

(Ord. 98-5, passed 7-2-98) (Penalty, see § 50.99)

§ 50.03 RESIDENTIAL SERVICE.

The city will provide for pickup on a weekly schedule of trash/garbage and bulk items pursuant to the authorized containers and fees section of this subchapter. This service will be provided by a private contractor pursuant to the terms of an agreement between the city and said contractor. It shall be a residence owner's responsibility to ensure his/her property is free of trash, garbage, rubbish, weeds, and rank vegetation and to keep the sidewalks on such property free of trash/garbage, rubbish and/or yard waste.

(Ord. 98-5, passed 7-2-98; Am. Ord. 2008-16, passed 12-22-08; Am. Ord 2019-5, passed 11-4-19) (Penalty, see § 50.99)

§ 50.04 AUTHORIZED CONTAINERS AND FEES.

- (A) Container. The container is a contractor supplied closed receptacle for waste. Each residence shall be allowed one container per week for basic service which shall be provided at a fixed rate of Fifteen Dollars and Fifty Cents (\$15.50) billed monthly to each residential user of trash/garbage service. The Common Council of the City shall determine the rate to be charged for residential trash/garbage service at least annually at a public meeting.
- (B) Additional or Bulk Containers. Each additional container or bag must display a sticker, to be purchased from the city, or its authorized agents, at a price to be determined by the Common Council of the City. A fee of \$0.75 per bag or container in excess of the one bag or container per week allotment shall apply.
 - (1) A "bulk" sticker can be purchased from the City, or its authorized agents, for a fee to be determined by the Common Council of the City. The price for a bulk sticker is \$5.00.
- (C) Setting Out Containers for Pick Up. Containers must be placed at the curb and shall be so located that they cannot be easily upset. These containers must be put out no earlier than 12:00 P.M., noon, on the preceding day and no later than 6:00 A.M. on the morning of scheduled collection.
- (D) Retrieving Containers After Pick Up. Containers must be brought inside or up to the residence no more than 24 hours after the scheduled pick up time. Failure to bring the trash containers inside or up to the residence within 24 hours of the scheduled pick up time will result in a \$20.00 fine per offense.

(Ord. 98-5, passed 7-2-98; Am. Ord. 98-6, passed 7-2-98; Am. Ord. 2008-16, passed 12-22-08, Am. Ord. 2016-3, passed 4-4-16; Am, Ord. 22-2, passed 1-26-22; Am. Ord. 2023-14, passed 11-6-23) (Penalty, see § 50.99)

§ 50.05 IMPROPER DISPOSAL.

- (A) It shall be unlawful to dispose of trash/garbage, rubbish or yard waste by burial or cremation.
- (B) Rubbish will not be collected by the Street Department and remains the resident's responsibility.
- (C) Items requiring special handling:
 - (1) Ashes: must be cooled and bagged.
 - (2) Broken glass, needles or other sharp or otherwise dangerous objects: must be placed in a non-permeable receptacle prior to placement in an authorized container.
 - (3) Carpet: must be cut into four foot strips, rolled and tied, and protected from the weather.

(Ord. 98-5, passed 7-2-98) (Penalty, see § 50.99)

§ 50.06 RECYCLABLE MATERIALS.

The city may provide one or more community recycling options where residents or business owners of the community may dispose of their recyclable materials. These recyclables, once collected, become subject to the control of the city. The city will pick up recycling by-weekly for citizens of Delphi. Pick-up for recycling is residential curbside pickup only.

(Ord. 98-5, passed 7-2-98, Am. Ord. 2016-3, passed 4-4-16)

§ 50.07 YARD WASTE.

- (A) Yard waste will be collected once per week in season. All yard waste must be bagged or in a container. Yard waste shall not contain any trash/garbage or rubbish.
 - (1) Grass clippings shall be bagged or in a container and protected from the weather.
 - (2) During fall leaf collection, leaves shall be raked along the curb in the street. Leaves shall not exceed four feet into the roadway and shall be raked clear of utility poles and mailboxes. During the remainder of the year, all leaves shall be bagged or in a closed container.
- (B) The city will collect tree limbs of a maximum 5" in diameter. Limbs over 1" in diameter must be trimmed to single branches. Limbs must be bundled, in a container or neatly stacked with the ends facing the same direction, parallel to the street, within five feet of the curb.
- (C) If a private tree service is used, it shall be the tree service's responsibility to remove all yard waste.
- (D) No fee shall be assessed by the city for the collection of yard waste.

(Ord. 98-5, passed 7-2-98; Am. Ord. 98-6, passed 7-2-98)

§ 50.08 REVENUES.

Any revenue generated by the sale of stickers and/or the payment of fines shall be appropriated to the solid waste management fund to offset the costs associated with its solid waste management programs and operations.

(Ord. 98-5, passed 7-2-98, Am. Ord. 2016-3, passed 4-4-16)

§ 50.09 SPECIAL EXCEPTION FOR CERTAIN MULTI-UNIT DEVELOPMENTS AND OTHER SPECIAL CIRCUMSTANCES.

The Board of Public Works and Safety may declare that the weekly trash/garbage from a group of individuals or multi-family dwelling units located on one parcel of real estate, or on multiple contiguous and adjacent parcels of real estate with a common owner, classified as residential under the provisions of this chapter should be collected by the city in a dumpster or dumpsters, rather than in the authorized containers defined under § 50.04(A), if the Board finds that this alternate collection method is in the interest of the health, safety, and welfare of the citizens of the city. This determination may be made upon petition to the Board by the owner of property or upon the Board's own motion. Should the Board of Public Works and Safety determine to collect trash/garbage in this manner, the property owner shall not be required to pay the standard monthly per residence fee for residential trash/garbage collection, but rather shall be required to pay a monthly fee based upon the city's cost of the dumpster or dumpsters. Should the character or use of the real estate change, or should the collection of trash/garbage in a dumpster or dumpsters no longer be in the interest of the health safety and welfare of the citizens of the city the action of the Board made under this section may be reversed after proper notice to the owner of the real estate and a hearing.

(Ord. 2010-3, passed 6-7-10)

§ 50.99 PENALTY

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each day of violation shall constitute a separate offense.

(Ord. 2020-4, passed 11-2-2020, Statutory reference: Penalty, see IC 36-1-3-8(a)(10))

CHAPTER 51: WATER

Section

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Cross-reference:

Utility Rate Advisory Board, see § 31.05

GENERAL PROVISIONS

§ 51.01 ESTABLISHMENT; JURISDICTION.

- (A) The following bylaws, rules and regulations are established and adopted for the management, protection and

control of the Water Works of the city.

(Ord. 84-14, passed 10-15-84)

- (B) The Common Council determines to remove the Water Works from the jurisdiction of the Indiana Regulatory Commission pursuant to IC 8-1.5-3-9.1. Written notice of this determination has been provided to all rate payers of the Water Works and to the said Commission in accordance with said statute.

(Ord. 90-12, passed - -90)

- (C) The city's water utility is removed from the jurisdiction of the Indiana Regulatory Commission for approval of rates and charges and of the issuance of stocks, bonds, notes, or other evidence of indebtedness.

(Ord. 94-2, passed - -94)

- (D) The city shall be, and is hereby removed from the jurisdiction of the Indiana Utility Regulatory Commission for the approval of rates and charges and of the issuance of stocks, bonds, notes or other evidence of indebtedness.

(Am. Ord. 2005-1, passed 5-2-05)

§ 51.02 BOARD OF PUBLIC WORKS AND SAFETY TO CONTROL.

The Water Works shall be under the control and management of the Board of Public Works and Safety, with power to do all such acts as may be necessary for the prudent and efficient management, protection and control thereof not inconsistent with the applicable provisions of this code and any other ordinance of the city, and rules and regulations established, or which may hereafter be established, by the Common Council in regard to the Water Works.

(Ord. 84-14, passed 10-15-84)

§ 51.03 SUPERINTENDENT; DUTIES.

- (A) Appointment. In January after each municipal election, the City Board of Public Works shall appoint a Superintendent of the Water Works, who shall be subject to removal at the pleasure of the Board of Public Works. At the same time the Board of Public Works shall appoint such additional employees of the Water Works as it deems necessary, who shall be under the supervision of the Superintendent and the Board of Public Works and Safety, and shall be subject to removal at the pleasure of the Board of Public Works.

- (B) Duties.

- (1) The Superintendent shall have general supervision of the Water Works and shall perform the duties assigned to him or her in Article I, entitled "The Superintendent" in the Rules and Regulations for the government and protection of the Water Works, and such other duties as may be assigned to him or her from time to time by the Board of Public Works and Safety.
- (2) The Superintendent shall be the general executive officer of the Water Works, and he or she shall:
 - (a) Enforce all rules and regulations of the Common Council in regard to the Water Works;
 - (b) Assure compliance with the provisions of all contracts by or with the Board of Public Works and Safety or the Water Works;
 - (c) Keep the Board of Public Works and Safety informed regarding the Water Works and make suggestions in connection therewith;
 - (d) Supervise the operation, maintenance, repair, alteration and replacement of all of the property of the Water Works, including the personal property thereof and the real estate thereof and the and the pumping station, wells, buildings, grounds, pipelines, distributing pipes and meters of the Water Works, except the property under the control of the Agent, and he or she shall keep accurate records in connection therewith;
 - (e) Supervise all employees of the Water Works, except the Agent and his or her assistant.
 - (f) Supervise all water extensions or repairs for excavations made for such extensions or repairs, perform or supervise all tapings of the mains, and inspect all additions, alterations or repairs made by any water taker or customer;
 - (g) Cause all water meters to be read and such readings to be reported to the Agent;

- (h) See that the Fire Department is furnished with sufficient water;
- (i) Turn off the water for all delinquent water takers or customers when ordered by the Agent, and turn the same on again when such delinquency together with all collection or deferred payment charges are paid in full;
- (j) Work with the Agent in enforcing the bylaws, rules, regulations, ordinances and resolutions of the city or of the Common Council, or of the Board of Public Works and Safety; and
- (k) Perform such other acts and duties as may be prescribed by the Board of Public Works and Safety.

(Ord. 84-14, passed 10-15-84; Am. Ord. 98-4, 6-4-98)

§ 51.04 AGENT; DUTIES.

(A) Duties.

- (1) The City Clerk-Treasurer shall act as Agent of the Water Works.
- (2) The Agent shall be the clerk, treasurer and collector for the Water Works, and he or she shall:
 - (a) Procure such books, blanks, forms and supplies as are necessary to carry out the provisions of this chapter and to properly conduct his or her office;
 - (b) Order all supplies and equipment for the proper maintenance of the Water Works;
 - (c) Maintain a business office for the Water Works, and the hours of such office shall be from 8:00 a.m. to 5:00 p.m. on Monday, Tuesday, Thursday and Friday of each calendar week and from 8:00 a.m. to 12:00 noon on Wednesday of each calendar week, excepting holidays;
 - (d) Have the care and safekeeping of the books and papers belonging to the Water Works;
 - (e) Receive all monies paid to or belong to the Water Works and make disbursements from the same upon the presentation of proper warrants;
 - (f) Keep an accounting of all receipts and disbursements and other transactions of the Water Works;
 - (g) Prepare and send monthly all necessary statements for water rents and give all necessary notices for the collection of water rents and collection charges, pursuant to the provisions of this chapter and these bylaws, rules and regulations, and as the same may be amended from time to time;
 - (h) Keep a complete and accurate list and record of all water takers or customers.
 - (i) Make an annual report to the Common Council of the receipts and disbursements of the Water Works and such further reports as may be required by said Council.
 - (j) Issue all water tap permits and applications and place the name of the applicant in the proper books of his or her office;
 - (k) Work with the Superintendent in enforcing the bylaws, rules, regulations, ordinances and resolutions of the city or of the Common Council, or of the Board of Public Works and Safety; and
 - (l) Perform such other acts and duties as may be prescribed by the Board of Public Works and Safety.

(C) The City Clerk-Treasurer, in issuing warrants for payments upon all matters arising out of services in and about the Water Works, shall endorse upon such warrants "Water Works" and the department thereof.

(84-14, passed 10-15-84; Am. Ord. 87-11, passed 12-30-87)

§ 51.05 SALARIES OF WATER WORKS EMPLOYEES.

The Common Council shall by ordinance from time to time fix the salary of the Agent, Superintendent and the employees of the Water Works.

(Ord. 2-69, passed - -69; Am. Ord. 2022-19; passed 10-3-22; Am. Ord. 2023-11, passed 10-16-23; Am. Ord. 2023-12, passed 10-16-23; Am. Ord. 2023-19, passed 12-29-23)

§ 51.06 FUNDS.

(A) In addition to the funds already provided, there shall be kept a Water Works Operation and Maintenance

Fund, a Bonded Interest Redemption Fund, and a Depreciation Fund, which funds shall be separate from other funds, and all water rents, dues, incomes, fines and penalties assessed or collected by reason of the provisions of this chapter shall be paid into the applicable fund.

- (B) The Common Council may at any time permitted by law order all surplus Water Works funds transferred to the general funds of the city.

(Ord. 84-14, passed 10-15-84)

§ 51.07 WATER WORKS NOT LIABLE.

It is made a condition precedent to the use of water by any taker or customer, and the permission to tap any main and connection service pipe therewith, or to connect service pipe with any branch main, that no damage or compensation shall be demanded of the Water Works or of the city for any injury caused by the breakage of any water main or service pipe or by shutting off the water to repair a water main, or by shutting off the water for any other purpose, and the taking or use of water shall operate as a discharge of any right of action against the Water Works.

(Ord. 84-14, passed 10-15-84)

§ 51.08 TURN-OFF; FEE.

Each taker or customer, who is not delinquent in the payment of his or her water rent, shall be entitled to one turn-off of water for his or her premises and one turn-on therefor in each calendar year without any fee for turning on the same. Thereafter he or she shall be charged a fee of \$20.

(Ord. 84-14, passed 10-15-84; Am. Ord. 93-15, passed - -93)

§ 51.09 DELINQUENT ACCOUNTS.

- (A) If any statement for water rent is not paid by the fifth working day following the due date as indicated on the statement, the water to the premises of such delinquent user or customer shall be turned off and not turned on again until all delinquent water rents collection charges are paid in full and an additional fee of \$25 for the first such reconnection and \$35 for each such reconnection thereafter is paid.
- (B) Takers or customers who have become delinquent, or owe the Water Works in any sum for water or collection charges, shall not be permitted to take water from any tap until all such delinquency or charges have been paid except as follows:
 - (1) For owners of single family residences, forbearance may be granted by the agent for a hardship only. Hardship shall be defined as unemployment or catastrophic illness, or other matter constituting.
 - (2) Forbearance for other reasons must be approved by a member of the Board of Works.
 - (3) Forbearance for non-property owners may be granted for the same reasons only after receiving approval of the property owner.
 - (4) In matters of forbearance, the amount due must be repaid in regular installments over a period not to exceed 90 days. Requests for terms exceeding 90 days must be approved by the Board of Works.

(Ord. 98-4, passed 6-4-98; Am. Ord. 2009-5, passed 9-8-09)

§ 51.10 WASTEWATER.

Waste of water will be sufficient causes for shutting off the supply to any premises.

(Ord. 84-14, passed 10-15-84)

§ 51.11 NO WATER USER EXEMPT DUE TO ABSENCE.

No persons shall be exempt from the payment of water rent because of absence from the City.

(Ord. 84-14, passed 10-15-84)

§ 51.12 STEAM USERS.

All parties using water for steam purposes shall provide suitable tanks of capacity sufficient to afford a supply for at least ten hours in case the water should be shut off; and no claim for damages on account of such shutting off of the water will be allowed to any person failing to comply with this regulation.

(Ord. 84-14, passed 10-15-84)

§ 51.13 NOTICE TO DISCONTINUE.

In case any taker or customer desires to discontinue the use of water, he must give notice of his intention to the Agent.

(Ord. 84-14, passed 10-15-84)

§ 51.14 PROHIBITED ACTIVITIES.

- (A) Shut-off key. A plumber shall not loan or furnish any taker or customer with a shut-off key whereby said taker or customer may tamper with or turn the water on or off at the stopcock at the curb.
- (B) Hydrants.
 - (1) Opening. No person shall open or attempt to open any public hydrant, fire plug or sprinkler, or turn on any public stopcock, or take water therefrom, except as authorized by the Superintendent.
 - (2) Obstructing. No person shall obstruct access to or the use of any fire hydrant or stopcock.
- (C) Water Works property. No person shall injure in any manner any building, machinery, pipe, apparatus, tool, fixture, equipment or other property of the Water Works.
- (D) Illegal taps and connection. No person, except duly authorized agents of the Water Works acting under the direction of the Superintendent, will be permitted to tap or make any connection with or alteration to the mains or distributing pipes of the Water Works.
- (E) Illegal turn on and off.
 - (1) No person, whose service shall have been turned off, shall be allowed to reopen or turn on the water, or shall permit the same to be done except with the consent of the Superintendent or Agent.
 - (2) No person, except duly authorized agents of the Water Works, shall tamper with any stopcock at the curb or possess any shut-off key for the purposes of turning on or off water at the curb.

(Ord. 84-14, passed 10-15-84)

SERVICES AND FIXTURES

§ 51.20 METERS.

- (A) Required. Each premises or tenement shall have a separate water meter, unless the owner or operator thereof requests only one meter. The Agent shall make only one statement for each meter, and the person controlling such meter shall pay all of the water rent for such meter.
- (B) Placement. The Board of Public Works and Safety reserves the right to place on or install a water meter to any service pipe where the Board deems a meter advisable. The taker or customer will be required to rearrange or change his or her plumbing to meet the requirements of the Board.
- (C) Damage. Except for structural defects and ordinary wear and tear, the taker or customer shall be held responsible for all damages to meters arising from his or her violation of any provisions of this chapter. All charges for such damages shall be payable within ten days from date of statement or demand.
- (D) Repair or removal. Only a person duly authorized by the Board of Public Works and Safety shall be allowed to take off, repair or place on water meters.

(Ord. 84-14, passed 10-15-84; Am. Ord. 98-4, passed 6-4-98)

§ 51.21 INSPECTIONS AND METER READINGS.

- (A) The Superintendent and the proper officers of the Water Works shall have free access, at all reasonable hours, to all parts of the premises to which water is supplied to make necessary examinations or inspections or for due purpose of reading water meters.
- (B) The city shall charge the City Wastewater Department a monthly fee for the services of meter reading. This

charge will be in the amount of \$1.00 per meter, per month, retroactive to January 1, 1998.

(Ord. 84-14, passed 10-15-84; Am. Ord. 98-3, passed 6-4-98)

§ 51.22 TURN-ON.

The water will not be turned on for any property or private service pipe except by the Superintendent or someone authorized by the Superintendent or agent and then only after the applicant has paid his water rent, collection charges, tap fees or other amounts then due and payable to the Water Works, both the Superintendent or Agent may authorize plumbers to turn on the water for purposes of testing only and when such testing is completed the water shall be turned off again.

(Ord. 84-14, passed 10-15-84; Am. Ord. 98-4, passed 6-4-98)

§ 51.23 SERVICE PIPE.

- (A) Persons taking water must keep the service pipes and all the fixtures connected therewith in good repair and protected from frost at their own expense.
- (B) Every service pipe must be placed at least 42 inches below the grade, and so protected as to prevent injury by freezing.
- (C) Where service pipe passes through or within three feet of a vault, sewer, drop or wall of any kind, the pipe must be encased or otherwise protected from frost.
- (D) Laying a water service pipe in or along a sewer trench is positively forbidden.

(Ord. 84-14, passed 10-15-84)

CHARGES AND WATER RENTS

§ 51.35 TAP FEES.

- (A)
 - (1) Any person desiring water service shall file with the Agent an application for a tap permit, shall sign a water user's agreement, and shall pay a tap fee to the Water Works as follows:
 - (a) The sum of \$750 for a 5/8" or 3/4" tap, including a meter which shall remain the property of the Water Works;
 - (b) The sum of \$750, or the actual cost, whichever is greater, for a 1" tap, including a meter, which meter shall remain the property of the Water Works; and
 - (c) For a tap larger than 1", the applicant shall pay a fee in an amount estimated by the Superintendent to be sufficient to pay the cost of labor and materials necessary for such tap, and upon completion of such tap the applicant shall pay to the Water Works the balance, if any, of such cost, or the Agent shall pay to the applicant any excess of the fee so paid over such cost.
 - (d) A larger than 1" meter is the property owner's meter to maintain and repair.
 - (2) In addition, the applicant shall pay, as a deposit to the Water Works as follows:
 - (a) For single family residential customers, a sum equal to the total of the water rents for the property of the applicant for two months, as estimated by the Agent and Superintendent, but the minimum deposit shall be \$50.
 - (b) For all other customers, a sum equal to the total of the water rents for the property of the applicant for two months, as estimated by the Agent and Superintendent, but the minimum deposit shall be \$75.
 - (c) In the event of default in payment of any water rent such deposit may be applied by the Agent toward the payment of such water rent. Upon payment of said fees the Agent shall issue the necessary tap permit to the applicant, who shall be deemed to have agreed to all of the provisions of this chapter. The Water Works shall furnish all labor and materials necessary to make all taps and shall maintain the pipes or lines from the main water line to the curb or meter, whichever is nearer to the main water line, and the applicant or the owner of the property on which the service line is located shall maintain the pipe or line therefrom to the building or other place of use. In the event the applicant applies for a tap permit for

property not on a street in which is located a water main, said applicant shall also be required to bear and pay all of the expense of such tap to and from the existing water line in the nearest street where said main is located, in addition to the tap fee hereinabove required to be paid.

(B) Fees for a second tap permit to the same premises will be charged at the same rates as set out in Division (A) of this section.

(Ord. 84-14, passed 10-15-84; Am. Ord. 89-10, passed 8-7-89; Am. Ord. 93-15, passed - -93; Am. Ord. 98-4, passed 6-4-98; Am. Ord. 2006-1, passed 6-5-06)

§ 51.36 METERED RATE.

Each taker or customer shall pay the following metered charges as water rent to the Water Works:

METERED	MONTHLY RATE PER 100 C.F.
First 500 CU. Ft.	\$9.68
Next 1,000 CU. Ft.	\$8.72
Next 1,500 CU. Ft.	\$7.71
Next 2,000 CU. Ft.	\$6.44
Next 2,500 CU. Ft.	\$5.38
Over 7,500 CU. Ft.	\$3.92

(Ord. 84-14, passed 10-15-84; Am. Ord. 93-15, passed - -93; Am. Ord. 95-3, passed 2-27-95; Am. Ord. 98-4, passed 6-4-98; Am. Ord. 98-7, passed 5-21-98; Am. Ord. 2006-1, passed 6-5-06; Am. Ord. 2013-1, passed 9-23-13; Am. Ord 2018-15, passed 10-8-18; Am. Ord 2019-10, passed 12-2-19; Am. Ord. 2022-23, passed 1-3-23; Am. Ord. 2023-15, passed 11-6-23)

§ 51.37 MINIMUM CHARGE.

Each taker or customer shall pay a minimum charge in accordance with the following applicable size of meter installed, for which the taker will be entitled to the quantity of water set out in the metered schedule of rates set forth in § 51.36:

<u>METER SIZE</u>	<u>CCF Allowed</u>	<u>MONTHLY MINIMUM CHARGE / CU FT ALLOWED</u>
5/8 INCH	200	\$
3/4 INCH	266	\$
1 INCH	520	\$
1 1/4 INCH	845	\$
1 1/2 INCH	1,198	\$
2 INCH	1,977	\$
3 INCH	5,331	\$
4 INCH	14,100	\$
6 INCH	30,966	\$1,434.42

(Ord. 84-14, passed 10-15-84; Am. Ord. 93-15, passed - -93; Am. Ord. 95-3, passed 2-27-95; Am. Ord. 98-4, passed 6-4-98; Am. Ord. 98-7, passed 5-21-98; Am. Ord. 2006-1, passed 6-5-06; Am. Ord. 2013-1, passed 9-23-13; Am. Ord. 2018-15, passed 10-8-18; Am. Ord 2019-10, passed 12-2-19; Am. Ord. 2022-23, passed 1-3-23; Am. Ord. 2023-15, passed 11-6-23)

§ 51.38 AUTOMATIC SPRINKLER CONNECTIONS.

The following shall be paid for private fire protection:

		<u>FIRE PROTECTION ANNUAL CHARGE</u>
Public Hydrants, per hydrant		\$1,285.77
Private Hydrants, per hydrant		\$1,285.77
AUTOMATIC SPRINKLERS:		
2	Inch connection and under	\$
3	Inch connection	\$
4	Inch connection	\$
6	Inch connection	\$1,542.98
8	Inch connection	\$1,542.98

(Ord. 95-3, passed 2-27-95; Am. Ord. 98-4, passed 6-4-98; Am. Ord. 2006-1, passed 6-5-06; Am. Ord. 2013-1, passed 9-23-13; Am. Ord 2018-15, passed 10-8-18; Am. Ord 2019-10, passed 12-2-19; Am. Ord. 2022-23, passed 1-3-23; Am. Ord. 2023-15, passed 11-6-23)

§ 51.39 PUBLIC AND PRIVATE FIRE PROTECTION SERVICES.

The amount to be paid by the city for fire hydrants rental shall be \$175.50 per hydrant per year, payable semi- annually. The amount to be paid by owner or owners of private fire protection as rental shall be \$175.50 per hydrant per year, payable semi-annually.

(Ord. 84-14, passed 10-15-84; Am. Ord. 93-15, passed - -93; Am. Ord. 95-3, passed 2-27-95; Am. Ord. 98-4, passed 6-4-98)

§ 51.40 TEMPORARY USERS.

Water furnished to temporary takers and customers, such as contractors, circuses and the like, shall be charged on the basis of the metered cubic feet rates set forth in this chapter as estimated and established by the Waterworks Superintendent.

(Ord. 84-14, passed 10-15-84; Am. Ord. 95-3, passed 2-27-95; Am. Ord. 98-4, passed 6-4-98)

§ 51.41 RAILROADS.

Water supplied for railroad cars may be charged for on such terms as shall be fixed by contract approved by the Board of Public Works and Safety and the Public Service Commission of Indiana.

(Ord. 84-14, passed 10-15-84)

§ 51.42 COLLECTION OR DEFERRED PAYMENT CHARGE.

All bills for water service not paid within 15 days from the due date thereof, as stated in such bills, shall be subject to a late payment charge of 10% of the first \$3 and 3% on the excess over \$3.

(Ord. 84-14, passed 10-15-84; Am. Ord. 2006-1, passed 6-5-06)

§ 51.43 BAD CHECK AND RECONNECTION CHARGES.

- (A) A reconnection charge of \$50 will be imposed on each occurrence of a reconnection.
- (B) An additional charge of \$27.50 or 5% (but not more than \$250) of the amount due will be imposed on all returned checks and rejected or declined charges for any payment made by debit card, credit card, or any other form of electronic payment. This fee can be assessed to the payee within ten (10) days after notice has been provided to the payee of the failed payment.
- (C) Any customer who delivers a check for payment which is returned or who attempts to make payment by debit card, credit card, or other means of electronic payment which is declined shall be required to pay the next six consecutive months by cash, cashier’s check, money order or traveler’s check. After this six-month period, the customer may request approval for future payments by check, debit card, credit card or

other electronic payment method.

(Ord. 2006-1, passed 6-5-06; Am. Ord. 2009-4, passed 9-8-09, Am. Ord 2017-3, passed 3-6-17)

CROSS-CONNECTIONS

§ 51.50 DEFINITION.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CROSS-CONNECTION. Any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the city water system, and the other, water from a private source, water of unknown or questionable safety, or steam, gases or chemicals, whereby there may be flow from one system to the other, direction of flow depending on the pressure differential between the two systems.

(Ord. 84-1, passed 2-20-84)

§ 51.51 CROSS-CONNECTIONS PROHIBITED.

No person, firm, or corporation shall establish or permit to be established or maintain or permit to be maintained any cross-connection. No interconnection shall be established whereby potable water from a private auxiliary or emergency water supply other than the regular public water supply may enter the supply or distribution system of the city, unless such private, auxiliary, or emergency water supply and the method of connection and use of such supply shall have been approved by the Water Works and by the Environmental Management Board in accordance with Rule 320 IAC 3-9.

(Ord. 84-1, passed 2-20-84)

§ 51.52 INSPECTIONS.

- (A) It shall be the duty of the Utility Superintendent to cause inspections to be made of all properties served by the public water system where cross-connection with the public water system is deemed possible. The frequency of inspections and reinspections based on potential health hazards involved shall be as established by the Water Works.
- (B) Upon presentation of credentials, the representative of the Water Works shall have the right to request entry at any reasonable time to examine any property served by a connection to the public water system of the city for cross-connections. On request, the owner, lessee, or occupant of any property so served shall furnish to the inspection agency any pertinent information regarding the piping system or systems on such property. The refusal of requested pertinent information shall be deemed evidence of the presence of cross-connections.

(Ord. 84-1, passed 2-20-84)

§ 51.53 DISCONTINUANCE OF SERVICE; EMERGENCY DISCONTINUANCE.

- (A) The Water Works is authorized and directed to discontinue water service to any property wherein any connection in violation of this section exists, and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water system. Water service shall be discontinued only after reasonable notice is served on the owner, lessee, or occupants of the property or premises where a violation is found or suspected to exist. Water service to such property shall not be restored until the cross-connection(s) has been eliminated in compliance with the provisions of this section.
- (B) If it is deemed by the Water Works that a cross-connection or an emergency endangers public health, safety, or welfare and requires immediate action, and a written finding to that effect is filed with the Clerk-Treasurer [Agent] and delivered to the consumer's premises, service may be immediately discontinued. The consumer shall have an opportunity for hearing within ten days of such emergency discontinuance.

(Ord. 84-1, passed 2-20-84)

§ 51.54 BACKFLOW PREVENTER REQUIRED.

All consumers using toxic or hazardous liquids, all hospitals, mortuaries, wastewater treatment plants, laboratories, and all other hazardous users shall install and maintain a reduced-pressure-principle backflow preventer in the main water line serving each building on the premises. The backflow preventer must be installed in an easily accessible location not subject to flooding or freezing.

(Ord. 84-1, passed 2-20-84)

§ 51.55 REGULATIONS SUPPLEMENTARY.

This subchapter does not supersede the State Uniform Plumbing Code or the plumbing regulations of the city, but it is supplementary to them.

(Ord. 84-1, passed 2-20-84)

WATER SHORTAGES

§ 51.60 APPLICATION.

Sections 51.60 through 51.66 shall apply to all persons, firms, partnerships, companies, associations, corporations or organizations of any kind connected to the city public water system or using water therefrom (hereafter called Users).

(Ord. 96-10, passed 6-6-96)

§ 51.61 DECLARATION OF NEED.

Upon determining that the city's public water system is in imminent danger of a shortage of water or is experiencing a shortage of water, the governing body may declare a water conservation emergency and establish the appropriate conservation measures and the duration thereof.

(Ord. 96-10, passed 6-6-96)

§ 51.62 EXCEPTIONS.

The governing body of the city reserves the right to establish alternative rationing requirements for the following:

- (A) Health care providers.
- (B) A reasonable use of water to maintain adequate health and sanitary standards.
- (C) Those industrial and agricultural activities declared to be necessary for the public health and well-being.

(Ord. 96-10, passed 6-6-96)

§ 51.63 VOLUNTARY CONSERVATION.

In accordance with § 51.66, Users shall be requested to reduce water consumption by practicing voluntary conservation techniques. The governing body may suggest reasonable and meaningful actions which will help to alleviate existing or potential water shortage.

(Ord. 96-10, passed 6-6-96)

§ 51.64 MANDATORY CONSERVATION.

In accordance with § 51.66, Users shall be restricted from the water uses listed below, subject to reasonable terms, times and conditions as the governing body shall determine.

- (A) Sprinkling, watering or irrigating of shrubbery, trees, grass, ground covers, plants, vines, gardens, vegetables or any other vegetation. The water use shall be permitted for property located on the north side of Deer Creek in the city on even numbered days of the month and shall be permitted on the south side of Deer Creek in the city on odd numbered days. All watering permitted by this subsection shall be after sundown of each day or before sunrise.
- (B) Washing of automobiles, trucks, trailers, mobile homes, railroad cars or any other type of mobile equipment. The water use shall be permitted on weekends only with such use by property owners located on the north

side of Deer Creek in the city on Saturday and shall be permitted on the south side of Deer Creek in the city on Sunday.

- (C) Cleaning or spraying of sidewalks, driveways, paved areas or other outdoor surfaces shall not be permitted at any time.
- (D) Washing and cleaning of any business equipment or machinery shall be permitted only after sundown of each day and only before sunrise.
- (E) The filling of swimming pools, wading pools and ornamental fountains shall not be permitted.
- (F) It shall not be permitted to knowingly allow leakage through defective plumbing.
- (G) Non-residential users will be required to abide by subsections (A) through (F) above and in addition, shall restrict usage to the absolute minimum amount required to maintain basic operation.

(Ord. 96-10, passed 6-6-96)

§ 51.65 RATIONING.

In addition to the mandatory conservation measures of § 51.64 and in accordance with § 51.66, Users shall be limited to water use per the following schedule:

- (A) Residential use shall be limited to 30 gallons per person per day.
- (B) In the event the governing body determines it is in the best interest of the citizens of the city, the governing body shall have the discretion to terminate the supply of water to business, commercial and industrial users for such time period as shall be necessary.

(Ord. 96-10, passed 6-6-96)

§ 51.66 NOTICE.

- (A) Notice of voluntary conservation measures shall be by publication in a local newspaper of general circulation or other means as deemed appropriate by the governing body. The notice shall be effective upon publication.
- (B) Notice of mandatory conservation or rationing shall be by first class United States mail or by door to door distribution to each current User, and by electronic and print media. The notice shall be deemed effective on the conclusion of door to door distribution, or at noon of the third day after depositing the notice in the United States mail.

(Ord. 96-10, passed 6-6-96)

§ 51.99 PENALTY.

- (A) Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each day of violation shall constitute a separate offense. In addition to, or in the alternative to a fine, water service may be terminated for any user who violations §51.64 or §51.65.

(Ord. 84-14, passed 10-15-84; Am. Ord. 2020-4, passed 11-2-2020)

(Ord. 96-10, passed 6-6-96, (B) Repealed by Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 52: SEWERS

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GENERAL PROVISIONS

§ 52.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BOD (denoting **BIOCHEMICAL OXYGEN DEMAND**). The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 200° C., expressed in milligrams per liter.

BUILDING SEWER. The extension from the building drain to the public sewer or other place of disposal.

COMBINED SEWER. A sewer receiving both surface runoff and sewage.

GARBAGE. Solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

INDUSTRIAL WASTES. The liquid wastes from industrial manufacturing processes, trade, or business as distinct from sanitary sewage.

INSPECTOR. The person or persons duly authorized by the city, through its Board of Public Works and Safety, to inspect and approve the installation of building sewers and their connection to the public sewer system.

NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or groundwater.

PERSON. Any individual, firm, company, association, society, corporation, or group.
pH. The logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

PROPERLY SHREDDED GARBAGE. The wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particles greater than one-half inch in any dimension.

PUBLIC SEWER. A sewer in which all owners of abutting properties have equal rights, and is controlled by public authority.

SANITARY BUILDING DRAIN. That part of the lowest horizontal piping of the sanitary drainage system inside the walls of any building, which receives the discharge from soil or waste stacks and branches and conveys the same to a point three feet outside the building walls where it connects with its respective building sewer.

SANITARY SEWER. A sewer which carries sewage and to which storm, surface, and groundwaters are not intentionally admitted.

SEWAGE TREATMENT PLANT. Any arrangement of devices and structures used for treating sewage.

SEWAGE WORKS. All facilities for collecting, pumping, treating, and disposing of sewage. **SEWAGE.** A combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, together with such ground, surface and storm waters as may be present. **SEWER.** A pipe or conduit for carrying sewage.

SLUG. Any discharge of water, sewage, or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration of flows during normal operation.

STORM DRAIN or STORM SEWER. A sewer which carries storm and surface waters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

SUPERINTENDENT. The Superintendent of the municipal sewage works or his authorized deputy, agent or representative.

SUSPENDED SOLIDS. Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

WATERCOURSE. A channel in which a flow of water occurs, either continuously or intermittently.

(Ord. 8-67, passed 1-22-68)

§ 52.02 UNSANITARY DEPOSITS UNLAWFUL.

It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the city, or in any area under the jurisdiction of the city, any human or animal excrement, garbage, or other objectionable waste.

(Ord. 8-67, passed 1-22-68)

§ 52.03 DESTRUCTION OF SEWER SYSTEM PROPERTY.

No unauthorized person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the city sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

(Ord. 8-67, passed 1-22-68)

§ 52.04 PRIVIES AND SEPTIC TANKS REGULATED.

Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage.

(Ord. 8-67, passed 1-22-68)

§ 52.05 TOILET FACILITIES AND SEWER CONNECTIONS REQUIRED.

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the city and abutting on any street, alley, or right-of-way in which there is now located a public sanitary or combined sewer of the city, is required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, provided that the public sewer is within 100 feet of the property line, on or before a date for connection as stated in a written notice to do so. The notice shall be in writing and shall be given by the city by its Clerk-Treasurer by certified mail to the property owner at the address of such property, not less than 90 days prior to the date for connection as stated in said notice and upon determination that the public sewer is ready to receive the sewage therefrom; and the city by its Clerk-Treasurer shall give such further notice, if any, as it may deem necessary or proper.

(Ord. 8-67, passed 1-22-68)

§ 52.06 PRIVATE SEWAGE DISPOSAL SYSTEMS.

- (A) Where a public sanitary or combined sewer is not available under the provisions of § 52.05, the building sewer shall be connected to a private sewage disposal system complying with the provisions of this section.
- (B) Before commencement of construction of a private sewage disposal system the owner shall first obtain a written permit signed by the Superintendent. The application for such permit shall be made on a form furnished by the city, which the applicant shall supplement by any plans, specifications, and other information as are deemed necessary by the Superintendent. A permit and inspection fee of \$5 shall be paid to the city at the time the application is filed.
- (C) A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the Superintendent. He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the Superintendent when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within 24 hours of the receipt of notice by the Superintendent.
- (D) The type, capacities, location, and layout of a private sewage disposal system shall comply with all recommendations of the State Board of Health. No permit shall be issued for any private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than 5,000 square feet. No septic tank or cesspool shall be permitted to discharge to any natural outlet.
- (E) At such time as a public sewer becomes available to a property served by a private sewage disposal system, a direct connection shall be made to the public sewer in compliance with this chapter on or before a date for connection as stated in a written notice to do so, and any use of any privies, cesspools, septic tanks, and similar structures shall be discontinued on or before the date so stated, and all such private sewage disposal

facilities so discontinued shall be cleaned of sludge or sewage and filled with clean bank-run gravel or dirt. The notice shall be in writing and shall be given by the city by its Clerk-Treasurer by certified mail to the property owner at the address of the property, not less than 90 days prior to the date for connection as stated in the notice and upon determination that the public sewer is ready to receive the sewage therefrom; and the city by its Clerk-Treasurer shall give such further notice, if any, as it may deem necessary or proper.

- (F) The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the city.
- (G) No statement contained in this section shall be construed to interfere with any additional requirements that may be imposed by the Health Officer.

(Ord. 8-67, passed 1-22-68)

SEWER CONNECTIONS

§ 52.15 PERMIT REQUIRED.

- (A) No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Clerk-Treasurer.
- (B)
 - (1) There shall be two classes of building sewer permits:
 - (a) For residential and commercial service; and
 - (b) For service to establishments producing industrial wastes.
 - (2) In either case, the owner or his agent shall make application on a special form furnished by the city. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Inspector. A permit and inspection fee of \$300 for a residential or commercial building sewer permit and \$500 for an industrial building sewer permit shall be paid to the Clerk-Treasurer at the time the application is filed.

(Ord. 8-67, passed 1-22-68; Am. Ord. 89-11, passed 8-7-89)

§ 52.16 COSTS TO BE BORNE BY OWNER.

All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the city from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(Ord. 8-67, passed 1-22-68)

§ 52.17 SEPARATE CONNECTION REQUIRED; EXCEPTION.

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

(Ord. 8-67, passed 1-22-68)

§ 52.18 OLD BUILDING SEWERS.

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the Inspector, to meet all requirements of this chapter.

(Ord. 8-67, passed 1-22-68)

§ 52.19 MATERIALS AND SPECIFICATIONS.

- (A) The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the city. In the

absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the A.S.T.M. and W.P.C.F. Manual of Practice Number 9 shall apply.

- (B) Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- (C) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the city, or the procedures set forth in appropriate specifications of the A.S.T.M. and the W.P.C.F. Manual of Practice Number 9. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the Superintendent before installation.

(Ord. 8-67, passed 1-22-68)

§ 52.20 PROHIBITED CONNECTIONS.

No person shall make connection of roof downspouts, exterior foundations drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer.

(Ord. 8-67, passed 1-22-68)

§ 52.21 INSPECTIONS.

The applicant for the building sewer permit shall notify the Inspector when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Inspector or his representative.

(Ord. 8-67, passed 1-22-68)

§ 52.22 EXCAVATIONS; BARRICADES AND LIGHTS REQUIRED.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city.

(Ord. 8-67, passed 1-22-68)

DISCHARGES INTO PUBLIC SEWERS

§ 52.30 NATURAL OUTLETS.

It shall be unlawful to discharge to any natural outlet within the city, or in any area under the jurisdiction of the city, any sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this chapter.

(Ord. 8-67, passed 1-22-68)

§ 52.31 UNPOLLUTED DRAINAGE.

- (A) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, subsurface drainage, uncontaminated cooking water, or unpolluted industrial process waters to any sanitary sewer.
- (B) Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the Superintendent. Industrial cooling water or unpolluted process waters may be discharged, on approval of the Superintendent, to a storm sewer, combined sewer, or natural outlet.

(Ord. 8-67, passed 1-22-68)

§ 52.32 WASTES AND WASTEWATER.

No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

- (A) Any gasoline, benzene, naphtha, fuel oil, petroleum, oil, nonbiodegradable cutting oil, products of mineral oil origin, or other flammable or explosive liquid, solid, or gas that could create a fire or explosion hazard or could cause pass through or interference at the wastewater treatment plant, including waste streams with a closed cup flashpoint of less than 140° F (60° C) using the test methods in 40 CFR 261.21.
- (B) Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the sewage treatment plant.
- (C) Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the sewage works.
- (D) Solid or viscous substances in such quantities or of such size as are capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, and paper dishes, cups, milk containers and the like, either whole or ground by garbage grinders.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2007-7, passed 8-8-07)

§ 52.33 PROHIBITED SUBSTANCES.

- (A) No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely in the opinion of the Superintendent that such wastes can harm either the sewers, sewage treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, or public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the Superintendent will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and other pertinent factors. The substances prohibited are:
 - (1) Any liquid or vapor having a temperature higher than 150° F. (65° C.) or heat in any amount that could:
 - (a) Inhibit biological activity and result in interference or damage at the wastewater treatment plant; or
 - (b) Exceed 104° F (40° C) at the wastewater treatment plant.
 - (2) Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32° and 150° F. (0 and 65° C.).
 - (3) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of 3/4 horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the Superintendent.
 - (4) Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions, whether neutralized or not.
 - (5) Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the Superintendent for such materials.
 - (6) Any waters or wastes containing phenols or other taste or odor-producing substances, in such concentrations exceeding limits which may be established by the Superintendent as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal, or other public agencies of jurisdiction for such discharge to the receiving waters.
 - (7) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Superintendent in compliance with applicable state or federal regulations.
 - (8) Any waters or wastes caving a pH in excess of 9.5.
 - (9) Materials which exert or cause:

- (a) Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).
 - (b) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions)
 - (c) Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works.
 - (d) Unusual volume of flow or concentration of wastes constituting slugs.
- (10) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment process; employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
- (11) Any trucked or hauled pollutant, except with the permission of the Superintendent and at a discharge point designated by the Superintendent.
- (12) Any pollutants, including oxygen-demanding pollutants (BOD, and the like), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW.
- (B) If any waters or wastes are discharged, or are proposed to be discharged, to the public sewers, which waters contain the substances or possess the characteristics enumerated in division (A) of this section and which in the judgment of the Superintendent may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitutes a public nuisance, the Superintendent may:
- (1) Reject the wastes;
 - (2) Require pretreatment to an acceptable condition for discharge to the public sewers;
 - (3) Require control over the quantities and rates of discharge; and/or
 - (4) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of § 52.38.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2007-7, passed 8-8-07)

§ 52.34 PRETREATMENT.

- (A) If the Superintendent permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the Superintendent and subject to the requirements of all applicable codes, ordinances and laws.
- (B) Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

(Ord. 8-67, passed 1-22-68)

§ 52.35 GREASE, OIL AND SAND INTERCEPTORS.

- (A) Definitions. For purposes of this Section, the words and phrases contained herein shall have the following meanings unless the context clearly indicates otherwise:

FATS, OILS AND GREASES (FOG). Material composed primarily of fats, oils, and greases from animal or vegetable sources. The terms fats, oils and greases shall be deemed as **GREASE** by definition. These substances are detectable and measurable using analytical test procedures established in 40 C.F.R., as may be amended from time to time. **GREASE** does not include petroleum base products.

FOOD SERVICE ESTABLISHMENT. Those establishments engaged in activities of preparing, serving or otherwise making food available for consumption by the public, including but not limited to, restaurants, commercial kitchens, churches, bars and clubs, caterers, hotels, schools, hospitals, factories, care institutions or any other establishment where grease, fats, or oils may be introduced into the sewage system in quantities that can affect line stoppages or hinder sewage treatment.

GREASE INTERCEPTOR. A structure or device designed for the purpose of removing and preventing fats, oils and greases (non-petroleum grease) from entering the sanitary sewer system. These devices are below-ground units in outside areas and are built as two or three chamber baffled tanks.

GREASE TRAP. A device for separating and retaining waterborne greases (non-petroleum) and grease complexes prior to the wastewater exiting the grease trap and entering the sanitary sewer system. Such grease traps are compact under-the-sink units that are near food preparation areas. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the grease trap and entering the sanitary sewer system.

SAND, SOIL AND OIL INTERCEPTORS. Approved and industry standard system that is specifically designed and manufactured to separate sand, soil and petroleum-based oil and grease from water. The system shall allow the sand, soil and oil to be collected and removed on a regular basis as to prevent it from being discharged into the wastewater collection system.

- (B) Grease Interceptor and Grease Trap Requirements. A grease trap or grease interceptor meeting the specifications in accordance with the current Indiana Plumbing Code shall be installed in all Food Service Establishments. Grease traps or interceptors are not required for individual dwelling units or any private living quarters.
- (1) Grease Trap and Interceptor Design and Size. The characteristics and size shall be determined by the requirements of the current Indiana Plumbing Code.
 - (2) Installation Requirements.
 - (a) Grease trap and interceptor installation shall conform to the current Indiana Plumbing Code requirements and shall be installed at a location easily accessible for routine inspection, cleaning, repair, and maintenance.
 - (b) The discharge from the following fixtures shall be directed to the grease interceptor: all sinks, dishwashers, floor drains in food preparation and storage areas, food waste grinders, and any other fixtures through which grease may be discharged.
 - (3) Maintenance and Clean-Out.
 - (a) All grease traps and interceptors shall be maintained by the user at the user's expense, and the trap or interceptor shall be in continuously efficient operation at all times.
 - (b) The owner or operator shall develop and carry out a system of maintenance and cleanout of the devices, but all traps and interceptors shall be cleaned out a minimum of every six (6) months, or sooner, if the owner or operator of the property knows or should have known that a shorter period of time is required to keep the grease trap or interceptor operating at all times at 90% or greater of rated peak efficiency, or the Superintendent so notifies the owner or operator of the property that it deems a shorter period is necessary.
 - (c) The return of wastewater back into the grease interceptor from which waste was removed is prohibited.
 - (d) All waste removed from each grease trap or interceptor shall be disposed of at an establishment permitted and authorized to receive such waste in accordance with all applicable federal, state, and local regulations.
 - (e) Every food service establishment shall maintain a log indicating each maintenance and clean-out for the previous three (3) years. This log shall include the date, time, licensed plumber or waste hauler who performed the cleaning and maintenance, and method and location of grease disposal. The log shall be made available to the Superintendent or representative upon request.
- (C) Sand, Soil and Oil Interceptor Requirements. All car washes, truck washes, garages, service stations, car and truck maintenance facilities, fabricators, utility equipment shops and other facilities (as determined by the Indiana Plumbing Code) that have sources of sand, soil and oil shall install effective sand, soil and oil traps, interceptors and/or oil/water separators. These systems shall be sized to effectively remove sand, soil and oil at the expected flow rates. These systems shall be, at the user's expense, cleaned or pumped on a regular basis to prevent impact upon the wastewater collection and treatment systems. Users whose systems are deemed to be ineffective by the Superintendent shall be required to change the cleaning frequency or to increase the size of the system at the discretion of Superintendent. Owners or operators of washing facilities will be required to prevent the inflow of detergents and rainwater into the wastewater collection system. Oil/water separator installations shall be required at facilities that accumulate petroleum oils and greases and at facilities deemed

necessary by the Superintendent. The equipment or facilities installed to control sand, soil, and oil must be designed in accordance with the Indiana Plumbing Code, most current engineering standards, or other applicable guidelines approved by the Superintendent.

(D) **Violations and Penalties.**

- (1) Pursuant to § 52.98(A), any person who violates this section, in part or in whole, shall be served by the City with written notice and shall cure all violations within the period of time stated in the notice. Such person in violation of this section shall also become liable to the City for any expense, loss, or damaged occasioned the City by reason of such violation pursuant to § 52.98(8).
- (2) Any person who violates this section and is deemed guilty of an offense pursuant to § 52.99 shall be subject to the penalties provided therein.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2023-18, passed 12-29-23)

§ 52.36 MANHOLES.

When required by the Superintendent, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. The manhole, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the Superintendent. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

(Ord. 8-67, passed 1-22-68)

§ 52.37 MEASUREMENTS AND TESTS.

All measurements, tests, and analyses of the characteristics of water and wastes to which reference is made in this chapter shall be determined in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Public Health Association, and shall be determined at the control manhole provided, or upon suitable samples taken at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb, and property.

The particular analyses involved will determine whether a 24-hour composite of all outfalls of a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from 24-hour composites of all outfalls whereas pH's are determined from periodic grab samples.

(Ord. 8-67, passed 1-22-68)

§ 52.38 SPECIAL AGREEMENTS.

No statement contained in this chapter shall be construed as preventing any special agreement or arrangement between the city and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the city for treatment, subject to payment therefor, by the industrial concern.

(Ord. 8-67, passed 1-22-68)

Cross-reference:

Special rate agreements, see T.S.O. I

RATES AND CHARGES

§ 52.50 SEWAGE RATES.

Except as herein otherwise provided, sewage rates and charges shall be based on the quantity of water used on or in the property or premises subject to such rates and charges as the same is measured by the water meter there in use.

(Ord. 8-67, passed 1-22-68)

Cross-reference:
 Special rate agreements, see T.S.O. I

§ 52.51 MONTHLY USAGE.

(A) The water usage schedule on which the amount of the sewage rates and charges shall be determined are as follows:

<i>METERED RATES PER MONTH: (PER 100 CUBIC FEET)</i>		
First	500 CU. FT.	\$6.64
Next	1,000 CU. FT.	\$6.06
Next	1,500 CU. FT.	\$4.42
Over	3,000 CU. FT.	\$3.91

(B) Multiple dwellings, trailers and the like. In the event two or more dwelling units, such as trailers, apartments or housekeeping rooms discharging sanitary sewage, water or other liquids into the city's sanitary sewage system, either directly or indirectly, are users of water and the quantity of water is measured by a single water meter, then in such case billing shall be for a single service in the manner set out elsewhere herein, except that an additional charge shall be added thereto in the amount of \$4.62 per month for each dwelling unit over one served through the single water meter. In the case of trailer parks, the number of dwelling units shall be computed and interpreted as the total number of trailers located and installed in said park, plus any other dwelling units served through the meter. A dwelling unit shall be interpreted as a room or rooms or other living space or spaces in which cooking facilities are provided.

(Ord. 8-67, passed 1-22-68; Am. Ord. 92-5, passed - -92; Am. Ord. 2009-4, passed 9-8-09; Am. Ord. 2013-1, passed 9-23-13; Am. Ord. 2022-24 passed 1-3-23; Am. Ord. 2023-16, passed 11-6-23)

§ 52.52 MINIMUM CHARGE.

(A) The minimum charge for any user, where the user is a metered water customer, shall be based upon meter sizes as follows:

MONTHLY MINIMUM CHARGE

	<u>CUBIC FEET ALLOWED</u>	<u>MONTHLY MINIMUM CHARGE</u>
5/8 Inch Meter	200	\$
3/4 Inch Meter	267	\$
1 Inch Meter	523	\$
1 1/4 Inch Meter	845	\$
1 1/2 Inch Meter	1,196	\$
2 Inch Meter	2,065	\$
3 Inch Meter	5,935	\$274.86
4 Inch Meter	12,520	\$532.33
6 Inch Meter	24,098	\$985.03

(B) The minimum charge for sewage service where the user is not a metered water customer shall be based on the size of the sewage service connection, but in no event shall such charge be less than the corresponding minimum monthly water meter charge.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2006-1, passed 6-5-06; Am. Ord. 2013-1, passed 9-23-13; Am. Ord. 2022-24 passed 1-3-23; Am. Ord. 2023-16, passed 11-6-23)

§ 52.53 CLASSES OF SEWER USERS.

Residential, Commercial, Governmental, Institutional, and Industrial users shall be designated by the expected amount of daily flow as determined by the city:

Class I - 399,000 gallons or less per day

Class II - 400,000 gallons or more per day

(Ord. 99-23, passed 12-2-99)

§ 52.54 SAMPLING REQUIREMENTS

(A) Except as provided in subsection (B), all Class II users shall be subject to the following sampling requirements for flow and loadings: The Class II user shall collect flow weighted composite samples, on an hourly basis, of the user’s discharge for seven days per week. The Class II user shall submit the sampling and flow measurement recording to the city on a weekly basis unless otherwise instructed by the city. The city shall designate the sampling point for Class II users. The Class II user shall, at the request of the city, install a recorder on the Class II user’s flowmeter.

(B) All Class II users shall comply with the sampling requirements in subsection (A) for oil and grease for the first four months following adoption of Ordinance 99-23, passed 12-2-99. If the oil and grease samples provided during this four month period are within the limits established by § 52.55, the Class II user providing such acceptable samples shall be subject to sampling requirements for oil and grease as follows: flow weighted composite samples, on an hourly basis, for three days per month, each taken on a day when the flow is at or above the average of the previous month’s flow. The results shall be submitted to the city monthly. If the monthly sampling reports reveal that oil and grease exceed the limits established in § 52.55, the Class II user shall revert to the sampling requirements established in division (A) for oil and grease for another four month period and follow the provisions of this division (B).

(Ord. 99-23, passed 12-2-99)

§ 52.55 LIMITS, SURCHARGES, AND PENALTIES

(A) Effective June 5, 2012, Class II users shall be subject to the following limits, which are established to prevent pass through and interference and apply at the point where the wastewater is discharged to the POTW:

	Monthly Average Allocation ¹	Weekly Maximum Allocation ²	Daily Maximum Allocation ³
Flow	1.2 Mgd	1.2 Mgd	1.4 Mgd
Carbonaceous Biochemical Oxygen Demand (CBOD5)	3,580 lb/day	3,580 lb/day	3,580lb/day
Total Suspended Solids (TSS)	4,390 lb/day	4,390 lb/day	4,390 lb/day
Ammonia-Nitrogen (NH3)	780 lb/day	780 lb/day	860 lb/day
Total Kjeldahl Nitrogen ⁴ (TKN)	Report Limit TBD	Report Limit TBD	Report Limit TBD
Oil and Grease	670 lb/day	670 lb/day	670 lb/day

¹ Monthly average shall be determined based upon the average of a calendar month. The monthly average shall be determined by the summation of the calculated daily value divided by the number of days during the calendar month when measurements were taken.

² Weekly maximum shall be determined based upon the highest average of a calendar week for which daily discharges are sampled or measured. The weekly average shall be determined by the summation of the calculated daily value

divided by the number of days during the calendar week when measurements were taken.

³ Maximum hourly discharge rate shall not exceed 900 gal/min.

⁴ As of February 1, 2012, the city is collecting TKN and COD data on a daily basis for the purpose of daily operations as well as to establish a loading limit for TKN. When sufficient data has been collected fro TKN, but for a period of no less than nine months, the City Common Council shall establish the appropriate limits. When the limits for TKN are established, the limits for NH3 shall be eliminated.

(B) Effective January 1, 2022, until February 28, 2022, Class II users shall be subject to the following limits and requirements, when are established to prevent pass through and interference and apply at the point where the wastewater is discharged to the POTW:

	Monthly Average Allocation ¹	Weekly Maximum Allocation ²	Daily Maximum Allocation
Flow	1.2 Mgd	1.2 Mgd	1.4 Mgd ³
Carbonaceous Biochemical Oxygen Demand (CBOD ₅)	3,580 lb/day	3,580 lb/day	3,580 lb/day
Total Suspended Solids (TSS)	4,390 lb/day	4,390 lb/day	4,390 lb/day
Ammonia-Nitrogen (NH ₃)	780 lb/day	780 lb/day	860 lb/day
Total Kjeldahl Nitrogen ⁴ (TKN)	ReportTBD	ReportTBD	ReportTBD
Oil and Grease	670 lb/day	670 lb/day	670 lb/day

¹ Monthly average shall be determined based upon the average of a calendar month. The monthly average shall be determined by the summation of the calculated daily value divided by the number of days during the calendar month when measurements were taken.

² Weekly maximum shall be determined based upon the highest average of a calendar week for which daily discharges are sampled or measured. The weekly average shall be determined by the summation of the calculated daily value divided by the number of days during the calendar week when measurements were taken.

³ Maximum hourly discharge rate shall not exceed 900 gal/min.

⁴ As of February 1, 2012, the city is collecting TKN and COD data on a daily basis for the purpose of daily operations as well as to establish a loading limit for TKN. When sufficient data has been collected fro TKN, but for a period of no less than nine months, the City Common Council shall establish the appropriate limits. When the limits for TKN are established, the limits for NH3 shall be eliminated.

(C) In addition to all existing rates and charges of the sewage works (treatment rate and base rate), any Class II user shall be subject to surcharges and penalties under the circumstances described below:

- (1) No surcharge for flow. Penalty applies for weekly and daily flows and for exceedances of CBOD₅, TSS, NH₃ or TKN, and Oil and Grease.
- (2) Surcharge applies to monthly average allocation for CBOD₅, TSS, NH₃ or TKN, Oil and Grease.
- (3) Penalties apply for exceedance of weekly maximum allocations and/or daily maximum allocations.

Situation	Surcharge Applies		Penalty Applies	

Monthly Average Achieved Daily Max Achieved Weekly Max Achieved	No		No No	
Monthly Average Achieved Daily Max Exceeded Weekly Max Exceeded	No		Yes No	
Monthly Average Achieved Daily Max Achieved Weekly Max Exceeded	No		No Yes	
Monthly Average Achieved Daily Max Exceeded Weekly Max Exceeded	No		Yes Yes	Calculate and assess both penalties
Monthly Average Exceeded Daily Max Achieved Weekly Max Achieved	Yes		No No	
Monthly Average Exceeded Daily Max Exceeded Weekly Max Achieved	Yes	Calculate both surcharge and penalty, assess both	Yes No	
Monthly Average Exceeded Daily Max Achieved Weekly Max Exceeded	Yes	Calculate both surcharge and penalty, assess both	No Yes	
Monthly Average Exceeded Daily Max Exceeded Weekly Max Exceeded	Yes	Calculate both surcharge and penalty, assess both	Yes Yes	

- (D) Effective December 2, 1999, the following surcharges shall apply:
- (1) Class II Surcharge Based upon TSS. There shall be an additional charge of \$0.1717 per pound for waste that exceeds the monthly average allocation of pounds per day. The monthly average allocation of pounds per day shall be determined in accordance with the table set forth in Subsection (A) of this section.
 - (2) Class II Surcharge Based upon CBOD5. There shall be an additional charge of \$0.1056 per pound of CBOD5 for waste that exceeds the monthly average allocation of pounds per day. The monthly average allocation of pounds per day shall be determined in accordance with the table set forth in Subsection (A) of this section.
 - (3) Class II Surcharge Based upon Oil and Grease. There shall be an additional charge of \$0.2473 per pound for oil and grease that exceeds the monthly average allocation of pounds per day. The monthly average allocation of pounds per day shall be determined in accordance with the table set forth in Subsection (A) of this section.
 - (4) Class II Surcharge Based upon NH3 or TKN. There shall be an additional charge of \$0.2473 per pound of NH3 for waste that exceeds the monthly average allocation of pounds per day NH3. The monthly average allocation of pounds per day shall be determined in accordance with the table set forth in Subsection (A) of this section. The City shall eliminate the NH3 surcharge once limits for the TKN surcharge are established.
 - (5) Class I Surcharge Based upon TSS. There shall be an additional charge of \$0.1717 per pound for waste that exceeds 250mg/1.
 - (6) Class I Surcharge Based upon CBOD5. There shall be an additional charge of \$1.0156 per pound of CBOD5 for waste that exceeds 250 mg/1.
 - (7) Class I Surcharge Based upon Oil and Grease. There shall be an additional charge of \$0.2473 per pound for oil and grease that exceeds 100 mg/1.
 - (8) Class I Surcharge Based Upon NH3 or TKN. There shall be an additional charge of \$0.2473 per pound of NH3 or TKN for waste that exceeds 30 mg/1 NH3 or 50 mg/1 TKN. The City may apply the NH3 surcharge or the TKN surcharge to a user's sewage flow, but not both; such surcharges are mutually exclusive.

- (E)
- (1) In the event the City is required to accept sewage from a Class II user in volumes of flow and

wasteload which exceed weekly maximum or daily maximum limits set out in § 52.55(B)(3), then an additional fee (hereinafter called the “Sewer Charge Penalty”) shall be paid to the City. The Sewer Charge Penalty shall be in an amount not to exceed the maximum amount the City is allowed to levy, from time to time. The maximum Sewer Charge Penalty is established as follows:

- (a) Daily Maximum Violations: \$2,500 per day, per violation
- (b) Weekly Maximum Violations: \$2,500 per week, per violation
- (2) Each daily maximum and weekly maximum limit established in Subsection (A) of this section which is exceeded shall constitute a separate violation, each subject to a separate Sewer Charge Penalty.
- (3) The Board of Works shall determine the amount of each Sewer Charge Penalty to be assessed for each violation under this section. The Board of Works shall take into account the following factors in determining the amount of the sewer charge penalty: (i) the amount of the exceedance in flow and wasteload, (ii) whether the exceedances are repetitive, (iii) the effect of the exceedance on the city’s sewage works facilities, and (iv) the magnitude of any civil penalties that will be imposed on the city. The Board of Works shall also have the discretion to waive the sewer charge penalty provided that the following findings can be made: (i) the amount of the exceedance is minimal, (ii) the exceedances have not been repetitive, (iii) the exceedance did not have an adverse effect on the city’s sewage works facilities, and (iv) the exceedance did not cause the city to become subject to a penalty or fine.
- (4) The sewer charge penalty will be paid in addition to all other rates and charges of the sewage works.
- (5) The sewer charge penalty will be calculated and collected monthly.
- (6) The sewer charge penalty will become effective December 2, 2000, provided the following conditions are satisfied: (i) the Class II user subject to this section provides evidence of action being taken by such Class II user to address the flow and loadings of its waste, (ii) such evidence is in a form prepared by professional engineers and contains specific design plans for improvements that the Class II user will implement, and (iii) such evidence is submitted to the city within three (3) months of December 2, 1999. The Board of Works may consider whether a good faith effort has been shown by the Class II user in determining whether the above conditions have been satisfied. If the Board of Works determines that any of the above conditions are not satisfied, the sewer charge penalty shall become effective immediately thereafter.
- (F) The determination of TSS, NH3, TKN and CBOD5 contained in the waste shall be in accordance with the latest edition of “Standard Methods for the Examination of Water, Sewage and Industrial Wastes” as is written by the American Public Health Association, the American Water Federation, and in conformance with “Guidelines Establishing Test Procedures for Analysis of Pollutants,” 40 CFR part 136.
- (G) Any fines levied by the Indiana Department of Environmental Management or the United States Environmental Protection Agency against the city for violations which are attributable to a Class II user who violates the limits established by division (A) of this section shall be paid by such Class II user.
- (H) If the sampling conducted by a Class II user reveals that any of the limits established by division (A) of this section have been exceeded, such user shall immediately notify the city. Such notification shall be made within one hour of the sampling which reveals the exceedance. In the event a Class II user is planning a permanent or short- term change in its flow or wasteload, the Class II user shall notify the city prior to such change. All notices under this division (H) shall be given by telephone to the Wastewater Superintendent or his or her designated representative followed with a written confirmation to the Wastewater Superintendent or his or her designated representative. A notification regarding an exceedance shall detail the amount and type of exceedance, and what action, if any, has been taken to address the exceedance. A notification of a planned change in flow or wasteload shall detail the nature and duration of the change. Failure to provide such notification, to be determined by the sampling records submitted to the city, shall result in a fine of \$500 per failure to notify.

(Ord. 99-23, passed 12-2-99; Am. Ord. 2007-7, passed 8-8-07; Am. Ord. 2012-3, passed 6-4-12; Am. Ord. 2017-10, passed 7-3-17, Am. Ord.: 2021-10, passed 7-14-21; Am. Ord.2022-4, passed 1-26-22)

§ 52.56 PREMISES AND FACILITIES.

- (A) The city shall have the authority to inspect the premises of a Class II user at any time upon two hours notice from the city to the Class II user. The Class II users shall also provide, upon request from the city, a line diagram showing the sewer configuration of a Class II user.

- (B) Any additions, changes or modifications made to the facilities of a Class II user which affect the flow or loadings of the Class II user shall be submitted to the city before implementation. The approval of the city shall be required for any addition, change or modification, which, in the judgment of the city, will have an effect on the sewage works facilities of the city.

(Ord. 99-23, passed 12-2-99)

§ 52.57 RESPONSIBILITY FOR COST OF CAPITAL ITEMS

The cost of any capital items that must be acquired by the city for its sewage works to enable it to accommodate the flow or loadings of a Class II user shall be paid by such Class II user, so long as the city can demonstrate, through the sampling reports required by § 52.54, that such additional flow or loadings is attributable to such Class II user, rather than the other users of the city's sewage works facilities.

(Ord. 99-23, passed 12-2-99)

§ 52.58 ADDITIONAL TREATMENT CHARGE.

- (A) Class II users are required to discharge or be charged to supplement their wastewater discharge to no less than a COD:TKN ratio of 8:1. This COD accounts for the food source at the POTW and must be supplemented when not discharged at 8:1 with TKN. City will provide supplemental food source using an adjustable pump. City will record daily usage of supplemental food source on the basis of holding tank volume. With pre-arranged appointment, city will allow Class II users to observe supplemental food source operation and equipment. Usage of supplemental food source shall be totaled and reported to the Class II user on the monthly billing statement.
- (B) Additionally, requirement treatment through the use of a supplemental food source will be determined on a daily basis using a split sample test on the Class II user's effluent performed by the Class II user. The city will confirm results of Class II users through daily testing of the split sample.
- (C) Supplemental food will be charged to Class II user at the same unit and cost as the city is invoiced by the vendor. Charge to Class II user shall be for supplemental food required to be added to achieve the 8:1 COD/TKN (mass basis) ratio on the Class II user's discharge to the city. City shall provide the Class II user with the supplemental food vendor's invoices demonstrating the delivered cost and the manufacturer's product information demonstrating the available pounds of COD.

Example calculation:

<p><u>Example calculation:</u></p> <p>Class II user daily discharge parameters Flow = 0.829 MGD TKN = 100 mg/L COD = 655 mg/L</p> <p>Supplemental food data COD concentration = 1,040,000 mg/L = 8.68 lbs/gal Cost = \$2.70/gal</p> <p>TKN x 8 = required COD = 100 x 8 = 800 mg/L</p> <p>Req'd COD = Actual COD = COD supplemented = 800 - 655 = 145 mg/L</p> <p>Lbs of COD supplemented = 145 mg/L x 0.829 MGD x 8.34 = 1,022.5 lbs</p> <p>Food required ÷ COD concentration = vendor unit = 1,022.5 ÷ 115.5 gal</p> <p>Charge to Class II user = 115.5 gal x \$2.70/gal = \$311.85</p>

(Ord. 2012-3, passed 6-4-12)

ADMINISTRATION AND ENFORCEMENT

§ 52.60 INSPECTIONS.

- (A) The Superintendent, Inspector, and other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this chapter. The Superintendent or his or her representatives shall have no authority to inquire into any processes including metallurgical, chemical, oil, refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for waste treatment.
- (B) While performing the necessary work on private properties referred to in division (A) of this section, the Superintendent or duly authorized employees of the city shall observe all safety rules applicable to the premises established by the company and the company shall be held harmless for injury or death to the city employees and the city shall indemnify the company against loss or damage to its property by city employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in § 52.36.
- (C) The Superintendent and other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter all private properties through which the city holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within the easement. All entry and subsequent work, if any, on the easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.
- (D) Employees, officials, or other authorized representatives of the Environmental Protection Agency, Indiana Department of Environmental Management, or the city shall be authorized to review any records of sampling results or other information pertaining to the discharge of wastewater held at the facility.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2007-7, passed 8-8-07)

§ 52.97 INDUSTRIAL USER AFFIRMATIVE DEFENSE.

An industrial user shall have an affirmative defense in any action brought against the user alleging a pass through or interference violation of this chapter if the user can demonstrate that:

- (A) It did not know or have reason to know that its discharge, alone or in conjunction with a discharge from another source, would cause pass through or interference; and
- (B) A limit under this chapter:
 - (1) Was in effect for each pollutant in the user's discharge that caused pass through or interference, and the user was in compliance with each such local limit directly prior to and during the pass-through or interference; or
 - (2) Was not in effect for the pollutant that caused the pass through or interference, and the user's discharge, directly prior to and during the pass through or interference, had not changed substantially in nature or constituents from its usual discharge condition when the POTW was regularly in compliance with the applicable:
 - (a) NPDES permit requirements; and
 - (b) Requirements for sewage sludge use or disposal, in the case of interference.

(Ord. 2007-7, passed 8-8-07)

§ 52.98 VIOLATIONS.

- (A) Any person found to be violating any provision of this chapter except § 52.03 shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.
- (B) Any person violating any of the provisions of this chapter shall become liable to the city for any expense,

loss, or damage occasioned the city by reason of such violation.

§ 52.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply, or shall continue any violation beyond the time limit provided for in §52.98(A) shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each day of violation shall constitute a separate offense.

(Ord. 8-67, passed 1-22-68; Am. Ord. 2020-4, passed 11-2-2020)
Statutory Reference: Penalty, see IC 36-1-3-8(a)(10)

TITLE VII: TRAFFIC CODE

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- 71. STOPPING, STANDING AND PARKING
- 72. BICYCLES AND TOY VEHICLES
- 73. RAILROADS
- 74. SNOWMOBILES AND OFF-ROAD VEHICLES
- 75. TRAFFIC SCHEDULES
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CHAPTER 70: TRAFFIC REGULATIONS

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Cross-reference:

Streets and sidewalks, see Ch. 95 Traffic schedules, see Ch. 75

GENERAL PROVISIONS

§ 70.001 SHORT TITLE.

This ordinance may be known and cited as the “Delphi Traffic Ordinance.”

(Ord. 12-79, passed 11-5-79)

§ 70.002 DEFINITIONS.

For the purpose of this title, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ALLEY. A public way in an urban district that meets the following qualifications:

- (1) Is open to the public for vehicular traffic;
- (2) Is publicly maintained;
- (3) Is one lane wide; and

- (4) Is designated as an alley by the local authorities on an official map of the urban district.

AUTHORIZED EMERGENCY VEHICLE.

- (1) The following vehicles:
 - (a) Fire department vehicles;
 - (b) Police department vehicles;
 - (c) Ambulances;
 - (d) Emergency vehicles operated by or for hospitals or health and hospital corporations under I.C. 16-22-8.
- (2) Vehicles designated as emergency vehicles by the Indiana department of transportation under I.C. 9-21-20-1.
- (3) Motor vehicles that, subject to I.C. 9-21-20-2, are approved by the Indiana emergency medical services commission that are:
 - (a) Ambulances that are owned by persons, firms, limited liability companies, or corporations other than hospitals; or
 - (b) Not ambulances and that provide emergency medical services, including extrication and rescue services (as defined in I.C. 16-18-2-110).
- (4) Vehicles of the department of correction that, subject to I.C. 9-21-20-3, are:
 - (a) Designated by the department of correction as emergency vehicles; and
 - (b) Responding to an emergency. (I.C. 9-13-2-6)

BICYCLE. Any foot propelled vehicle, irrespective of the number of wheels in contact with the ground.

BUSINESS DISTRICT. The territory contiguous to and including a highway when at least 50% of the frontage of the territory for a distance of at least 500 feet is occupied by buildings in use for business. (I.C. 9-13-2-18)

COMMON COUNCIL. A simple majority vote of the Common Council of the city.

CROSSWALK.

- (1) That part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the traversable roadway.
- (2) A part of a roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface. (I.C. 9-13-2-40)

DRIVER. Every person who drives or is in actual physical control of a vehicle. (I.C. 9-13-2-47)

HOLIDAY. The following days of the year shall be designated as holidays: January 1, commonly known as New Years' Day; the last Monday of May, commonly known as Memorial Day; July 4, commonly known as Independence Day; the first Monday of September, commonly known as Labor Day; the fourth Thursday of November, commonly known as Thanksgiving Day; and December 25, commonly known as Christmas Day.

INTERSECTION.

- (1) The area embraced with:
 - (a) The prolongation or connection of the lateral curb lines, or if none, then the lateral boundary lines of the roadways of two highways that join at, or approximately at, right angles; or
 - (b) The area within which vehicles traveling upon different highways joining at any other angle may come in conflict.
- (2) Where a highway includes two roadways at least 30 feet apart, every crossing of each roadway of the divided highway by an intersecting highway is regarded as a separate intersection. If the intersecting highway also includes two roadways at least 30 feet apart, every crossing of two roadways of the intersecting highway is regarded as a separate intersection. (I.C. 9-13-2-84)

LOADING ZONE. A space reserved for the exclusive use of vehicles during the loading or unloading of passengers

or property.

OFFICIAL TIME STANDARD. Standard time or daylight saving time, as may be in current use in the city.

OFFICIAL TRAFFIC-CONTROL DEVICES. A sign, signal, marking and device, including a railroad advance warning sign, not inconsistent with this title placed or erected, by authority of a public body or official having jurisdiction, for the purpose of regulating, warning or guiding traffic. (I.C. 9-13-2-117)

PARK or PARKING. The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers.

PARKING SPACE or PARKING PLACE. A designated portion of the surface of a street of sufficient length and depth to accommodate a vehicle of reasonable dimensions to be parked. Such designated portion shall be specified and marked off as provided in this title.

PEDESTRIAN. Any person afoot.

PERSON. An individual, firm, partnership, association, fiduciary, executor or administrator, a governmental entity, a limited liability company, corporation, sole proprietorship, trust, estate, or another entity, except as defined in I.C. 9-20-14-0.5, I.C. 9-20-15-0.5, I.C. 9-32-2-18.6. (I.C. 9-13-2-124)

POLICE OFFICER. Every officer authorized to direct or regulate traffic or to make arrests for violations of traffic regulations. (I.C. 9-13-2-127(b))

RESIDENCE DISTRICT. The territory contiguous to and including a highway not comprising a business district, when the property on such street for a distance of at least 500 feet is primarily improved with residences or residences and buildings in use for business. (I.C. 9-13-2-153)

RIGHT-OF-WAY. The privilege of the immediate use of the highway. (I.C. 9-13-2-155)

ROADWAY. That portion of a highway improved, designed or ordinarily used for vehicular travel. (I.C. 9-13-2-157)

SIDEWALK. That portion of a street between the curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for the use of pedestrians. (I.C. 9-13-2-167)

STAND or STANDING. The halting of a vehicle, whether occupied or not, otherwise than temporarily for the of, and while actually engaged in, receiving or discharging passengers.

STATE LAW. State laws regulating and relating to motor vehicles and their operation.

STOP. When required, means complete cessation from movement.

STOP or STOPPING. When prohibited, means any halting, even momentarily, of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic-control sign or signal.

STREET. The entire width between the boundary lines of every way publicly maintained, when any part thereof is open to the use of the public for purposes of vehicular travel. The term includes an alley. (I.C. 9-13-2-175)

TRAFFIC. Pedestrians, ridden or herded animals, vehicles, and other conveyances, either singly or together, while using any highway for purposes of travel. (I.C. 9-13-2-182)

TRAFFIC-CONTROL SIGNAL. Any device, whether manually, electrically or mechanically operated, by which traffic is alternately directed to stop and permitted to proceed.

TRUCK. A motor vehicle designed, used or maintained primarily for the transportation of property. (I.C. 9-13-2-188(a))

VEHICLE. A device in, upon or by which any person or property is or may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or tracks.

(Ord. 12-79, passed 11-5-79)

§ 70.003 APPLICATION.

The provisions of this title relating to the operation of vehicles refer exclusively to the operation of vehicles upon streets, alleys, municipally operated parking lots, or municipal parks except where a different place is specifically referred to in a given section.

(Ord. 12-79, passed 11-5-79)

§ 70.004 UNIFORMITY OF INTERPRETATION.

This title shall be so interpreted and construed as to effect its general purpose to make uniform the laws of the city.

(Ord. 12-79, passed 11-5-79)

§ 70.005 TRAFFIC CODE NOT RETROACTIVE.

This traffic code set forth in this Title VII shall not have a retroactive effect. It shall not apply to any traffic accident, cause of action arising out of a traffic accident or judgment arising therefrom, or violation of the motor vehicle regulations and ordinances of this city occurring prior to the effective date [i.e., November 5, 1979] of this title.

(Ord. 12-79, passed 11-5-79)

§ 70.006 PUBLICATION.

The City Clerk-Treasurer shall certify to the passage of this title, cause notice of its passage to be published in a local newspaper of general circulation and make not less than three copies available for inspection by the public during regular business hours.

(Ord. 12-79, passed 11-5-79)

§ 70.007 REQUIRED OBEDIENCE TO TRAFFIC CODE.

It is unlawful and a violation of this title for any person to do any act forbidden, or fail to perform any act required, in this title.

(Ord. 12-79, passed 11-5-79)

§ 70.008 WRITTEN ACCIDENT REPORTS CONFIDENTIAL.

All written accident reports made by drivers, owners or occupants, of vehicles involved in accidents shall be without prejudice to the individual so reporting, and shall be for the confidential use of the Police Department or other governmental agencies having use of the records for accident prevention purposes, except that the Police Department may disclose the identity of a person involved in an accident when such identity is not otherwise known, or when such person denies his presence at such accident. No such report shall be used as evidence in any trial, civil or criminal, arising out of any accident, except that the Department shall furnish upon demand of any person who has, or claims to have, made to the Police Department, solely to prove a compliance or a failure to comply with the requirements that such a report be made to the Department.

(Ord. 12-79, passed 11-5-79)

§ 70.009 REMOVAL OF TRAFFIC HAZARDS.

- (A) It shall be the duty of the owner of real property to remove from such property any tree, plant, shrub or other obstruction, or part thereof, which, by obstructing the view of any driver, constitutes a traffic hazard.
- (B) When the Chief of Police determines that such a traffic hazard exists, he shall notify the owner and order that the hazard be removed within 10 days.
- (C) The failure of the owner to remove such traffic hazard within ten days shall constitute a violation of this title

and every day said owner shall fail to remove it shall be a separate and distinct offense.

(Ord. 12-79, passed 11-5-79)

§ 70.010 LIMITATIONS ON TURNING AROUND.

The driver of any vehicle shall not turn such vehicle so as to proceed in the opposite direction upon any street in a business district.

(Ord. 12-79, passed 11-5-79)

§ 70.011 FEES FOR ACCIDENT REPORTS.

- (A) A fee of \$8.00 shall be charged for each copy of any accident report prepared by a member of the city Police Department.
- (B) Fees received in compliance with division (A) above shall be placed into the local Law Enforcement Continuing Education Fund established by I.C. 5-2-8-2.

(Ord. 96-14, passed 9-14-96; Am. Ord. 2007-9, passed 12-2-07)

§ 70.012 AUTHORITY FOR TOWING OF VEHICLES IN CASE OF EMERGENCIES.

- (A) Definition. Emergency, shall be defined for the purpose of this section as fire, water line break or leak, sewer line break or leak, and repair of the traveled portion of a public street due to aforesaid.
- (B) Removal of Vehicles by Law Enforcement Officers. Any police officer, upon being notified by a member of the Street Department, Water Department, Sewer Department or Fire Department that a vehicle is parked so that it hinders, delays or obstructs the emergency vehicles or service vehicles of said department and prevents the completion of work necessary by said department, may remove such vehicle or cause the same to be removed to any secure location, where such vehicle shall be impounded and retained, and shall be released only upon order of the Chief of Police or the Board of Public Works.
- (C) Notice. Such person or police officer shall notify the owner or operator of a vehicle that an emergency situation exists and their vehicle is parked so as to hinder, delay or obstruct the emergency or service vehicles and said owner or operator shall have the opportunity to remove said vehicle immediately upon notification. In the event said owner or operator is unable to remove said vehicle immediately upon notification, such person or police officer shall have the authority to remove or cause to be removed said vehicle. The City of Delphi shall be responsible for all towing, impounding or storage costs incurred by the removal of said vehicle. However, the City of Delphi shall not incur charges in connection with the storage of said vehicle for more than two (2) days after notice is given to the owner or operator of said vehicle.
- (D) Notice of the passage of this section shall be given as provided by law, and this section shall become effective and enforceable upon given such notice as provided by law.

(Ord. 97-14, passed 8-7-97)

Cross-reference:

Junked, wrecked and abandoned vehicles, see Ch. 91

§ 70.013 COMPRESSION BRAKES PROHIBITED.

No person shall use any vehicle engine compression brake (commonly known as “Jake Brake”) within the city limits of the city, unless required to do so under emergency circumstances.

(Ord. 2009-3, passed 8-3-09)

§ 70.014 VEHICLE INSPECTION FEES.

- (A) The City of Delphi shall charge a fee of \$5.00 per inspection of all vehicle inspections conducted pursuant to Indiana Code 9-17-2-12, as amended.
- (B) All vehicle inspection fees collected by the City of Delphi shall be paid to a law enforcement continuing education fund established by Indiana Code 5-2-8-2.

(Ord. 2008-3, passed 6-2-08)

TRAFFIC-CONTROL DEVICES

§ 70.025 AUTHORITY TO INSTALL TRAFFIC-CONTROL DEVICES.

The Common Council shall place and maintain official traffic-control devices when and as required under the traffic regulations of the city to make effective the provisions of these regulations. It may place and maintain such additional official traffic-control devices as it may deem necessary to regulate, warn or guide traffic under the traffic regulations of this city or the state vehicle laws.

§ 70.026 MANUAL AND SPECIFICATIONS FOR TRAFFIC-CONTROL DEVICES.

All traffic-control signs, signals and devices shall conform to the Indiana Manual on Uniform Traffic Control Devices for Streets and Highways. All signs and signals required hereunder for a particular purpose shall be uniform as to type and location throughout the city. All traffic-control devices so erected, and not inconsistent with the provisions of state law or this title, shall be official traffic-control devices

(Ord. 12-79, passed 11-5-79)

§ 70.027 INTERFERENCE WITH OFFICIAL TRAFFIC-CONTROL DEVICES.

No person shall without lawful authority, attempt to or in fact alter, injure, deface, knock down or remove any official traffic-control device or any railroad sign or signal or any inscription, shield or insignia thereon, or any part thereof.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.028 WHEN OFFICIAL TRAFFIC-CONTROL DEVICES ARE REQUIRED.

No provision of this title for which official traffic-control devices are required shall be enforced against an alleged violator if, at the time and place of the alleged violation, an official device is not in proper position and sufficiently legible to be seen by an ordinarily observant person. Whenever a particular section does not state that official traffic-control devices are required, such section shall be effective even though no devices are erected or in place.

(Ord. 12-79, passed 11-5-79)

§ 70.029 PRESUMPTION OF LEGALITY.

- (A) Whenever official traffic-control devices are placed in positions approximately conforming to the requirements of this title, such devices shall be presumed to have been so placed by the official act or direction of lawful authority, unless the contrary shall be established by competent evidence.
- (B) Any official traffic-control device placed pursuant to the provisions of this title and purporting to conform to the lawful requirements pertaining to such devices shall be presumed to comply with the requirements of this title, unless the contrary shall be established by competent evidence.

(Ord. 12-79, passed 11-5-79)

§ 70.030 CROSSWALKS.

The Common Council is authorized to designate and maintain, by appropriate devices, marks, or lines upon the surface of the roadway, crosswalks at intersections, where in its opinion, there is particular danger to pedestrians crossing the roadway, and at such other places as it may deem necessary.

(Ord. 12-79, passed 11-5-79)

§ 70.031 TRAFFIC LANES.

- (A) The Common Council is authorized to mark traffic lanes upon the roadway of any street or highway under the jurisdiction of the city.
- (B) Where such traffic lanes have been marked, the operator of any vehicle shall keep such vehicle within the boundaries of any such lane, except when lawfully changing traffic lanes or making a lawful turning movement.

(Ord. 12-79, passed 11-5-79)

§ 70.032 DEVICES ALTERING NORMAL COURSE FOR TURNS.

The Common Council is authorized to place official traffic-control devices, within or adjacent to intersections, indicating the course to be traveled by vehicles turning at such intersections. Such course to be traveled as so indicated may conform to, or be other than as prescribed by, state law.

§ 70.033 RESTRICTED TURN SIGNS.

The Common Council is authorized to determine those intersections at which drivers of vehicles shall not make a right, left or U turn, and shall place proper signs at such intersections. The making of such turns may be prohibited between certain hours of any day and permitted at other hours, in which event the same shall be plainly indicated on the signs, or they may be removed when such turns are permitted.

(Ord. 12-79, passed 11-5-79)

§ 70.034 ONE-WAY STREETS.

The Common Council is authorized to determine and designate one-way streets or alleys and shall place and maintain official traffic-control devices giving notice thereof. No such designation shall be effective unless such devices are in place.

(Ord. 12-79, passed 11-5-79)

Cross-reference:

One-way streets, see Sched. V, Ch. 75

§ 70.035 STOP AND YIELD INTERSECTIONS.

- (A) Intersections where stop or yield is required. The Common Council is authorized to determine and designate intersections where a particular hazard exists and to determine:
 - (1) Whether vehicles shall stop at one or more entrances to any such intersection, in which event it shall have erected a stop sign at every such place where a stop is required; or
 - (2) Whether vehicles shall yield the right of way to vehicles on a different street at such intersection, in which event it shall have erected a yield sign at every place where obedience thereto is required.
- (B) Vehicles to stop at stop signs. When stop signs are erected as herein authorized, at or near the entrance to any intersection, every driver of a vehicle approaching a stop sign shall stop at a clearly marked stop line, but if none before entering the crosswalk on the near side of the intersection, or if none, then at the point nearest the intersecting roadway where the driver has a view of approaching traffic on the intersecting roadway before entering the intersection.
- (C) Multiway [i.e., four-way] stop intersections. When signs are erected giving notice thereof, all streets at the following intersections shall be stop streets. Drivers of all vehicles shall stop, as required by state law, before entering the described intersection.

(Ord. 12-79, passed 11-5-79)

Penalty, see § 70.999 Cross-reference:

Four-way stop intersections, see Sched. II, Ch. 75 Stop streets, see Sched. I, Ch. 75

Yield streets, see Sched III, Ch. 75

SPEED REGULATIONS

§ 70.045 STATE SPEED LAWS APPLICABLE.

The state traffic laws regulating the speed of vehicles shall be applicable upon all streets within this city, except as this title, as authorized by state law, declares and determines, upon the basis of an engineering and traffic investigation, that certain speed regulations shall be applicable upon specified streets or in certain areas, in which event it shall be unlawful for any person to drive a vehicle at a speed in excess of any speed so determined when signs are in place giving notice thereof.

(Ord. 12-79, passed 11-5-79; Am. Ord. 95-11, passed 9-7-95) Penalty, see § 70.999 Statutory reference:

For provisions controlling the alteration of maximum speed limits by local authorities, see IC 9-21-5-6

§ 70.046 SPEED IN ALLEYS.

Except when a special hazard exists that requires lower speed for compliance with state law, the maximum lawful speed limit in an alley shall be 15 miles per hour, and no person shall drive a vehicle in an alley in excess of such limit.

(Ord. 12-79, passed 11-5-79; Am. Ord. 95-11, passed 9-7-95) Penalty, see § 70.999

§ 70.047 ALTERING STATE SPEED LIMITS ON CERTAIN STREET SEGMENTS.

It is hereby determined, upon the basis of a traffic engineering investigation, that the speed permitted by state law on the certain streets or portion thereof is different than is reasonable and safe under the conditions found to exist upon such segments. It is declared that the maximum speed limit on these segments as set forth in Schedule IV, Chapter 75, shall be effective at the times specified when signs are erected giving notice.

(Ord. 12-79, passed 11-5-79; Am. Ord. 95-11, passed 9-7-95) Penalty, see § 70.999 Cross-reference:
Speed zones, see Sched. IV, Ch. 75

§ 70.048 YIELD STREETS.

When signs are erected giving notice thereof, streets designated in Sched III, Chapter 75 shall be yield streets. Drivers of all vehicles on these streets shall yield the right-of-way, as required by state law, before entering the described intersection.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999 Cross-reference:
Yield streets, see Sched. III, Ch. 75

§ 70.049 STOP WHEN TRAFFIC OBSTRUCTED.

No driver shall enter an intersection or a marked crosswalk unless there is sufficient space on the other side of the intersection or crosswalk to accommodate the vehicle he is operating without obstructing the passage of other vehicles or pedestrians, notwithstanding any traffic-control signal indication to proceed.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.050 DRIVERS IN A PROCESSION.

Each driver in a funeral or other procession shall drive as near to the right-hand edge of the roadway as practicable and shall follow the vehicle ahead as close as is practicable and safe.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.051 PERMITS REQUIRED FOR PARADES AND PROCESSIONS.

No procession or parade except funeral processions, the United States Armed Forces, the military forces of this state and the forces of the Police and Fire Departments shall occupy, march, or proceed along any street, except in accordance with a permit issued by the Chief of Police and such other regulations as are set forth which may apply.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.052 BOARDING OR ALIGHTING FROM VEHICLES.

No person shall board or alight from any vehicle while such vehicle is in motion.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.053 UNLAWFUL RIDING.

No person shall ride on any vehicle upon any portion thereof not designed or intended for the use of passengers. This provision shall not apply to an employee engaged in the necessary discharge of a duty or to persons riding within truck bodies in space intended for merchandise.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.054 DRIVING UPON A SIDEWALK.

No person shall drive any vehicle upon a sidewalk or sidewalk area, except upon a permanent or duly authorized temporary driveway.

§ 70.055 CONTAINMENT OF LOADS.

Any person hauling any material shall see that the vehicle shall be of adequate dimensions, so that none of such material shall fall from such vehicle. Any material falling from a vehicle shall be promptly removed from the street by the driver who shall be responsible for any damage done.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.056 LOAD RESTRICTIONS UPON VEHICLES USING CERTAIN HIGHWAYS.

- (A) When signs are erected giving notice thereof, no person shall operate any vehicle with a gross weight, gross vehicle weight rating, or combined gross vehicle weight rating in excess of the amounts specified at any time upon any of the streets or parts of streets described in Schedule VII, Chapter 75.
- (B) Subsection (A) and Schedule VII, Chapter 75 shall not apply to vehicles under the following circumstances:
 - (1) Any public or private emergency or medical services vehicle;
 - (2) Regular trash removal and pickup service vehicle;
 - (3) Recreational vehicles owned by Delphi residents or visiting guests;
 - (4) Vehicles picking up and/or delivering goods, or performing services to or at any location abutting or accessed by a City street, provided that the drivers of same have in their possession written confirmation or the name and telephone number of an individual who is authorized and able to confirm that they are then engaged in such pick-up, delivery of goods or provision of services;
 - (5) Moving vans engaged in removing or delivering residential or business property;
 - (6) Construction vehicles which are entering or leaving a construction site which cannot reasonably be accessed by another route;
 - (7) School buses titled to a municipal entity and used to transport school children to and from school and to and from athletic games, events or school functions, but not including privately owned vehicles with the capacity of five passengers or less;
 - (8)
 - (a) Any vehicle(s) for which permission is granted by the Delphi Board of Public Works and Safety to use residential streets or establish a service route on residential streets.
 - (b) However, in any such case, such vehicles shall travel over the shortest possible route upon said street from the point of entry and shall leave the same at the nearest available point of exit; and
 - (9) Vehicles owned and operated by a governmental agency.

(Ord. 12-79, passed 11-5-79, Am. Ord. 2017 - 2, passed 3 - 6 - 17) Penalty, see § 70.999 Cross-reference: Load restrictions, see Sched. VII, Ch. 75

§ 70.057 TRUCK RESTRICTIONS.

When signs are erected giving notice thereof, no person shall operate any truck with a gross weight over 9,000 pounds, except that such restrictions shall not apply to the necessary local operation on such streets for the purpose of picking up or delivering materials.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.058 UNATTENDED MOTOR VEHICLE.

No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition and removing the key, or when standing upon any perceptible grade, without effectively setting the brake thereon and turning the front wheels to the curb or side of the highway.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.059 CLEARING DEBRIS FROM STREETS.

Any person removing a wrecked or damaged vehicle from a street shall immediately remove any glass or other injurious substance dropped upon the street from such vehicle.

§ 70.060 SPINNING WHEELS.

- (A) No person shall start a motor vehicle from a stopped position in such a manner as to purposely cause a wheel of said vehicle to lose traction and spin.
- (B) A penalty shall be imposed for violation of this section in the same manner as for a Class C Infraction under Indiana law.

(Ord. 99-4, passed 6-3-99)

PEDESTRIANS' RIGHTS AND DUTIES

§ 70.070 CROSSWALKS.

No pedestrian shall cross a roadway, other than in a cross-walk in any business district.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.071 PEDESTRIANS' RIGHT-OF-WAY ON SIDEWALKS.

The driver of a vehicle emerging from or entering an alley, building, private road or driveway shall yield the right-of-way to any pedestrian approaching on any sidewalk extending across such alley, building entrance, road or driveway.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 70.072 CROSSING AT RIGHT ANGLES.

Except where otherwise indicated by a crosswalk or other official traffic-control devices, a pedestrian shall cross a roadway at right angles to the roadway or by the shortest route to the opposite side.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

ADMINISTRATION AND ENFORCEMENT

§ 70.085 DUTY OF POLICE DEPARTMENT.

It shall be the duty of the police department to enforce the street traffic regulations of this city and all of the state laws, make arrests for traffic violations, investigate accidents, cooperate with officers of the city in the administration of the traffic laws and in developing ways to improve traffic conditions, and carry out those duties specially imposed upon the Department by the traffic regulations of this city.

(Ord. 12-79, passed 11-5-79)

§ 70.086 RECORDS OF TRAFFIC VIOLATIONS.

The Police Department shall keep a record of all violations of the traffic regulations of this city or of the state vehicle laws of which any person has been charged, together with a record of the final disposition of all such alleged offenses. Such record shall show all types of violations and the total number of each.

(Ord. 12-79, passed 11-5-79)

§ 70.087 POLICE DEPARTMENT TO INVESTIGATE ACCIDENTS.

It shall be the duty of the Police Department to investigate traffic accidents and arrest and assist in the prosecution of those persons charged with violations of law causing or contributing to such accidents.

(Ord. 12-79, passed 11-5-79)

§ 70.088 TRAFFIC ACCIDENT STUDIES.

Whenever the accidents at any particular location become numerous, the Police Department shall cooperate with city officials in conducting studies of such accidents and determining remedial measures.

(Ord. 12-79, passed 11-5-79)

§ 70.089 TRAFFIC ACCIDENT REPORTS.

The Police Department shall maintain a suitable system of filing traffic accident reports. Accident reports or cards referring to them shall be filed alphabetically by location. Such reports shall be available for the use and information of city officials.

(Ord. 12-79, passed 11-5-79)

§ 70.090 ANNUAL TRAFFIC SAFETY REPORT.

The Police Department shall annually prepare a traffic report which shall be filed with the Mayor. Such report shall contain information on traffic matters in this city as follows:

- (A) The number of traffic accidents, the number of persons killed, the number of persons injured, and other pertinent traffic accident data;
- (B) The number of traffic accidents investigated and other pertinent data on the safety activities of the police; and
- (C) The plans and recommendations of the Department for future traffic safety activities.

(Ord. 12-79, passed 11-5-79)

§ 70.091 EMERGENCY TRAFFIC CONTROL.

The Chief of Police may authorize the temporary placing of official traffic control devices when required by an emergency. The Chief of Police shall notify the Mayor of his actions as soon thereafter as is practicable.

(Ord. 12-79, passed 11-5-79)

§ 70.092 TRAFFIC ENGINEER.

The Chief of Police shall serve as City Traffic Engineer in addition to his other functions, and shall exercise the powers and duties with respect to traffic, as provided in this title.

(Ord. 12-79, passed 11-5-79)

§ 70.093 AUTHORITY OF POLICE AND FIRE DEPARTMENT OFFICIALS.

- (A) It shall be the duty of the officers of the Police Department, or such officers as are assigned by the Chief of Police, to enforce all street traffic laws of this city and all of the state vehicle laws.
- (B) Officers of the Police Department, or such officers as are assigned by the Chief of Police, are hereby authorized to direct all traffic by voice, hand or signal in conformance with traffic laws, provided that, in the event of a fire or other emergency or to expedite traffic or safeguard pedestrians, officers of the Police Department may direct traffic as conditions may require, notwithstanding the provisions of the traffic laws.
- (D) Officers of the Fire Department, when at the scene of a fire, may direct or assist the police in directing traffic in the immediate vicinity.

(Ord. 12-79, passed 11-5-79)

§ 70.094 DUTIES OF CITY ATTORNEY.

The City Attorney or his duly appointed deputy is authorized to prosecute all charges of violation of this title.

(Ord. 12-79, passed 11-5-79)

§ 70.095 DISPOSITION OF TRAFFIC FINES AND FORFEITURES.

All fines or forfeitures collected upon conviction or upon the forfeiture of bail of any person charged with a violation

of any of the provisions of this title shall be paid into the city treasury and deposited in the “General Fund.”

(Ord. 12-79, passed 11-5-79)

§ 70.096 OFFICIAL MISCONDUCT.

Failure, refusal or neglect on the part of any judicial or other officer or employee receiving or having custody of any such fine or forfeiture, either before or after a deposit in the “General Fund,” to comply with the foregoing provisions of this section shall constitute misconduct in office and shall be grounds for removal therefrom.

(Ord. 12-79, passed 11-5-79)

VIOLATIONS AND PENALTY

§ 70.999 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 12-79, passed 11-5-79; Am. Ord 2020-4, passed 11-2-2020)

Statutory Reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 71: STOPPING, STANDING AND PARKING

Section

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- 71.02 Parking time limited on certain streets
- 71.03 Parking prohibited during certain hours on certain streets
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Cross-reference:

Parking schedules, see Ch. 76

Streets designated as “Emergency Snow Streets,” see § 95.60 Streets designated as “No Parking” for street cleaning, see § 95.61

GENERAL PROVISIONS

§ 71.01 OVERTIME PARKING PROHIBITED.

It shall be unlawful and a violation of the parking provisions of this title and any other applicable parking regulation of the city for any person to cause, allow, permit or suffer any vehicle registered in the name of, or operated by such person, to be parked overtime or beyond the period of legal parking time established for any parking space within the city. Any vehicle which remains in an individual parking space after the prescribed time for parking is determined to be illegally parked.

(Ord. 1-80, passed 5-6-80) Penalty, see § 71.99

§ 71.02 PARKING TIME LIMITED ON CERTAIN STREETS.

When signs are erected giving notice thereof, no person shall park a vehicle longer than the time specified during the times and days specified, if any, within the district or upon any of the streets described in Schedule II, Chapter 76.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A) Cross-reference: Parking restricted, see Sched. II, Ch. 76

§ 71.03 PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS.

When signs are erected giving notice thereof, no person shall park a vehicle, during the hours and days specified, within the district or upon any of the streets described in Schedule I, Chapter 76.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A) Cross-reference: Parking prohibited, see Sched. I, Ch. 76

§ 71.04 ANGLE PARKING.

The Board of Public Works and Safety shall determine upon what streets angle parking shall be permitted and mark or sign such streets. Such angle parking shall not be indicated upon any federal or state highway within this city.

(Ord. 12-79, passed 11-5-79)

Cross-reference:

Angle parking streets, see Sched. III, Ch. 76

§ 71.05 PARKING NOT TO OBSTRUCT TRAFFIC.

No person shall park any vehicle upon a street, other than an alley, in such a manner or under such conditions as to leave available less than ten feet of the width of the roadway for free movement of vehicular traffic.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.06 PARKING RESTRICTED IN ALLEYS.

It shall be unlawful for the operator of any vehicle to stop, stand, or park such vehicle in any alley for a period of time longer than is necessary for the loading or unloading of passengers or freight. No vehicle shall stand or park in any alley for any such purpose so as to leave available less than eight feet of the width of the alley for the free movement of traffic.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.07 PARKING FOR CERTAIN PURPOSES PROHIBITED.

No person shall park a vehicle upon any roadway for the principal purpose of displaying such vehicle for sale, or for greasing, or repairing such vehicle except repairs necessitated by an emergency.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.08 OBEDIENCE TO PARKING SIGNS OR MARKINGS.

In those locations that have been officially signed or marked for parking on the streets or in municipal parking lots, no person shall park or stand a vehicle other than within any markings and at the orientation indicated by such signs or markings.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.09 TRUCK AND BUS PARKING RESTRICTED.

(A) No oversize vehicle shall park on any city street, in any alley, or in a city park or other city owned property, except for the purpose of making deliveries or picking up goods or persons, or construction jobs requiring special trailers.

(B) Special trailers or vehicles used when tools or equipment are required for construction, and when parking on site is unavailable, may be parked in residential parking areas provided all rules are obeyed pertaining to parking, such as, blocking access to fire or utility infrastructure, blocking traffic flow, or causing a visual obstruction to vehicles entering streets. This is in reference to enclosed cargo trailers, trailers with special equipment, and the like, when certain specialized construction is being done. These construction vehicles may be parked only when construction is being done at the residence. If extended work is required, the vehicles must be moved out for the weekends.

(C) Those vehicles making deliveries or picking up goods or persons shall park within 50 feet of the site of the delivery or pick up point and shall not remain stopped for more than two hours. By way of example, oversize vehicles shall include, but are not limited to, the following types of vehicles:

- (1) Camper/Trailer;
- (2) Motor Home;
- (3) Dump Truck;
- (4) Car Carrier;
- (5) Semi-Tractor, with or without trailer, box, and tanker;
- (6) Semi-Trailer, including box, tanker, and flat-bed trailers;
- (7) Construction Equipment;
- (8) Garbage Truck;
- (9) Dumpster truck;
- (10) Ready-mix truck;
- (11) Snowmobile Trailer;
- (12) Boat on trailer;
- (13) Utility trailer;
- (14) Agricultural Equipment;
- (15) Bus; and
- (16) Livestock Trailer.

(D) This restriction shall not apply to a vehicle parked as a result of an unavoidable emergency.

(E) This restriction shall not apply to campers/trailers and motor homes parked for no more than 24 hours only for the purpose of loading and unloading, provided it does not interfere with the flow of traffic. Such vehicles shall not, however, be attached to an electric outlet or a water tap while loading or unloading.

(F) This section may be enforced by removing the offending vehicle pursuant to the process described in Chapter 91 of the Delphi Code and imposing penalties provided in Delphi Code Section 71.99

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-11, passed 1-6-03; Am. Ord. 2002-12, passed 1-3-03, Am. Ord. 2020-7, passed 8-3-2020) Penalty, see § 71.99(B)

§ 71.10 STANDING OR PARKING PROHIBITED OFF ROADWAY.

No person shall stand or park a vehicle on a street other than on the roadway or paved shoulder.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.11 STANDING OR PARKING PROHIBITED AT ALLEYS.

No person shall stand or park a vehicle on a street within five feet of an alley.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.12 LOADING ZONES.

The Board of Public Works and Safety is authorized to determine the location of loading zones and shall place and maintain appropriate signs indicating the same and stating the hours and days during which the provisions of this section are applicable.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A) Cross-reference: Loading zones, see Sched. IV, Ch. 76

§ 71.13 STANDING IN LOADING ZONE.

No person shall stop, stand, or park a vehicle for any purpose or period of time, other than for the expeditious loading or unloading of passengers or materials, in any place marked as a loading zone during hours and days when the regulations applicable to such curb loading zone are effective, and then only for a period not to exceed three minutes for passengers or 15 minutes for materials.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A) Cross-reference: Loading zones, see Sched. IV, Ch. 76

§ 71.14 STOPPING, STANDING OR PARKING RESTRICTED OR PROHIBITED ON CERTAIN STREETS.

- (A) The provisions of this title prohibiting the parking of a vehicle shall apply at all times or at those times herein specified or as indicated on official signs, except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or official traffic-control device.
- (B) The parking provisions of this title imposing a time limit on parking shall not relieve any person from the duty to observe other and more restrictive provisions prohibiting or limiting the stopping, standing or parking of vehicles in specified places or at specified times.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(A)

§ 71.15 UNLAWFUL TO DEFACE, INJURE OR TAMPER WITH SIGNS.

It shall be unlawful and a violation of the parking provisions of this title and any other applicable parking regulation of the city for any person to deface, injure, tamper with, or willfully break, destroy or impair the usefulness of any sign or marking posted in the city under the parking provisions of this title and any other applicable parking regulation of the city.

(Ord. 1-80, passed 5-6-80; Am. Ord. 2002-12, passed 1-3-03) Penalty, see § 71.99(B)

§ 71.16 PARKING VEHICLES FACING ONCOMING TRAFFIC

It shall be unlawful to park any motor vehicle or other vehicle along the side of any street so that the vehicle faces oncoming traffic from the nearest lane of travel.

(Ord. 2020-8, passed 8-3-2020) Penalty, see 71.99

ADMINISTRATION AND ENFORCEMENT

§ 71.25 REGULATION OF PARKING.

- (A) The Common Council shall control and regulate parking within the city.
- (B) To control and regulate parking within the city, the Common Council may install and remove parking control devices such as, but not limited to, appropriate signs or markings upon the curb side or in the immediate vicinity of individual parking spaces whether located upon the streets or within the municipal parking lots,

in the city. All such appropriate signs or markings shall be under the control, management and supervision of the Common Council.

(Ord. 1-80, passed 5-6-80; Am. Ord. 96-12, passed 10-18-96)

§ 71.26 LOCATION OF PARKING SPACES AND HOURS FOR PARKING.

The Common Council shall determine and establish the location of parking spaces within the city and the hours for parking therein.

(Ord. 1-80, passed 5-6-80; Am. Ord. 96-12, passed 10-18-96)

§ 71.27 NOTICE OF PARKING REGULATIONS.

The Common Council shall give notice of the parking regulations for the city by appropriate signs or markings setting forth the lengths of time for which parking is permitted for parking spaces. Notice of the parking regulations by appropriate signs or markings shall be given by placing the same upon appropriate places in the immediate vicinity of the parking spaces.

(Ord. 1-80, passed 5-6-80; Am. Ord. 96-12, passed 10-18-96)

§ 71.28 FINES TO BE DELIVERED TO CITY CLERK-TREASURER.

On each business day, the Chief of Police, or his or her designee, shall deliver to the City Clerk-Treasurer, all monies collected for parking violations of this title and any other applicable parking regulation of the city and shall deliver with said monies a record of the serial numbers of the violations upon which payments were made, together with the amount paid on each violation.

(Ord. 1-80, passed 5-6-80)

§ 71.29 HOURS OF ENFORCEMENT.

The provisions of this title and any other applicable parking regulation of the City of Delphi may be enforced and applied, at all times and on all days, to vehicles parked within the City of Delphi.

(Ord. 1-80, passed 5-6-80; Am. Ord. 2012-7, passed 10-1-12; Am. Ord. 2022-6, passed 4-18-22)

VIOLATIONS

§ 71.40 EXEMPTIONS FOR SUNDAYS AND HOLIDAYS.

The parking provisions of this title and any other applicable parking regulation of the city shall not be enforced and applied to vehicles parked within the city on any Sunday, New Year's Day, Memorial Day, July 4, Labor Day, Veterans Day, Thanksgiving Day, and Christmas Day.

(Ord. 1-80, passed 5-6-80)

§ 71.41 NOTICE OF VIOLATION TO BE ATTACHED TO VEHICLE.

- (A) It shall be the duty of persons designated by the Common Council acting in accordance with the instructions issued by Council to report:
 - (1) The state license number of such vehicle occupying the parking space in violation of the parking provisions of this title;
 - (2) The time of day, month, and year during which such vehicle is parking in violation of this title; and
 - (3) Any other facts, a knowledge of which is necessary to the thorough understanding of the circumstances attending such violation.
- (B) Each such designated person shall also attach to such vehicle a notice to the owner or operator thereof that such vehicle has been parked in violation of the parking provisions of this title, and instructing such owner or operator to report to the office of the City Clerk-Treasurer or to the City Police Department in regard to such violation.

(Ord. 1-80, passed 5-6-80; Am. Ord. 96-12, passed 10-18-96) Penalty, see § 71.99

§ 71.42 NOTICE OF VIOLATIONS.

The notice issued by the designated person to the owner or operator of any vehicle parked in violation of the parking provisions of this title and any other applicable parking regulation of the city shall be issued in duplicate. One copy of the notice shall be attached to the vehicle and the other to be delivered to the office of the City Clerk-Treasurer or to the City Police Department. All such notices shall be serially numbered, the notices forming the duplicates to be numbered identically as to each set of notices.

(Ord. 1-80, passed 5-6-80)

§ 71.43 RECEIPTS FOR PAYMENT OF VIOLATIONS.

Upon the payment of any sum for the violation of the parking provisions of this title and any other applicable parking regulation of the city as herein provided, to the office of the City Clerk-Treasurer or to the City Police Department, a receipt shall be issued therefor, in duplicate. One copy of the receipt shall be kept on file and the other shall be delivered to the payor of such sum so paid. The receipt shall contain the serial number which appeared on the notice of violation given to the person so paying.

(Ord. 1-80, passed 5-6-80)

§ 71.44 PRESUMPTION THAT OWNER PARKED THE VEHICLE.

The fact that a motor vehicle is owned by a person and the fact that the motor vehicle is in a parking space shall be prima facie evidence that the motor vehicle was parked in the parking space by the owner.

(Ord. 1-80, passed 5-6-80) Penalty, see § 71.99

§ 71.45 SUMMONS.

Summons shall be served only after one written notice, by regular United States mail, has been given of the failure to pay the penal sum. The notice shall be given within 14 days of the expiration of the seven-day period.

(Ord. 1-80, passed 5-6-80) Penalty, see § 71.99

§ 71.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 1-80, passed 5-6-80; Am. Ord. 2001-2, passed 6-4-01; Am. Ord. 2002-12, passed 1-3-03; Am. Ord. 2012-7, passed 10-1-12, Am. Ord. 2016-9, passed 7-5-16; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 72: BICYCLES AND TOY VEHICLES

Section

General Provisions

72.01 Use of coasters, roller skates and similar devices

Bicycles

72.15 Effect of regulations

72.16 Traffic regulations apply to persons riding bicycles

- 72.17 Parking
- 72.18 Riding on sidewalks
- 72.19 Riding on roadways and bicycles paths
- 72.20 Attaching bicycle to poles
- 72.21 Speed
- 72.22 Emerging from driveway or alley
- 72.99 Penalty

GENERAL PROVISIONS

§ 72.01 USE OF COASTERS, ROLLER SKATES AND SIMILAR DEVICES.

No person upon roller skates or riding in or by means of any coaster, toy vehicle, or similar device shall go upon any roadway except while crossing a street on a crosswalk. When so crossing, such person shall be granted all of the rights and be subject to all of the duties applicable to pedestrians.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

BICYCLES

§ 72.15 EFFECT OF REGULATIONS.

- (A) It is a violation of this title for any person to do any act forbidden or fail to perform any act required in this chapter.
- (B) The parent of any child and the guardian of any ward shall not authorize or knowingly permit any such child or ward to violate any of the provisions of this chapter.
- (C) These regulations applicable to bicycles shall apply whenever a bicycle is operated upon any street or upon any path set aside for the exclusive use of bicycles subject to those exceptions stated herein.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 72.16 TRAFFIC REGULATIONS APPLY TO PERSONS RIDING BICYCLES.

Every person riding a bicycle upon a roadway shall be granted all of the rights and be subject to all of the duties applicable to the driver of a vehicle by this title except as to special regulations in this chapter and except as to those provisions of this title which, by their nature, can have no application. However, a rider dismounted from the bicycle shall be granted all of the rights and be subject to all of the duties applicable to pedestrians by this title or state law.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 72.17 PARKING.

No person shall park a bicycle upon a street other than upon the roadway against the curb, or upon the sidewalk in a rack to support the bicycle, or against a building, or at the curb in such a manner as to afford the least obstruction to pedestrian traffic.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 72.18 RIDING ON SIDEWALKS.

- (A) No person shall ride a bicycle, roller blades, skateboard, or other similar method of conveyance upon a sidewalk within a business district of the city.
- (B) Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right-of-way to any pedestrian and give an audible signal before overtaking and passing such pedestrian.

(Ord. 12-79, passed 11-5-79; Am. Ord. 04-2, passed 5-3-04) Penalty, see § 70.999

§ 72.19 RIDING ON ROADWAYS AND BICYCLES PATHS.

- (A) Every person operating a bicycle upon a roadway shall ride as near to the right side of the roadway as

practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.

- (B) Wherever a usable path for bicycles has been provided adjacent to a roadway, bicycle riders shall use such path and shall not use the roadway.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 72.20 ATTACHING BICYCLE TO POLES.

Any person may park a bicycle near, and secure to, any publicly owned pole or post for a period of not more than 12 consecutive hours unless an official traffic-control device or any applicable law prohibits parking or securing bicycles at that location. No bicycle shall be secured to any tree, fire hydrant, or police or fire call box. No bicycle shall be secured in any manner so as to impede the normal and reasonable movement of pedestrian or other traffic.

(Ord. 12-79, passed 11-5-79) Penalty, see § 70.999

§ 72.21 SPEED.

No person shall operate a bicycle at a greater speed than reasonable prudent to conditions existing.

(‘63 Code, § 3-4) Penalty, see § 70.999

§ 72.22 EMERGING FROM DRIVEWAY OR ALLEY.

Emerging from an alley or driveway, the operator of a bicycle shall yield the right-of-way to pedestrian and vehicular traffic.

(‘63 Code, § 3-5) Penalty, see § 70.999

§ 72.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense. Any person convicted of a violation of §72.15 through 72.22 may also be punished by impounding of such person’s bicycle for a period not to exceed 30 days.

(Ord. 12-79, passed 11-5-79; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)
74.99

CHAPTER 73: RAILROADS

Section

- 73.01 Definitions
- 73.02 Interference with drainage
- 73.03 Unauthorized construction
- 73.04 Elevation and grade
- 73.05 Railroad crossings
- 73.06 Gutters
- 73.99 Penalty

Cross-reference:

Gates and signals required at certain streets, see Sched. VI, Ch. 75

§ 73.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DRIVER. any person driving, operating, moving or having physical control of a vehicle.

CROSSING GATE. shall mean any device which, when lowered, at least partially blocks any person from crossing railroad tracks while driving a vehicle on the right-hand side of the center of a street with reference to their direction of his movement.

PERSON. any natural person, firm, co-partnership, association or corporation.

POLICE DEPARTMENT. Each member of the Police Department of the city and any person regulating traffic, if such person has been authorized to do so by either the Police Department, the Board of Public Works and Safety or the Mayor.

RAILROAD COMPANY. Any firm, co-partnership, association, or corporation operating any train or group of trains, including any trustee or receiver thereof.

RAILROAD TRACKS. Any parallel rails laid on ties over a roadbed.

STREET. The entire width between the boundary lines of any public street, avenue, alley, highway, or roadbed located in this city and established for the use of vehicles.

TRAIN. Any car, group or cars, engine, locomotive, or other object or any combination thereof, operating upon a railroad track.

VEHICLE. Any device in, upon or by which any person or property is or may be transported upon a street, except a device customarily moved by human power or a train.

('63 Code, § 20-1)

§ 73.02 INTERFERENCE WITH DRAINAGE.

It shall be unlawful and a violation of this chapter for any railroad company, by any of its officers, agents or servants, or for any other person to lay, place or maintain any railroad tracks, ties or roadbed which interfere with the drainage of any street.

('63 Code, § 20-3)

§ 73.03 UNAUTHORIZED CONSTRUCTION.

It shall be unlawful to lay, or place any railroad tracks, ties or roadbed across, along, or upon any street hereafter without permission first obtained therefore from the Board of Public Works and Safety of this city.

('63 Code, § 20-4)

§ 73.04 ELEVATION AND GRADE.

It shall be unlawful to lay, place or maintain, across, along, or upon any street any railroad tracks, ties, or roadbed at an elevation other than the elevation of the surface of such street as therefore maintained by this city, without permission first to be obtained from the Board of Public Works and Safety of this city for so doing.

('63 Code, § 20-5)

§ 73.05 RAILROAD CROSSINGS.

The railroad company must keep the railroad crossings clean and in good repair.

('63 Code, § 20-7)

Cross-reference:

Railroad crossings, see Sched. VI, Ch. 75

§ 73.06 GUTTERS.

The railroad company must keep all gutters located across, along or on any of its right-of-way clean and free from obstructions.

(‘63 Code, § 20-8)

§ 73.99 PENALTY.

Any railroad company or person who shall violate or fail to comply with any of the provisions of this chapter, or who shall council, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine not to exceed \$2,500. Each day during which such violations continue shall constitute a separate offense.

(‘63 Code, § 20-9)

CHAPTER 74: SNOWMOBILES AND OFF-ROAD VEHICLES

Section

- 74.01 Definitions
- 74.02 Traffic regulations to apply
- 74.03 Off-road vehicles regulated
- 74.04 Crossing street
- 74.05 Entering intersections
- 74.06 Prohibited activities
- 74.07 Equipment required
- 74.08 Operator to remove key
- 74.09 Emergency operation
- 74.10 Animal rights to be respected
- 74.11 Registration
- 74.99 Penalty

§ 74.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

OFF-ROAD VEHICLE. A motor-driven vehicle capable of cross-country travel without benefit of road or trail and shall be limited to a “snowmobile” and a “low-pressure rubber-tired vehicle.”

OPERATE. To ride in or on and control the operation of an off-road vehicle.

OPERATOR. Any person who operates or is in actual physical control of an off-road vehicle.

OWNER. A person, other than a lien holder, having the property in or title to an off-road vehicle and entitled to the use or possession thereof.

PERSON. An individual, partnership, corporation, the state and its agencies and subdivisions, and any body of persons, whether incorporated or not.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84)

§ 74.02 TRAFFIC REGULATIONS TO APPLY.

The traffic regulations of the city shall apply to the operation of off-road vehicles upon streets and highways, except for those relating to required equipment, and except those which by their nature have no application.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.03 OFF-ROAD VEHICLES REGULATED.

Except as herein specifically permitted and authorized, it is unlawful for any person to operate an off-road vehicle within the corporate limits of the city:

- (A) On the portion of any right of way of any public highway, street, road, trail or alley used for motor vehicle travel, except the most right-hand lane (other than in passing) which is used for vehicle traffic in the same direction, and except that off-road vehicles may also be operated upon the ditch bottom where lawfully so posted or the outside bank of trunk, county state-aid and county highways where such highways are so configured within the corporate limits.
- (B) On a public sidewalk provided for pedestrian travel.
- (C) On private property of another without specific permission of the owner or person in control of the property.
- (D) On any other public place except as may be specifically permitted by other provisions of this code and other ordinances of the city.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.04 CROSSING STREET.

An off-road vehicle may make a direct crossing of a street or highway, provided:

- (A) The crossing is made at an angle of approximately 90° to the direction of the street or highway and at a place where no obstruction prevents a quick and safe crossing.
- (B) The off-road vehicle is brought to a complete stop before crossing the shoulder or main traveled way.
- (C) The driver yields the right of way to all oncoming traffic which constitutes an immediate hazard.
- (D) In crossing a divided street or highway, the crossing is made only at an intersection of such street or highway with another public street or highway.
- (E) If the crossing is made between the hours of one-half hour after sunset to one-half hour before sunrise or in conditions of reduced visibility, only if both front and rear lights are on.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.05 ENTERING INTERSECTIONS.

No off-road vehicle shall enter any intersection without yielding the right of way to any vehicles or pedestrians at the intersection, or so close to the intersection as to constitute an immediate hazard.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.06 PROHIBITED ACTIVITIES.

It is unlawful for any person to operate an off-road vehicle within the corporate limits of the city:

- (A) At any place, while under the influence of alcohol or drugs.
- (B) At a rate of speed greater than reasonable or proper under all surrounding circumstances.
- (C) At any place in a careless, reckless, or negligent manner or heedlessly in disregard of the rights or safety of others; or in a manner so as to endanger or be likely to endanger or cause injury or damage to any person or property.
- (D) During the hours from 11:00 p.m. to 7:00 a.m. of any day, closer than 100 feet to any dwelling which is usually occupied by one or more persons.
- (E) So as to tow any person or thing in a public street or highway except through use of a rigid tow bar attached to the rear of the off-road vehicle.
- (F) Within 100 feet of any skating rink or sliding areas where the operation would conflict with use of such rink or area or endanger other persons or property.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.07 EQUIPMENT REQUIRED.

It is unlawful for any person to operate an off-road vehicle any place within the corporate limits of the city unless it is equipped with the following:

- (A) Standard mufflers which are properly attached and which reduce the noise of operation of the motor to the minimum necessary for operation. No person shall use a muffler cutout, bypass, straight-pipe or similar device on an off-road vehicle motor.
- (B) Brakes adequate to control the movement of and to stop and hold the off-road vehicle under any condition of operation.
- (C) A safety or so-called “deadman” throttle in operating condition. A SAFETY or “DEADMAN” throttle is defined as a device which, when pressure is removed from the engine accelerator or throttle, causes the motor to be disengaged from the driving track.
- (D) When operated between the hours of one-half hour after sunset to one-half hour before sunrise or at times of reduced visibility, at least one clear lamp attached to the front, with sufficient intensity to reveal persons and vehicles at a distance of at least 100 feet ahead during the hours of darkness under normal atmospheric conditions. Such head lamp shall be so aimed that glaring rays are not projected into the eyes of the operator of an oncoming off-road vehicle or other motor vehicle of any kind. It shall also be equipped with at least one red tail lamp having a minimum candlepower of sufficient intensity to exhibit a red light plainly visible from a distance of 500 feet to the rear during hours of darkness under normal atmospheric conditions.
- (E) A pennant flag of red or blaze-colored material of a size not less than 12" × 12" × 9", at a height of not less than six feet from the ground level, at any time when the vehicle is operated on public streets or highways.
- (F) Reflective material of at least 16 square inches on each side, forward of the handlebars, so as to reflect light at a 90° angle.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.08 OPERATOR TO REMOVE KEY.

Every person leaving an off-road vehicle on a public place shall lock the ignition, remove the key and take the same with him.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.09 EMERGENCY OPERATION.

Notwithstanding any prohibitions in this chapter, an off-road vehicle may be operated on a public thoroughfare in an emergency during the period of time when, and at locations where, snow upon the roadway renders travel by automobile impractical.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.10 ANIMAL RIGHTS TO BE RESPECTED.

It is unlawful to intentionally drive, chase, run over or kill any animal with an off-road vehicle.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.11 REGISTRATION.

No off-road vehicle shall be operated within the city unless registered by the owner with the State of Indiana Department of Natural Resources, and the registration number displayed on both sides of the front portion of the off-road vehicle. Such registration numbers shall be of a highly visible nature and not less than three inches in height. The certificate of registration shall be carried by the person driving or in control of the off-road vehicle, and the certificate shall be displayed upon the demand of any police officer.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84) Penalty, see § 74.99

§ 74.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 13-78, passed 12-18-78; Am. Ord. 84-6, passed 7-2-84; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 75: TRAFFIC SCHEDULES

Schedule

- I. Stop streets
- II. Four-way stop intersections
- III. Yield streets
- IV. Speed zones
- V. One-way streets
- VI. Railroad crossings
- VII. Load restrictions
- VIII. Train whistles and bells regulated

SCHEDULE I. STOP STREETS

When signs are erected giving notice thereof, the streets at the following intersections shall be stop streets. Drivers of all vehicles shall stop, as required by state law, before entering the described intersections.

<i>STREET</i>	<i>CROSS STREET</i>	<i>ORD. NO.</i>	<i>DATE PASSED</i>
Adams	Washington	95-11	9/7/1995
Adams	Wilson	95-11	9/7/1995
Armory Rd	Dayton Rd	95-11	9/7/1995
Arnold	Camden Rd	95-11	9/7/1995
Camden Rd	E. Main	95-11	9/7/1995
Charles	Washington	95-11	9/7/1995
Charles	Wells	95-11	9/7/1995
Clay	Washington	95-11	9/7/1995
Columbia	Washington	95-11	9/7/1995
Connely	E. Main	95-11	9/7/1995
Cook	Hamilton	95-11	9/7/1995
Crockett St.	Franklin St.	2003-4	9/2/2003
Crockett St.	Monroe	2003-4	9/2/2003
Crest Dr.	Riley Rd	95-11	9/7/1995
Crockett	Franklin	2003-4	9/2/2003
Crockett	Monroe	2003-4	9/2/2003
Dodge	E. Main	95-11	9/7/1995
Dodge	Access Rd	95-11	9/7/1995
Franklin	E. Main	95-11	9/7/1995
Franklin	Union	95-11	9/7/1995
Franklin	Wilson	95-11	9/7/1995

Front	Hamilton	95-11	9/7/1995
Hamilton	Franklin	95-11	9/7/1995
Hamilton	Armory Rd	95-11	9/7/1995
Harrison	Washington	95-11	9/7/1995
Harrison	Wilson	95-11	9/7/1995
High	Monroe	95-11	9/7/1995
High	Franklin	95-11	9/7/1995
Howard	Washington	95-11	9/7/1995
Howard	Wilson	95-11	9/7/1995
Illinois	Monroe	95-11	9/7/1995
Illinois	Franklin	95-11	9/7/1995
Illinois	Front	95-11	9/7/1995
Illinois	Summit	95-11	9/7/1995
Indiana	Adams	95-11	9/7/1995
Indiana	Franklin	95-11	9/7/1995
Indiana	Front	95-11	9/7/1995
Lafayette	E. Main	95-11	9/7/1995
Lake Shore Dr.	Market	95-11	9/7/1995
Madison	Washington	95-11	9/7/1995
Madison	Wilson	95-11	9/7/1995
Market	Franklin	95-11	9/7/1995
Market	Front	95-11	9/7/1995
Masonic	Summit	95-11	9/7/1995
Masonic	Armory Rd	95-11	9/7/1995
Monroe	High	95-11	9/7/1995
Monroe	Market	95-11	9/7/1995
Monroe	Washington	95-11	9/7/1995
North	Prince William Rd	95-11	9/7/1995
Pearl	Franklin	95-11	9/7/1995
Rhinehart	E. Main	95-11	9/7/1995
Riley Annex	Hamilton	95-11	9/7/1995
Riley Rd	Prince William Rd	95-11	9/7/1995
Robinson	E. Main	95-11	9/7/1995
Robinson	Access Rd	95-11	9/7/1995
Ruffing Ave	Washington	95-11	9/7/1995
Summit	Prince William Rd	95-11	9/7/1995
Tally Ho	Dayton Rd	95-11	9/7/1995
Union	Front	95-11	9/7/1995
Union	Franklin	95-11	9/7/1995
Wabash	Front	95-11	9/7/1995
Wabash	Monroe	95-11	9/7/1995
Walnut	E. Main	95-11	9/7/1995
Walnut	Access Rd	95-11	9/7/1995
Water	Hamilton	95-11	9/7/1995
Wells	Washington	95-11	9/7/1995
Wilson	Adams	95-11	9/7/1995
Wilson	Franklin	95-11	9/7/1995

Vine	Prince William Rd	95-11	9/7/1995
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SCHEDULE II. FOUR-WAY STOP INTERSECTIONS.

When signs are erected giving notice thereof, all streets at the following intersections shall be stop streets. Drivers of all vehicles shall stop, as required by state law, before entering the described intersections.

<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Franklin Street and Union Street	Dec-79	11/5/1979
Franklin Street and Washington Street	Dec-79	11/5/1979
Franklin Street and Market Street	Dec-79	11/5/1979
High Street and Monroe Street	Dec-79	11/5/1979
Monroe Street and Wilson Street	Dec-79	11/5/1979
Vine Street and Wabash Street	2012-1	3/5/2012
Wilson Street and Front Street	92-10	92
Monroe Street and Market Street	2021-3	6/7/2021
Washington Street and Monroe Street	2021-3	06/7/2021

SCHEDULE III. YIELD STREETS.

It is in the public interest and safety to cause traffic to yield the right-of-way before entering the intersections described as follows:

<i>Street</i>	<i>Direction</i>	<i>Intersection</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Adams Street	Eastbound	Wilson Street	Dec-79	11/5/1979
Charles Street	Southbound	Market Street	Dec-79	11/5/1979
Clay Street		Union Street	Dec-79	11/5/1979
Columbia Street	Westbound	Walnut Street	88-2	4/4/1988
Columbia Street	Westbound	Market Street	Dec-79	11/5/1979
Columbia Street	Eastbound	Dodge Street	88-2	4/4/1988
Connelly Street		Columbia Street	Dec-79	11/5/1979
Connelly Street		Monroe Street	Dec-79	11/5/1979
Cook Street	Westbound	Hamilton Street	Dec-79	11/5/1979
Crest Drive	Northbound	Riley Road	88-2	4/4/1988
Dreifus Street	Southbound	Washington Street	Dec-79	11/5/1979
Elizabeth Street		Dodge Street	Dec-79	11/5/1979
Franklin Street		Lafayette Street	Dec-79	11/5/1979
Hamilton Street	Northbound	Monroe Street	Dec-79	11/5/1979
Hamilton Street		Summit Street	Dec-79	11/5/1979
Harrison Street		Union Street	Dec-79	11/5/1979
Harrison Street	Westbound	Washington Street	Dec-79	11/5/1979
Harrison Street	Eastbound	Wilson Street	Dec-79	11/5/1979
Harrison Street		Indiana Street	Dec-79	11/5/1979
Howard Street	Westbound	Market Street	Dec-79	11/5/1979
Howard Street	Eastbound	Washington Street	Dec-79	11/5/1979
Howard Street		Wilson Street	Dec-79	11/5/1979
Howard Street	Westbound	Indiana Street	Dec-79	11/5/1979
Illinois Street	Southbound	Cook Street	Dec-79	11/5/1979
Illinois Street	Northbound	Front Street	Dec-79	11/5/1979
Illinois Street		Water Street	Dec-79	11/5/1979
Indiana Street		Franklin Street	Dec-79	11/5/1979
Indiana Street		Monroe Street	Dec-79	11/5/1979

Lafayette Street		Monroe Street	Dec-79	11/5/1979
Lafayette Street	Northbound	Columbia Street	Dec-79	11/5/1979
Madison Street		Union Street	Dec-79	11/5/1979
Madison Street	Westbound	Market Street	Dec-79	11/5/1979
Madison Street		Washington Street	Dec-79	11/5/1979
Madison Street	Eastbound	Wilson Street	Dec-79	11/5/1979
Madison Street		Indiana Street	Dec-79	11/5/1979
Market Street	Southbound	Vine Street	Dec-79	11/5/1979
Market Street	Northbound	North Street	Dec-79	11/5/1979
Market Street	Southbound	Water Street	Dec-79	11/5/1979
Market Street		Front Street	Dec-79	11/5/1979
Market Street		Summit Street	Dec-79	11/5/1979
Monroe Street		Dodge Street	Dec-79	11/5/1979
Ohio Street		Monroe Street	Dec-79	11/5/1979
Polk Street	Westbound	Washington Street	Dec-79	11/5/1979
Polk Street	Eastbound	Union Street	Dec-79	11/5/1979
Riley Meadows Drive	Eastbound	Riley Meadows Drive	Dec-79	11/5/1979
Riley Meadows Drive	Northbound	Riley Road	Dec-79	11/5/1979
Tally Ho Street	Westbound	Masonic Street	88-2	4/4/1988
Terrace Lane	Southbound	Tally Ho Street	88-2	4/4/1988
Terrace Lane	Eastbound	Masonic Street	88-2	4/4/1988
Union Street	Northbound	North Street	Dec-79	11/5/1979
Union Street		Monroe Street	Dec-79	11/5/1979
Union Street	Southbound	Summit Street	Dec-79	11/5/1979
Wabash Street	Southeast	Vine Street	87-1	3/2/1987
Wabash Street	Northbound	Water Street	Dec-79	11/5/1979
Wabash Street		Franklin Street	Dec-79	11/5/1979
Wabash Street		Summit Street	Dec-79	11/5/1979
Walnut Street		Monroe Street	Dec-79	11/5/1979
Wabash Street		North Street	Dec-79	11/5/1979
Wilson Street		Franklin Street	Dec-79	11/5/1979

SCHEDULE IV. SPEED ZONES.

The maximum speed limit on the following designated sections of streets shall be as follows:

<i>Street</i>	<i>Direction</i>	<i>Location</i>	<i>Speed</i>	<i>Time(s)</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Armory Road	Eastbound and Westbound	Hamilton Street to State Road 39	20*	* When children are present	92-3; Am. Ord. 22-3	--92; Amd. 1-26-22
			30†	† All other times	2014-1	4/7/2014

Franklin Street	Eastbound	Walnut Street to Lafayette Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Franklin Street	Westbound	Ohio Street to Indiana Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Franklin Street	Eastbound	Wilson Street to High Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Illinois Street	Northbound	Summit Street to Wabash Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Main Street	Eastbound and Westbound	Washington Street to Clyde Street	25	All	2014-1	4/7/2014
Main Street	Eastbound and Westbound	Clyde Street to State Road 25	35	All	2014-1	4/7/2014
Monroe Street	Westbound	High Street to Union Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Riley Road	Eastbound	Prince William Street to corporation line	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Summit Street	Eastbound and Westbound	Wabash Street to Washington Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Wilson Street	Northbound	Railroad Street to Madison Street	20	All	12-79; 2014-1	12-5-79; 4/7/2014
Tally Ho Drive	Eastbound and Westbound	Dayton Road to S. Masonic Street	25	All	2016-13	8/1/2016
Terrace Lane	All Directions	S. Masonic Street to Tally Ho Drive	25	All	2016-13	8/1/2016
S. Masonic Street	Northbound and Southbound	Armory Road to Tally Ho Drive	25	All	2016-13	8/1/2016
S. Hamilton Street	Northbound and Southbound	Main Street to Deer Creek	25	All	2020-5	9/8/2020

SCHEDULE V. ONE-WAY STREETS.

The following streets or portions of streets are designated one-way streets in the city:

<i>Street</i>	<i>Direction</i>	<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Alley	Eastbound	Between Franklin Street and Monroe Street from Washington Street to Union Street	Dec-79	11/5/1979
Alley	Northbound	Between Union Street and Washington Street from Monroe Street to one-half block south of Monroe Street	Dec-79	11/5/1979
Alley	Westbound	Between Hillcrest Elementary School	2008-10	11/3/2008
Alley	Eastbound	Summit Street and between Summit Street and Illinois Street	2008-10; 2016-12	11/3/2008 8/1/2016
East Summit Street	Westbound	Between Prince William Road and Washington Street	2008-11	11/3/2008
South Union Street	Southbound	Between East Main Street and Front Street	2021-6	7/14/2021
South Union Street	Northbound	Between East Main Street and Franklin Street	2021-7	7/14/21

SCHEDULE VI. RAILROAD CROSSINGS.

The following intersections with the railroad shall be protected by automatic crossing gates and flashing light signals:

<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Franklin Street	-	--
Indiana Street	-	--
Main Street	-	--
Market Street	-	--
Monroe Street	-	--
Union Street	-	--
Washington Street	-	--
Wilson Street	-	--

(63 Code, § 20-6)

SCHEDULE VII. LOAD RESTRICTIONS

No person shall operate any vehicle with a gross weight over 9,000 pounds during the months of December, January, February, March and April upon any of the streets, parts of streets, or locations described below while signs are erected giving notice thereof:

<i>Street</i>	<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Hamilton Street	From Armory Road to Main Street	12-79; 4	11-5-79; 6-2-14
Wilson Street	From Adams Street to Main Street	4	6-2-14

No person shall operate any vehicle with a gross vehicle weight rating (GVWR) or a combined gross vehicle weight rating (CGVWR) of 19,501 pounds or more, subject to the exceptions listed in 70.056(B) on any of the streets, parts of streets, or locations described below while signs are erected and giving notice thereof:

<i>Street</i>	<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Main Street	From Washington Street to CR 300 N	2017 - 2	3- 6 - 17

(Am. Ord. 2017 - 2, passed 3 - 6 - 17)

SCHEDULE VIII. TRAIN WHISTLES AND BELLS REGULATED.

- (A) Absent a clear and present emergency situation observed by the train operator, it shall be unlawful to sound a train whistle or bell; or to instruct, order, or induce another person to sound a train whistle or bell; at or just prior to entering any of the protected train crossings detailed in the table below.
- (B) A penalty shall be imposed for violation of this schedule in the same manner as for a Class A Infraction under Indiana law.
- (C) Evidence of the sounding of a train whistle or bell in violation of this schedule shall be prima facie evidence of the following:

- (1) That the person on the train from which the whistle or bell was sounded who was in the highest position or authority at the time the whistle or bell was sounded was the person who sounded the train whistle or bell; and,
- (2) That the whistle or bell was sounded pursuant to an instruction, order, or inducement from the employer of the person who sounded the train whistle or bell.

<i>Location of Crossing</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Monroe St. between Illinois and Market Streets	99-11	9-2-99
Market St. between Monroe and Madison Streets	99-12	9-2-99
Washington St. between Monroe and Madison Streets	99-13	9-2-99
Union St. between Monroe and Madison Streets	99-14	9-2-99
Indiana St. between Monroe and Madison Streets	99-15	9-2-99
Wilson St. between Monroe and Madison Streets	99-16	9-2-99
Main St. between Illinois and Crockett Streets	99-17	9-2-99
Franklin St. between Illinois and Crockett Streets	99-18	9-2-99

CHAPTER 76: PARKING SCHEDULES

Schedules

- I. Parking limitations
- II. Reserved
- III. Angle parking permitted
- IV. Loading zones
- V. Handicapped parking Cross-reference:

Streets designated as “Emergency Snow Streets,” see § 95.60 Streets designated as “No Parking” for street cleaning, see § 95.61

SCHEDULE I. PARKING LIMITATIONS.

Parking limitations on the following streets shall be as designated. Appropriate traffic control signs shall be installed directing traffic as designated.

<i>MAP CODE</i>	<i>STREET</i>	<i>SIDE</i>	<i>LOCATION</i>	<i>LIMITATION</i>	<i>ORD .NO.</i>	<i>DATE PASSED</i>
F1	Franklin St.	South	West 1/4 block between Wabash & Alley	All day	2012-6	10/1/2012
F3	Franklin St.	South	East 1/4 block between Wabash & Alley	All day	2012-6	10/1/2012

F5	Franklin St.	South	West 1/4 block between Alley & Market	2 hour	2012-6	10/1/2012
F7	Franklin St.	South	East 1/4 block between Alley & Market	2 hour	2012-6	10/1/2012
F9	Franklin St.	South	West 1/4 block between Market & Washington	2 hour	2012-6	10/1/2012
F11	Franklin St.	South	Center/west 1/4 block between Market & Washington	2 hour	2012-6	10/1/2012
F13	Franklin St.	South	Center/east 1/4 block between Market & Washington	2 hour	2012-6	10/1/2012
F15	Franklin St.	South	East 1/4 block between Market & Washington	2 hour	2012-6	10/1/2012
F17	Franklin St.	South	West 1/4 block between Washington & Alley	All day	2012-6	10/1/2012
F19	Franklin St.	South	East 1/4 block between Washington & Alley	All day	2012-6	10/1/2012
F21	Franklin St.	South	West 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
F23	Franklin St.	South	East 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
F25	Franklin St.	South	West 1/4 block between Union & Alley	All day	2012-6	10/1/2012
F27	Franklin St.	South	East 1/4 block between Union & Alley	All day	2012-6	10/1/2012
F29	Franklin St.	South	West 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
F31	Franklin St.	South	East 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
F2	Franklin St.	North	West 1/4 block between Wabash & Alley	2 hour	2012-6	10/1/2012
F4	Franklin St.	North	East 1/4 block between Wabash & Alley	2 hour	2012-6	10/1/2012
F6	Franklin St.	North	West 1/4 block between Alley & Market	30 minutes	2012-6	10/1/2012
F8	Franklin St.	North	East 1/4 block between Alley & Market	30 minutes	2012-6	10/1/2012
F10	Franklin St.	North	West 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
F12	Franklin St.	North	East 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
F14	Franklin St.	North	West 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
F16	Franklin St.	North	East 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
F18	Franklin St.	North	West 1/4 block between Washington & Alley	All day	2012-6	10/1/2012
F20	Franklin St.	North	East 1/4 block between Washington & Alley	All day	2012-6	10/1/2012

F22	Franklin St.	North	West 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
F24	Franklin St.	North	East 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
F26	Franklin St.	North	West 1/4 block between Union & Alley	All day	2012-6	10/1/2012
F28	Franklin St.	North	East 1/4 block between Union & Alley	All day	2012-6	10/1/2012
F30	Franklin St.	North	West 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
F32	Franklin St.	North	East 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
M1	Main St.	South	West 1/4 block between Wabash & Alley	No parking	2012-6	10/1/2012
M3	Main St.	South	East 1/4 block between Wabash & Alley	No parking	2012-6	10/1/2012
M5	Main St.	South	West 1/4 block between Alley & Market	2 hour	2012-6	10/1/2012
M7	Main St.	South	East 1/4 block between Alley & Market	2 hour	2012-6	10/1/2012
M9	Main St.	South	West 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
M11	Main St.	South	East 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
M13	Main St.	South	West 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
M15	Main St.	South	East 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
M17	Main St.	South	West 1/4 block between Washington & Alley	2 hour	2012-6	10/1/2012
M19	Main St.	South	East 1/4 block between Washington & Alley	2 hour	2012-6	10/1/2012
M21	Main St.	South	West 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
M23	Main St.	South	East 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
M25	Main St.	South	West 1/4 block between Union & Alley	No parking	2012-6	10/1/2012
M27	Main St.	South	East 1/4 block between Union & Alley	No parking	2012-6	10/1/2012
M29	Main St.	South	West 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
M31	Main St.	South	East 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
M2	Main St.	North	West 1/4 block between Wabash & Alley	No parking	2012-6	10/1/2012
M4	Main St.	North	East 1/4 block between Wabash & Alley	No parking	2012-6	10/1/2012
M6	Main St.	North	West 1/4 block between Alley & Market	2 hour	2012-6,	10/1/2012

					Am. Ord. 2017-7	5/1/2017
M8	Main St.	North	East 1/4 block between Alley & Market	2 hour	2012-6,	10/1/2012
					Am. Ord. 2017-7	5/1/2017
M10	Main St.	North	West 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
M12	Main St.	North	East center 1/4 block between Market & Alley	2 hour	2012-6	10/1/2012
M14	Main St.	North	West center 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
M16	Main St.	North	East 1/4 block between Alley & Washington	2 hour	2012-6	10/1/2012
M18	Main St.	North	West 1/4 block between Washington & Alley	2 hour	2012-6	10/1/2012
M20	Main St.	North	East 1/4 block between Washington & Alley	2 hour	2012-6	10/1/2012
M22	Main St.	North	West 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
M24	Main St.	North	East 1/4 block between Alley & Union	2 hour	2012-6	10/1/2012
M26	Main St.	North	West 1/4 block between Union & Alley	No parking	2012-6	10/1/2012
M28	Main St.	North	East 1/4 block between Union & Alley	No parking	2012-6	10/1/2012
M30	Main St.	North	West 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
M32	Main St.	North	East 1/4 block between Alley & Indiana	All day	2012-6	10/1/2012
MS1	Market St.	East	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
MS3	Market St.	East	North 1/4 block between Front & Alley	2 hour	2012-6	10/1/2012
MS5	Market St.	East	South 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
MS7	Market St.	East	North 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
MS9	Market St.	East	South 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
MS11	Market St.	East	South central 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
MS13	Market St.	East	North central 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
MS15	Market St.	East	North 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012

MS17	Market St.	East	South 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
MS19	Market St.	East	North 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
MS21	Market St.	East	South 1/4 block between Alley & Monroe	2 hour	2012-6	10/1/2012
MS23	Market St.	East	North 1/4 block between Alley & Monroe	2 hour	2012-6	10/1/2012
MS2	Market St.	West	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
MS4	Market St.	West	North 1/4 block between Front & Alley	All day	2012-6	10/1/2012
MS6	Market St.	West	South 1/4 block between Alley & Main	All day	2012-6	10/1/2012
MS8	Market St.	West	North 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
MS10	Market St.	West	South 1/4 block between Main & Alley	All day	2012-6	10/1/2012
MS12	Market St.	West	North 1/4 block between Main & Alley	All day	2012-6	10/1/2012
MS14	Market St.	West	South 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012
MS16	Market St.	West	North 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012
MS18	Market St.	West	South 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
MS20	Market Str.	West	North 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
MS22	Market St.	West	South 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
MS24	Market St.	West	North 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
W1	Washington St.	East	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
W3	Washington St.	East	North 1/4 block between Front & Alley	2 hour	2012-6	10/1/2012
W5	Washington St.	East	South 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
W7	Washington St.	East	North 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
W9	Washington St.	East	South 1/4 block between Main & Alley	2 hour	2012-6	10/1/2012
W11	Washington St.	East	North 1/4 block between Main & Alley	2 hour	2012-6	10/1/2012
W13	Washington St.	East	South 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012
W15	Washington St.	East	North 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012

W17	Washington St.	East	South 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
W19	Washington St.	East	North 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
W21	Washington St.	East	South 1/4 block between Alley & Monroe	2 hour	2012-6	10/1/2012
W23	Washington St.	East	North 1/4 block between Alley & Monroe	2 hour	2012-6	10/1/2012
W2	Washington St.	West	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
W4	Washington St.	West	North 1/4 block between Front & Alley	All day	2012-6	10/1/2012
W6	Washington St.	West	South 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
W8	Washington St.	West	North 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
W10	Washington St.	West	South 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
W12	Washington St.	West	South/central 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
W14	Washington St.	West	North central 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
W16	Washington St.	West	North 1/4 block between Main & Franklin	2 hour	2012-6	10/1/2012
W18	Washington St.	West	South 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
W20	Washington St.	West	North 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
W22	Washington St.	West	South 1/4 block between Alley & Monroe	No parking	2012-6	10/1/2012
W24	Washington St.	West	North 1/4 block between Alley & Monroe	No parking	2012-6	10/1/2012
U1	Union St.	East	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
U3	Union St.	East	North 1/4 block between Front & Alley	All day	2012-6	10/1/2012
U5	Union St.	East	South 1/4 block between Alley & Main	30 minutes	2012-6	10/1/2012
U7	Union St.	East	North 1/4 block between Alley & Main	30 minutes	2012-6	10/1/2012
U9	Union St.	East	South 1/4 block between Main & Alley	2 hour	2021-11	8/2/2021
U11	Union St.	East	North 1/4 block between Main & Alley	2 hour	2021-11	8/2/2021
U13	Union St.	East	South 1/4 block between Alley & Franklin	All day	2012-6	10/1/2012
U15	Union St.	East	North 1/4 block between Alley & Franklin	All day	2012-6	10/1/2012

U17	Union St.	East	South 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
U19	Union St.	East	North 1/4 block between Franklin & Alley	All day	2012-6	10/1/2012
U21	Union St.	East	South 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
U23	Union St.	East	North 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
U2	Union St.	West	South 1/4 block between Front & Alley	All day	2012-6	10/1/2012
U4	Union St.	West	North 1/4 block between Front & Alley	All day	2012-6	10/1/2012
U6	Union St.	West	South 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
U8	Union St.	West	North 1/4 block between Alley & Main	2 hour	2012-6	10/1/2012
U10	Union St.	West	South 1/4 block between Main & Alley	All day	2012-6	10/1/2012
U12	Union St.	West	North 1/4 block between Main & Alley	All day	2012-6	10/1/2012
U14	Union St.	West	South 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012
U16	Union St.	West	North 1/4 block between Alley & Franklin	2 hour	2012-6	10/1/2012
U18	Union St.	West	South 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
U20	Union St.	West	North 1/4 block between Franklin & Alley	2 hour	2012-6	10/1/2012
U22	Union St.	West	South 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
U24	Union St.	West	South 1/4 block between Alley & Monroe	All day	2012-6	10/1/2012
N/A	Hamilton St.	East	Bridge over Deer Creek & Cook Street	No Parking	2017-8	4/3/2017
N/A	Hamilton St.	West	Bridge over Deer Creek & Cook Street	No Parking	2017-8	4/3/2017
N/A	Summit Street	South	Washington Street to Masonic Street	No Parking	2023-4	3/6/2023

SCHEDULE II. RESERVED

SCHEDULE III. ANGLE PARKING PERMITTED.

The following streets are designated to permit angle parking:

<i>Street</i>	<i>Side(s)</i>	<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Franklin Street	Both	For one-half block west of Wabash Street	91-3	91
High Street	West	Monroe Street to one-half block north of Monroe Street	Dec-79	11/5/1979
Market Street	Both	Monroe Street to one-half block south of Main Street	Dec-79	11/5/1979
Union Street	East	For one-half block south of Main Street	91-3	91
Union Street	West	Front Street to one-half block north of Franklin Street	Dec-79	11/5/1979
Wabash Street	East	Main Street to one-half block south	Dec-79	11/5/1979
Washington Street	Both	Main Street to Franklin Street	Dec-79	11/5/1979
Washington Street	Both	For one-half block north of Franklin Street	91-3	91

SCHEDULE IV. LOADING ZONES.

Loading zones shall be established at the following locations:

<i>Street</i>	<i>Side(s)</i>	<i>Location</i>	<i>Time(s)</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Union Street	East	110' south of Franklin Street to 130' south of Franklin Street	All	Dec-79	11/5/1979
Union Street	West	60' south of Franklin Street to 70' south of Franklin Street	All	Dec-79	11/5/1979
Washington Street	East	160' south of Main Street to 200' south of Main Street	All	Dec-79	11/5/1979

SCHEDULE V. HANDICAP PARKING.

<i>Street</i>	<i>Side</i>	<i>Location</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Adams Street	South	Parallel parking space from center 180 feet west of Washington Street apex	1-Apr	4/5/2004
Franklin Street	North	First angle parking space west of Union Street	1-Apr	4/5/2004

Franklin Street	North	First angle parking space east of Market Street	1-Apr	4/5/2004
Franklin Street	North	First angle parking space west of Washington Street	06-3A	7/3/2006
Indiana Street	East	Parallel parking space from center 89 feet South of Main Street apex	1-Apr	4/5/2004
Indiana Street	West	Parallel parking space from center 120 feet South of Main Street apex	1-Apr	4/5/2004
Indiana Street	East	Parallel parking space from center 148 feet south of Franklin Street apex	17-17	11/6/2017
Indiana Street	East	Parallel parking space from center 128 feet south of Franklin Street apex	17-17	11/6/2017
Main Street	North	315 E. Main Street – Enforceable on Sundays only	2019-3	3/4/2019
Main Street	South	Sixth parallel parking space east of Washington Street	1-Apr	4/5/2004
Main Street	North	First Space East of alley between Washington and Union Streets	18-6	7/2/2018
Market Street	East	Second angle parking space south of Franklin Street	1-Apr	4/5/2004
Market Street	East	Third angle parking space south of Franklin Street	1-Apr	4/5/2004
Market Street	West	First angle parking south of Main Street	1-Apr	4/5/2004

Monroe Street	South	Parallel parking space from center 80 feet east of Union Street apex	1-Apr	4/5/2004
Monroe Street	North	Parallel parking space from center 80 feet east of Washington Street apex	1-Apr	4/5/2004
Monroe Street	North	Parallel parking space from center 102 feet east of Washington Street apex	1-Apr	4/5/2004

Union Street	East	Sixth angle parking space south of Main Street	1-Apr	4/5/2004
Union Street	East	Fourth angle parking space north of Main Street	17-17	11/6/2017

CHAPTER 77: UTILITY TERRAIN VEHICLES AND GOLF CARTS

Section

- 77.00 TITLE
- 77.01 DEFINITIONS
- 77.02 EQUIPMENT
- 77.03 ENFORCEMENT
- 77.04 ACCESS
- 77.05 FEE
- 77.06 INSPECTION
- 77.07 DISPLAY OF ACCESS STICKER
- 77.08 LIABILITY INSURANCE
- 77.09 LIABILITY
- 77.10 PERMITTED LOCATIONS AND TIMES
- 77.11 PENALTY
- 77.12 STATE LAW REQUIREMENTS
- 77.13 NUMBER OF OCCUPANTS
- 77.14 DUTIES IN THE EVENT OF AN ACCIDENT
- 77.15 REGISTRATION AND CERTIFICATE OF INSURANCE
- 77.16 DISTURBANCE OF ROADWAY
- 77.17 EMERGENCIES
- 77.18 IMPOUNDMENT OF UTV OR GOLF CART VEHICLE
- 77.19 CODIFICATION
- 77.20 EXEMPTION
- 77.21 SUNSET PROVISION
- 77.22 CONFLICTING ORDINANCES AND LAWS

§ 77.00 TITLE.

This Chapter 77 of Title VII of the Code of Ordinances of the City of Delphi, Indiana may be referred to as “Utility Terrain Vehicles and Golf Carts.”

§ 77.01 DEFINITIONS.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Utility Terrain Vehicle. “Utility Terrain Vehicle” (“UTV”) means any recreational motor vehicle designed for and capable of travel over designated roads, traveling on four (4) or more tires, maximum width less than seventy-four (74) inches, , and having a wheelbase of one hundred ten (110) inches or less, other than an all-terrain vehicle (“ATV”, “quad”, motorbike, “mini-bike” “dirt-bike”, “four-wheeler”, “three-wheeler”) or snowmobile. A UTV by this definition must possess an engine with displacement less than one thousand and five hundred (1,500) cubic centimeters and a seat that is either bench or bucket in nature, and not a seat in which is straddled by the operator. A utility type vehicle must have a minimum width of forty-eight (48) inches, a minimum weight of at least eight hundred (800) pounds or a wheelbase of over fifty-five (55) inches. Utility type vehicle does not include golf carts or vehicles specially designed to carry a disabled person. The chief of police shall have the final say on whether a vehicle meets this definition.

Golf Cart. The term “Golf Cart” means a four (4) wheeled motor vehicle originally and specifically designed and intended to transport one (1) or more individuals and golf clubs for the purpose of playing the game of golf on a golf course. For the purposes of this chapter, a Golf Cart must also:

- (1) have at least three (3) wheels in contact with the ground;
- (2) have an unladen weight of less than one thousand eight hundred (1,800) pounds;
- (3) be designed to be and is operated at not more than twenty-five (25) miles per hour; and
- (4) transport no more persons than it was designed to transport.

Operator. “Operator” means every person who either (I) drives or is in actual physical control of a UTV or golf cart vehicle on a city street or (II) is exercising control over or steering a vehicle being towed by a motor vehicle. Pursuant to I.C. 14-16-1-20(c), an operator of a UTV must be at least 16 years of age and possess a valid motor vehicle driver's license or permit.

§ 77.02 EQUIPMENT.

Golf Carts shall be equipped with brake lights, taillights, turn signals, rearview mirror, headlamps/headlights. Golf Carts must be equipped with a slow-moving vehicle sign on the rear of the vehicle.

UTVs must be equipped with at least one (1) headlight and one (1) taillight and must have adequate brakes capable of producing deceleration at fourteen (14) feet per second on level ground at a speed of twenty (20) miles per hour (see I.C. § 14-16-1-21).

The Chief of Police, or the Chief’s designee, shall make the determination as to whether a UTV or Golf Cart meets these equipment requirements.

§ 77.03 ENFORCEMENT.

It shall be the duty of the City of Delphi Police Department and the Code Enforcement Officer to enforce the provisions of this chapter.

§ 77.04 ACCESS.

(a) **REQUIRED.** Every person desiring to operate a UTV or Golf Cart on the streets or alleys within the corporate limits of the City of Delphi, Indiana, shall procure and complete an application and receive approval before engaging in such activity.
(b) **APPLICATION.** Every person who desires access with their UTV or golf cart on City of Delphi streets shall complete an application form to be furnished by the City of Delphi Clerk Treasurer’s office. The form shall collect information from the applicant such as:

- (1) Name of the golf cart owner
- (2) Address the applicant resides
- (3) Telephone number
- (4) Cell phone number
- (5) Manufacturer of golf cart or UTV
- (6) Identification number
- (7) Color
- (8) Insurance company name
- (9) Insurance policy number
- (10) Whether application is new or renewal

- (11) Signature(s) of responsibility
- (12) The inspection criterion for City of Delphi law enforcement officers

(c) **RESTRICTIONS.** Persons who do not possess a automobile operator’s license “driver’s license” shall not be permitted to utilize UTV or gold carts on City of Delphi streets. Access approvals do not transfer with sale of vehicles and are non-transferable.

(d) Each applicant is required to pay an application fee as described in the fee schedule specified in section 77.05 to schedule a law enforcement officer of the City of Delphi, to inspect their vehicle prior to application approval. If the officer is unable to inspect the vehicle at the scheduled time due to being unable to contact the applicant, or being unable to locate the vehicle, the fee is not to be refunded. Should the application be denied, the fee is also not refunded. If the appointment is rescheduled within 24 hours of the appointment, no additional fees are incurred. Should rescheduling take place within 24 hours of the scheduled appointment, the applicant must further provide the application fee again. The approval of the City of Delphi law enforcement officer is guided by the definitions found in this chapter, but ultimately the decision is to the discretion of the officer.

Upon receiving an application for access, the applicant shall also receive a copy of this ordinance, Chapter 77 as codified. In addition to completing the aforementioned application, each applicant must also complete a liability waiver. Refusal of an applicant to comply with any provision of this section shall result in the automatic denial of that applicant’s application.

§ 77.05 FEE.

The operator access fee under the terms of this chapter shall be as follows:

- (a) \$50 dollars annually.
- (b) Subsequent applications for previously approved operators shall be \$25 annually.

The period of access Granted by this chapter shall run from August 15 through August 14 of the following year. Access granted during the term shall expire on August 15 regardless of when such access was granted during the term.

- (c) If the officer is unable to inspect the vehicle at the scheduled time due to being unable to contact the applicant, or being unable to locate the vehicle, the fee is not to be refunded. Should the application be denied, the fee is also not refunded. If the appointment is rescheduled within 24 hours of the appointment, no additional fees are incurred. Should rescheduling take place within 24 hours of the scheduled appointment, the applicant must further provide the application fee again. The approval of the City of Delphi law enforcement officer is guided by the definitions found in this chapter, but ultimately the decision is to the discretion of the officer.

§ 77.06 INSPECTION.

After payment of the fee described in section 77.05, each applicant is required to schedule a law enforcement officer, of the City of Delphi, to inspect their UTV or Golf Cart prior to application approval. If the officer is unable to inspect the vehicle at the scheduled time due to being unable to contact the applicant, or being unable to locate the vehicle, the fee is not to be refunded. Should the application be denied, the fee is also not refunded. If the appointment is rescheduled within 24 hours of the appointment, no additional fees are incurred. Should rescheduling take place within 24 hours of the scheduled appointment, the applicant must submit an additional application fee. The approval of the City of Delphi law enforcement officer is guided by the definitions found in this chapter, but ultimately the final decision on approval is left to the discretion of the officer.

§ 77.07 DISPLAY OF ACCESS STICKER.

Every individual with a paid, completed, and approved application will be provided a sticker. This sticker shall be applied to the UTV or Golf Cart identified in the application provided by the applicant and shall be prominently displayed as evidence of honoring this ordinance and shall be easily visible by enforcement agents.

§ 77.08 LIABILITY INSURANCE.

An operator of an UTV or golf cart on a city street shall have liability insurance specifically for such UTV or golf cart vehicle operation on city streets in accordance with the minimum insurance required for the operation of other motor vehicles on public highways, in the minimum amount of \$25,000 per person/\$50,000 per accident. In addition, proof of insurance must be provided to the city when registering the UTV or Golf Cart.

§ 77.09 LIABILITY.

The City of Delphi shall allow access to city streets for UTVs and Golf Carts but hereby expressly notifies all individuals operating or passengers upon UTVs or Golf Carts that the City of Delphi is not responsible for any accident or harm to operators, vehicles, or property. Operators and passengers assume full responsibility of their actions while operating UTVs and Golf Carts.

§ 77.10 PERMITTED LOCATIONS AND TIMES.

Operators shall operate UTVs and Golf Carts no earlier than one-half hour (30 minutes) prior to sunrise and no later than one-half hour (30 minutes) after sunset. UTVs and Golf Carts shall not be operated on sidewalks, trails, other public ways. UTVs and Golf Carts shall not be operated on walking trails, on ball or soccer fields or other areas not designated and established for vehicular travel.

Operators shall not operate UTVs or Golf Carts in the following locations or streets:

- (1) East Main Street between its intersections with Washington Street and Union Street;
- (2) West Main Street, except to cross said streets at a ninety-degree (90°) angle to the direction of traffic upon those streets, so long as said path does not connect to other restricted streets or locations;
- (3) South Washington Street between its intersections with West Franklin Street and West Main Street.
- (4) West Franklin Street between its intersections with North Washington Street and South Market Street.
- (5) South Market Street between its intersections with West Franklin Street and West Main Street.
- (6) South Illinois Street between its intersections with Water Street and West Front Street.
- (7) Any streets surrounding the Carroll County Courthouse and the streets within a one block radius around said Courthouse.
- (8) Any state highway, pursuant to statutory Indiana code, except to cross such a highway at a ninety-degree (90°) angle to the direction of traffic upon such a highway, so long as said path does not connect to other restricted streets or locations.

§ 77.11 PENALTY.

Any person/operator who violates any provision of this chapter shall be deemed guilty of a violation and, upon conviction, may be fined pursuant to the following schedule:

- (1) First offense in one-year period: discretion of the law enforcement officer; verbal warning citation, written warning citation, or \$25 dollar fine.
- (2) Second offense in a one-year period: \$50 dollar fine.
- (3) Third offense in a one-year period: \$100 dollar fine and revocation of access to City of Delphi streets with UTV or golf cart for a period of two years in which the individual may file application again. Should access be revoked, there shall be no refund for application fees paid.
- (4) During any violation of this ordinance, the City of Delphi law enforcement officers may direct UTV or golf cart vehicles to be towed at their discretion.

§ 77.12 STATE LAW REQUIREMENTS.

Nothing in this chapter purports to modify, alter, or change the restrictions on operation established under I.C. § 14-16-1-23. Further, all State of Indiana laws regarding open alcoholic beverage containers, driving while under the influence of alcohol and/or other substances, or operating a vehicle while intoxicated apply to the operation of UTVs and Golf Carts under this chapter. A UTV is identified as an Off-Road Vehicle under state statute, and all such UTVs shall also be registered with the Indiana Bureau of Motor Vehicles pursuant to I.C. § 9-18-2.5-3.

§ 77.13 NUMBER OF OCCUPANTS.

No UTV or golf cart vehicle shall be occupied by more persons than that for which the vehicle was designed. Each occupant shall have and use a separate seat. No part of the body of the operator or an occupant shall extend outside the perimeter of the UTV or Golf Cart while in operation. Children shall not ride on laps of other occupants of a UTV or Golf Cart. Children and infants who would if in an automobile be required to be secured in a booster seat, car seat, or other child safety seats ("Child Safety Seats") are not permitted to be passengers in UTVs or Golf Carts in operation pursuant to this chapter. Whether a child is required to be secured in a Child Safety Seat is determined by State statute, and this chapter shall apply the same standards as applicable State statutes, including any amendments thereto.

§ 77.14 DUTIES IN THE EVENT OF AN ACCIDENT.

Nothing in this chapter modifies, alters or changes the duties under I.C. 14-16-1-24 placed on the operator of an UTV or Golf Cart in the event of an accident.

§ 77.15 REGISTRATION AND CERTIFICATE OF INSURANCE.

Any operator of an UTV or Golf Cart shall carry on his or her person any registration required under I.C. 14-16-1 and the certificate of insurance required by section 77.08 of this chapter.

§ 77.16 DISTURBANCE OF ROADWAY.

No person shall operate a UTV or Golf Cart on city streets in such a manner which causes damage to the street or disturbs the surface of the roadway. Any person violating of this section shall be responsible for all costs of repair of such damage or disturbance.

Operators of UTVs or Golf Carts will drive as close to the righthand edge of the street, alley, or road as possible, and will yield to motor vehicle traffic so as not to impede or block the normal flow of traffic.

§ 77.17 EMERGENCIES.

Any city, county or state law enforcement officer may prohibit operation of UTVs or Golf Carts on a city street or roadway during emergencies.

§ 77.18 IMPOUNDMENT OF UTV OR GOLF CART VEHICLE.

(A) Any UTV or golf cart vehicle operated on the streets in the city by an unlicensed operator or without the equipment required by this chapter of Indiana Law shall be impounded by the enforcing officer. Said UTV or golf cart vehicle shall be held until retrieved by the owner and a properly licensed operator. If the UTV or golf cart vehicle is improperly equipped as required by this chapter or Indiana Law for operation on the streets of the city, then it shall only be released to be hauled away upon a properly licensed vehicle capable of safely hauling the same. The UTV or golf cart vehicle shall not be released from impoundment until:

- (1) It is properly registered as by law required
- (2) The actual charge for the towing of the vehicle to the place of impoundment is paid; an
- (3) Storage fees as currently charged by the authorized operator of a motor vehicle impound lot, provided, that the total storage charges may not exceed the sum of \$1,500.

(B) The city shall not be responsible for any loss or damage sustained by any UTV or Golf Cart vehicle so impounded or stored hereunder. Any UTV or Golf Cart not reclaimed within thirty (30) days from the date of impoundment shall be deemed abandoned and shall be sold as surplus property.

§ 77.19 CODIFICATION.

This chapter shall be codified within the book of ordinances of the City of Delphi, Indiana within thirty days (30) after the third and final passing.

§ 77.20 EXEMPTION.

On Armory Road, within the City of Delphi, Golf Carts and UTVs may be utilized by the Delphi Community School Corporation without the need of a completed and approved application or accompanying fee. Should the Delphi Community School Corporation utilize their UTVs or Golf Carts on any other street or road within the corporate limits of the City of Delphi, an approved application and paid access fee are required.

§ 77.21 SUNSET PROVISION.

This chapter shall expire within one year of its codification unless action is taken by the Common Council of the City of Delphi to either amend or delete this section. Any outstanding access approvals should remain until the end of their yearly expiration.

§ 77.22 CONFLICTING ORDINANCES AND LAWS.

Any UTV or Golf Cart being lawfully operated pursuant to this chapter shall not constitute a violation of any other portion of the Code of Ordinances of the City of Delphi, Indiana that would otherwise prohibit lawful operation under this chapter.

In the event that any provision of this chapter shall be held to conflict with state law, such provision shall be deemed

ineffective, and all other provisions of this chapter shall remain in full force and effect.

(Ord. 2022-15, passed 11-7-22)

TITLE IX: GENERAL REGULATIONS

Chapter

- 90. PUBLIC NUISANCES
- 91. JUNKED, WRECKED AND ABANDONED VEHICLES
- 92. ANIMALS
- 93. NOISE
- 94. WEEDS
- 95. STREETS AND SIDEWALKS
- 96. FIRE PREVENTION
- 97. GARAGE AND YARD SALES
- 98. CEMETERIES
- 99. TREES
- 100. FAIR HOUSING
- 101. BRIDGES AND WATERWAYS

CHAPTER 90: PUBLIC NUISANCES

Section

- 90.01 Menaces to health
- 90.02 Abatement of nuisances

§ 90.01 MENACES TO HEALTH.

The following conditions constitute the deposit of an unwholesome substance and the existence of a menace to health and are declared to be and to constitute a public nuisance if the same are found to exist on any public or private property within the said city:

- (A) All noxious weeds.
- (B) Putting any filth to any cistern, reservoir, trough or other place in which water may be kept which belongs to the city or any individual therein, or in any manner to injure the same.
- (C) The throwing, placing, causing to be placed, or suffering to remain in existence of any putrid or unsound meats, fish, hides, skins of any kind, or any filth, offal, dung, dead animals, vegetables, tin cans, or rubbish of any kind, or any other deleterious substance or obnoxious matter which is in any way offensive or which will likely become putrid or offensive.
- (D) Manure in any quantity that is not securely protected from flies and treated as required by the enforcement officials.
- (E) Filthy, littered or trash covered cellars, houses yards, barnyards, stable yards, factory yards or vacant lots.
- (F) Any cellar, vault, drain, privy, pool, sewer, sink, catch basin or premises which shall become noxious, foul or offensive or which may emit foul or offensive odors, gases, effluvia or stench.
- (G) The maintenance or keeping of any farm animals, poultry, birds, dogs, cats in such a manner that the same are or may become injurious to the health or offensive to the inhabitants in the vicinity of the same.

(63 Code, § 17-7)

§ 90.02 ABATEMENT OF NUISANCES.

Any person maintaining a public nuisance shall upon proper notice by the city, abate same. Proper notice is defined as (1) sending the notice via registered or certified mail to the person's residence, or (2) by delivering the notice to

him/her personally, or leaving a copy of the notice at his/her dwelling house or usual place of abode. If a person declines to sign for the registered or certified mailing, personal delivery is legally sufficient.

Failure to abate within 7 calendar days after proper notice is issued by the City may result in a fined penal sum of \$25.00, for the first offense. Failure to abate within 7 calendar days after a proper notice is issued by the City, for the second offense, may result in a fined penal sum of \$50.00. Should the city be forced to abate any such nuisance, after proper notice has been issued, all costs of such abatement shall be borne by the person, company, or organization owning the property upon which the nuisance occurred.

('63 Code, § 17-30, Am. Ord. 2016-11, passed 8-1-16)

CHAPTER 91: ABANDONED, INOPERABLE, AND UNLICENSED VEHICLES

- 91.01 Purpose
- 91.02 Declared Unlawful and a Public Nuisance
- 91.03 Exemptions
- 91.04 Definitions
- 91.05 Liability of Owner
- 91.06 Declaration of Abandonment – Release to Owner or Lienholder Upon Payment of Costs – Disposal
- 91.07 Abandoned Vehicles – Notice Tags – Report
- 91.08 Stored Vehicles
- 91.09 Stored Vehicles Disposition and Sale
- 91.10 Vehicles Left on Private Property Considered to be Abandoned – Complaints
- 91.11 Unlicensed and Inoperable Vehicles Prohibited
- 91.12 Liability for Loss or Damage During Removal, Storage, or Disposition
- 91.13 Charges
- 91.14 Abandoned Vehicle Fund Established
- 91.15 Violation – Penalty

§ 91.01 PURPOSE

The purpose of this chapter is to monitor, control, or prohibit the keeping of motor vehicles which are (1) abandoned, (2) without current license plates, and/or (3) in an inoperable condition, on private or public property and to issue penalties and violations thereof.

(Ord. 2016-4, passed 4-4-16)

§ 91.02 DECLARED UNLAWFUL AND A PUBLIC NUISANCE

The Common Council finds that abandoned, unlicensed, and inoperable vehicles are a public nuisance, a safety and health hazard to the citizens of the city, and unlawful within the City of Delphi.

(Ord. 2016-4, passed 4-4-16)

§ 91.03 EXEMPTIONS

This chapter does not apply to:

- (A) A vehicle in operable condition specifically adopted or constructed for operation on privately owned raceways;
- (B) A vehicle stored as the property of a member of the armed forces of the United States who is on active duty assignment;
- (C) A vehicle located on a vehicle sale lot or at a commercial vehicle servicing facility;
- (D) A vehicle located upon property being properly used as a vehicle repair business;
- (E) A vehicle located upon property licensed or zoned as an automobile scrapyard;
- (F) A golf cart; or
- (G) A vehicle registered and licensed under Indiana Code 9-22-1 as an antique vehicle.

(Ord. 2016-4, passed 4-4-16)

§ 91.04 DEFINITIONS

As used in this chapter, the following terms have the following definitions unless otherwise designated:

Abandoned Vehicle:

- (1) A vehicle located on public property illegally;
- (2) A vehicle located on public property continuously without being moved for three days, but the timeframe shall be extended to thirty (30) days for a properly licensed vehicle located on public property in front of the legal or temporary residence of the owner of said vehicle;
- (3) A vehicle located on public property in such a manner as to constitute a hazard or obstruction to the movement of pedestrian or vehicle traffic on a public right-of-way;
- (4) A vehicle from which there has been a removed engine, transmission or differential, or that is otherwise partially dismantled, or inoperable and left on public property; or
- (5) A vehicle that has been removed by a towing service or a public agency upon request of an officer enforcing a statute or ordinance other than this chapter, if the vehicle once impounded is not claimed or redeemed by the owner or his agent within fifteen days of its removal.

Automobile scrapyard refers to a business organized for the purpose of scrap metal processing, automobile wrecking or operating a junkyard.

Board refers to the Board of Public Works and Safety of the city.

Bureau refers to the Indiana Bureau of Motor Vehicles (BMV).

Enforcement Officer refers to a code of enforcement officer of the city, i.e. a regular member of the state police department, city police department, a city marshal or town marshal deputy, county police force, or an individual of an agency designated by ordinance.

Inoperable vehicle refers to a motor vehicle from which there has been a removed engine, transmission or differential, or that is otherwise partially dismantled or mechanically inoperable.

Lienholder refers to a person holding a valid lien, mortgage, security interest or interest under a conditional sales contract, or a person noted as a lienholder according to the records of the bureau.

Officer:

1. A regular member of the police department;
2. An individual of an agency other than the police department designated by the board to enforce this chapter.

Owner refers to the last known titleholder of record of a vehicle according to the records of the bureau under Indiana Code 9-22-, et seq.

Parts refers to all components of a vehicle that as assembled do not constitute a complete vehicle.

Person is an individual, firm, corporation, association, fiduciary or governmental entity.

Private property refers to all property other than public property.

Public property refers to a public right-of-way, street, highway, alley, part or other state, county or municipal property.

Towing service refers to a business that engages in moving or removing disabled vehicles and, once removed, to store or impound vehicles.

Unlicensed vehicle refers to a vehicle which does not have a current license plate or is improperly registered.

Vehicle refers to any land vehicle which can be used for towing or transporting people or materials including, but not limited to, an automobile, motorcycle, truck, trailer, semitrailer, tractor, bus, school bus, recreational vehicle or motor home.

(Ord. 2016-4, passed 4-4-16)

§ 91.05 LIABILITY OF OWNER

The owner of an abandoned, unlicensed or inoperable vehicle is responsible for the current condition and is liable, to the extent of the fair market value of the vehicle, for all of the costs incidental to the removal, storage and disposal of the vehicle or the parts.

(Ord. 2016-4, passed 4-4-16)

§ 91.06 DECLARATION OF ABANDONMENT, RELEASE TO OWNER OR LIENHOLDER UPON PAYMENT OF COSTS, DISPOSAL

- A. When an officer discovers a vehicle in the possession of a person other than the owner and said person cannot establish his right to the possession of that vehicle, the vehicle shall be removed and stored in a suitable place. The bureau shall be notified within seventy-two (72) hours of the location and description of the vehicle. Upon receipt of notification, the bureau shall cause a search to be made to determine and notify the owner in accordance with Indiana Code 9-22-1.
 - 1. If the owner of the vehicle cannot be determined, the bureau shall declare the vehicle abandoned and provide for its disposal in accordance with Indiana Code 9-22-1.
- B. If the properly identified owner or lienholder appears at the storage site before disposal of the vehicle and pays all proper costs incurred against the vehicle at that time, then the vehicle shall be released. A copy of the release of the vehicle shall be sent to the bureau. The release must contain the owner or lienholder's signature, name, address, vehicle or parts description, costs, and date of release.
 - 1. If the vehicle is not released to the owner or lienholder, the bureau shall declare the vehicle abandoned and provide for disposal in accordance with Indiana Code 9-22-1.

(Ord. 2016-4, passed 4-4-16)

§ 91.07 ABANDONED VEHICLES, NOTICE TAGS, REPORT

An officer who finds a vehicle or parts believed to be an abandoned as defined in this Chapter shall attach in a prominent place a notice tag containing the following information:

- (1) The date, time, officer's name, and address and telephone number of the police department;
- (2) That the vehicle or parts are considered abandoned;
- (3) That the vehicle or parts will be removed after seventy-two (72) hours;
- (4) That the owner will be held responsible for all costs incidental to the removal, storage and disposal. If not paid, the owner's registration privileges, including but not limited to the seizure of the license plate for that vehicle, will be suspended on that vehicle;
- (5) That the owner may avoid costs by removal of the vehicle or parts within seventy-two (72) hours of the notice.

If the tagged vehicle is not removed within seventy-two (72) hours, the officer shall prepare a written abandoned vehicle report on the vehicle on the bureau's form 322B.

After seventy-two (72) hours, the officer shall require the vehicle to be towed to a storage area.

(Ord. 2016-4, passed 4-4-16)

§ 91.08 STORED VEHICLES

Within seventy-two (72) hours after removal of an abandoned vehicle to a storage area under Section 91.07, the police department shall prepare and forward to the bureau an abandoned vehicle report containing a description of the vehicle, including the make, model and manufacturer's identification number, the color and style of said vehicle, and the number of the license plate, and request that the bureau advise the police department of the name and most recent

mailing address of the owner and any lienholder. The police department shall then advise the owner or lienholder that all costs incurred in removing and storing the vehicle or parts are his/her legal responsibility.

(Ord. 2016-4, passed 4-4-16)

§ 91.09 STORED VEHICLES, DISPOSITION AND SALE

Disposition and sale of stored vehicles shall be conducted by the bureau pursuant to Indiana Code 9-22-1.

(Ord. 2016-4, passed 4-4-16)

§ 91.10 VEHICLES LEFT ON PRIVATE PROPERTY CONSIDERED TO BE ABANDONED, COMPLAINTS

Upon receipt of a complaint that a private property owner or person occupying the property has a vehicle that has been left on the property for at least forty-eight (48) hours or more, without the consent of the owner or person occupying the property, an officer shall follow the procedures set forth in Section 91.07.

(Ord. 2016-4, passed 4-4-16)

§ 91.11 UNLICENSED AND INOPERABLE VEHICLES PROHIBITED

- A. It is a violation of this chapter for any person to keep, park, or store an unlicensed or inoperable vehicle(s) or parts thereof on private or public property exposed to public view except in a legally conforming garage, carport, or other enclosure.
- B. After investigation by the Enforcement Officer or police officer and a confirmed violation of this chapter, the Enforcement Officer or police officer is authorized to issue a warning or written demand to the owner of the vehicle or person occupying the premises on which any unlicensed or inoperable vehicle(s) in violation of this chapter is kept. The warning or written demand shall notify the person to remove the vehicle(s) from the premises within thirty (30) days from the receipt of the notice or to correct the issue rendering the vehicle unlicensed or inoperable. Upon the failure or refusal of the person to remove the vehicle(s) or correct the issue within the time period specified, a citation will then be issued requiring the individual to remove the vehicle(s) or correct the issue within ten (10) days or be subject to further penalties as provided herein.
- C. In the event the vehicle(s) is not removed or the issues corrected within the ten (10) day period, the Enforcement Officer or police officer may order that the vehicle(s) be removed and assess the cost of the removal and storage to the person owning the vehicle or person occupying the property. In the event any vehicle(s) is removed and stored and in the event that the vehicle(s) is not claimed by the owner of the vehicle from the storage location within fifteen (15) days from its removal by paying the actual cost of the removal and storage, the vehicle may be sold and disposed of as provided in Indiana Code 9-22-1. The responsibility and liability of the vehicle's owner shall be that as set forth in Indiana Code 9-22-1.

(Ord. 2016-4, passed 4-4-16)

§ 91.12 LIABILITY FOR LOSS OR DAMAGE DURING REMOVAL, STORAGE, OR DISPOSITION

Neither the owner, lessee, nor occupant of the property from which an abandoned vehicle is removed nor the police department is liable for loss or damage to the vehicle or contents of an abandoned vehicle occurring during its removal, storage, or disposition.

The officer or police department is not liable for loss or damage to the vehicle or contents of an unlicensed or inoperable vehicle occurring during its removal, storage, or disposition.

(Ord. 2016-4, passed 4-4-16)

§ 91.13 CHARGES

The amount that may be charged for an authorized towing service and storage of a vehicle under this chapter shall be equal to the amount charged to other users of the same or comparable services. The number of storage days shall be calculated from the day the vehicle was towed to the storage facility to its release or disposal.

(Ord. 2016-4, passed 4-4-16)

§ 91.14 ABANDONED VEHICLE FUND ESTABLISHED

- A. There is established an Abandoned Vehicle Fund pursuant to IC 9-22-1-30.
- B. The fund shall be used to pay for the costs for removal and storage of an abandoned vehicle or parts not claimed by the person who owns or holds a lien on a vehicle.
- C. The costs incurred by the city in administering this ordinance shall be paid from the abandoned vehicle fund.
- D. The Common Council shall annually appropriate sufficient money to the fund to carry out this ordinance. Money remaining in the fund at the end of a year remains in the fund and does not revert to the general fund.

(Ord. 2016-4, passed 4-4-16)

§ 91.15 VIOLATION – PENALTY

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 2016-4, passed 4-4-16; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 92: ANIMALS

Section

General Provisions

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- 92.02 Owner responsibility in general
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Cross-reference:

Animal Control Supervisors, see § 30.15

GENERAL PROVISIONS

§ 92.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ANIMAL. Dog or cat.

ANIMAL SHELTER. Facility designated or recognized by Animal Control Commission for the purpose of impounding and caring for animals.

AT LARGE. A dog or cat shall be deemed to be at large when off the property of the owner and not under restraint.

COMMISSION. The Delphi-Flora Animal Control Commission or its designated representative.

DANGEROUS DOG. Any dog that causes a serious injury or death to a person or domestic animal or has been designated as a potentially dangerous dog and engages in behavior that poses a threat to public safety as demonstrated by any of the following behaviors:

- (1) Any behavior as defined by potentially dangerous dog;
- (2) Running at large and impounded, or owner cited by the Delphi Police Department two or more times within any 12-month period.

HUMANE MANNER. Care of an animal to include, but not limited to, adequate heat, ventilation and sanitary shelter, wholesome food and water, consistent with the normal requirements and feeding habits of the animal's size, species and breed.

NEUTERED. Rendered permanently incapable of reproduction.

NUISANCE. A dog or cat shall be considered a nuisance if it damages, soils, defiles or defecates on private property other than the owner's or on public walks and recreation areas unless such waste is immediately removed and properly disposed of by the owner; causes unsanitary, dangerous, or offensive conditions; causes a disturbance by excessive barking or other noise-making; or chases vehicles, or molests, attacks or interferes with persons or other domestic animals on property, other than that belonging to the owner.

OWNER. A person having the right of property or custody of a dog or cat or who keeps or harbors a dog or cat or knowingly permits a dog or cat to remain on or about any premises occupied by that person.

PERSON. Any individual, corporation, partnership, organization, or institution commonly recognized by law as a unit.

POTENTIALLY DANGEROUS DOG. A dog that may reasonably be assumed to pose a threat to public safety as demonstrated by any of the following behaviors:

- (1) Causing an injury to a person or domestic animal that is less severe than a serious injury;
- (2) Without provocation, chasing or menacing a person or domestic animal in an aggressive manner;
- (3) Running at large and impounded, or owner cited by the Delphi Police Department two or more times within any 12-month period.
- (4) Acts in a highly aggressively manner within a fenced yard/enclosure and appears to a reasonable person able to jump over or escape.

PROPER ENCLOSURE. Secure confinement indoors or secure confinement in a locked pen, fenced yard, or structure measuring at least six feet in width, 12 feet in length, and six feet in height, capped if there is a dog house inside or if dog can climb fence, with secure sides, which provides proper protection from the elements for the dog, is suitable to prevent the entry of young children, and is designed to prevent the animal from escaping while on the

owner's property.

RESTRAINT. A dog or cat shall be considered under restraint if it is within the real property limits of its owner or secured by a leash or lead or under the control of a responsible person.

SERIOUS INJURY. Any physical injury that results in broken bones, laceration, or any other injury that may require sutures, surgery, or other professional medical attention.

VICIOUS ANIMAL. Any animal that constitutes a physical threat to humans or other domestic animals.

(Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15)

§ 92.02 OWNER RESPONSIBILITY IN GENERAL.

No person having ownership or custody of an animal shall, within the corporate limits of the city:

- (A) Knowingly or negligently permit a domestic animal to run at large, or to destroy or deface shrubbery, lawns, flowers, gardens, or other property;
- (B) Keep any animal which by barking, howling, yelping or making any other noise disturbs the peace and quiet of any neighborhood, or which by foul and noxious odors detracts from the use, enjoyment, and value of surrounding properties;
- (C) Keep any animal known to be dangerous, or potentially dangerous, other than securely confined in an enclosed area on the premises of the owner with clearly visible signs posted to warn persons of the presence of such animal;
- (D) Knowingly or negligently permit an animal to kill or injure livestock or other domestic animals, or to attack or injure any person who is engaged in lawful pursuits;
- (E) Knowingly or negligently permit any animal to chase or harass vehicles, bicycles or pedestrians on public streets and sidewalks, or obstruct the normal use of streets and sidewalks;
- (F) Fail to confine any female animal in heat in a closed building so that such animal cannot come into contact with other animals except for planned and supervised breeding;
- (G) Keep any livestock on any property having a lot size of less than one acre, provided, however, that the City Council may, at its discretion, grant a conditional variance from this provision if it finds that surrounding properties would not be adversely affected or that an unreasonable hardship would result by virtue of disruption of an existing use of property at the time this provision first becomes applicable thereto;
- (H) Keep any wild animal, other than such small species as may be lawfully obtained through regular retail pet stores, or otherwise without proper state or federal permit keep animals customarily kept by zoos, circuses, educational institutions, or scientific establishments which are authorized under the game and wildlife laws of the state or the United States to keep and harbor such animals in captivity;
- (I) Walk any animal on the streets or other public places except on a leash controlled by the dog's owner or other responsible person, and when not on a leash such animal shall be confined to the property of its owner; or
- (J) Permit any vicious, dangerous or potentially dangerous dog, as determined by the Delphi Police Department, the Delphi Board of Works, or their designated representative, to not be confined by its owner within a building or secure enclosure and securely leashed or caged whenever of the premises of its owner. Additionally, any vicious dog shall also be considered a dangerous dog or potentially dangerous dog at the discretion of the Delphi Police Department or the Delphi Board of Works;

(Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15) Penalty, see § 92.99

§ 92.03 OWNER RESPONSIBILITY FOR DANGEROUS OR POTENTIALLY DANGEROUS DOG.

It shall be unlawful to:

- (A) Keep a dog determined to be dangerous or potentially dangerous without a valid certificate of registration issued under § 92.44;
- (B) Permit a potentially dangerous dog to be outside a proper enclosure unless the potentially dangerous dog is under the control of a responsible person, muzzled, and restrained by a lead not exceeding four feet in length; The muzzle shall be made in a manner that will not cause injury to the dog or interfere with its vision or respiration but shall prevent it from biting any human being or animal;
- (C) Fail to maintain a dangerous dog exclusively on the owner's property as required except for medical treatment or examination. When removed from the owner's property for medical treatment of examination, the

dangerous dog shall be caged or under the control of a responsible person, muzzled and restrained with a lead not exceeding four feet in length. The muzzle shall be made in a manner that will not cause injury to the dog or interfere with its vision or respiration but shall prevent it from biting any human being or animal;

- (D) Fail to notify the Delphi Police Department immediately upon escape if a dangerous or potentially dangerous dog is on the loose, is unconfined, has attacked another domestic animal, has attacked a human being; within five business days if the dog has died; and within 24 hours if the dog has been sold or has been given away. If the dangerous or potentially dangerous dog has been sold or given away, the owner shall also provide the Delphi Police Department or its designee with the name, address, and telephone number of the new owner of the dangerous or potentially dangerous dog;
- (E) Fail to surrender a dangerous or potentially dangerous dog to the Delphi Police Department or its designee for safe confinement pending a disposition of the case when there is a reason to believe that the dangerous or potentially dangerous dog poses an imminent threat to public safety; or
- (F) Fail to comply with any special security or care requirements for a dangerous or potentially dangerous dog the Delphi Police Department, the Delphi Board of Works, or its designee may have established pursuant to the finding that the dog was potentially dangerous or dangerous.

(Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15)

§ 92.04 STATE ANIMAL CONTROL LAWS.

- (A) In addition to any requirements of § 92.03, the following state laws governing animal control are noted and shall be enforced in the town:
 - (1) I.C. 15-2.1-21-8, which prohibits recklessly allowing domestic animals to run at large (Class B misdemeanor);
 - (2) I.C. 15-5-9-13, which prohibits (Class C infraction):
 - (a) Harboring a dog over six months of age which does not at all times wear a collar with a current township dog tax tag attached; or
 - (b) Permitting a dog to stray beyond the owner's premises unless under reasonable control of some person;
 - (3) I.C. 35-46-3-1, prohibiting the having of any dog over six months of age which has not been currently vaccinated against rabies (Class C infraction, or Class B misdemeanor if dog bites person);
 - (4) I.C. 35-46-3-7, prohibiting cruelty to or neglect of vertebrate animals (Class B misdemeanor);
 - (5) I.C. 35-46-3-8, prohibiting purchase or possession of animals for fighting contests (Class A misdemeanor); or
 - (6) I.C. 35-46-3-11, prohibiting cruelty to a law enforcement animal, or I.C. 35-46-3-12, prohibiting torture or mutilation of a vertebrate animal, or I.C. 35-46-3-11.3, prohibiting cruelty to a search and rescue dog, or I.C. 35-46-3-11.5, prohibiting cruelty to a service animal (all of which constitute Class A misdemeanor or Class D felony).
- (B) However, the above enumerated statutes are not intended to be exhaustive of all state laws relating to animals, and the fact that any other such statute is not enumerated in this section does not imply that same will not be enforced by the town authorities within their proper jurisdiction.

(Ord. 2006-4, passed 8-7-06)

§ 92.05 RUNNING AT LARGE; IMPOUNDMENT.

- (A) Any dog or cat found running at large shall be impounded by the Commission in an animal shelter and confined in a humane manner. Immediately upon impounding a dog or cat, the Commission shall make every reasonable effort to notify the owner and inform such owner of the conditions whereby custody of the animal may be regained. Dogs and cats not claimed by their owners within a period of three full days in which the shelter is open to the public shall become the property of the city.
- (B) When a dog or cat is found running at large and its ownership is verified by the Commission, the authority may exercise the option of serving the owner with a notice of violation in lieu of impounding the animal.
- (C) In the event that the Commission finds dogs or cats to be suffering or improperly cared for as described in this chapter, it shall have the right forthwith to remove or cause to have removed any such animal to a safe place for care at the owner's expense or to euthanize them when necessary to prevent further suffering. Return to the owner may be withheld until the owner shall have made full payment for all expenses so incurred.

- (D) When a vicious dog or cat is found running at large and cannot be captured by normal, accepted means, the Commission may exercise the option of destroying the animal if it is determined to be an immediate physical threat to humans or other domestic animals.
- (E) Disposal of an animal by any method specified herein does not relieve the owner of liability for violations and any accrued charges.

(Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06) Penalty, see § 92.99

§ 92.06 REDEMPTION.

- (A) Any animal impounded may be redeemed by the owner thereof within three days upon payment of an impoundment fee of \$40 per animal for any animal under 50 pounds and \$45 per animal for any animal over 50 pounds. Payment of impoundment fees is not considered to be in lieu of any fine, penalty or license fees.
- (B) No animal required to be licensed or vaccinated under this chapter may be redeemed until provisions for such licensing have been fulfilled.

(Ord. 82-2, passed - -82; Am. Ord. 93-9, passed 5-6-93; Am. Ord. 2006-4, passed 8-7-06)

§ 92.07 ADOPTION.

An adoption fee of \$5 shall be assessed at the time of adoption. No dog or cat shall be released for adoption as a pet without being neutered or without a written agreement from the adopter guaranteeing that the animal will be neutered. Vaccination fees, licensing fees, and veterinary costs may be assessed above and beyond the adoption fee.

(Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06)

§ 92.08 INTERFERENCE.

No person shall interfere with, hinder, or molest any agent of the Commission in the performance of any duty as herein provided.

(Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06) Penalty, see § 92.99

§ 92.09 PET WASTE DISPOSAL

- (A) Definitions. For the purposes of this chapter, the following terms, phrases, words and their deviations shall have the meaning stated herein unless their use in the text of this chapter clearly demonstrates a different meaning.

Immediate is defined as at once and without delay.

Owner/Keeper is defined as any person who possesses, maintains, houses, or harbors any pet, or who otherwise has custody of any pet, whether or not the owner of such pet.

Person is defined as any individual, corporation, company, partnership, firm, association, or political subdivision subject to this chapter.

Pet is defined as a domesticated animal, that is not a disability assistance animal, which is kept for amusement or companionship.

Pet solid waste is defined as waste matter expelled from the bowels of the pet; excrement.

Proper disposal is the placement of pet solid waste in a designated waste receptacle or other suitable container, and discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

- (B) Requirement for Disposal. All pet owners/keepers are required to immediately and properly dispose of the pet solid waste issued by a pet in their possession on any property, public or private, not owned or possessed by that person.
- (C) Exemptions. Any owner/keeper who requires the use of a disability assistance animal shall be exempt from the provisions of this section while such animal is being used for such purpose. This chapter shall not apply to K-9 police officers.
- (D) Enforcement. The provisions of this chapter will be enforced by the City of Delphi Police Department and the Code Enforcement Officer.
- (E) Violations and Penalty. Any person who shall violate or fail to comply with any provision of this chapter, or who shall counsel, aid, or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished

by a fine as set in the Ordinance Violation Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limit for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

LICENSING; RABIES VACCINATION

§ 92.15 LICENSE REQUIRED.

No person shall own, keep or harbor any dog or cat over four months of age within the city unless such dog or cat is vaccinated against rabies and licensed. The provisions of this section do not apply to animals owned by a licensed research facility or held in a veterinary medical facility or government operated or licenses animal shelter.

(Ord. 82-2, passed - -82) Penalty, see § 92.99

§ 92.16 STATE AND LOCAL TAXES.

- (A) In addition to the state dog tax, a city dog or cat tax shall be required for residents of the city. Application for a license must be made within 30 days after obtaining a dog or cat over four months of age, except that this requirement will not apply to a nonresident keeping a dog or cat within the city for no longer than 60 days.
- (B) A dog or cat license shall be obtained from the Clerk-Treasurer and shall include the name and address of the owner and the name, breed, color, age and sex of the dog or cat. Applicants also shall pay the prescribed licensing fee and provide proof of rabies vaccination within one year preceding the date of application.

(Ord. 82-2, passed - -82) Penalty, see § 92.99

§ 92.17 TERM.

- (A) The licensing period shall be for one year. The license must be obtained by April 15 of each calendar year.
- (B) New residents must apply for a license within 30 days of establishing residence.

(Ord. 82-2, passed - -82; Am. Ord. 96-4, passed 3-7-96) Penalty, see § 92.99

§ 92.18 FEE; FEE WAIVED.

- (A) A license shall be issued after payment of a fee of \$4 for each unneutered dog or cat and \$2 for each neutered dog or cat. Persons who fail to obtain a license as required within the time period specified in this section will be subjected to a delinquent fee of \$2. In the event that a tag is lost or destroyed, a duplicate tag may be obtained from the Clerk-Treasurer for a fee of \$1.
- (B) License fees shall be waived for dogs serving the blind or deaf or government-owned dogs used for law enforcement. All other licensing provisions shall apply.

(Ord. 82-2, passed - -82; Am. Ord. 93-9, passed 5-6-93) Penalty, see § 92.99

§ 92.19 TAG.

Upon issuance of the license, the Clerk-Treasurer shall issue a durable license tag, including an identifying number, year of issuance, city, county and state. The license tag must be worn at all times and are not transferable. The Clerk-Treasurer shall maintain a record of all licenses issued and such records shall be available to the Commission.

(Ord. 82-2, passed - -82)

§ 92.20 FUNDS.

Funds derived from the sale of these tabs shall be used for the expressed purpose of administering the Delphi-Flora Animal Control Program. Purpose of the tags shall be for identification of the animals and to help locate owners of same.

(Ord. 82-2, passed - -82)

§ 92.21 ISSUANCE AND REVOCATION OF LICENSES.

- (A) The Clerk-Treasurer may revoke any license if the person holding the license refuses or fails to comply with this chapter or any other law governing the protection and keeping of animals.
- (B) If an applicant is shown to have withheld or falsified any material information on the application, the Clerk-Treasurer may refuse to issue or may revoke a license.

(Ord. 82-2, passed - -82)

POLICE DOGS

§ 92.30 UNLAWFUL TO INJURE OR KILL.

It shall be unlawful for any person to willfully or maliciously torture, torment, beat, kick, strike, mutilate, injure, disable or kill any dog used by the Police Department in performance of the functions or duties of such department or to interfere with or meddle with any such dog while being used by the Department or any member thereof.

(Ord. 5-65, passed 9-20-65) Penalty, see § 92.99

DANGEROUS DOGS

§ 92.40 DETERMINATION OF A POTENTIALLY DANGEROUS DOG.

- (A) After an investigation, which must be initiated within 48 hours after the situation becomes known to the Delphi Police Department or its designee is authorized to make a determination whether a dog is potentially dangerous based on the factors listed in § 92.01 regarding potentially dangerous dogs and shall notify the owner of the dog in writing by certified mail or hand delivery with signature of that status within five days after the completion of the investigation.
- (B) Following notice to the owner, if the Delphi Police Department or the Delphi Board of Works or its designee has probable cause to believe that a dog is a potentially dangerous dog, the Delphi Police Department or the Delphi Board of Works or its designee may obtain a warrant from the City Court Judge and impound the dog pending disposition of the case or until the dog owner has fulfilled the requirements of § 92.45. The owner of the dog shall be liable to the city for costs and expenses of keeping the dog if the dog is determined to be a potentially dangerous dog.
- (C) Upon notice, the owner may, within five business days after a determination that a dog is a potentially dangerous dog, bring a petition to the City Court Judge seeking review of the determination. A decision by the City Court Judge overturning the Delphi Police Department or Delphi Board of Works or its designee's determination shall not affect the Delphi Police Department or Delphi Board of Works or its designee's right to later declare a dog to be a potentially dangerous dog or a dangerous dog, or to determine that the dog poses a threat to public safety, for the dog's subsequent behavior.

(Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15) Penalty, see § 92.99

§ 92.41 DETERMINATION OF A DANGEROUS DOG.

- (A) After an investigation, which must be initiated within 48 hours after the situation becomes known to the Delphi Police Department or its designee is authorized to make a determination whether a dog is dangerous based on the factors listed in § 92.01 regarding dangerous dogs and shall notify the owner of the dog in writing by certified mail or hand delivery with signature of that status within five days after completing the investigation.
- (B) Following notice to the owner and prior to the hearing, if the Delphi Police Department or its designee has probable cause and believes the dog to be a dangerous dog and that the animal poses an imminent threat to public safety, the Delphi Police Department or its designee may obtain a warrant from the City Court Judge and impound the dog pending disposition of the case or until the dog owner has fulfilled the requirements of § 92.45. The owner of the dog shall be liable to the city for costs and expenses of keeping the dog if the dog is determined to be a dangerous dog.
- (C) The owner may, within five business days after a determination that a dog is a dangerous dog, bring a petition

to the City Court Judge seeking review of the determination. A decision by the City Court Judge overturning the Delphi Police Department or Delphi Board of Works or its designee's determination shall not affect the Delphi Police Department or Delphi Board of Works or its designee's right to later declare a dog to be a dangerous dog or to determine that the dog poses a threat to public safety, for the dog's subsequent behavior.

(Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15) Penalty, see § 92.99

§ 92.42 EXCEPTIONS.

No dog shall be declared a dangerous or potentially dangerous dog if:

- (A) The dog was used by a law enforcement official for legitimate law enforcement purposes;
- (B) The threat, injury, or damage was sustained by a person:
 - (1) Who was committing, at the time, a willful trespass or other tort upon the premises lawfully occupied by the owner of the dog;
 - (2) Who was provoking, tormenting, abusing, or assaulting the dog or who can be shown to have repeatedly, in the past, provoked, tormented, abused, or assaulted the dog; or
 - (3) Who was committing or attempting to commit a crime; or
- (C) The dog was:
 - (1) Responding to pain or injury, or was protecting itself, its offspring; or
 - (2) Protecting or defending a human being within the immediate vicinity of the dog from an attack or assault.

(Ord. 2006-4, passed 8-7-06) Penalty, see § 92.99

§ 92.43 CONSEQUENCES OF A DANGEROUS DOG OR POTENTIALLY DANGEROUS DOG DETERMINATION.

- (A) If the Delphi Police Department or Delphi Board of Works or its designee determines that a dog is a potentially dangerous dog under § 92.01, the owner shall comply with the provisions of § 92.45 and any other special security of care requirements the Delphi Police Department or Delphi Board of Works or its designee may establish.
- (B) If the Delphi Police Department or Delphi Board of Works or its designee determines that a dog is a dangerous dog under § 92.01, the owner shall comply with the provisions of § 92.45 and any other special security or care requirements the Delphi Police Department or Delphi Board of Works or its designee may establish.
- (C) The Delphi Police Department or Delphi Board of Works or its designee may require impoundment of the dog until the owner of the dog has satisfied all the requirements of the certificate of registration holding permit. The requirements must be met within 30 days of the determination that the dog is a dangerous or potentially dangerous dog.

(Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15) Penalty, see § 92.99

§ 92.44 DANGEROUS DOG AND POTENTIALLY DANGEROUS DOG REGISTRATION AND HANDLING REQUIREMENTS.

- (A) The Delphi Board of Works or its designee shall issue a certificate of registration to the owner of a dangerous or potentially dangerous dog if the owner establishes to the satisfaction of the Delphi Board of Works that:
 - (1) The owner of the dangerous or potentially dangerous dog is 21 years of age or older;
 - (2) The dangerous or potentially dangerous dog has a current rabies vaccination;
 - (3) The owner has proof of current county or city license for the dangerous or potentially dangerous dog;
 - (4) The owner has a proper enclosure to prevent the entry of any person or domestic animal and the escape of said dangerous or potentially dangerous dog as described in § 92.01;
 - (5) The owner has paid an annual fee in an amount to be determined by the Delphi Board of Works or its designee, in addition to regular dog licensing fees, to register the dangerous or potentially dangerous dog with the city;
 - (6) The dangerous or potentially dangerous dog has been spayed or neutered;
 - (7) The dangerous or potentially dangerous dog has been implanted with a microchip containing owner identification information. The microchip information must be registered with the Delphi Police

- Department or Delphi Board of Works; and
- (8) The dangerous or potentially dangerous dog owner shall enter the dog in a socialization and/or behavior program approved or offered by the jurisdiction.
- (B) In addition, prior to issuing a certificate of registration, the Delphi Board of Works or its designee may require additional proof from the owner that:
- (C) The Delphi Police Department or Delphi Board of Works or its designee may order the immediate impoundment or humane euthanasia of a dangerous or potentially dangerous dog if the owner fails to abide by the conditions for registration or confinement or handling of a dangerous or potentially dangerous dog.

(Ord. 2006-4, passed 8-7-06; Am. Ord. 2015-2, passed 5-4-15) Penalty, see § 92.99

§ 92.99 PENALTY.

(A) Except as provided below, any person violating any provision of this chapter shall be guilty of an infraction and shall be subject to a fine and penalty as follows:

- (1) As set in the Ordinance Violations Bureau Schedule of Ordinance Violations;
- (2) As set in the Ordinance Violations Bureau Schedule of Ordinance Violations, plus forfeiture of the subject animal of the violation. If said animal is not determined to be a dangerous dog or vicious animal, and is of good health, said animal may be adopted, provided that possession of the animal does not return to the owner adjudicated to be in violation of the provisions of this chapter.

(B) Except as provided below, an owner of a dog determined to be dangerous or potentially dangerous dog and who violates the provisions of this chapter shall subject to a fine as follows:

- (1) As set in the Ordinance Violations Bureau Schedule of Ordinance Violations;
- (2) As set in the Ordinance Violations Bureau Schedule of Ordinance Violations, plus the dog determined to be potentially dangerous or dangerous shall be impounded and humanely euthanized within five days of the imposition of the final order.

(C) An owner of a dangerous or potentially dangerous dog that causes serious injury to or kills a human being or a domestic animal without provocation shall be fined as set in the Ordinance Violations Bureau Schedule of Ordinance Violations and the dog shall be immediately impounded and humanely euthanized within five days of the incident which causes serious injury or death of a human being or domestic animal. Any other city, state or federal penalties may also apply for the incident.

(Ord. 5-65, passed 9-20-65; Am. Ord. 82-2, passed - -82; Am. Ord. 2006-4, passed 8-7-06; Am. Ord. 06-5, passed 9-11-06; Am. Ord. 2020-4, passed 11-2-2020). Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 93: NOISE

Section

- 93.01 Loud and unnecessary noises
- 93.02 Vehicle warning signs
- 93.03 Radios and phonographs
- 93.04 Screaming and whistling
- 93.05 Loudspeakers and public address systems
- 93.99 Penalty

§ 93.01 LOUD AND UNNECESSARY NOISES.

It is declared unlawful for any person to create, assist in creating, permit, continue, or permit the continuance of any unreasonable loud and unnecessary noise in the city.

(Ord. 92-2, passed - -92) Penalty, see § 93.99

§ 93.02 VEHICLE WARNING SIGNS.

It shall be unlawful for any person to sound any horn, klaxon, siren, or other warning signal on any automobile, truck, train, noticeable, or other vehicle on any public street or in any public place in the city, except as a necessary warning

of danger to persons and property.

(Ord. 92-2, passed - -92) Penalty, see § 93.99

§ 93.03 RADIOS AND PHONOGRAPHS.

The loud and unnecessary use of a radio, phonograph, megaphones, loudspeaker, automatic piano, or any other instrument for the reproduction, amplification, or transmission of sound in such manner or in such volume as to unnecessarily distract the attention, comfort, or repose of persons in the vicinity thereof is prohibited and declared to be unlawful.

(Ord. 92-2, passed - -92) Penalty, see § 93.99

§ 93.04 SCREAMING AND WHISTLING.

It shall be unlawful for any person to make any noise on the public streets, or in such close proximity thereto as to be distinctly and loudly audible on the streets, by any loud and unnecessary talking, calling, shouting, screaming, shrieking, whistling, or by use of any bell, gongs, exhaust explosion, music instrument or other noise-making device, whereby the attention, comfort, or repose of persons in the vicinity thereof is, or is likely to be disturbed thereby.

(Ord. 92-2, passed - -92) Penalty, see § 93.99

§ 93.05 LOUDSPEAKERS AND PUBLIC ADDRESS SYSTEMS.

- (A) Permit required. It shall not be unlawful for any person to whom a permit has been granted to use and operate on the public streets and public places of the city any loudspeaker or any public address system or other device for the reproduction, amplification, or transmission of sound, on the occasion of any public celebration, commemoration, entertainment, or for the advertising and publicity thereof, or for making public announcements or for any other public purpose.
- (B) Application. Permits referred in division (A) of this section shall be granted only on application in writing addressed to the Chief of Police, stating therein the time, place, and purpose of the intended use of the loudspeakers, public address system, or other device.
- (C) Issuance. If the Chief of Police shall believe that the use as is referred to in the application filed under division (B) of this section will promote the public interest, and will not result in blocking traffic or hindering the Fire or Police Department in performance of duty, he shall grant the permit without cost to the applicant therefor.
- (D) Term; transferability. Permits granted under this section shall be valid for one occasion or event only and the permit shall not be continuous nor shall it be transferable.

(Ord. 92-2, passed - -92) Penalty, see § 93.99

- (A) **§ 93.06 MECHANICAL NOISE EMISSIONS FROM MOTOR VEHICLES.** Prohibited Noise Emissions. No person shall operate a motor vehicle which causes excessive noise levels as a result of a defective or modified exhaust system, or as a result of unnecessary rapid acceleration, deceleration, engine revving, tire squealing, or testing of vehicles. No person shall cause the grating, screeching, grinding, squeaking, engine backfiring, or other unnecessarily loud noises in the use of motor vehicles or appurtenances thereto. No person shall cause the sounding of any horn or other signaling device to be emitted from a motor vehicle except as a necessary warning of danger to person or property.
- (B) Enforcement and Abatement. Any violation of subsection (A) shall be cause for a law enforcement officer to stop any motor vehicle which is being operated on a public space and said officer may issue a notice of violation of this subchapter. Any law enforcement officer may issue a notice of violation and may also issue an order requiring immediate abatement.
- (C) USDOT Exception. This subchapter does not apply to vehicles that contain and are equipped with parts and accessories as required under regulations of the United States Department of Transportation that would otherwise be a violation of this section.

§ 93.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations.

Each occurrence of a violation shall constitute a separate offense.

(Ord. 92-2, passed - -92; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 94: WEEDS

Section

- 94.01 Definitions
- 94.02 Weeds to be removed
- 94.03 Notice to abate required
- 94.04 Abatement by City; penalties and/or lien

§ 94.01 DEFINITIONS

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates a different meaning.

ADMINISTRATIVE DEPARTMENT. Administrative department refers to the Chief of Police or the Chief's designated agents.

OWNER. The owner refers to the owner of record, as found in the records of the Carroll County Auditor's office and confirmed, if necessary, by the Carroll County Recorder's office.

OWNER'S ADDRESS. The owner's address refers to the most recent mailing address of the owner and being that address to which the County Treasurer sends tax documents and/or statements.

PERSON RESPONSIBLE. The person responsible, a possible exception from the owner, shall mean the tenant or occupant of the premises who has in writing agreed to be responsible for the cutting or maintaining of the weeds and/or rank vegetation.

RANK VEGETATION. Rank vegetation refers to any plant growth, which is or may be harmful to the senses, health or well-being of citizens in this jurisdiction. Rank vegetation includes:

- (1) Canada thistle (*Cirsium arvense*),
- (2) Johnson grass and *Sorghum album* (*Sorghum halepense*);
- (3) Bur cucumber (*Sicyos angulatus*);
- (4) Shattercane (*Sorghum bicolor* (L.) Moench spp. *drummondii* (Seud.) de Wet;
- (5) Poison ivy;
- (6) Poison sumac;
- (7) Poison oak;
- (8) Quackgrass (*Elytrigia repens*);
- (9) Carolina horsenettle (*Soianum carolinense*);
- (10) Cocklebur (*Xanthium strumarium*); and
- (11) Wild mustard (*Brassica kaber* var. *pinnatifida*).

WEEDS. Weeds refer to any growth of vegetation, other than trees, bushes, shrubs, ornamental plants, or agricultural plants cultivated in an orderly manner for the purpose of producing food or other agricultural products, that reach ten (10) inches in height. Pursuant to IC 36-7-10.01-3, "weeds and rank vegetation" do not include agricultural crops, such as hay and pasture.

(Ord. 2016-5, passed 4-4-16)

§ 94.02 WEEDS TO BE REMOVED.

- (A) The owner, or person responsible, of property within the jurisdictional area of the city shall maintain

his/her property free of all weeds and rank vegetation.

- (B) All weeds, as defined above, shall be cut and removed in compliance with this ordinance.
- (C) All rank vegetation, as defined above, shall be cut and removed in compliance with this ordinance.
- (D) When an owner or person responsible violates this chapter, the administrative department shall issue a notice to the owner to cut the weeds or cut and remove the rank vegetation within ten (10) calendar days. The notice becomes final ten (10) days after the notice is given.
- (E) The city may enforce this section in accordance with IC 36-7-10.1, et seq., by following the procedures in §94.03 and §94.04, or alternatively by any other legal or equitable means.

(Ord. 2016-5, passed 4-4-16; Am. Ord 2019-5, passed 11-4-19; Am. Ord 2020-3, passed 8-3-2020) Penalty, see 94.04

§ 94.03 NOTICE TO ABATE REQUIRED.

- (A) When real property is found to be in violation of this chapter, the administrative department shall issue a notice to the owner or person responsible for the property.
- (B) The notice shall notify the owner or person responsible to removed weeds and/or rank vegetation giving them ten (10) calendar days to abate the violation. Said notice shall also state the amount of penalty included if the violation is not abated within the ten (10) days. If the violation is remedied, no further action will be taken and no penalty will be imposed.
- (C) The notice must be in writing and shall be served to the owner or person responsible to via first class mail to the owner's address, or an equivalent service permitted under IC 1-1-7-1, to:
 - (1) the owner or record of real property with a single owner, or
 - (2) at least one (1) of the owners of real property with multiple owners; at the last address of the owner for the property as indicated in the records of the county auditor on the date of notice.
- (D) The notice shall include:
 - (1) The location of the violation;
 - (2) The nature of the violation;
 - (3) The time period for correcting the violation;
 - (4) And the penalty if the violation is not abated.
- (E) The owner may appeal the notice of violation within ten (10) days of its issuance, by filing a written request for a hearing with the City of Delphi Board of Public Works and Safety. At the hearing, the city is required to prove by a preponderance of the evidence that the real property is in violation of this chapter.

(Ord. 2016-5, passed 4-4-16)

§ 94.04 ABATEMENT BY CITY; PENALTIES AND/OR LIEN.

- (A) If the violation is corrected by the owner or person responsible within (10) days, no further action will be taken and no penalty will be imposed.
- (B) If the violation is not abated within ten (10) days of the sending of the notice under §94.03, the city or its contractor(s) may enter the real property and abate the violation. At the time of the abatement, the city may post a continuous abatement notice at the property, giving the owner notice that each subsequent violation during the same year for which the initial notice of the violation was provided may be abated by the city or its contractors.
- (C) If the city abates the violation, the city shall issue a bill to the owner or person responsible of real property for the costs incurred by the city in abating the violation, including administrative costs, removal costs, and the cost of sending notice. If the owner of real property fails to pay a bill issued under this section within fourteen (14) days of its issuance, the city shall certify to the Carroll County Auditor the amount of the bill, plus any additional administrative costs incurred in the certification. The Auditor shall place the total amount certified on the tax duplicate for the property affected, and the total amount, including any accrued interest, shall be collected as delinquent taxes are collected and shall be disbursed to the city.
- (D) The owner may appeal a bill issued under this section within fourteen (14) days of its issuance, by filing a written request for a hearing with the Board of Public Works and Safety.

- (E) Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and may be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each day in violation shall constitute a separate offense.

(Ord. 2016-5, passed 4-4-16; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 95: STREETS AND SIDEWALKS

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Cross-reference:

Thoroughfare Planning, see Ch. 152

SIDEWALKS

§ 95.01 CONFORMANCE REQUIRED.

All sidewalks made new, replaced or repaired within the city, shall be made in conformity with the provisions of this subchapter and the grades, plans, profiles and specifications furnished by the Clerk and on file in his office as adopted and approved by the City Council.

(‘63 Code, § 22-1) Penalty, see § 95.99 Cross-reference:
Replacement of curbs and sidewalks, see §§ 95.70 et seq.

§ 95.02 PERMIT REQUIRED.

Any person desiring or required to build, replace or repair any sidewalk within the city before doing so or commencing any construction work thereon whatever, except where sidewalks are to be laid in accordance with the provisions of special improvement resolutions, must file an application for a permit with the City Engineer to be transmitted by him to the Board of Public Works and Safety, which application shall be signed by the owner or agent of the abutting property where such sidewalk is to be built, replaced or repaired.

(‘63 Code, § 22-2) Penalty, see § 95.99 Cross-reference:
Replacement of curbs and sidewalks, see §§ 95.70 et seq.

§ 95.03 WIDTH AND GRADE.

All sidewalks shall be constructed a minimum of five feet in width, except in case of the continuation of an already constructed sidewalk which is less than five feet in width; but in no event to be constructed less than four feet in width. If the sidewalks under construction is a gap between already constructed sidewalks in the same block, it shall be constructed according to the width of the wider sidewalk adjoining to the new sidewalk, four inches in thickness, and “One Course Concrete” according to the specifications that follow. The surface of any walks when completed shall be in conformity with the grade given by the Street Department, and shall have a slope of one-quarter of an inch to the foot toward the center of the street. All sidewalks shall be laid with the inner edge on the property line, unless by special permit from the Council.

(‘63 Code, § 22-3) Penalty, see § 95.99

§ 95.04 SUBGRADE.

The subgrade shall be constructed to the required depth below the finished surface in accordance with the plans and specifications provided by the Street Department and shall be thoroughly compacted to a firm smooth surface. All soft or spongy places not affording a suitable subgrade, must be removed and replaced with a suitable material and compacted according to the above specifications.

(‘63 Code, § 22-4) Penalty, see § 95.99

§ 95.05 FORMS.

The forms shall be of metal or wood, straight and free from warp and of sufficient strength to resist springing during the process of depositing concrete against them. If of wood, they shall be of two inch surfaced plant. If of metal, they shall be of approved section. The forms shall be of the full depth of the walk and shall be securely staked, braced and held firmly to required line and grade. All forms shall be thoroughly cleaned and oiled before concrete is placed against them.

(‘63 Code, § 22-5) Penalty, see § 95.99

§ 95.06 CONCRETE.

- (A) Type. Every cubic yard of concrete in place shall contain approximately 1.50 barrels of cement. The fine aggregate shall be concrete sand No. 14 and shall meet State Highway Commission Standard Specifications. The course aggregate shall be Concrete Aggregate “L” No. 5, and shall meet the State Highway Commission Standard Specifications. The concrete shall consist of one part of the best Portland Cement, two parts of fine aggregate and three parts of course aggregate accurately measured. Water for use with cement in concrete

- shall be clear from oil, acid, injurious alkali and/or vegetable matter.
- (B) Mixing.
- (1) The aggregate, cement and water shall be thoroughly mixed in an approved batch mixer so designed, constructed and operated that a thorough mixing of the materials is assured and the consistency of all batches is the same. All of the material shall remain in the drum of the mixer for a period of not less than two minutes, during which time the drum shall revolve not less than 14 nor more than 20 revolutions per minute. The entire contents of each batch shall be removed from the drum before the materials for the succeeding batch are placed therein.
 - (2) The volume of material mixed per batch shall not exceed the manufacturer's rating or a rating approved by the Associated General Contractors of America.
 - (3) If the actual construction work of the sidewalk is being done by the property owner himself, the mixing may be done by hand providing the workmanship meets the specifications so set out in this subchapter.
- (C) Consistency. The consistency of the concrete shall be measured as described in "Tentative Method of Test for Consistency of Portland Cement, A.S.T.M. Serial Designation D 138-32T." The slump- shall not be less than one inch nor more than three inches.

('63 Code, §§ 22-6 - 22-8) Penalty, see § 95.99

§ 95.07 EXPANSION JOINTS.

Expansion joints shall be placed at intervals not to exceed 25 feet. The preformed filler to be used in the expansion joints shall be composed of a durable elastic compound of mineral or vegetable matter. The thickness shall not be less than one-half inch, the length shall be equal to the sidewalk width and the width shall not be less than the thickness of the sidewalk. Preformed filler of one-inch thickness shall be placed where the sidewalk joins with any curb or curb gutter.

('63 Code, § 22-9) Penalty, see § 95.99

§ 95.08 PLACING CONCRETE.

The subgrade shall be wetted before the concrete is placed therein. The concrete shall be deposited within the forms upon the wetted subgrade to such a depth that after being compacted it shall be to the full thickness required. It shall be leveled off and tamped sufficiently to bring the mortar to the surface after which it shall be finished smooth and even by means of a wood float. The edges shall be rounded with an edger having a radius of one-fourth inch.

Transverse joints shall be cut with a jointer having a radius of one-quarter inch at intervals not greater than the width of the sidewalk being constructed, unless otherwise directed by the Street Department. When completed, the sidewalk shall be covered with wet burlap, straw or sisalkraft paper and kept wet for a period of not less than 48 hours. No concrete work shall be done during freezing weather. Whenever there is danger that the temperature shall reach the freezing point, sufficient straw or other suitable material shall be added to the covering material to prevent freezing of the concrete before it is thoroughly cured.

('63 Code, § 22-10) Penalty, see § 95.99

§ 95.09 DRIVEWAYS.

Where driveways are to be built across the sidewalk space they shall conform to the sidewalk grade and shall be six inches in depth of the same quality and material as specified for walks.

('63 Code, § 22-11) Penalty, see § 95.99

§ 95.10 ALLEY CROSSING.

All alley crossings shall be constructed of concrete six inches thick, of the same finish and material as specified for walks and will be concave or straight as may be ordered by the Street Department.

('63 Code, § 22-12) Penalty, see § 95.99

§ 95.11 INSPECTION AND ACCEPTANCE.

The material for all sidewalks hereafter built or repaired in the city, shall be inspected and approved by the Street Department before using, and all sidewalks made new or repaired shall be done under the supervision of the Street Department, who shall inspect and report on the same before the approval and acceptance of the City Council.

(‘63 Code, § 22-13) Penalty, see § 95.99

§ 95.12 NOTICE TO PROPERTY OWNERS.

Whenever in the opinion of the Board of Public Works and Safety a new sidewalk should be built, or old sidewalks repaired, the Board shall forthwith give notice to the owner of the abutting property or his agent, if residents of the city and in case such owner or agents be nonresidents of the city, the Street Department shall serve such notice by sending a copy thereof by registered mail to such owner or agent, if the address of such owner or agent be known to the Street Department, and if such owner or agent be nonresidents and their address be unknown, or such real estate be vacant or unoccupied and the residence of the owner or agent be unknown, then the Street Department shall post a copy of the notice on the property in a conspicuous place requiring the owner to build or repair the same within 30 days from the date of the notice. In case the owner shall fail to build or repair any such sidewalk, after the notice is given, then the city shall proceed to build or repair such walk and the costs, charges and expenses thereof shall be charged against the owner of such property and shall be collected in the same manner as assessments for street improvements.

(‘63 Code, § 22-14) Penalty, see § 95.99 Cross-reference:
Joint payment of repair or replacement costs by owner and city, see § 95.71

§ 95.13 REPAIR OF SIDEWALK.

- (A) When any sidewalk within the city shall become out of repair and it is necessary to make repair according to the section that follows, consultation shall be made with the Street Department. No sidewalk block made at the time of the original construction shall be cut in order to save a part of the original block at the time of repair. The entire block shall be replaced.
- (B) Determination of repair. When any sidewalk within the city shall be or become out repair so as to render the same unsafe, unfit or inconvenient for passage thereover by pedestrians, the Board of Public Works and Safety shall notify the owners of the abutting property adjoining of the defect in such sidewalk, and in the event the same is not repaired, relaid or replaced as directed within 30 days, then the Board shall present a resolution to the Council ordering such sidewalk improved as provided by the laws of the state, this subchapter and any other provisions of this code and any other ordinance of the city, and the Council shall take such action as shall be deemed proper by the Council. For the purpose and within the purview of this subchapter, the determination of the Board of Public Works and Safety as to the necessity of the repair, relaying or replacing of any such sidewalks to render the same safe, fit or convenient for passage thereover by pedestrians, shall be conclusive so far as the city is concerned.

(‘63 Code, § 22-16) Penalty, see § 95.99 Cross-reference:
Replacement of curbs and sidewalks, see §§ 95.70 et seq.

§ 95.14 DISPOSITION OF DIRT AND OLD MATERIAL.

Whenever any sidewalk shall have been ordered built, repaired, relaid or replaced, the dirt removed may be used by the city in improvement of the street on which building or repairs are being made or on streets, alleys, or public places the grading of which is of the same general plan. In case the city does not so use the dirt, the property owner may remove it together with all old material within five days from the completion of such work. In case the property owner fails to do so, the contractor shall proceed to remove the same and the cost thereof shall be collected as part of the cost of the improvement. It shall be the duty of the contractor, at all time while building, repairing, relaying or replacing any sidewalk, to see to it that the stakes indicating the grade of the same have not been tampered with.

(‘63 Code, § 22-17) Penalty, see § 95.99 Cross-reference:
Joint payment of repair or replacement costs by owner and city, see § 95.71

§ 95.15 TAMPERING WITH GRADE STAKES.

It shall be unlawful for any unauthorized person to tamper with or in any way interfere with any grade stake for any sidewalk or to deface or disturb any such walk while in process of construction, and upon conviction thereof, shall be fined according to the penalty provided for in this subchapter.

('63 Code, § 22-18) Penalty, see § 95.99

CURBS AND GUTTERS

§ 95.25 CURBS RESPONSIBILITY OF PROPERTY OWNER.

It shall be the responsibility of the property owner to maintain curbs and gutters fronting his property on the street in proper and safe condition.

('63 Code, § 22-20) Penalty, see § 95.99

§ 95.26 COMPLIANCE WITH CITY REGULATIONS.

Curbs and gutters must be constructed according to the specifications as set out by the city. ('63 Code, § 22-21) Penalty, see § 95.99

§ 95.27 FAILURE TO MAINTAIN.

The city shall give proper notice to any property owner whose curbs and gutters are in faulty repair and unsafe condition. In the event the property owner does not comply with such order, the city shall repair such gutters and curbs and the property owner shall bear the cost of the expense.

('63 Code, § 22-22) Penalty, see § 95.99 Cross-reference:

Joint payment of repair or replacement costs by owner and city, see § 95.71

EXCAVATIONS

§ 95.35 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APPLICANT. The person or firm who is applying for excavation permit and who is responsible either directly or through subcontractor, to complete or perform the work.

COMMERCIAL EXCAVATION. An excavation performed at a residential unit located within a commercial, industrial, or retail area OR at any non residential property OR any residential unit with more than two family dwelling units.

EXCAVATION. Any hole, hollow, or opening in or on or under any street, sidewalk, curb, alley, or any area within the City right-of-way.

MAKE. Any act by which some object or purpose is accomplished or is attempted to be accomplished, which act is performed by a person himself or by any agent or servant, or both.

PERSON. Any natural person, firm, copartnership, association or corporation.

PERVIOUS MATERIAL. Any gravel or crushed stone and shall not include any soil, subsoil or nonporous matter.

RESIDENTIAL EXCAVATION. An excavation performed at a residential living property containing two family dwelling units or less located in an area outside of a commercial, industrial, or retail area.

STREET. The entire width between the boundary lines of any public street, avenue, highway or road located in this city and established for the use of vehicles.

('63 Code, § 8-1) (Am. Ord. 99-5, passed 7-1-99)

§ 95.36 BOARD OF PUBLIC WORKS TO ADMINISTER.

It shall be the duty of the Board of Public Works and Safety to administer the provisions of this subchapter. But the Board shall have the power to delegate any of its duties created by this subchapter to its clerk or other officers, employees and agents of this city. In administering the provisions of this subchapter, the Board:

- (A) Shall collect all sums of money required by this subchapter or by the Board to be paid. The Board may delegate the collection of such sums of money to the Clerk-Treasurer.
- (B) Shall conduct inspections of all excavations.
- (C) Shall determine from time to time the unit prices to be used as a basis for any established expense and shall determine all cost required by this subchapter or by the Board to be paid.
- (D) Shall issue an excavation permit to any person desiring to make an excavation if such person has complied with the provisions of this subchapter relative to the procurement of such permit.
- (E) Shall keep a record of all violations of this subchapter and of all violations of the laws of the state applicable to excavations, together with the final disposition.
- (F) Shall prescribe the form or forms to be utilized in administering the provisions of this subchapter.
- (G) May correct any work performed by any person in violation of any of the provisions of this subchapter, determine the cost thereof and require of such person the payment of such cost.
- (H) May fill, compact the subsoil in, an excavation made by a person who has failed or is failing to do so such as prescribed in this subchapter, determine the cost thereof, and require such person to pay such cost.
- (I) May give barriers, lights, signs or otherwise warning of an excavation made or being made by any person who has failed or is failing to give warning, determine the cost thereof and require of such person the payment of such cost.
- (J) May issue orders concerning excavations and supervise any work performed at any excavation made or being made for the purpose of connecting with or tapping a sewer of this city.
- (K) May restore to its condition prior to an excavation, the surface of the street in, on or under which such excavation was made, determine the cost thereof, and require the person who made such excavation the payment of such cost.
- (L) May revoke any or all of the excavation permits of any person who has failed or is failing to comply with any order of the Board concerning an excavation made or being made by such person.
- (M) May perform any other act necessary for the due administration of this subchapter.

('63 Code, § 8-2) Penalty, see § 95.99

§ 95.37 PERMIT.

- (A) Permit required. It shall be unlawful and a violation of this subchapter for any person except an agent or employee of this city acting within the scope of his employment to make an excavation without a permit first obtained therefore from the Board of Public Works and Safety.
- (B) Application; information required. Any person desiring to make an excavation may obtain an excavation permit therefore by filing with the Board a written and sworn application on a form or forms prescribed by the Board, therein setting out the location, purpose, and size of the proposed excavation, together with any other matter deemed by the Board to be essential for the administration of its office.
- (C) Fee. The permit fee is \$25.00 to cover the cost of issuing such permit.
- (D) Damage Deposit. Residential Excavation: \$250.00
Commercial Excavation: \$500.00

('63 Code, §§ 8-3 - 8-5) (Am. Ord. 99-5, passed 7-1-99) Penalty, see § 95.99

§ 95.38 RESTORATION GUIDELINES.

Applicant shall return all areas of any street, alley, sidewalk, curb, or any other area within the City's right-of-way or easement, to as good a condition as it was in prior to commencing excavation. In all cases excavation work shall be carried out according to the following guidelines and procedures:

- (A) Concrete, asphalt, or any other paved surface shall be cut by a saw or air hammer to make an even square

edge.

- (B) Excavations shall be marked appropriately with barricades. Flashing yellow lights are also required if excavation is to be left open during the night, and excavation shall be covered, using appropriate material to prevent property damage or injuries. Where crowd control is needed, appropriate fencing shall be erected. By obtaining a permit under this chapter, the contractor expressly agrees to hold the City harmless and indemnify it for any and all liability and costs, including attorney's fees, arising out of or in any way connected with the project which is the subject of the permit.
- (C) Back fill material shall be compacted in six inch lifts. Sand or crushed stone shall be used as backfill material one foot below any pipe and two feet above any pipe. Within more than 12 inches from the top of an asphalt or concrete surface, sand shall be used as the backfill material. The 12 inches between the aforementioned point and the concrete or asphalt surface shall be filled with #52 or #73 crushed stone, heaping approximately two inches above the surface level. All materials are to be brought up and compacted in six inch lifts.
- (D) The Street Department will monitor for settling and make a repair patch after the back fill material has had a reasonable time to settle. The cost therefor shall be charged to the contractor. The contractor, with the City's authority, may be permitted to make concrete or asphalt repairs on a case by case basis, within 90 days of the end of the project.
- (E) Charges for asphalt and concrete repair patches shall be based on current City costs.
- (F) Alleys (non-vacated), shall be returned to the condition they were in prior to excavation using compacting practices stated in paragraph (C). No substitutions of materials shall be authorized except that the use of upgraded materials may be authorized by the Street Commissioner.
- (G) Sidewalks and curbing shall be repaired and/or replaced in accordance with the standards outlined elsewhere in this chapter.
- (H) Areas within the right-of-way must be returned to the condition they were in prior to the excavation to the satisfaction of the City, in consultation with adjoining property owners.
- (I) Prior to excavation, the contractor shall mark specific areas to be excavated with flags or marking paint. Photographs of property to be excavated shall then be taken by an authorized City employee and maintained on file with the excavation permit in the City Clerk's Office. Only then shall excavation begin. Once the work is completed, the site shall be given a final inspection by the Street Commissioner and a determination shall be made by said commissioner as to any payments required by the applicant. No refund of damage deposit paid pursuant to this section shall be given until the Street Commissioner, or other authorized City employee, has determined the contractor has fully complied with this section.
- (J) At the time of permitting, a pre-construction meeting shall be scheduled between the contractor and the authorized city employee to discuss the details of the excavation, obtain photos, and to handle other matters connected with the project.
- (K) A current certificate of insurance naming the contractor and the City as beneficiaries shall be maintained in the Clerk's Office for all projects requiring a permit.
- (L) All other provisions of Municipal Code of the City of Delphi shall remain in full force and effect.
- (M) A contractor or property owner who fails to obtain permits under this section as required, or who fails to follow the guidelines established hereby, commits a Class A Infraction as defined in I.C. 34-4-324. Additionally, such a failure shall result in liability to the City for costs associated with the restoration of any property which is required by the violation of this section, forfeiture of any damage deposit; and loss of permitting privileges under this section for a period of 90 days.

('63 Code, § 8-6) (Am. Ord. 99-5, passed 7-1-99) Penalty, see § 95.99

§ 95.39 VIOLATIONS.

The following acts shall constitute violations of this subchapter of the code:

- (A) Falsifying statements on an application for an excavation permit or otherwise fraudulently induce the Board of Public Works and Safety.
- (B) Utilizing an excavation permit for making an excavation not authorized by such permit.
- (C) Failure to allow the Board to inspect at any time any excavation made or being made by such person.
- (D) Failure to allow the Board to supervise any work performed at any excavation made or being made for the purpose of connecting with or tapping a sewer of this city or fail to perform any such work as directed by the Board.
- (E) Failure to comply with any order of the Board relative to any excavation made or being made by such person.

- (F) Failure to erect or place barriers, lights, signs or otherwise warning of any excavation made or being made by such person, or fail in the event the Board shall give such warning, to pay the cost thereof required by the Board to be paid by such person.
- (G) Failure after such person has made an excavation and after the purpose thereof has been accomplished:
 - (1) To fill such excavation promptly.
 - (2) To fill with subsoil that portion of such excavation which is more than 18 inches beneath the surface of the street where such excavation is located.
 - (3) To compact any subsoil used for filling such excavation.
 - (4) To fill with pervious material that portion of such excavation which is located 18 inches beneath the surface of street where such excavation is located to such surface.
- (H) Failure, in the event the Board shall fill and compact the subsoil in an excavation, to do the same as prescribed by this subchapter.
- (I) Failure, in the event the Board shall correct any work performed by any person in violation of any provision of this subchapter, to pay the cost thereof required by the Board to be paid by such person.
- (J) Failure to pay the cost required by the Board to be paid to cover the actual cost incurred by this city by restoring to its condition, prior to an excavation made by such person, the surface of the streets in, on or under which such excavation was made.

('63 Code, § 8-7) Penalty, see § 95.99

SNOW REMOVAL; STREET CLEANING

§ 95.60 SNOW REMOVAL.

- (A) The following sections of the following streets in the city are designated as “Emergency Snow Street” sections:
 - (1) Franklin Street:
 - (a) Between Union Street and Market Street; and
 - (b) Between Union Street and the Norfolk and Southern Railroad right of way.
 - (2) Front Street, between Market Street to Union Street.
 - (3) Illinois Street, between Front Street and the Norfolk and Southern Railroad right of way.
 - (4) Main Street, between Indiana Street and the Norfolk and Southern Railroad right of way.
 - (5) Market Street:
 - (a) Between Main Street and Franklin Street; and
 - (b) Between Front Street and the Norfolk and Southern Railroad right of way.
 - (6) Union Street:
 - (a) Between Main Street and Franklin Street; and
 - (b) Between Front Street and the Norfolk and Southern Railroad right of way.
 - (7) Wabash Street, between Front Street and the Norfolk and Southern Railroad right of way.
 - (8) Washington Street:
 - (a) Between Main Street and Franklin Street; and
 - (b) Between Front Street and the Norfolk and Southern Railroad right of way.
- (B) Whenever it is determined by the Mayor or Street Commissioner that more than two inches of snowfall have accumulated and that a snow emergency exists, it shall be unlawful to block or interfere with efficient snow clearance within any of those sections of streets listed in division (A) of this section until adequate clearance of such snowfall accumulation within such section has been accomplished by the Street Department. Any of the following acts or omissions shall constitute the unlawful blocking of or interference with efficient snow clearance within the meaning of this section:
 - (1) To initially park any vehicle or leave any vehicle standing within any such street section after a snowfall accumulation in excess of two inches and prior to the clearance thereof.
 - (2) To fail to remove promptly, upon a snowfall accumulation in excess of two inches, any vehicle previously parked or left standing within any such street section.
- (C) Any vehicle found to be blocking, parked, or left standing in violation of division (B) of this section may be removed by or at the direction of the Street Commissioner or any employee of the Street Department and taken to the nearest garage or other place of safety for storage until claimed by the owner of such vehicle.

The cost and expense of the removal and storage shall be paid by the owner of such vehicle, who shall be notified by the Street Commissioner or Chief of Police of the location of such vehicle as soon as feasible after such removal.

- (D) The Street Commissioner shall cause those sections of streets enumerated in division (A) of this section to be clearly marked as “Emergency Snow Street” sections by posting signs at reasonable intervals along such sections of said streets bearing the inscription “Emergency Snow Street.”

(Ord. 1-76, passed 2-2-76; Am. Ord. 94-17, passed 12-1-94)

§ 95.61 STREET CLEANING.

- (A) The provisions of this section shall apply to the following sections of the following streets within the City:

- (1) Franklin Street:
 - (a) From Illinois Street to Union Street; and
 - (b) From the Norfolk and Southern Railroad right of way to Union Street.
- (2) Front Street, from Market Street to Union Street.
- (3) Main Street:
 - (a) From Illinois Street to Indiana Street; and
 - (b) From the Norfolk and Southern Railroad right of way to Union Street.
- (4) Market Street:
 - (a) From Front Street to Monroe Street; and
 - (b) From Front Street to the Norfolk and Southern Railroad right of way.
- (5) Monroe Street, from the Norfolk and Southern Railroad right of way to Union Street.
- (6) Union Street:
 - (a) From Front Street to Franklin Street; and
 - (b) From Front Street to Monroe Street.
- (7) Washington Street:
 - (a) From Front Street to Monroe Street; and
 - (b) From Water Street to the Norfolk and Southern Railroad right of way.

- (B) It shall be unlawful to block or interfere with efficient street sweeping within any of those sections of streets listed in division (A) of this section between the hours of 3:00 a.m. and 6:00 a.m. on any Monday during the months of March through November of any year. Any of the following acts or omissions shall constitute the unlawful blocking of or interference with such efficient street sweeping within the meaning of this section:

- (1) To initially park any vehicle or leave any vehicle standing within any such street section between the hours of 3:00 a.m. and 6:00 a.m. on any Monday during the months of March through November.
- (2) To fail to remove, on or before the hour of 3:00 a.m. on any Monday during the months of March through November, any vehicle previously parked or left standing within any such street section prior to such hour of 3:00 a.m.

- (C) Any vehicle found to be blocking, parked, or left standing in violation of division (B) of this section may be removed by or at the direction of the Street Commissioner or any employee of the Street Department and taken to the nearest garage or other place of safety for storage until claimed by the owner of the vehicle. The cost and expense of the removal and storage shall be paid by the owner of such vehicle, who shall be notified by the Street Commissioner of the location of such vehicle as soon as feasible after such removal.

- (D) The Street Commissioner shall cause those sections of streets enumerated in division (A) of this section to be clearly marked, during the months of March through November of each year, as “No Parking” areas between the hours 3:00 a.m. and 6:00 a.m. on Mondays, by posting signs to that effect at reasonable intervals along each of the street sections.

(Ord. 2-76, passed 5-3-76; Am. Ord. 94-18, passed 12-1-94)

REPLACEMENT OF CURBS AND SIDEWALKS

§ 95.70 STANDARDS FOR REPAIR OR REPLACEMENT.

- (A) The description of safe and satisfactory sidewalks and curbs contained in this chapter is hereby adopted to provide minimum standards for construction of sidewalks and curbs.

(B) All work for the replacement or repair of sidewalks and curbs shall be performed in a good workmanlike manner according to the accepted standards and practices in the trade.

(Ord. 94-14, passed 11-3-94) Penalty, see § 10.99 Cross-reference:
Construction standards for sidewalks, see §§ 95.01 through 95.15 Construction standards for curbs, see §§ 95.25 through 95.27

§ 95.71 JOINT PAYMENT OF COSTS OF REPAIR OR REPLACEMENT.

The Board of Works after consultation with the Street Commissioner and subject to appropriation of funds by the Common Council, may from time to time establish programs whereby the city may join in with property owners to jointly pay for the repair and/or replacement of curbs and sidewalks in the city at such cost percentages as the Board of Works may determine for that year pursuant to bids received by the city for such construction work. Provided however, that all sums due by property owners shall be deposited into the fund hereby established for that purpose in the office of the Clerk-Treasurer prior to the commencement of the repair or replacement on the owner's property.

(Ord. 94-14, passed 11-3-94)

§ 95.72 ADMINISTRATION BY COMMISSIONER OF STREET DEPARTMENT.

The Commissioner of the Street Department shall be authorized to administer and to proceed under the provisions of this subchapter in order to facilitate the repair and/or removal and replacement of any sidewalks or curbs within the city found to be in need of replacement or repair as specified from time to time by the Board of Works.

(Ord. 94-14, passed 11-3-94)

§ 95.73 DISCRETIONARY POWERS OF ENFORCING OFFICERS.

Whenever it is provided that anything must be done to the approval of or subject to the direction of the Street Commissioner or any other officer of the city, this shall be construed to give such officer only the discretion of determining whether the rules and standards established by ordinance have been complied with; and no such provisions shall be construed as giving any officer discretionary powers as to what such regulations or standards shall be, power to require conditions not prescribed by ordinance, or to enforce ordinance provisions in an arbitrary manner.

(Ord. 94-14, passed 11-3-94)

§ 95.74 VIOLATIONS.

No person, firm, or corporation, whether as owner, lessee, sublessee or occupant, shall repair, replace, or remove, any sidewalk or curb or cause or permit the same to be done, contrary to or in violation of any of the provisions of this subchapter or any other provision in this Code of Ordinances.

(Ord. 94-14, passed 11-3-94) Penalty, see § 10.99

§ 95.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense. Any person who shall violate the provisions of said sections relative to the costs incurred by this city or other sums of money may also be adjudged liable for such costs or sums of money.

(63 Code, § 22-19; Am. Ord. 2020-4, passed 11-2-2020). Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 96: FIRE PREVENTION

Section

- 96.01 Inflammable liquids
- 96.02 False alarms
- 96.03 Liquified petroleum gases
- 96.99 Penalty

Cross-reference:

Volunteer Fire Department, see §§ 34.14 et seq.

§ 96.01 INFLAMMABLE LIQUIDS.

- (A) Residential storage. The storage of benzine, benzol, gasoline, naphtha and their compounds in any home or residence is forbidden.
- (B) Storage in private garage. The storage in private garages of benzine, benzol, gasoline, naphtha and their compounds is limited to approved sealed containers or safety cans and shall not exceed an aggregate total of five gallons.

('63 Code, §§ 9-8, 9-9)

§ 96.02 FALSE ALARMS.

It shall be unlawful for any person to give or attempt to give or cause to be given a false alarm of fire.

('63 Code, § 9-10)

§ 96.03 LIQUIFIED PETROLEUM GASES.

- (A) State Fire Marshal rules to govern. The installation, use, handling and storage of liquified petroleum gases within the territorial jurisdiction of the City shall be regulated and governed by the rules and regulations therefor, adopted by the State Fire Marshal as amended.
- (B) New installations.
 - (1) Prior inspection required. Any person intending to install, use, handle or store liquefied petroleum gases within the territorial jurisdiction of the city shall, prior to the actual installation, use, handling or storage of liquified petroleum gases, apply to and request the Chief of the Fire Department, or his duly authorized representative, to inspect the premises upon which such installation, use, handling and storage is contemplated and to examine the proposed installation, use, handling or storage of liquified petroleum gases with reference thereto.
 - (2) Inspector to issue permits. If said premises and the proposed installation, use, handling or storage of said liquified petroleum gasses thereon shall be in accordance with the rules and regulations provided in division (A) of this section, the Inspector or his duly authorized representative shall give written authorization for the issuance of a permit to the applicant for the use, installation, handling and storage of the liquified petroleum gases on the premises.
- (C) Old installations.
 - (1) Inspection by Fire Chief required. All persons having before installed and presently are using, handling or storing liquified petroleum gases within the territorial jurisdiction of the city shall within 90 days from the effective date of this chapter, apply to and request the Chief of the Fire Department, or his duly authorized representative, to inspect the premises and examine the installation, use, handling, or storage of liquified petroleum gases thereon.
 - (2) Inspector to issue permits. If the installation, use, handling or storage of liquified petroleum gases shall conform to the rules and regulations provided in division (A) of this section, the Inspector or his duly authorized representative, shall give written authorization for the issuance of a permit to the applicant for the continued installation, use, handling or storage of the liquified petroleum gasses on the premises.
- (D) Defects; procedure for remedying. In the event the present installation, use, handling or storage of liquified petroleum gases shall not conform to the rules and regulations of division (A) of this section, the applicant shall be given notice thereof and shall within 90 days after and from the date of the notice, alter the installation, use, handling or storage of the liquified petroleum gases on the premises and conform to the rules and regulation therefor, as provided in division (A) of this section.

- (E) Fire Chief to inspect. The Chief of the Fire Department or his duly authorized representative shall conduct all inspections and examinations of and the Clerk shall issue all permits for the installation, use, handling or storage of liquified petroleum gases within the territorial jurisdiction of the city, and no charge shall be made for the inspection or examination or for the issuance of any permit.

('63 Code, §§ 15-1 - 15-7)

§ 96.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

('63 Code, § 15 -1 – 15 - 7; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 97: GARAGE AND YARD SALES

Section

- 97.01 Definition
- 97.02 Restrictions
- 97.99 Penalty

§ 97.01 DEFINITION.

For the purpose of this chapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

GARAGE or YARD SALE. A public or private sale conducted by the owner or occupier of a premises, and conducted within a residence, garage, or other accessory buildings or outside thereof, which sale is of six or more items of personal property owned or in the possession of the owner or occupier of the premises, which personal property was not acquired by the owner or occupier for the purpose of resale or acquired within one year of date of such sale.

(Ord. 4-81, passed 6-15-81)

§ 97.02 RESTRICTIONS.

- (A) A garage or yard sale may be conducted no more than three times in any one calendar year on a premises located in any U-1 or U-2 zoned areas. Such sale shall not be conducted for more than three consecutive days.
- (B) All items of personal property sold at such garage or yard sale shall be owned by the owner or occupier of the premises, unless permission for sale of items not owned is given by the official issuing the permit.
- (C) The garage or yard sale shall only be conducted during the hours from sunrise to sunset.
- (D) All personal property exhibited for sale outside any structure during such garage or yard sale shall be removed from the outside and placed within a structure immediately following the last day of such sale. All signs erected for such sale shall likewise be removed.
- (E)
 - (1) Signs are to be erected only on the premises where the garage or yard sale is being conducted, unless specific permission has been granted for the erection of a sign on another property by the owner or occupier of the premises.
 - (2) Under no circumstances shall signs of any kind be attached to any utility poles.
- (F) No garage or yard sale shall be held without the owner or occupier of the premises where such sale is to be conducted having first obtained a permit from the office of the City Clerk-Treasurer.
- (G) The sale permit may be obtained upon payment of the fee of \$1, and the permit shall be posted at the premises where the garage or yard sale is to be held.

(Ord. 4-81, passed 6-15-81)

§ 97.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 4-81, passed 6-15-81; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 98: CEMETERIES

Section

- 98.01 Designation of cemetery
- 98.02 City to operate
- 98.03 Grave charge
- 98.04 Desecration of graves; vandalism
- 98.99 Penalty

§ 98.01 DESIGNATION OF CEMETERY.

Morning Heights Cemetery is designated as the city cemetery.

(63 Code, § 17-20)

§ 98.02 CITY TO OPERATE.

The city shall supervise, maintain and operate the Morning Heights Cemetery in accordance with the statutes applicable and shall enact such rules and regulations as are necessary for its proper care and operation.

(63 Code, § 17-21)

§ 98.03 GRAVE CHARGE.

The cost of a grave shall be \$8.

(63 Code, § 17-22)

§ 98.04 DESECRATION OF GRAVES; VANDALISM.

It shall be unlawful for any person to desecrate any grave or cemetery property by reason of destruction of property or other act of vandalism.

(63 Code, § 17-23)

§ 98.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(63 Code, § 17-24; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 99: TREES

Section

- 99.01 City authority
- 99.02 Definitions
- 99.03 Forestry Commission
- 99.04 Tree species to be planted
- 99.05 Spacing
- 99.06 Distance from curb and sidewalk
- 99.07 Utilities
- 99.08 Public tree care
- 99.09 Treatment of street and park trees
- 99.10 Pruning, corner clearance
- 99.11 Dead or diseased tree removal on private property
- 99.12 Removal of stumps
- 99.13 Interference with Forestry Commission
- 99.14 Arborists license and bond
- 99.15 Review by Common Council
- 99.16 Tree care
- 99.17 Planting permit; prohibited types
- 99.18 Tree Fund
- 99.99 Penalty

§ 99.01 CITY AUTHORITY.

The city shall have charge, custody and control of all trees and shrubs growing now or hereafter on any street, highway, or public place in the city.

(‘63 Code, § 27-1) (Am. Ord. 2007-3, passed 7-2-07)

§ 99.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

PARK TREES. Trees, shrubs, bushes and all other woody vegetation in public parks having individual names, and greenways, and all areas owned by the city, or to which the public has free access as a park.

PARKWAY. The land along the curb, or the grass strip between the sidewalk and the curb adjacent to public streets and/or highways in the public right-of-way.

STREET TREES. Trees, shrubs, bushes and all other woody vegetation on land lying between property lines on either side of all streets, avenues or ways within the city.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.03 FORESTRY COMMISSION.

- (A) Creation and establishment. There is created and established a Forestry Commission for the city for the purpose of promoting and protecting the public health, safety and general welfare by providing for the regulation of the planting, maintenance and removal of trees, shrubs, and other plants within the city. This Commission shall consist of five members, citizens and residents of this community, who shall be appointed by the Mayor with the approval of the/Common Council. The Director of Development and the Street Commissioner shall be ex-officio members.
- (B) Term of office. The term of the five persons to be appointed by the Mayor shall be three years except that the

term of two of the members appointed to the first Board shall be for only one year and term of two members of the first board shall be for two years. In the event that a vacancy shall occur during the term of any member, his or her successor shall be appointed for the unexpired portion of the term.

- (C) Compensation. Members of the Commission shall serve without compensation.
- (D) Duties and responsibilities. It shall be the responsibility of the Commission to plan, investigate, counsel and develop and/or update annually and administer a written plan for the care, preservation, pruning, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. It shall also be the responsibility of the Commission to develop and/or update annually, and to administer a written Forestry Manual regulating the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets, and in other public areas. Such plan and Forestry Manual will be presented annually to the Common Council and (upon their acceptance and approval) shall constitute the Comprehensive City Forestry Plan and Forestry Manual for the city.
- (E) Operation. The Commission shall choose its own officers, make its own rules and regulations, and keep a journal of its proceedings, A majority of the members shall be a quorum for the transaction of business.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.04 TREE SPECIES TO BE PLANTED.

The Forestry Commission shall develop and maintain a list of desirable trees for planting along streets in three size classes based on mature height; small (under 20 feet); medium (20 - 40 feet); large (over 40 feet). Lists of trees not suitable for planting shall also be created by the Forestry Commission.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.05 SPACING.

The spacing of street trees will be in accordance with the tree species size classes listed in § 99.04 and no trees may be planted closer than as specified in the Forestry Manual.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.06 DISTANCE FROM CURB AND SIDEWALK.

The distance trees may be planted from curbs or curblines and sidewalks will be in accordance with the three species size classes listed in § 99.04 and no trees may be planted closer to any curb, sidewalk, street corner or fireplug than as specified in the Forestry Manual.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.07 UTILITIES.

No street trees other than those species listed as small trees in § 99.04 may be planted under or within ten feet of any overhead utility wire or known underground utility.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.08 PUBLIC TREE CARE.

- (A) The city shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the right-of-way lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of public grounds.
- (B) The Forestry Commission may remove or cause or order to be removed, any tree or part thereof which is in unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is infected with any injurious fungus, insect or other pest. This section does not prohibit the planting of street trees by adjacent property owners providing that the selection and location of the trees is in accordance with this chapter, and with approval from the Forestry Commission as to species and location of the tree. Any application for permit or approval from the Forestry Commission shall be directed to the office of the Clerk-Treasurer.
- (C) The city shall have the right to prune or remove trees within the city utility right-of-way as necessary for

repairs and maintenance to the city utilities.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.09 TREATMENT OF STREET AND PARK TREES.

It shall be unlawful for any person other than a person appointed by the city or the Forestry Commission to fasten or attach, in any way, to any street tree, park tree or other tree on public property, any rope, wire, sign, poster, handbill or other object. It shall further be unlawful as a normal practice for any person or firm, other than as appointed by the city or the Forestry Commission, to prune, spray, treat, top or remove any street tree, park tree or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this chapter at the determination of the Forestry Commission.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.10 PRUNING, CORNER CLEARANCE.

Every owner of any tree overhanging any street or right-of-way within the city shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any intersection and so that there shall be a clear space of 13 feet above the street surface or eight feet above the sidewalk surface. The owners shall remove all dead, diseased or dangerous trees or broken or decayed limbs which constitute a menace to the safety of the public. The city shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign or sight triangle at intersections. Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements. A utility tree trimming policy must be reviewed by the utility company and the Forestry Commission prior to any trimming by the utility company.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.11 DEAD OR DISEASED TREE REMOVAL ON PRIVATE PROPERTY.

The city shall have the right to cause the removal of any trees prohibited pursuant to § 99.17. and any dead or diseased trees on the public right of way or on private property within the city, when such trees constitute a hazard of life and property or harbor insects or disease which constitute a potential threat to other trees within the city. The Forestry Commission will notify in writing the owners of such trees. Removal shall be done by the owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the city shall have the authority to remove such trees and charge the cost of removal on the owners property tax notice.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.12 REMOVAL OF STUMPS.

All stumps of street and park trees shall be removed to within six inches or less from the surface of the ground so that the top of the stump shall not project more than six inches above the surface of the ground.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.13 INTERFERENCE WITH FORESTRY COMMISSION.

It shall be unlawful for any person to prevent, delay or interfere with the Forestry Commission, or any of its agents, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street trees, park trees, or trees on private property, as authorized in this chapter.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.14 ARBORISTS LICENSE AND BOND.

It shall be unlawful for any person or firm to engage in the business or occupation of pruning, treating or removing

street or park trees within the City without first applying for and procuring a license. The license fee shall be \$25 annually in advance; provided, however, that no license shall be required of any public service company, including electric utilities and their agents/contractors or city employees doing such work in the pursuit of their public service endeavors. Before any licenses shall be issued, each applicant shall first file evidence of possession of liability insurance in the minimum amounts of \$300,000 for bodily injury and \$50,000 for property damage indemnifying the city or any person injured or damaged resulting from the pursuit of such endeavors as herein described. An application for permit as described herein shall be directed to the Office of the Clerk-Treasurer and shall be granted or rejected by the Commission.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.15 REVIEW BY COMMON COUNCIL.

The Common Council shall have the right to review the conduct, acts and decisions of the Forestry Commission. Any person may appeal from any ruling or order of the Forestry Commission to the Common Council who may hear the matter and make final decisions.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07)

§ 99.16 TREE CARE.

Notwithstanding other provisions of this chapter, It shall be the duty of each property owner abutting street shade trees to keep the abutting trees properly trimmed to a proper height so as not to interfere with pedestrian or vehicular traffic. It shall also be the duty of each property owner to remove dead limbs that may be doing damage to the buildings or property of either his or her own or his or her neighbor's property. Property owners are also responsible for the care trees need, treatment or removal by reason of any type of tree disease.

('63 Code, § 27-2) (Am. Ord. 2007-3, passed 7-2-07)

§ 99.17 PLANTING PERMIT; PROHIBITED TYPES.

- (A) No person shall plant or cause to be planted any tree, plant, or shrub in any parkway or city right-of-way within the city without first obtaining a written permit from the Street Commissioner.
- (B) In no case shall any person be allowed to plant any trees or shrubs or any derivation thereof declared to be a hazard or otherwise quarantined by the Indiana Department of Natural Resources because of communicable disease or epidemic insect infestation.
- (C) Any trees, shrubs or plants placed on public or private property must conform with the standards set forth in the Forestry Manual, including selection of species, placement, maintenance, and removal.

('63 Code, § 27-3) (Am. Ord. 2007-3, passed 7-2-07)

§ 99.18 TREE FUND.

Fines imposed under the provisions of this chapter and donations made to the city for the purpose of the care and maintenance of trees in streets, highways and public places in the city shall be deposited in a non-reverting Tree Fund to be used for the purpose of the care and maintenance of trees in streets, highways and public places.

(Ord. 2008-12, passed 11-3-08)

§ 99.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense. Violating any provision of this chapter may also result in the revocation of any person or firm's license to prune, treat, or remove trees within the city.

(Ord. 95-2, passed 4-6-95; Am. Ord. 2007-3, passed 7-2-07; Am. Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 100: FAIR HOUSING

Section

- 100.01 Policy
- 100.02 Definitions
- 100.03 Unlawful practice
- 100.04 Discrimination in the sale or rental of housing
- 100.05 Discrimination in residential real estate-related transactions
- 100.06 Discrimination in the provision of brokerage services
- 100.07 Interference, coercion, or intimidation
- 100.08 Prevention of intimidation in fair housing cases
- 100.09 Exemptions
- 100.10 Administrative enforcement

§ 100.01 POLICY.

It shall be the policy of the city to provide, within constitutional limitation, for fair housing throughout its corporate limits as provided for under the federal Civil Rights Act of 1968, as amended, the federal Housing and Community Development Act of 1974, as amended, and I.C. 22-9.5-1 et seq.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AGGRIEVED PERSON. Any person who:

- (1) Claims to have been injured by a discriminatory housing practice; or
- (2) Believes that such person will be injured by a discriminatory housing practice that is about to occur.
(I.C. 22-9.5-2-2)

COMMISSION. The Indiana Civil Rights Commission created pursuant to I.C. 22-9-1-4 et seq. (I.C. 22- 9.5-2-3)

COMPLAINANT. A person, including the Commission, who files a complaint under I.C. 22-9.5-6. (I.C. 22-9.5-2-4)

DISCRIMINATORY HOUSING PRACTICE. An act that is unlawful under §§ 100.04, 100.05, 100.06, 100.07 or 100.08 of this chapter or I.C. 22-9.5-5.

DWELLING. Any building, structure, or part of a building or structure that is occupied as, or designed or intended for occupancy as, a residence by one or more families; or any vacant land which is offered for sale or lease for the construction or location of a building, structure, or part of a building or structure that is occupied as, or designed or intended for occupancy as a residence by one or more families. (I.C. 22-9.5-2- 8)

FAMILIAL STATUS. One or more individuals who have not attained the age of 18 years being domiciled with a parent or another person having legal custody of such individual or the written permission of such parent or other person. The protection afforded against discrimination on the basis of **FAMILIAL STATUS** shall apply to any person who is pregnant or is in the process of securing legal custody of any individual who has not attained the age of 18 years.

FAMILY. Includes a single individual (I.C. 22-9.5-2-9), with the status of such family being further defined hereunder. Also, pursuant to CFR Part 5, the definition of **FAMILY** is revised to include families regardless of the actual or perceived sexual orientation, gender identity, or marital status of its members.

HANDICAP. With respect to a person:

- (1) A physical or mental impairment which substantially limits one or more of such person's major life activities,
- (2) A record of having such an impairment, or
- (3) Being regarded as having such an impairment,

- (4) An impairment described or defined pursuant to the federal Americans with Disabilities Act of 1990.

The term **HANDICAP** shall not include current illegal use of or addictions to a controlled substance as defined in Section 802 of Title 21 of the United States Code; nor does the term **HANDICAP** include an individual solely because that individual is a transvestite.

PERSON. One or more individuals, corporations, partnerships, associations, labor organizations, legal representatives, mutual companies, joint-stock companies, trusts, non-incorporated organizations, trustees, trustees in cases under Title 11 of the United States Code, receivers, and fiduciaries. (I.C. 22-9.5-2-11)

RENT. Includes to lease, to sublease, to let and otherwise to grant for a consideration the right to occupy the premises owned by the occupant. (IC 22-9.5-2-13)

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.03 UNLAWFUL PRACTICE.

Subject to the provisions of division (B) of this section, § 100.09 and I.C. 22-9.5-3, the prohibitions against discrimination in the sale or rental of housing set forth in § 100.04 and I.C. 22-9.5-5-1 shall apply to:

- (A) All dwellings except as exempted by division (B) of this section and I.C. 22-9.5-3.
- (B) Other than the provisions of division (C) of this section, nothing in § 100.04 shall apply to:
- (1) Any single-family house sold or rented by an owner where the private individual owner does not own more than three such single-family houses at any one time, provided that in the sale of such single-family house by a private individual owner not residing in the house at the time of sale or exemption shall apply only to one such sale within any 24-month period. The private individual owner may not own any interest in, nor have owned or reserved on his or her behalf, title to or any right to all or a portion of the proceeds from the sale or rental of more than three such single-family houses at any one time. The sale or rental of any such single-family house shall be exempted from application of this section only if such house is sold or rented:
 - (a) Without the use in any manner of the sales or rental facilities or services of any real estate broker, agent or salesperson, or any person in the business of selling or renting dwellings, or of any employee or agent of any such broker, agent or salesperson, or person; and
 - (b) Without the publication, posting or mailing, after notice of advertisement or written notice in violation of § 100.04(C), but nothing in this provision shall prohibit the use of attorneys, escrow agents, abstracters, title companies and other such professional assistance as necessary to perfect or transfer this title; or
 - (2) Rooms or units in dwellings containing living quarters occupied or intended to be occupied by no more than four families living independently of each other, if the owner actually maintains and occupies one of such living quarters as his or her residence.
- (C) For the purposes of division (B) of this section, a person shall be deemed to be in the business of selling or renting dwellings if:
- (1) He or she has, within the preceding 12 months, participated as principal in three or more transactions involving the sale or rental of any dwelling or any interest therein; or
 - (2) He or she has, within the preceding 12 months, participated as agent, other than in the sale of his or her own personal residence, in providing sales or rental facilities or services in two or more transactions involving the sale or rental of any dwelling or any interest therein; or
 - (3) He or she is the owner of any dwelling unit designed or intended for occupancy by, or occupied by, five or more families.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.04 DISCRIMINATION IN THE SALE OR RENTAL OF HOUSING.

As made applicable by § 100.03 and except as exempted by §§ 100.03(B) and § 100.09, it shall be unlawful:

- (A) To refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of race, color, religion, sex, handicap, familial status or national origin.
- (B) To discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in

the provision of services or facilities in connection therewith, because of race, color, religion, sex, handicap, familial status or national origin.

- (C) To make, print, or publish, or cause to be made, printed, or published any notice, statement or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based on race, color, religion, sex, handicap, familial status or national origin, or an intention to make any such preference, limitation, or discrimination.
- (D) To represent to any person because of race, color, religion, sex, handicap, familial status or national origin that any dwelling is not available for inspection, sale, or rental when such dwelling is in fact so available.
- (E) For profit, to induce or attempt to induce any person to sell or rent any dwelling by representations regarding the entry or prospective entry into the neighborhood of a person or persons of a particular race, color, religion, sex, handicap, familial status or national origin.
- (F)
 - (1) To discriminate in the sale or rental, or to otherwise make available or deny, a dwelling to any buyer or renter because of a handicap of:
 - (a) That buyer or renter,
 - (b) A person residing in or intending to reside in that dwelling after it is so sold, rented, or made available, or
 - (c) Any person associated with that person.
 - (2) To discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection with such dwelling, because of a handicap of:
 - (a) That person, or
 - (b) A person residing in or intending to reside in that dwelling after it is so sold, rented, or made available, or
 - (c) Any person associated with that person.
 - (3) For purposes of this division (F), discrimination includes:
 - (a) A refusal to permit, at the expense of the handicapped person, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises except that, in the case of a rental, the landlord may, where it is reasonable to do so, condition permission for a modification on the renter agreeing to restore the interior of the premises to the condition that existed before the modifications, reasonable wear and tear excepted;
 - (b) A refusal to make reasonable accommodations in rules, policies, practices, or services, when such accommodations may be necessary to afford such person equal opportunity to use and enjoy a dwelling; or
 - (c) In connection with the design and construction of covered multi-family dwellings for first occupancy after the date that is 30 months after September 13, 1988, a failure to design and construct those dwellings in such a manner that:
 - 1. The public use and common use portions of such dwellings are readily accessible to and usable by handicapped persons,
 - 2. All the doors designed to allow passage into and within all premises within such dwellings are sufficiently wide to allow passage by handicapped persons in wheelchairs;
 - 3. All premises within such dwellings contain the following features of adaptive design:
 - a. An accessible route into and through the dwelling,
 - b. Light switches, electrical outlets, thermostats, and other environmental controls in accessible locations;
 - c. Reinforcements in bathrooms such that an individual in a wheelchair can maneuver about the space.
 - (d) Compliance with the appropriate requirements of Americans with Disabilities Act of 1990 and of the American National Standard for Buildings and Facilities providing accessibility and usability for physically handicapped people (commonly cited as "ANSI A117.1") suffices to satisfy the requirements of division (F)(c)(3) above.
 - (e) Nothing in this division (F) requires that a dwelling be made available to an individual

whose tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy would result in substantial physical damage to the property of others.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.05 DISCRIMINATION IN RESIDENTIAL REAL ESTATE-RELATED TRANSACTIONS.

- (A) It shall be unlawful for any person or other entity whose business includes engaging in residential real estate-related transactions to discriminate against any person in making available such a transaction, or in the terms or conditions of such a transaction, because of race, color, religion, sex, handicap, familial status, or national origin.
- (B) For the purposes of this section, the term **RESIDENTIAL REAL ESTATE-RELATED TRANSACTION** means any of the following:
 - (1) The making or purchasing of loans or providing other financial assistance:
 - (a) For purchasing, constructing, improving, repairing, or maintaining a dwelling, or
 - (b) Secured by residential real estate.
 - (2) The selling, brokering, or appraising of residential real property.
- (C) Nothing in this chapter prohibits a person engaged in the business of furnishing appraisals of real property to take into consideration factors other than race, color, religion, national origin, sex, handicap, or familial status.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.06 DISCRIMINATION IN THE PROVISION OF BROKERAGE SERVICES.

It shall be unlawful to deny any person access to or membership or participation in any multiple-listing service, real estate brokers' organization or other service, organization, or facility relating to the business of selling or renting dwellings, or to discriminate against him or her in the terms or conditions of such access, membership, or participation, on account of race, color, religion, sex, handicap, familial status or national origin.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.07 INTERFERENCE, COERCION, OR INTIMIDATION.

It shall be unlawful to coerce, intimidate, threaten, or interfere with any person in the exercise or enjoyment of, or on account of his or her having exercised or enjoyed, or on account of his or her having aided or encouraged any other person in the exercise or enjoyment of, any right granted or protected by §§ 100.03, 100.04, 100.05, or 100.06 of this chapter.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.08 PREVENTION OF INTIMIDATION IN FAIR HOUSING CASES.

Whoever, whether or not acting under the color of law, by force or threat of force willfully injures, intimidates or interferes with, or attempts to injure, intimidate or interfere with:

- (A) Any person because of his or her race, color, religion, sex, handicap, familial status, or national origin and because he or she is or has been selling, purchasing, renting, financing, occupying or contracting or negotiating for the sale, purchase, rental, financing or occupation of any dwelling or applying for or participating in any service, organization or facility relating to the business of selling or renting dwellings; or
- (B) Any person because he or she is or has been, or in order to intimidate such person or any other person or any class of persons from:
 - (1) Participating, without discrimination on account of race, color, religion, sex, handicap, familial status or national origin, in any of the activities, services, organizations or facilities described in division (A); or
 - (2) Affording another person or class of persons opportunity or protection so to participate; or
- (C) Any citizen because he or she is or has been, or in order to discourage such citizen or any other citizen from lawfully aiding or encouraging other persons to participate, without discrimination on account of race, color, religion, sex, handicap, familial status, or national origin, in any of the activities, services, organizations or

facilities described in division (A) above, or participating lawfully in speech or peaceful assembly opposing any denial of the opportunity to participate shall be fined according to local, state and federal law; and if bodily injury results shall be fined not more than \$10,000 or imprisoned not more than ten years, or both; and if death results shall be subject to imprisonment for any term of years or for life.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.09 EXEMPTIONS.

- (A) Exemptions defined or set forth under IC 22-9.5-3 et seq. shall be exempt from the provisions of this chapter to include those activities or organizations set forth under divisions (B) and (C) below.
- (B) Nothing in this chapter shall prohibit a religious organization, association, or society, or any nonprofit institution or organization operated, supervised or controlled by or in conjunction with a religious organization, association, or society, from limiting the sale, rental or occupancy of dwellings which it owns or operates for other than a commercial purpose to persons of the same religion, or from giving preference to such persons, unless membership in such religion is restricted on account of race, color or national origin. Nor shall anything in this chapter prohibit a private club not in fact open to the public, which as an incident to its primary purpose or purposes provides lodging which it owns or operates for other than a commercial purpose, from limiting the rental or occupancy of such lodgings to its members or from giving preference to its members.
- (C)
 - (1) Nothing in this chapter regarding familial status shall apply with respect to housing for older persons.
 - (2) For the purpose of this section, HOUSING FOR OLDER PERSONS means housing:
 - (a) Provided under any state or federal program that the Secretary of the Federal Department of Housing and Urban Development or the state Civil Rights Commission determines is specifically designed and operated to assist elderly persons (as defined in the state or federal program); or
 - (b) Intended for, and solely occupied by, persons 62 years of age or older; or
 - (c) Intended and operated for occupancy by at least one person 55 years of age or older per unit.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

§ 100.10 ADMINISTRATIVE ENFORCEMENT.

- (A) The authority and responsibility for properly administering this chapter and referral of complaints hereunder to the Commissioner as set forth in division (B) of this section shall be vested in the chief elected official of the city.
- (B) Notwithstanding the provisions of I.C. 22-9.5-4-8, the city, because of a lack of financial and other resources necessary to fully administer enforcement proceedings and possible civil actions under this chapter, herein elects to refer all formal complaints of violation of the sections of this chapter by complainants to the Indiana Civil Rights Commission for administrative enforcement actions pursuant to I.C. 22-9.5-6 and the chief elected official of the city shall refer all complaints to the Commission as provided for under division (A) of this section to the Commission for purposes of investigation, resolution and appropriate relief as provided for under I.C. 22-9.5-5-6.
- (C) All executive departments and agencies of the city shall administer their departments, programs and activities relating to housing and urban development in a manner affirmatively to further the purposes of this chapter and shall cooperate with the chief elected official and the Commission to further such purposes.
- (D) The chief elected official of the city, or the chief elected official's designee, shall provide information on remedies available to any aggrieved person or complainant requesting such information.

(Ord. 96-11, passed 8-1-96; Am. Ord. 2012-12, passed 12-3-12)

CHAPTER 101: BRIDGES AND WATERWAYS

Section

101.01 Definitions

101.02 Unlawful to jump from bridge Cross-reference:

General offenses, see Ch. 130

§ 101.01 DEFINITIONS.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BRIDGE. Any bridge, or any supported street or public roadway over a ditch or waterway, within the city or located on property owned by the city, or otherwise within the jurisdiction of the city.

WATERWAY. Any creek, river, ditch, or any temporary or permanent body of water.

(Ord. 2015-4, passed 8-3-15)

§ 101.02 UNLAWFUL TO JUMP FROM BRIDGE.

It shall be unlawful for any person to jump, step or otherwise propel oneself from a bridge into a waterway. (Ord. 2015-4, passed 8-3-15) Penalty, see §101.99

§ 101.99 PENALTY.

Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violations Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limits for ordinance violations. Each occurrence of a violation shall constitute a separate offense.

(Ord. 2020-4, passed 11-2-2020)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 102: RETAINING WALLS

Section

102.01 Definitions

102.02 Retaining walls responsibility of property owner

102.03 Compliance with City regulations

102.04 Failure to Maintain

102.05 Notice Required

102.06 Abatement by City; Penalty/Lien

§ 102.01 DEFINITIONS

The definitions in this chapter shall apply throughout this article.

- (a) "Retaining wall" means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials.

§ 102.02 RETAINING WALLS RESPONSIBILITY OF PROPERTY OWNER

It shall be the responsibility of the property owner to maintain retaining walls fronting the property owner's property on the street or sidewalk in proper and safe condition.

§ 102.03 COMPLIANCE WITH CITY REGULATIONS

Retaining walls must be constructed and maintained according to specifications as may be promulgated by the City, from time

to time, but should at all times be maintained so as to be structurally sound and not at risk of imminent collapse, and should be kept free of weeds, noxious vegetation, and debris.

§102.04 FAILURE TO MAINTAIN

The city shall give proper notice pursuant to §102.05 to any property owner whose retaining walls are in faulty repair and unsafe condition. In the event that the property owner does not comply with a lawful order to repair or abate, the city shall repair such retaining walls pursuant to §102.06 and the property owner shall bear the cost of the expense

Cross Reference: Joint payment of repair or replacement costs by owner and city, see §95.71.

§102.05 NOTICE REQUIRED.

- (A) When a retaining wall is found to be in violation of this chapter, the administrative department shall issue notice to the owner or person responsible for the property.
- (B) The notice shall notify the owner or person responsible to repair the retaining wall(s) in question so as to return said retaining wall(s) to a structurally sound condition and to abate any risk of immediate collapse, or to remove weeds, noxious vegetation, and debris. Said notice shall give the owner or responsible person ten (10) calendar days to bring the retaining wall(s) into compliance, and such notice shall also state the amount of any penalty that could be assessed if the retaining wall(s) remains out of compliance after the ten (10) day period has lapsed. If the violation is remedied within ten (10) days, then no further action will be taken, nor shall any penalty be assessed.
- (C) The notice must be in writing and shall be served via first class mail, or an equivalent form of service permitted under I.C. § 1-1-7-1, to:
 - (1) the owner of record of the property with a single owner, or
 - (2) at least one (1) of the owners of real property with multiple owners, at the last address of the owner for the property as indicated in the records of the county auditor on the date of the notice's issuance.
- (D) The notice shall include:
 - (1) the location of the violation;
 - (2) the nature of the violation;
 - (3) the time period for correcting the violation; and
 - (4) the penalty to be assessed if the violation is not corrected within the time period provided.
- (E) The owner may appeal the notice of violation within ten (10) days of its issuance, by filing a written request for a hearing with the City of Delphi Board of Works and Public Safety. At the hearing, the city is required to prove by a preponderance of the evidence that the retaining wall is in violation of this chapter.

§ 102.06 ABATEMENT BY CITY; PENALTY/LIEN

- (A) If the violation is corrected by the owner or person responsible within ten (10) days, no further action will be taken and no penalty will be imposed.
- (B) If the violation is not corrected within ten (10) days of the issuance of the notice under § 102.05, the city or its contractor(s) may enter the premises and abate the violation.
- (C) If the city abates a violation under this chapter, the city shall issue a bill for the costs of the abatement to the owner or person responsible for the real property on which the retaining wall(s) is located. Said bill may include, but is not limited to, administrative costs, materials, labor, transportation, and postage. If the owner of the real property on which the retaining wall(s) is located does not pay a bill issued under this section within fourteen (14) days of its issuance, the city shall certify to the Auditor of the County the amount of the bill, plus any additional administrative costs incurred in the certification. The Auditor shall then cause the total amount certified to be placed on the tax duplicate for the property affected, and the total amount, including any accrued interest, shall be collected as delinquent taxes and shall be disbursed to the city after collection.
- (D) The owner or person responsible for the real property upon which the retaining wall(s) is located may appeal a bill issued under this section within fourteen (14) days of its issuance, by filing a written request for a hearing with the Board of Works and Public Safety.
- (E) Any person who shall violate or fail to comply with the provisions of this chapter, or who shall counsel, aid, or abet any such violation, or counsels to fail to comply, shall be deemed guilty of an offense and may be punished by a fine as set in the Schedule of Ordinance Violations, such fine not to exceed the statutory limits for ordinance violations. Each day in violation shall constitute a separate offense.

Statutory reference: Penalty, See IC 36-1-3-8(a)(1).

(Ord. 2022-07, passed 4-18-22; Am. Ord. 2022-20, passed 9-6-22)

TITLE XI: BUSINESS REGULATIONS

Chapter

- 110. LICENSES
- 111. PEDDLERS, TRAVELING SALESMEN AND SOLICITORS
- 112. RESTAURANTS
- 113. VENDING MACHINES
- 114. DELPHI CITY MARKET
- 115. LAUNDRY AND DRY CLEANING ESTABLISHMENTS
- 116. TAXICABS; BUSES
- 117. CABLE TELEVISION

CHAPTER 110: LICENSES

Section

110.01 Schedule of licenses

Cross-reference:

Garage or yard sale permit, see § 97.02(G)

§ 110.01 SCHEDULE OF LICENSES.

Licenses and permit fees for businesses, trades and like activities shall be paid to the Clerk-Treasurer or another official of the city if another official is designated. Said licenses and permits are set forth in the following schedule:

Itinerant Merchants and Peddlers	Ch. 111	\$ 5.00 daily 35.00 annual
Taxicabs	Ch. 116	20.00 first taxicab 5.00 each additional
Eating and Drinking Establishments	Ch. 112	See §§ 112.02 and 112.03
Itinerant Restaurants	Ch. 112	3.00 per day
Food and Vending Machines	Ch. 113	3.00 annual 1.50 semi-annual
Excavations	§§ 95.35 et seq.	2.00 permit fee
Launderette and Dry Cleaning Establishments	Ch. 115	See § 115.02
Liquified Petroleum	§ 96.06	See section

('63 Code, §§ 14-1 - 14-7, 14-9)

Editor's note: Permits and licenses for non-business related categories are set forth in the relevant parts of this code. The above schedule is limited in scope. Other licenses and permits may be required. In this case, consultation with the Clerk-Treasurer or another appropriate city official may be necessary.

CHAPTER 111: PEDDLERS, TRAVELING SALESMEN AND SOLICITORS

Section

- 111.01 Definitions
- 111.02 Enforcement
- 111.03 License
- 111.04 Fee
- 111.05 Display of License
- 111.06 Insurance
- 111.07 Receipts
- 111.08 Regulation
- 111.09 Penalty and Revocation
- 111.10 Nontransferable

§ 111.01 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless a reasonable person would understand that the context clearly indicates or requires a different meaning:

Individual Peddler means any person who, on behalf of a peddler, goes door-to-door soliciting any sales.

Itinerant Merchant means all persons, copartners, and corporations, both as principles and agents, who engage in, do, or transact any temporary and transient business in the City of Delphi, Indiana, selling goods, wares, merchandise, food, services, or subscriptions to any publication, for either present or future delivery, and who make such sales from any moving cart, booth, or vehicle, and offer for sale any such goods, wares, merchandise, food, services, or subscriptions to any publication to persons not dealers in such commodities, for either present or future delivery.

Peddler means all persons, copartners, and corporations, both as principles and agents, who engage in, do, or transact any business in the City of Delphi, Indiana, selling goods, wares, merchandise, food, services, or subscriptions to any publication, for either present or future delivery from house to house, office to office, or place to place in the city, and offer for sale any such goods, wares, merchandise, food, services, or subscriptions to any publication to persons not dealers in such commodities, for either present or future delivery.

Person means any individual, corporation, company, partnership, firm, association, or political subdivision applying for licensure under this chapter.

Police department means the City of Delphi, Indiana Police Department.

Transient merchant means all persons, copartners, and corporations, both as principles and agents, who engage in, do, or transact any temporary and transient business in the city selling goods, wares, merchandise, food, services, or subscriptions to any publication, for either present or future delivery, and who, for the purpose of carrying on such business, may hire, lease, use, or occupy any building, room, car, shop, booth, cart, or structure at a particular location for the exhibition or sale of such merchandise and offer for sale any such goods, wares, merchandise, food, services, or subscriptions to any publication to persons not dealers in such commodities, for either present or future delivery.

§ 111.02 ENFORCEMENT

It shall be the duty of the City of Delphi Police Department to enforce the provisions of this Chapter.

§ 111.03 LICENSE

- (A) Required. Every person desiring to operate as an individual peddler, itinerant merchant, peddler, or transient merchant within the corporate boundaries of the city shall procure a license before engaging in such activity.
- (B) Application. Every person desiring the license described in § 111.03(A) shall apply to the City of Delphi Police Department, in writing and on a form to be provided by said police department, the following information:
- (1) The name, business address, home address and telephone number and local address and telephone number, if any, of the applicant.
 - (2) The date of birth if the applicant is an individual.
 - (3) Disclosure of any criminal convictions, including the state and county where convicted.
 - (4) A photograph of the applicant or individual applying on behalf of a business in which an area from the top of the applicant's head to the bottom of the applicant's shoulders are visible, said photograph to be 2 inches by 2 inches in dimension.
 - (5) The name under which the business activities are to be conducted.
 - (6) Duration of the license request.
 - (7) The type of goods, wares, merchandise, food, services, or subscriptions intended to be sold or offered for sale.
 - (8) The location or event where the applicant intends to do business.
 - (9) A description and valid license plate number for any vehicle to be used by the applicant.
 - (10) The applicant's state retailer license number, if applicable.
 - (11) The name, address, and telephone number of the contact person who will respond to consumer complaints who shall be available for a period of time not less than 60 days following the last date that the transient merchant or peddler sells or offers to sell goods, wares, merchandise, foods, services or subscriptions in the city.
 - (12) The applicant shall file a surety bond in the penal sum of \$750.00, or three times the value of the goods, wares, merchandise, food, services or subscriptions intended to be sold or offered for sale, whichever is greater.
 - (13) If the application provides for the use of a motor vehicle by the transient merchant, peddler or individual peddler, the applicant shall file a certificate of insurance with the application establishing that liability insurance in minimum amounts of \$100,000.00 for personal injuries or death to any one person, \$300,000.00 for personal injuries or death in any one occurrence and \$100,000.00 for property damage.
 - (14) If the application provides for the use of a building, room, shop, booth, cart, or other structure by the transient merchant, the applicant shall:
 - (a) File a certificate of insurance with the application establishing that liability insurance in minimum amounts of \$50,000.00 for personal injuries or death to any one person, \$100,000.00 for personal injuries or death in any one occurrence and \$50,000.00 for property damage;
 - (b) File written permission from the landowner for the use of the real estate; and
 - (c) Certificate of occupancy from the administrative officer certifying as to the use of the real estate under the unified zoning ordinance
- (C) Issuance of License. All applicants shall deposit a license fee as required for the particular form of license sought. Upon satisfactory evidence being submitted to the police department that the applicant is a fit, proper applicant to engage in the activities described in this chapter, there shall be issued to the applicant a permit in a form to be approved by the Clerk-Treasurer and police department, which form shall bear the signature of the Clerk-Treasurer and the Chief of the Police Department, or their designees, and a photograph of the person to who the permit is issued. Applicant shall then be permitted to engage in business in the city as described in this chapter and for the period specified on the issued permit.

§ 111.04 FEE

The license fees for licenses issued under this chapter shall be as follows:

- (A) \$50 per day; or
- (B) \$200 annually.

§ 111.05 DISPLAY OF LICENSE

Every person issued a license under this chapter shall, while engaged in that business within the city, prominently display or

have available for public viewing such license, and shall produce the same at the request of a police officer, code enforcement officer, or at the request of any private citizen to whom the person is exhibiting to or attempting to sell to.

§ 111.06 INSURANCE.

A person operating under a license issued under this chapter shall maintain the state minimum automobile liability insurance coverage if using a motor vehicle to undertake such operation, as well as general liability insurance in the amount of at least \$150,000.00, including products liability coverage from an insurance company with an A rating as the minimum amount of insurance to be carried by each licensed person. The city shall be named as an additional insured on all general liability insurance policies. Proof of proper insurance shall be a prerequisite to the issuance of a license under this chapter.

§ 111.07 RECEIPTS

A person operating under a license issued under this chapter shall, upon the request of a customer, render to said customer a receipt for the amount charged, either by a mechanically printed or specially prepared receipt, or by an electronic receipt, on which shall be the name of the permit holder of the mobile food vendor, all charges and taxes, and the date of the transaction.

§ 111.08 REGULATION

All persons licensed under this chapter shall:

- (A) comply with all applicable laws, rules, and regulations;
- (B) operate in a manner that contributes to the safety of patrons, pedestrians, motorists, and all members of the public;
- (C) collect all trash, garbage, and refuse generated by the activity for which licensure was obtained;
- (D) not generate unreasonable or excessive noise;
- (E) comply with all local, state, and federal laws, and tax collection requirements; and
- (F) operate in a clean and sanitary manner and comply with all applicable health and safety requirements as may be prescribed by various governing or regulatory bodies.

§ 111.09 PENALTY AND REVOCATION

Any individual or business regulated by this chapter who shall violate or fail to comply with any provision of this chapter, or who shall counsel, aid, or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violation Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limit for ordinance violations. Each occurrence of a violation shall constitute a separate offense. Any violation of this chapter shall permit the police department or code enforcement officer to revoke licensure, if deemed appropriate considering the circumstances of said violation.

§ 111.10 NONTRANSFERABLE

All licenses issued under this chapter are nontransferable.

('63 Code, § 12-10) (Am. Ord. 2005-2, passed 8-1-05; Am. Ord. 2020-4, passed 11-2-2020; Repealed and Replaced Ord. 2022-13, passed 7-5-2022)

Statutory reference: Penalty, see IC 36-1-3-8(a)(10)

CHAPTER 112: RESTAURANTS

Section

- 112.01 Definitions
- 112.02 License; term
- 112.03 Application for license
- 112.04 Itinerant restaurants
- 112.05 Posting of license
- 112.06 Compliance required
- 112.07 Health permits
- 112.08 Separate license
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- 112.10 Minimum sanitation requirements for restaurants
- 112.11 Examination and condemnation of unwholesome or adulterated food
- 112.12 Disease control
- 112.13 Procedure when infection suspected
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- 112.15 Procedure when violations noted
- 112.16 Authority to inspect and to copy records
- 112.17 Final inspection; prosecution or hearing for violators
- 112.18 Revocation of permit and voiding of license
- 112.19 Notice of revoked permits given to proper city officials
- 112.20 Inspection of itinerant restaurants; sanitation violation
- 112.99 Penalty

§ 112.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

EMPLOYEE. Any person who handles food during the preparation or serving, or who comes in contact with any eating or cooking utensils, or who is employed in a room or other place in which food is prepared or served.

FOOD. All articles used for food, drink, confectionery or condiment whether simple, mixed or compound, and all substances or ingredients used in the preparation thereof.

HEALTH OFFICER. The authority having jurisdiction in the city or his duly authorized representative.

ITINERANT RESTAURANT. A restaurant operating for a temporary period, in connection with a fair, carnival, circus, public exhibition or other similar gathering.

PERSON. Any person, firm, corporation, or association.

RESTAURANT. A restaurant, coffee shop, cafeteria, short-order cafe, luncheonette, tavern, sandwich shop, soda fountain, commissary or food establishment, whether fixed or movable, where food for human consumption is prepared and served in such manner that it is ready for consumption on the premises. The term shall not include a food establishment where the only food handled or served is in original containers not filled or packaged on the premises, nor shall it include what is commonly known as a grocery where food is not prepared and served for consumption on the premises.

UTENSIL. Any kitchenware, tableware, glassware, cutlery, containers, or other equipment of any kind or nature with which food comes in contact during storage preparation or serving.

(‘63 Code, § 6-1)

§ 112.02 LICENSE; TERM.

- (A) It shall be unlawful for any person to operate a restaurant or itinerant restaurant in the city who does not have a valid license issued by the city.
- (B) Expiration date. The license for a restaurant shall be for a term of one year beginning January 1, and expiring December 31 of the same year and shall be renewed annually.

(‘63 Code, §§ 6-2, 6-7)

§ 112.03 APPLICATION FOR LICENSE.

- (A) Any person desiring a license to operate a restaurant shall make application to the Common Council or their appointed representative. Such application shall contain the following information:
 - (1) Name and address of person to whom license is to be issued.
 - (2) Address of premises for which the same is to be issued.

- (3) Application must be accompanied by a valid and current permit from the State and County Health Board.
 - (B) Upon approval by the Common Council a license shall be issued to the applicant by the Clerk-Treasurer.
- ('63 Code, § 6-3)

§ 112.04 ITINERANT RESTAURANTS.

- (A) A license for an itinerant restaurant shall be issued by the Clerk-Treasurer upon approval of the Common Council, or their representative.
- (B) The same application procedure as restaurant licenses shall be followed plus additional fee of \$3 per day.

('63 Code, §§ 6-4, 6-10)

§ 112.05 POSTING OF LICENSE.

The license shall be posted in a conspicuous place in a restaurant or itinerant restaurant.

('63 Code, § 6-5)

§ 112.06 COMPLIANCE REQUIRED.

Only persons who comply with the applicable requirements of this chapter shall be entitled to receive and retain such license.

('63 Code, § 6-6)

§ 112.07 HEALTH PERMITS.

Any permit issued by the Health Officer shall contain the name and address of the person to whom the permit is granted, the address of the premises for which the same is issued and such other pertinent data as may be required by the Health Officer.

('63 Code, § 6-8)

§ 112.08 SEPARATE LICENSE.

A separate license shall be required for each restaurant or itinerant restaurant operated or to be operated by any person.

('63 Code, § 6-9)

§ 112.09 MISCELLANEOUS ORGANIZATIONS; LICENSE REQUIRED.

The provisions of this chapter shall apply to restaurants and itinerant restaurants operated by fraternal organizations, service clubs and religious, educational and charitable institutions.

('63 Code, § 6-11)

§ 112.10 MINIMUM SANITATION REQUIREMENTS FOR RESTAURANTS.

All restaurants and itinerant restaurants shall comply with the minimum sanitation requirements specified in the Indiana State Board of Health, as now provided in its Regulation HFD #17, or as the same may be hereafter changed or amended. Such regulations and any changes and amendments thereto which may hereafter be adopted or promulgated, are by reference incorporated herein and made part hereof, two copies of which are on file in the office of the City Clerk.

('63 Code, § 6-12)

§ 112.11 EXAMINATION AND CONDEMNATION OF UNWHOLESOME OR ADULTERATED FOOD.

Samples of food and other substances may be taken and examined by the Health Officer as often as may be necessary for the detection of unwholesomeness or adulteration. The Health Officer may condemn and forbid the sale of, or cause to be removed or destroyed any food which is unwholesome or unadulterated.

('63 Code, § 6-13)

§ 112.12 DISEASE CONTROL.

No person who is affected with any disease in a communicable form, or is a carrier of such disease, shall work in any restaurant or itinerant restaurant, and no restaurant or itinerant restaurant shall employ any such person or any person suspected of being affected with any disease in a communicable form, or of being a carrier of such disease. If the restaurant or itinerant restaurant manager suspects that any employee has contacted any disease in a communicable form or has become a carrier of such disease, he shall notify the Health Officer immediately.

('63 Code, § 6-14)

§ 112.13 PROCEDURE WHEN INFECTION SUSPECTED.

When suspicion arises as to the possibility of transmission of disease from any restaurant or itinerant restaurant employee, the Health Officer is authorized to require any or all of the following measures:

- (A) The immediate exclusion of the employee from all restaurants.
- (B) The immediate closing of the restaurant concerned until no further danger of disease outbreak exists in the opinion of the Health Officer.
- (C) Adequate medical examinations of the employee and of his associates with such laboratory examinations as may be indicated.
- (D) All restaurant owners and employees shall have a chest X-ray for tuberculosis at least once in each three years. A report of satisfactory compliance shall be filed in the records of the Health Officer.

('63 Code, § 6-15)

§ 112.14 INSPECTION OF RESTAURANTS.

At least once each six months, the City Health Officer shall inspect each restaurant for which a permit and/or license is required under the provisions of this chapter.

('63 Code, § 6-16)

§ 112.15 PROCEDURE WHEN VIOLATIONS NOTED.

If during the inspection of any restaurant, the Health Officer finds that the restaurant has violated any of the sanitation requirements in § 112.10, he shall issue a written order listing such violations to the proprietor or, in his absence, to the person in charge and fixing a time within which the proprietor of the restaurant shall abate and remedy such violations. A copy of the written order shall be filed with the records of the Health Officer.

('63 Code, § 6-17)

§ 112.16 AUTHORITY TO INSPECT AND TO COPY RECORDS.

The person operating the restaurant shall, upon the request of the Health Officer, permit access to all parts of such restaurant and shall permit copying any or all records of food purchased.

('63 Code, § 6-18)

§ 112.17 FINAL INSPECTION; PROSECUTION OR HEARING FOR VIOLATORS.

If, upon a second and final inspections the Health Officer finds that such restaurant, person or employee is violating any of the provisions of this subchapter which were in violation on the previous inspections and concerning which a written notice was issued, the Health Officer shall furnish evidence of the violation to the prosecutor having jurisdiction in the city in which the violation occurs, and he shall prosecute all persons violating the provisions of this chapter. Or, the Health Officer may promptly issue a written order to the permittee and/or permittee, licensee of such restaurant to appear at a certain time, no later than ten days from the date of final inspection, and at a place in the city fixed in the order, to show cause why the permit issued under the provisions of § 112.10 should not be revoked.

('63 Code, § 6-19)

§ 112.18 REVOCATION OF PERMIT AND VOIDING OF LICENSE.

The Health Department's Inspector upon such hearing, if the permittee and/or licensee should fail to show cause, shall revoke the permit and promptly give written notice to the permittee. Upon the revocation of any permit by the Health Officer, the license of the permittee shall automatically be considered as revoked, null and void. The Health Officer shall maintain a permanent record of his proceedings filed in the office of the Health Department.

('63 Code, § 6-20)

§ 112.19 NOTICE OF REVOKED PERMITS GIVEN TO PROPER CITY OFFICIALS.

The Health Officer shall give written notice to the city Clerk-Treasurer of all revoked permits.

('63 Code, § 6-21)

§ 112.20 INSPECTION OF ITINERANT RESTAURANTS; SANITATION VIOLATION.

- (A) Inspection. At least once every 48 hours the Health Officer shall inspect each itinerant restaurant for which a permit and/or license is required under the provisions of this chapter.
- (B) Sanitation violation. If during the inspection of any itinerant restaurant, the health inspector discovers the violations of any sanitation requirements of this chapter, he shall order the immediate correction of the violation.
- (C) Authority to inspect and to copy records. The person operating the itinerant restaurant shall, upon the request of the health officer, permit access to all parts of the itinerant restaurant and shall permit copying of any or all records of food purchased.
- (D) Revocation of permit and penalties for continued operation. Upon failure of any person maintaining or operating an itinerant restaurant to comply with any order of the Health Officer, it shall be the duty of the Health Officer summarily to revoke the permit of such person and establishment and to forbid the further sale or serving of food therein. Upon the revocation of any permit by the Health Officer, the license of the permittee shall automatically be considered revoked, null and void. Any person continuing to sell or serve food in such itinerant restaurant, the permit of which has been revoked shall be subject to the penalties in § 112.99.
- (E) Notice of revoked permits given to proper city official. The health officer shall give written notice to the City Clerk of all revoked permits.

('63 Code, §§ 6-22 - 6-26)

§ 112.99 PENALTY.

Any person who violates any provision of this chapter shall be deemed guilty of a misdemeanor and shall upon conviction be punished by a fine of not less than \$10 nor more than \$2,500. Each day of operation of a restaurant in violation of this chapter shall constitute a distinct and separate offense.

('63 Code, § 6-27)

CHAPTER 113: VENDING MACHINES

Section

- 113.01 Definitions
- 113.02 Operator's permits and licenses
- 113.03 Sanitation requirements
- 113.04 Disease control
- 113.05 Sales, examination and condemnation of adulterated or misbranded food or beverages
- 113.06 Inspection
- 113.07 Commissaries outside jurisdiction of the Health Officer
- 113.99 Penalty

§ 113.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ADULTERATED and **MISBRANDED**. These terms have the meanings as provided in Article 5, Chapter 157, Acts of 1949, known as the Indiana Food Drug and Cosmetic Act, being IC 16-1-29.

APPROVED. Approved by the Health Officer.

COMMISSARY. A commissary, catering establishment, restaurant, or any other place in which food, beverages, ingredients, containers, or supplies are kept, handled, prepared, stored and directly from which vending machines are serviced.

EMPLOYEE. Any operator or any person employed by him who handles any food to be dispensed through vending machines, or who comes into contact with product contact surfaces of containers, equipment, utensils, or packaging materials, used in connection with vending machine operations, or who otherwise services or maintains one or more such machines.

FOOD. Any raw, cooked, or processed edible substance, beverage or ingredient thereof used or intended for use in whole or in part for human consumption.

HEALTH OFFICER. The health authority having jurisdiction in the city or his authorized representative.

HOT LIQUID FOOD. Any liquid food or beverages, the temperature of which at the time of service to the customer is at least 150° F.

MACHINE LOCATION. The room, enclosure, space, or area where one or more vending machines are installed and operated.

OPERATOR. Any person, who by contact, agreement, or ownership is responsible for furnishing, installing, servicing, operating, or maintaining one or more vending machines.

PERSON. Any individual partnership, corporation, company, firm, institution, trustee, association, or any other public or private entity.

PRODUCT CONTACT SURFACE. Any surface of a vending machine, appurtenance, or container which comes into direct contact with any food.

READILY PERISHABLE FOOD. Any food, beverage, or ingredient consisting in whole or in part of milk, milk products, eggs, meat, fish, poultry, or other food capable of supporting rapid and progressive growth of microorganisms which can cause food infections or food intoxication; provided, products which are in hermetically-sealed containers processed by heat or other methods approved by the Health Officer of preventing spoilage, and dehydrated, dry or powdered products so low in moisture content as to preclude development of microorganisms are excluded from the terms of this definition.

SALE. Any and every sale and includes:

- (1) Manufacture, processing, transporting, handling, bottling, or any other production, preparation, or putting up;
- (2) Exposure, offer, or any other proffer;
- (3) Holding, storing or any other possession;
- (4) Dispensing, giving delivering, serving or any other supplying; and
- (5) Applying, administering, or any other using.

SINGLE-SERVICE ARTICLE. Any utensil, container, implement, or wrapper intended for use only once in the preparation, storage, display, service, or consumption of food or beverage.

VENDING MACHINE. Any self-service device offered for public use which, upon insertion of a coin, coins or token, or by other similar means, dispenses unit servings of food or beverage, either in bulk or in package, without the necessity of replenishing the device between each vending operation.

UTENSILS. Any kitchenware, tableware, glassware, cutlery, utensils, containers, cleaning, brushes, or other equipment which comes in contact with food or product contact surfaces during cleaning of vending machines or commissary equipment, or during storage, preparation, serving dispensing, or consumption of food.

('63 Code, § 10-1)

§ 113.02 OPERATOR'S PERMITS AND LICENSES.

(A) Permits.

- (1) It shall be unlawful for any person to engage in the operation of one or more vending machines in the city who does not possess a valid operator's permit from the Health Officer. Only persons who comply with the applicable provisions of this chapter shall be entitled to receive and retain such a permit. Such a permit shall be for a term of one year beginning January 1 and expiring December 31 of the same year and shall be renewed annually.
- (2) Any person desiring to operate one or more vending machines in the city shall make in writing application for a permit from the Health Officer on forms provided by the Health Officer. Such applicant shall provide the following information:
 - (a) The applicant's full name, residence, and post office address, and whether such applicant is an individual, firm or corporation. If a partnership exists, the names of the partners, together with their addresses shall be included.
 - (b) The location of the commissary or commissaries, and of other establishments operated by the applicant where supplies are kept and where vending machines are repaired or renovated.
 - (c) The type and form of the food to be dispensed through vending machines and the number of each such type vending machine in his possession.
 - (d) The signature of the applicant or applicants.
- (3) Upon receipt of a satisfactory completed application, and such inspection of the commissary and vending machines as the Health Officer shall deem necessary, a numbered operator's permit shall be issued to the applicant by the Health Officer after compliance by the operator with the applicable provisions of this chapter. Such permit shall not be transferable. The Health Officer may refuse to issue a permit, if, on inspection, the commissary, vending machines or method of operation are found to be in violation of this chapter.
- (4) The operator's permit number, of a size and style approved by the Health Officer shall be conspicuously displayed on each vending machine operated by such operator. The Health Officer may further require the permit to bear the number of the machine.
- (5) In order to secure and retain an operator's permit, the operator shall maintain, within the jurisdiction of the Health Officer, a list of all vending machines operated by him, including the types and their locations and all of commissaries or other establishments from which his machines are serviced. This information shall be made available to the Health Officer upon request.
- (6) In order to retain a operator's permit, the operator shall notify the Health Officer within five days of any change in operations involving new types of vending machines, or conversion of existing machines to dispense products other than those for which the permit was issued.

(B) License and license fee.

- (1) It shall be unlawful for any person to engage in the operation of one or more vending machines in the city who does not possess a valid license for the operation of such machines. The license shall be for a term of one year beginning January 1 and expiring December 31 of the same year and shall be renewed annually.
- (2) Such license shall be provided by the City Clerk if there is presented at his office a valid permit from the Health Officer together with \$3, or with \$1.50 if the application for license is made on or after June 1.

(C) Permit, license and license fee exemption. Vending machines which dispense only prepackaged, non- readily

perishable food such as candy, chewing gum, nut meats, potato chips, pretzels, popcorn, soft drinks and beverages shall be exempt from the provisions of division (B) of this section but shall be subject to all of the other applicable provisions of this chapter.

(63 Code, § 10-2) Penalty, see § 113.99

§ 113.03 SANITATION REQUIREMENTS.

All vending machines shall comply with the minimum sanitation requirements specified by the Indiana State Board of Health as now provided in its Regulation HFD 21 or as the same may be hereafter changed or amended. Such regulation and any changes and amendments thereto which may be hereafter adopted or promulgated are by reference incorporated herein and made part hereof, two copies of which are on file in the office of the County Clerk for public inspection.

(63 Code, § 10-3)

§ 113.04 DISEASE CONTROL.

No employee with any disease in a communicable form, or who is a carrier of such disease, shall work in any commissary or in vending machine operations in any capacity which brings him into contact with the production, handling, storage or transportation of food, beverage, ingredient or equipment used in vending machine operation; and no operator shall employ in any capacity any such person, or any person suspected of having any disease in a communicable form, or of being a carrier of such disease. Any employee who has a discharging or infected wound, sore, or lesion on hands, arms or any exposed portion of the body shall be excluded from those operations which will bring him into contact with foods, beverages, utensils, or equipment used in vending machine operations. Any operator among whose employees there occurs a communicable disease or who suspects that any employee has contacted any disease shall notify the Health Officer immediately.

(63 Code, § 10-4)

§ 113.05 SALES, EXAMINATION AND CONDEMNATION OF ADULTERATED OR MISBRANDED FOOD OR BEVERAGES.

- (A) It shall be unlawful for any person to sell through a vending machine any food, beverage, or ingredient which is adulterated or misbranded.
- (B) Samples of food, beverage or ingredient may be taken and examined by the Health Officer as often as may be necessary to determine freedom from unwholesomeness, adulteration or misbranding. The Health Officer may, on written notice to the operator, impound and forbid the sale of any food or beverage which is adulterated or misbranded, or which he has probable cause to believe to be unwholesome, adulterated or misbranded. The Health Officer may cause to be removed or destroyed any food or beverage which in his opinion is unwholesome, adulterated or misbranded; provided, that in case of misbranding, such food or beverage may be released for correct labeling to the operator under the supervision of the Health Officer.

(63 Code, § 10-5)

§ 113.06 INSPECTION.

- (A) Frequency of inspection. At least once each three months, the Health Officer shall inspect the servicing, maintenance, and operation of vending machines dispensing readily perishable food for which a permit and/or license is required under the provisions of this chapter. Vending machines dispensing other than readily perishable food may be inspected by the Health Officer as often as he deems necessary to insure compliance with the provisions of this chapter.
- (B) Procedure when violations noted. If during the inspection of any servicing, maintenance, and operation of a vending machine the Health Officer discovers the violation of any of the sanitation requirements in § 113.03, he shall issue a written order listing such violations to the operator, or, in his absence, to the person in charge and fixing a time within which the operator of the vending machine shall abate and remedy such violations. A copy of the written order shall be filed with the records of the Health Department.
- (C) Authority to inspect and to copy records. The person operating the vending machine shall, upon the request of the Health Officer, permit access to all parts of such vending operation and locations of all vending

- machines owned or serviced by the operator and shall permit copying any or all records relative to the enforcement of this chapter. The confidentiality of such records shall be maintained by the Health Officer.
- (D) Final inspection; Prosecution or hearing for violators. If upon a second and final inspection the Health Officer finds that such a vending machine, person or employee is violating any of the provisions of this chapter which were in violation on the previous inspection, and concerning which a written order was issued, the Health Officer shall furnish evidence of the violation to the prosecutor having jurisdiction in the city, and he shall prosecute all persons violating said provisions of this chapter; or the Health Officer may promptly issue a vending operation to appear at a certain time, no later than ten days from the date of final inspection, and a place in the city fixed in said order to show cause why the permit issued under the provision of § 113.02(A) should not be revoked.
- (E) Revocation of permit and voiding of license.
- (1) The Health Officer upon such hearing, if the permittee and licensee should fail to show cause, shall revoke the permit and promptly give written notice to the permittee. Upon the revocation of any permit by the Health Officer, the license of the permittee shall automatically be considered revoked, null and void. The Health Officer shall maintain a permanent record of his proceedings filed in the office of the Health Department.
 - (2) Procedure of equity. The Health Officer may bring a procedure in equity against any person to whom a final order has been issued to compel compliance therewith and petition the court having jurisdiction in such action to enforce such order by prohibitory or mandatory injunction.
 - (3) Corrective action. Notwithstanding any other provisions of this chapter, whenever the Health Officer finds insanitary or other conditions involving the operation of any vending machine which, in his opinion, endangers the public health, he may, without notice or hearing, issue a written order to the operator citing the existence of such condition and specifying corrective action to be taken, and, if deemed necessary, require immediate discontinuance of operation. Such order shall be effective immediately and shall apply only to the vending machine, commissary or product involved. Any operator to whom such order is issued shall comply therewith, but upon petition to the Health Officer shall be afforded a hearing as soon as possible. When necessary corrective action has been taken and on the request of the operator, the Health Officer shall make a reinspection to determine whether operations may be resumed.
- (F) Suspension of permit. Any permit issued under this chapter may be temporarily suspended by the Health Officer without notice or hearing for a period of not to exceed 30 days, for any of the following reasons:
- (1) Insanitary or other conditions which in the health officer's opinion endangers the public's health;
 - (2) Interference with the Health Officer or any of this authorized representatives in the performance of their duty; provided, however, that upon written application from the permittee, served upon the Health Officer within 15 days after such suspension, the Health Officer shall conduct a hearing upon the matter after giving at least five days written notice of the time, place, and purpose thereof to the suspended permittee, provided, further, that any such suspension order shall be issued by the Health Officer in writing and served upon the permittee by leaving a copy at his usual place of business or by delivery of registered or certified mail to such address.
- (G) Reinstatement of permit. Any person whose permit has been suspended may at any time make application to the Health Officer for the reinstatement of his permit.

('63 Code, § 10-6)

§ 113.07 COMMISSARIES OUTSIDE JURISDICTION OF THE HEALTH OFFICER.

- (A) Foods from commissaries and other sources outside the jurisdiction of the Health Officer of the city may be sold within the city if such commissaries or other sources or supply conform to the applicable provisions of this code and any other ordinance of the city or to substantially equivalent provisions.
- (B) To determine the extent of compliance with such provisions, the Health Officer may accept reports from the responsible authority in the jurisdiction where the commissary or commissaries are located.

('63 Code, § 10-7)

Cross-reference: Restaurants, see Ch. 112

§ 113.99 PENALTY.

Any person who violates the provisions of § 113.02 shall, upon conviction, be punished by a fine of not more than \$2,500. Each day of operation of a vending machine in violation of § 113.02 shall constitute a distinct and separate offense.

(63 Code, § 10-8)

CHAPTER 114: DELPHI CITY MARKET

Section

114.01 Delphi City Market

114.99 Penalty

§ 114.01 DELPHI CITY MARKET.

- (A) Market established. There shall be a Delphi City Market located on the east side of Market Street between Franklin and Main Streets in the city.
- (B) Location. The area to be known as the Delphi City Market shall consist of 13 parking spaces at the location referenced in division (A) of this section. Initially, not all these spaces will be used.
- (C) Hours of operation. The Market shall operate Monday through Saturday from 8:00 a.m. to 6:00 p.m. from June 1 to November 1 of each year.
- (D) Prohibition. The Market shall be the only area from which vendors may sell their produce or crafts on city streets. There shall be no cost to vendors to sell their produce or crafts in the Delphi City Market.
- (E) Parking prohibited.
 - (1) No parking shall be allowed in the Delphi City Market area during the operation thereof with the exception of the vendors' vehicles. Signs shall be posted indicating the Market hours and the prohibition of parking during the times set forth in division (C) of this section.
 - (2) Persons in violation of the parking prohibitions set forth in division (E)(1) of this division shall be penalized in the same manner as other violations of parking regulations set forth in Title VII of this code.

(Ord. 90-3, passed 6-1-90; Am. Ord. 91-5, passed - -91)

§ 114.99 PENALTY.

Any person in violation of § 114.01(D) shall be subject to a fine not to exceed \$2,500.

CHAPTER 115: LAUNDRY AND DRY CLEANING ESTABLISHMENTS

Section

115.01 Definitions

115.02 Permit

115.03 Compliance with zoning and code requirements required

115.04 Full-time attendant required

115.05 Emergency procedure

115.06 Fire extinguishers

115.07 Electrical grounding of machinery

115.08 Interlocks

115.09 Shut-off and relief devices

115.10 Thermostatic controls

115.11 Lint collecting devices

115.12 Ventilation systems

115.13 Instruction to public

115.99 Penalty

§ 115.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LAUNDERETTE or DRY CLEANING ESTABLISHMENT. Any place, building, structure or room which is used for the purpose of washing, drying, ironing or dry cleaning various types of wearing apparel or household linens and/or other washable fabrics by means of coin-operated washers, dryers, dry cleaning units, mangles and other related coin-operated devices for use by the general public.

(‘63 Code, § 13-1)

§ 115.02 PERMIT.

- (A) Permit required. No person shall operate a coin-operated launderette or dry cleaning establishment without a permit issued by the Common Council.
- (B) Application. Application shall be made to the office of the Director of Public Works. The application shall contain:
 - (1) Name and address of person to whom permit is to be issued.
 - (2) Location of place of business.
 - (3) Type of business to be established.
 - (4) Any other information required by the Director of Public Works.
- (C) Issuance. The Clerk-Treasurer shall not issue a permit until satisfactory compliance with all zoning and plumbing code requirements and payment of applicable fees.

(‘63 Code, §§ 13-2, 13-3, 13-5)

§ 115.03 COMPLIANCE WITH ZONING AND CODE REQUIREMENTS REQUIRED.

Any coin-operated launderette or dry cleaning establishment must comply with all zoning requirements and in addition comply with the rules and regulations of the building, electrical, plumbing and safety codes of the city.

(‘63 Code, § 13-4)

§ 115.04 FULL-TIME ATTENDANT REQUIRED.

A competent full-time attendant shall be in attendance and supervise all activities during all hours which the establishment is opened.

(‘63 Code, § 13-6)

§ 115.05 EMERGENCY PROCEDURE.

A sign should be posted giving the name of the operator and telephone number to be called in the event of an emergency.

(‘63 Code, § 13-7)

§ 115.06 FIRE EXTINGUISHERS.

Fire extinguishers shall be provided and placed in accordance with the directions of the Chief of the Fire Department.

(‘63 Code, § 13-8)

§ 115.07 ELECTRICAL GROUNDING OF MACHINERY.

All machines should be adequately grounded. Routine maintenance should include electrical inspections and tests.

(‘63 Code, § 13-9)

§ 115.08 INTERLOCKS.

All equipment should have interlocks which will cause the machine to stop operating if doors are opened.

('63 Code, § 13-10)

§ 115.09 SHUT-OFF AND RELIEF DEVICES.

Temperature controlled automatic fuel shut-off and pressure temperature relief devices should be provided. These should be tamper proof.

('63 Code, § 13-11)

§ 115.10 THERMOSTATIC CONTROLS.

Approved thermostatic controls should be provided and checked regularly.

('63 Code, § 13-12)

§ 115.11 LINT COLLECTING DEVICES.

All parts of lint collecting devices should be cleaned often enough to prevent hazardous accumulations.

('63 Code, § 13-13)

§ 115.12 VENTILATION SYSTEMS.

Adequate consideration should be given to site selection and method of disposing of vapors, fumes, and lint. Disposal equipment should be kept clean and well maintained.

('63 Code, § 13-14)

§ 115.13 INSTRUCTION TO PUBLIC.

Instructions should be posted stating, that machine door should not be opened until completion of cycle, also that in event of malfunction management should be called before attempting to remove clothes. Adequate forced exhaust should be provided with provision for sufficient diffusion under unfavorable atmospheric conditions. Flammable solvents should not be used unless the dry cleaning equipment is installed and operated in strict conformance with adopted standard of the Fire Department.

('63 Code, § 13-15)

§ 115.99 PENALTY.

Any person violating the provisions of this chapter shall be subject to a fine of not less than \$2,500 and revocation of license.

('63 Code, § 13-16)

CHAPTER 116: TAXICABS; BUSES

Section

General Provisions

116.01 Definitions

116.02 License

116.03 License fees

116.04 Clerk-Treasurer to issue license

116.05 License form

116.06 License nontransferable

116.07 Prorating of fees

- 116.08 Copies to be kept on file
- 116.09 Insurance
- 116.10 Driver to be 21; valid driver's license required
- 116.11 Front seat limitations
- 116.12 Schedule of rates
- 116.13 Taxi stand designations
- 116.12 Unauthorized use of stands prohibited
- 116.13 External identification required
- 116.14 Inspection by Chief of Police
- 116.15 Revocation powers

Buses

- 116.25 Bus loading zones
- 116.26 Unauthorized use of zones prohibited
- 116.99 Penalty

GENERAL PROVISIONS

§ 116.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LICENSEE. Any person having a proper license in full force and effect.

TAXICAB. Any motor vehicle adapted to the transportation of passengers, the principal operation of which is limited to the corporate limits and suburban areas of the city, which is not operated over any fixed route when transporting a passenger or passengers at the time of such transportation to their destination and which is generally held for public hire.

('63 Code, § 24-1)

§ 116.02 LICENSE.

- (A) License required. It shall be unlawful to operate any taxicab within the corporate limits of the city without a license issued by the city.
- (B) Application; information required.
 - (1) The application for license to operate a taxicab within the city shall contain the following information:
 - (a) Name of owner of business;
 - (b) Business address;
 - (c) Home address;
 - (d) Automobile:
 - 1. Make;
 - 2. Model;
 - 3. Year;
 - 4. Engine number;
 - 5. Serial number;
 - 6. License plate number; and
 - (e) Certificate of insurance.
 - (2) When additional vehicles are to be used as taxicabs, all required information and payment of fees must be submitted prior to use.

('63 Code, §§ 24-2, 24-3)

§ 116.03 LICENSE FEES.

Any person desiring a license to operate one or more taxicabs shall first pay to the Clerk-Treasurer of the city for each taxicab to be operated an annual license fee as follows:

- (A) Taxicab, \$20.

(B) Each additional taxicab, \$5.

('63 Code, § 24-4)

§ 116.04 CLERK-TREASURER TO ISSUE LICENSE.

The Clerk-Treasurer is directed and empowered to issue the license provided for whenever the required fee has been paid in full, and the required application and the required certificate of insurance has been delivered to his office.

('63 Code, § 24-5)

§ 116.05 LICENSE FORM.

The license shall be in a form to be prescribed by the Clerk-Treasurer and shall include date of its issuance, name, and address of the licensee, a description of each license thereby, and the date of expiration of such license (which date shall be the December 31 next following its issuance.)

('63 Code, § 24-6)

§ 116.06 LICENSE NONTRANSFERABLE.

The license is not transferable as to licensee but may be as to any vehicle.

('63 Code, § 24-7)

§ 116.07 PRORATING OF FEES.

Any license issued subsequent to January 1 in any year shall be prorated for the remaining weeks of such year.

('63 Code, § 24-8)

§ 116.08 COPIES TO BE KEPT ON FILE.

Copies of each license are to be kept on file by the Clerk-Treasurer.

('63 Code, § 24-9)

§ 116.09 INSURANCE.

- (A) Requirements. At the time of the application for license the applicant shall deliver to the Clerk-Treasurer a certificate executed by or on behalf of the insurance company providing the insurance coverage herein required, which certificate shall affirmatively show that the applicant for a license has policies or contracts of insurance then in force, issued to and received by the applicant for the term of the license applied for, issued by an insurance corporation authorized by the laws of the state to write such insurance in this state, providing indemnity against damage for death or bodily injury resulting from any one accident to the amount of \$30,000, and against damages for death or bodily injury resulting to any one person to the amount of \$15,000, and providing indemnity against damages to property to the amount of \$5,000.
- (B) Insurance loss; automatic revocation. Any license issued under the provisions of this chapter shall be revoked automatically in the event the insurance required under the provisions of this section should expire or be canceled.

('63 Code, §§ 24-10, 24-19)

§ 116.10 DRIVER TO BE 21; VALID DRIVER'S LICENSE REQUIRED.

No taxicab license shall be issued to any individual under the age of 21 years of age. It shall be unlawful for any individual under 21 to drive or operate a taxicab and it shall be unlawful for any owner or licensee to cause or permit any individual under the age of 21 to drive or operate a taxicab. All drivers must have a valid public chauffeur's license issued by the state.

('63 Code, § 24-11)

§ 116.11 FRONT SEAT LIMITATIONS.

It shall be unlawful for any licensee or for the operator of any taxicab to permit more than one passenger to ride in the front seat of a taxicab with the driver.

('63 Code, § 24-12)

§ 116.12 SCHEDULE OF RATES.

No license shall be issued to any applicant until such applicant shall have filed a schedule of rates which he intends to charge for taxicab services during the period of the license applied for and such schedule of rates shall have been approved by the Common Council. That such schedule, when filed, and so approved, shall be binding upon the licensee and the charging and collecting of a fee or fees for taxicab service in excess of the rate so established for such service shall be sufficient cause for revocation of licensee's license.

('63 Code, § 24-13)

§ 116.13 TAXI STAND DESIGNATIONS.

The Common Council may, by appropriate action, from time to time, designate a taxicab stand at some appropriate space adjacent to the street curb in the business section of the city. Such space shall be equivalent to the parking space generally provided for one motor vehicle, and only one such space shall be provided as a taxicab stand for each licensee irrespective of the number of taxicabs licensed and operated by such licensee.

('63 Code, § 24-14 (part))

§ 116.12 UNAUTHORIZED USE OF STANDS PROHIBITED.

It shall be unlawful for the operator, driver or owner of any motor vehicle other than a taxicab to cause or permit such motor vehicle to park, stand or wait in any parking space which has been established as a taxicab stand by the Common Council and is publicly designated as such by appropriate markings.

('63 Code, § 24-15 (part))

§ 116.13 EXTERNAL IDENTIFICATION REQUIRED.

Each taxicab operated under the provisions of this chapter shall have the word "TAXI" or "TAXICAB" lettered upon the outside thereof at a place plainly visible, in letters not less than three inches high.

('63 Code, § 24-16)

§ 116.14 INSPECTION BY CHIEF OF POLICE.

The Chief of Police shall cause the brakes, lights and windshield wipers of all taxicabs licensed to be tested from time to time and shall report to the licensee all defects discovered by any such test. The licensee shall promptly remedy any defects so reported and failure to do so shall be cause for revocation of his license.

('63 Code, § 24-17)

§ 116.15 REVOCATION POWERS.

The Mayor of the city shall have the right and power to revoke any licensee's license for a violation of any of the provisions of this chapter. Such power of revocation being supplemental and in addition to the penalty clause or violations of this chapter.

('63 Code, § 24-18)

§ 116.25 BUS LOADING ZONES.

The Common Council may by appropriate action, from time to time, designate a bus loading zone, for the use of intercity passenger busses operated as common carriers while loading or discharging passengers; and any such bus loading zone shall be at some appropriate space adjacent to the street curb in the business section of the city.

('63 Code, § 24-14 (part))

§ 116.26 UNAUTHORIZED USE OF ZONES PROHIBITED.

It shall be unlawful for the operator, driver or owner of any motor vehicle other than a taxicab or an intercity, passenger bus, which is a common carrier, to cause or permit such motor vehicle to park, stand or wait in the parking space which has been established as a bus loading zone by the Common Council and is publicly designated as such by appropriate markings.

('63 Code, § 24-15 (part))

§ 116.99 PENALTY.

The violation of any provisions of this chapter either by the licensee or by any other person shall constitute a criminal offense and upon conviction he shall be fined not less than \$1 nor more than \$2,500 and each and every day that any such violation continues shall constitute a separate and distinct offense.

('63 Code, § 24-20)

CHAPTER 117: CABLE TELEVISION

Section

117.01 Franchise ordinances adopted by reference

§ 117.01 FRANCHISE ORDINANCES ADOPTED BY REFERENCE.

The ordinance establishing a cable television system for the city and all ordinances amendatory thereof are hereby adopted by reference and included by reference in this chapter as if said ordinances were set forth in their entirety.

Copies of said ordinances are on file and available for public examination in the office of the Clerk-Treasurer.

Cross-reference: Franchises, see T.S.O. V

CHAPTER 118 MOBILE FOOD AND BEVERAGE VENDORS

Section

118.01 Definitions

118.02 Enforcement

118.03 License

118.04 Fee

118.05 Display of License

118.06 Insurance

118.07 Receipts

118.08 Permitted Locations and Times

118.09 Regulation of Mobile Food Vendors

118.10 Penalty and Revocation

118.11 Nontransferable

§118.01 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Food concession trailer means a licensed, mobile, and self-contained trailer on wheels from which a food establishment operates, and provides food and beverage items, including such items prepared in the food truck, as well as pre-packaged or premade food and beverage items.

Food truck means any self-propelled, licensed, mobile, and self-contained motor vehicle from which a food establishment operates, and provides food and beverage items, including such items prepared in the food truck, as well as pre-packaged or premade food and beverage items.

Mobile food unit includes both food concession trailers and food trucks.

Mobile food vendor means any itinerant individual or company merchant that sells food or beverage items from either a food concession trailer or food truck.

Police department means the City of Delphi, Indiana Police Department.

§118.02 ENFORCEMENT

It shall be the duty of the Chief of the Delphi Police Department and the Code Enforcement Officer to enforce the provisions of this chapter.

§118.03 LICENSE

- (A) Required. Every person or entity desiring to operate a mobile food unit within the corporate limits of the City of Delphi, Indiana shall procure a license before engaging in such activity.
- (B) Application. Every person who desiring a license described in § 118.03(A) shall make application in writing to the Police Department giving full information as indicated in this section on a form to be furnished by the Police Department, said form collecting the following information:
 - (1) , business address, home address and telephone number and local address and telephone number, if any, of the applicant.
 - (2) The date of birth if the applicant is an individual.
 - (3) A photograph of the applicant in which an area from the top of the applicant's head to the bottom of the applicant's shoulders are visible, said photograph to be 2 inches by 2 inches in dimension.
 - (4) The name under which the business activities are to be conducted.
 - (5) Duration of the license request.
 - (6) The location or event where the applicant intends to do business.
 - (7) A description and valid license plate number for any vehicle to be used by the applicant.
 - (8) Proof that the proper licenses and permissions have been obtained from the Carroll County Health Department or other appropriate agency.
 - (9) The applicant's state retailer license number, if applicable.
- (10) Every mobile food vendor, as a condition of issuance of license, shall agree to indemnify and hold harmless and defend the City of Delphi and its elected officials, officers, employees, and agents against all liability and loss arising from activities undertaken pursuant to the license sought under this chapter. The City of Delphi shall not be liable for any business loss, property loss, or other injury that may result from activities undertaken under the license, or suspension or revocation of the license, or the discontinuance of the issuance of licenses under this chapter, and no mobile food vendor shall maintain any claim against the City of Delphi, its elected officials, officers, employees, or agents on account of any suspension, revocation, or discontinuance.
- (C) Identification of Applicant. Upon submission of license application, submission of fee deposit as required under § 118.04, and upon satisfactory evidence being submitted to the police department that the applicant is a fit, proper applicant to engage in the activities described in this chapter, there shall be issued to the applicant a permit in a form to be approved by the Clerk-Treasurer and police department, which form shall bear the signature of the Clerk-Treasurer and the Chief of the Police Department, or their designees, and a photograph of the person to whom the permit is issued. Applicant shall then be permitted to engage in business in the city as described in this chapter and for the period specified on the issued permit.

§118.04 FEE

The license fees under the terms of this Chapter 118 shall be as follows:

- (A) \$50 per day; or
- (B) \$250 annually

§118.05 DISPLAY OF LICENSE

Every mobile food vendor issued a license under this chapter shall, while engaged in in that business within the City of Delphi, have the license prominently displayed for public viewing, and shall produce the same at the request of a police officer or code enforcement officer, or at the request of any private citizen to whom the vendor is exhibiting or attempting to sell food or beverages.

§118.06 INSURANCE

A mobile food vendor operating under a license issued under this chapter shall maintain automobile liability insurance in the state minimum coverage, as well as general liability insurance in the amount of at least \$300,000.00, including products liability insurance coverage from an insurance company with an A rating as the minimum amount of insurance to be carried on each licensed vehicle and for each mobile food vendor. The City of Delphi, Indiana shall be named as an additional insured on all general liability insurance policies. Proof of proper insurance shall be a prerequisite to the issuance of a license under this chapter.

§118.07 RECEIPTS

A mobile food vendor shall, upon the request of a customer, render to said customer a receipt for the amount charged, either by a mechanically printed or specially prepared receipt, or by an electronic receipt, on which shall be the name of the permit holder of the mobile food vendor, all charges and taxes, and the date of the transaction.

§118.08 PERMITTED LOCATIONS AND TIMES

- (A) Properly licensed mobile food vendors may parked and operate at the following locations during the times designated in subparagraph (B) of this section:
 - (1) South Market Street between its intersections with East Main Street and West Franklin Street, parking horizontally to the curb on the westerly side of the street until all spaces are filled prior to parking horizontally on the easterly side of the street, and under no circumstances blocking the flow of traffic.
 - (2) On private property with permission of the landowner.
 - (3) Other publicly owned property with express written authorization from the Board of Works and Public Safety.
- (B) Properly licensed mobile food vendors may not operate in the above referenced areas during any approved special event or festival, unless authorization is received from the event organizer and the requirements of this chapter are met.
- (C) A license under this chapter shall not be required for a mobile food vendor to operate on private property for private events and sales are not made or solicited to the general public, subject to any other applicable laws, rules, and regulations.

§118.09 REGULATION OF MOBILE FOOD VENDORS

All mobile food vendors shall:

- (A) Comply with the requirements of all applicable laws, rules, and regulations.
- (B) Operate in a manner that ensures the safety of patrons, pedestrians, motorists, and all members of the public.
- (C) Shall collect all trash, garbage, refuse generated by the operation of a mobile food unit.
- (D) Shall not generate unreasonable or excessive noise.
- (E) Shall comply with all local, state, and federal laws and tax collection requirements.
- (F) Shall operate in a clean and sanitary manner and comply with all health and safety requirements as may be prescribed by various governing or regulatory bodies.

§118.10 PENALTY AND REVOCATION

Any individual or business regulated by this chapter who shall violate or fail to comply with any provision of this chapter, or who shall counsel, aid, or abet any such violation or failure to comply shall be deemed guilty of an offense and shall be punished by a fine as set in the Ordinance Violation Bureau Schedule of Ordinance Violations. Any violation of this chapter not listed in the Schedule of Ordinance Violations shall be punished by a fine not to exceed the statutory limit for ordinance violations. Each occurrence of a violation shall constitute a separate offense. Any violation of this chapter shall permit the police department or code enforcement officer to revoke licensure, if deemed appropriate considering the circumstances of said violation.

§118.11 NONTRANSFERABLE

All licenses issued under this chapter are nontransferable.

TITLE XIII: GENERAL OFFENSES

Chapter

130. GENERAL OFFENSES

CHAPTER 130: GENERAL OFFENSES

Section

130.01 Firearms

130.02 Expectorating in public places

130.03 Advertising; scattering on public ways; posting prohibited

130.04 Destruction of public property

130.05 Curfew for minors

130.06 Consumption of alcoholic beverages prohibited

130.07 Hours of operation for city parks

130.99 Penalty

Cross-reference:

Desecration of graves; vandalism, see § 98.04

False alarms, see § 96.05

Jumping from bridge, unlawful to, see § 101.02

Police dogs, unlawful to injure or kill, see § 92.30

§ 130.01 FIREARMS.

- (A) Definition. For the purpose of this section the word GUN shall mean and be taken as any firearm, air gun, or other device whereby anything is or can be discharged, thrown or propelled into space for any distance, by any means whether mechanical, explosive or otherwise.
- (B) Operation within city limits unlawful. Except duly authorized officers of the law, in the performance of their duties, it shall be unlawful to use, operate, discharge or otherwise cause the operation of any gun, as defined in division (A) of this section within the corporate limits of the city.

(‘63 Code, §§ 17-17, 17-18)

§ 130.02 EXPECTORATING IN PUBLIC PLACES.

It shall be unlawful for any person to spit or expectorate upon any of the sidewalks, public ways, public buildings or other places intended for the general use of the public.

(‘63 Code, § 17-25)

§ 130.03 ADVERTISING; SCATTERING ON PUBLIC WAYS; POSTING PROHIBITED.

It shall be unlawful for any person to scatter, throw or deposit any advertising matter upon any sidewalk, street or other public place within the city. It shall also be unlawful for any person to place or fasten any poster, sign, card or other advertisement upon any public building, sidewalk or pavement.

(‘63 Code, § 17-26)

§ 130.04 DESTRUCTION OF PUBLIC PROPERTY.

It shall be unlawful for any person to destroy, deface or damage public property.

(‘63 Code, § 17-28)

§ 130.05 CURFEW FOR MINORS.

- (A) It is unlawful for a child 15, 16, or 17 years of age to be in a public place in the city at any time during the following curfew hours:
 - (1) Between 1:00 a.m. and 5:00 a.m. on Saturday or Sunday,
 - (2) After 11:00 p.m. on Sunday, Monday, Tuesday, Wednesday, or Thursday; or

- (3) Before 5:00 a.m. on Monday, Tuesday, Wednesday, Thursday, or Friday.
- (B) It is unlawful for a child younger than 15 years of age to be in a public place in the city after 11:00 p.m. or before 5:00 a.m. on any day.
- (C) Application. The above limitations do not apply to a child who is:
 - (1) Accompanied by the child's parent, guardian, or custodian;
 - (2) Accompanied by an adult specified by the child's parent, guardian, or custodian; or
 - (3) With the consent of the child's parent, guardian, or custodian, either participating in, going to, or returning from:
 - (a) Lawful employment;
 - (b) A school-sanctioned activity; or
 - (c) An expressive, religious, or associational activity protected by either federal or state law, including but not limited to the free exercise of religion, freedom of speech, and the right of assembly.
- (D) Curfew; responsibility of parent, guardian or custodian. It is unlawful for a parent, guardian, or custodian of a child under the age of 18 years knowingly to allow that child to commit a curfew violation under this chapter.
- (E) Enforcement.
 - (1) A child who commits a curfew violation under this chapter is subject to the enforcement procedures provided in I.C. 34-28-5-1. Whenever a complaint is filed against a child for a violation of this chapter, the city shall direct a copy of the complaint to the Carroll County Prosecutor's Office and Carroll County Probation Department.
 - (2) The penalty for violation of this section shall be the same as that imposed for a Class C infraction under Indiana Code; however, in addition to said penalty, the Court upon request shall order such injunctive relief as is appropriate and necessary to prevent a child from committing further violations of this section.

(Ord. 2000-14, passed - -00)

§ 130.06 CONSUMPTION OF ALCOHOLIC BEVERAGE PROHIBITED.

- (A) It shall be unlawful for any person to possess, drink, use or consume, sell or offer for sale, trade, barter, give away or exchange any malt, vineious, or spirituous alcoholic beverage or liquor in, upon or within the confines of any park, now or hereafter operated, owned or maintained by the city, and administered by its Parks Department without a valid permit issued by the Indiana Alcoholic Beverage Commission and approved by the Chief of Police of the city.
- (B) Anyone in violation of this section shall be fined not more than \$500.

(Ord. 04-3, passed 4-5-04; Am. Ord. 2010-7, passed 9-13-10)

§ 130.07 HOURS OF OPERATION FOR CITY PARKS.

- (A) All city parks shall be open from 5:00 a.m. to 11:00 p.m. unless otherwise ordered by the Chief of Police due to weather conditions, flooding, other dangerous conditions, or special events.
- (B) Any person found in any city park between the hours of 11:01 p.m. and 4:59 a.m. may be fined not more than \$500.

(Ord. 2010-6, passed 9-13-10, Am. Ord. 2016-14, passed 8-1-16)

§ 130.99 PENALTY.

- (A) Any person in violation of any section of this chapter for which no other penalty is set forth shall be fined not less than \$5 nor more than \$2,500.
(‘63 Code, §§ 17-19, 17-27)
- (B) Any person in violation of § 130.04 shall upon conviction be fined not less than \$10 nor more than \$2,500.

(‘63 Code, § 17-29)

TITLE XV: LAND USAGE

Chapter

- 150. BUILDING REGULATIONS
- 151. DEVELOPMENT AREAS
- 152. THOROUGHFARE PLANNING
- 153. SUBDIVISION REGULATIONS
- 154. ZONING CODE
- 155. FLOODPLAIN MANAGEMENT REGULATIONS
- 156. UNSAFE BUILDING LAW

CHAPTER 150: BUILDING REGULATIONS

Section

General Provisions

- 150.01 Short title
- 150.02 Purpose
- 150.03 Authority
- 150.04 Scope
- 150.05 Adoption of rules by reference

Permits

- 150.15 Application for permits
- 150.16 Permit required
- 150.17 Other ordinances
- 150.18 Fees and required inspections
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Inspections and Enforcement

- 150.30 Inspections
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- 150.33 Stop order
- 150.34 Certificate of occupancy
- 150.35 Workmanship
- 150.36 Right of appeal
- 150.37 Remedies
- 150.98 Violations
- 150.99 Penalties

Statutory reference:

For provisions concerning the state building code, see IC 22-13-2-3

GENERAL PROVISIONS

§ 150.01 SHORT TITLE.

This chapter, and all ordinances supplemental or amendatory hereto, shall be known as the “Building Code of the City of Delphi, Indiana,” may be cited as such, and will be referred to herein as “this code.”

(Ord. 92-4, passed - -92)

§ 150.02 PURPOSE.

The purpose of this code is to provide minimum standards for the protection of life, health, environment, public safety and general welfare, and for the conservation of energy in the design and construction of buildings and structures.

(Ord. 92-4, passed - -92)

§ 150.03 AUTHORITY.

The Building Commissioner is authorized and directed to administer and enforce all of the provisions of this code. Whenever in this code, it is provided that anything must be done to the approval of or subject to the direction of the Building Commissioner or any other officer of the City Building Department, this shall be construed to give such officer only the discretion of determining whether this code has been complied with; and no such provision shall be construed as giving any officer discretionary powers as to what this code shall be, or power to require conditions not prescribed by this code or any other ordinances of the city, or to enforce this code in an arbitrary or discriminatory manner. Any variance from adopted building rules are subject to approval under IC 22-13-2-7(b).

(Ord. 92-4, passed - -92)

§ 150.04 SCOPE.

The provisions of this code apply to the construction, alteration, repair, use, occupancy, and addition to all buildings and structures, other than industrialized building systems or mobile structures certified under IC 22-15-4 in the city.

(Ord. 92-4, passed - -92)

§ 150.05 ADOPTION OF RULES BY REFERENCE.

- (A) Building rules of the Indiana Fire Prevention and Building Safety Commission as set out in the following Articles of Title 675 of the Indiana Administrative Code are incorporated by reference in this code and shall include later amendments to those Articles as the same are published in the Indiana Register or the Indiana Administrative Code with effective dates as fixed therein:
 - (1) Article 13 - Building Codes.
 - (a) Fire and Building Safety Standards.
 - (b) Indiana Building Code.
 - (c) Indiana Building Code Standards.
 - (d) Indiana Handicapped Accessibility Code.
 - (2) Article 14 - One and Two Family Dwelling Code: Indiana One and Two Family Dwelling Code.
 - (3) Article 16 - Plumbing Code: Indiana Plumbing Code.
 - (4) Article 17 - Electrical Codes.
 - (a) Indiana Electrical Code.
 - (b) Safety Code for Health Care Facilities.
 - (5) Article 18 - Mechanical Code: Indiana Mechanical Code.
 - (6) Article 19 - Energy Conservation Codes.
 - (a) Indiana Energy Conservation Code.
 - (b) Modifications to the Model Energy Code.
 - (7) Article 20 - Swimming Pool Code: Indiana Swimming Pool Code.
- (B) Copies of adopted building rules, codes and standards are on file in the office of Clerk-Treasurer of the city.

(Ord. 92-4, passed - -92)

PERMITS

§ 150.15 APPLICATION FOR PERMITS.

No building permit shall be issued for the foregoing purposes, unless the application for a permit is accompanied by a plat or sketch of the proposed location showing lot boundaries, and by plans and specifications showing the work to be done. In addition, a copy of a design release, issued by the state Building Commissioner and the state Fire Marshal pursuant to IC 22-15-3-1, shall be provided to the Building Commissioner before issuance of a permit for construction covered by such design release.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.16 PERMIT REQUIRED.

A permit shall be obtained before beginning construction, alteration or repair of any building or structure, the cost of which exceeds \$500, using forms furnished by the Building Commissioner, and all fees required by this chapter shall be paid to Clerk-Treasurer of the city.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.17 OTHER ORDINANCES.

All work done under any permit shall be in full compliance with all other ordinances pertaining thereto, and in addition to the fees for permits, there shall be paid the fees prescribed in such ordinances.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.18 FEES AND REQUIRED INSPECTIONS.

(A) Permits required by § 150.16 shall be issued upon prior payment of inspection fees according to the following schedule:

<i>Type of Construction</i>	<i>Required Inspections</i>	<i>Single Inspection Fee</i>	<i>Permit Fee</i>
One or two family dwelling, detached	4	\$25	\$100
Apartment, hotels, motels, ea. unit	3	25	75
Business, commercial, public	6	25	150
Educational, institutional, church	6	25	150
Industrial, warehouse, bulk storage	4	25	100
Mobile homes, temporary structures	1	25	25
Accessory buildings (residential use)	1	25	25
Additions/alterations (all occupancies)	2	25	50

(B) The minimum permit fee for any permit shall be \$25. For unusually large or complex buildings or structures, the Building Commissioner shall have the power to increase the number of required inspections by 50%. The Building Commissioner shall in all cases designate the stage of construction when each required inspection must be requested by the permit holder. No concrete shall be placed for foundations without prior inspection. No electrical, mechanical, plumbing, or thermal insulation work shall be covered without prior inspection. Where additional inspections are required due to failure of permit holder to have work ready for inspection at a designated stage of construction, the Building Commissioner shall have the power to assess a reinspection fee of \$25 for each such additional inspection. Reinspection fees shall be paid to the Clerk-Treasurer prior to the issuance of a certificate of occupancy. The Building Commissioner shall submit an annual report to the Common Council of permit fees collected, cost of inspection operations and recommendations for adjustment of required inspections and single inspection fees as necessary.

(Ord. 92-4, passed - -92)

§ 150.19 REVIEW OF APPLICATION.

Prior to the issuance of any building permit, the Building Commissioner shall:

- (A) Review all building permit applications to determine full compliance with the provisions of this chapter.
- (B) Review all building permit applications for new construction or substantial improvements to determine whether proposed building sites will be reasonably safe from flooding.

- (C) Review building permit applications for major repairs within the flood plain area having special flood hazards to determine that the proposed repair uses construction materials and utility equipment that are resistant to flood damage, and uses construction methods and practices that will minimize flood damage.
- (D) Review building permit applications for new construction or substantial improvements within the flood plain area having special flood hazards to assure that the proposed construction (including prefabricated and mobile homes) is protected against flood damage; is designed (or modified) and anchored to prevent flotation, collapse, or lateral movement of the structure, flood damage; and uses construction methods and practices that will minimize flood damage.

(Ord. 92-4, passed - -92)

INSPECTIONS AND ENFORCEMENT

§ 150.30 INSPECTIONS.

After the issuance of any building permit, the Building Commissioner shall make, or shall cause to be made, inspections of the work being done as are necessary to insure full compliance with the provisions of this chapter and the terms of the permit. Reinspections of work found to be incomplete or not ready for inspection are subject to assessment of reinspection fees as prescribed in this chapter.

(Ord. 92-4, passed - -92)

§ 150.31 INSPECTION ASSISTANCE.

The Chief of the Fire Department, or his designated representative, shall assist the Building Commissioner in the inspection of fire suppression, detection and alarm systems and shall provide reports of such inspection to the Building Commissioner.

(Ord. 92-4, passed - -92)

§ 150.32 ENTRY.

Upon presentation of proper credentials, the Building Commissioner or his duly authorized representatives may enter at reasonable times any building, structure or premises in the city to perform any duty imposed upon him by this chapter.

(Ord. 92-4, passed - -92)

§ 150.33 STOP ORDER.

Whenever any work is being done contrary to the provisions of this chapter, the Building Commissioner may order the work stopped by notice in writing served on any persons engaged in the doing or causing such work to be done, and any such persons shall forthwith stop such work until authorized by the Building Commissioner to proceed with the work.

(Ord. 92-4, passed - -92)

§ 150.34 CERTIFICATE OF OCCUPANCY.

No certificate of occupancy for any building or structure constructed after the adoption of this chapter shall be issued unless such building or structure was constructed in compliance with the provisions of this chapter. It shall be unlawful to occupy any such building or structure unless a full, partial, or temporary certificate of occupancy has been issued by the Building Commissioner.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.35 WORKMANSHIP.

All work on the construction, alteration and repair of buildings and other structures shall be performed in a good and workmanlike manner according to accepted standards and practices in the trade.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.36 RIGHT OF APPEAL.

All persons shall have the right to appeal any order of the Building Commissioner first through the Common Council and then to the Fire Prevention and Building Safety Commission of Indiana in accordance with the provisions of IC 22-13-2-7 and IC 4-21.5-3-7.

(Ord. 92-4, passed - -92)

§ 150.37 REMEDIES.

The Building Commissioner shall in the name of the city bring actions in the Circuit or Superior Courts of Carroll County for mandatory and injunctive relief in the enforcement of and to secure compliance with any order or orders made by the Building Commissioner, and any such action for mandatory or injunctive relief may be joined with an action to recover the penalties provided for in this chapter.

(Ord. 92-4, passed - -92)

§ 150.98 VIOLATIONS.

It shall be unlawful for any person, firm or corporation, whether as owner, lessee, sub-lessee, or occupancy, to erect, construct, enlarge, alter, repair, improve, remove, convert, demolish, equip, use, occupy or maintain any building or structure, other than fences, or cause or permit the same to be done, contrary to or in violation of the provisions of this chapter.

(Ord. 92-4, passed - -92) Penalty, see § 150.99

§ 150.99 PENALTIES.

If any person, firm or corporation shall violate any of the provisions of this chapter, or shall do any act prohibited herein, or shall fail to perform any duty lawfully enjoined, within the time prescribed by the Building Commissioner, or shall fail, neglect or refuse to obey any lawful order given by the Building Commissioner in connection with the provisions of this chapter for each such violation, failure or refusal, such person, firm or corporation shall be fined in any sum not less than \$25, nor more than \$2,500. Each day of such unlawful activity as is prohibited by the first sentence of this section shall constitute a separate offense.

(Ord. 92-4, passed - -92)

CHAPTER 151: DEVELOPMENT AREAS

Section

151.01 Urban development area

151.02 Economic revitalization area

§ 151.01 URBAN DEVELOPMENT AREA.

The Common Council finds that the following described real estate in the city is an “urban development area” as defined by IC 6-1.1-12.1-2:

All that part of the following described real estate lying north and east of U.S. 421: A tract of land laying in part of the northeast quarter (¼) of section thirty (30) in township twenty-five (25) north and range two (2) west in Deer Creek Township, Carroll County, Indiana, and being Lots Four (4), Five (5), Six (6), Seven (7) and part of Lots Two (2), Three (3), Eight (8) and Fifteen (15) in Grimes Second Addition to the Town (now City) of Delphi (as platted and recorded in Record Plat Book 1, page 48, in the Carroll County Recorder's Office, Delphi, Indiana) and also part of the Old Wabash and Erie Canal being more particularly described as follows: Beginning at a point which bears north 26° 22' west 12.00 feet from the northwest corner of Lot Seven (7) in Block Forty-three (43) of Grimes First Addition to the Town (now City) of Delphi (as platted and recorded in Record Plat Book “B”, page 428, in the Office of the Carroll County Recorder, Delphi, Indiana) and running thence south 63° 38' west along the

extended north line of a twelve (12) foot alley for a distance of 605.65 feet to the west bank of the old Wabash and Erie Canal; thence following said bank of canal north 30° 04" west 165.00 feet; thence north 27° 06' west 159.15 feet; thence north 14° 24' west 67.00 feet to a concrete right of way marker on the west side of U. S. Highway No. 421; thence north 4° 09' west across said Highway 159.52 feet; thence north 5° 53' west 104.23 feet; thence north 7° 00' east 100.35 feet; thence north 27° 06' east 116.40 feet; thence north 47° 48' east 117.30 feet; thence north 66° 35' east 166.40 feet; thence north 54° 44' east 162.65 feet; thence north 24° 57' east 217.85 feet to the south right of way line of the Chicago, Indianapolis and Louisville Railroad (Monon); thence leaving the west bank of the old Wabash and Erie Canal and following said south right of way of the Railroad south 65° 03' east 445.00 feet; thence south 65° 54' east 102.22 feet; thence south 68° 26' east 112.55 feet; thence leaving the Railroad right of way line and running south 4° 52' 30" east along an old fence line 499.50 feet to the north line of a platted twelve (12) foot alley; thence south 63° 38' west along the north line of said alley 488.25 feet to the place of beginning, containing 20.82 acres, more or less.

(Ord. 83-2, passed 7-18-83)

§ 151.02 ECONOMIC REVITALIZATION AREA.

The following area located within the corporate limits is an Economic Revitalization Area pursuant to IC 6-1.1-12-1.2:

Beginning at a point distant East 714 feet and North 448.45 feet from the Southwest corner of the Southeast quarter of Section 9, Township 25 North, Range 2 West, and running thence West 427 feet to the south right of way line of the Delphi Belt Railway, thence along said right of way line North 40° 42' East to the center of the Delphi and Pittsburg gravel road, thence in an easterly direction to a Point where the east line of the west half of the Southeast Quarter of Section 19, Township 25 North, Range 2 West, crosses the middle line of the Delphi and Pittsburg gravel road, thence in an easterly direction to a Point where the east line of the west half of the Southeast Quarter of Section 19, Township 25 North, Range 2 West, crosses the middle line of the Delphi and Pittsburg gravel road; running thence South 80° 45' East 132.95 feet; thence South 64° 33' East 681 feet; thence South 24° 12' West 259.40 feet; thence South 63° 48' East 237.55 feet to the West bank of the Old Wabash and Erie Canal; thence following said Canal South to a Point 250.8 feet North of the South line of said Section 19; thence West to the West line of the East One Half (½) of the Southeast Quarter of said Section; thence North on said West line 134.50 feet; thence West 618 feet; thence North to the place of beginning;

and also

Including a tract of land beginning at a Point in the center line of the Delphi and Range Line gravel road west 714 feet and north 1108.55 feet from the Southwest Corner of the Southeast Quarter of Section 19; thence North 87 W 83.75 feet; thence South 3° West to the South right of way line of the Delphi Belt Railway; thence North 40° 42' East with said right of way line to the centerline of said Delphi and Pittsburg gravel road; thence West to the place of beginning.

(Ord. 85-2, passed 5-3-85)

CHAPTER 152: THOROUGHFARE PLANNING

Section

- 152.01 Designation; plan adopted by reference
- 152.02 Maps adopted by reference
- 152.03 Copies on file
- 152.03 Standards; policies and directives
- 152.04 Continued authority
- 152.05 Amendments

§ 152.01 DESIGNATION; PLAN ADOPTED BY REFERENCE.

This chapter shall be known as the Development-Thoroughfare Plan, a part of the Master Plan of Delphi, Indiana, said part to be adopted by reference as if fully set forth herein.

('63 Code, § 26-1)

§ 152.02 MAPS ADOPTED BY REFERENCE.

The following maps are declared to be a part of the Development-Thoroughfare Plan for the city and are hereby adopted by reference as if fully set forth herein:

- (A) A map entitled “Delphi, Indiana, Major Thoroughfare & Development Plan Map” which shows the land use plan and the location of major thoroughfares and certain minor streets within the city limits.
- (B) A map entitled “Delphi, Indiana, Territorial Jurisdiction, City Plan Commission, Major Thoroughfare & Development Plan” which indicates the land use plan and the location of major thoroughfares located beyond the city limits.

(‘63 Code, § 26-2)

§ 152.03 COPIES ON FILE.

A copy of the Development-Thoroughfare Plan, including maps, shall be kept on file in the office of the Clerk-Treasurer and shall be subject to public examination during the regular office hours of the Clerk-Treasurer.

(‘63 Code, § 26-6)

§ 152.03 STANDARDS; POLICIES AND DIRECTIVES.

- (A) Right-of-way widths. The minimum right-of-way widths for major streets and secondary streets shall be:

Type of Street	Minimum Width in Feet
Major	100
Secondary	70
Minor	50

- (B) Roadway widths (Face to face of curbs).

Type of Street	Minimum Width in Feet
Major	40
Secondary	
With curb and gutter	36
Without curb and gutter	24
Minor	
With curb and gutter	28
Without curb and gutter	20

- (C) Opening or widening of streets. Whenever a street designated on the plan is to be platted as part of a subdivision of lands the right-of-way width shall conform to the policies and specified designations and indications in the Development-Thoroughfare Plan Ordinance and Maps, provided, that where a street borders a tract of land to be subdivided, the owner of such and shall be required to plat only one-half of the right-of-way width designated for such street, measured at 90° to the centerline thereof.
- (D) Location of streets. Wherever the locations of streets are indicated as following existing roads or streets, or section or half-section lines, or other established property lines, such streets shall conform to such locations. Streets which follow irregular alignments, or indicate revised alignments, or are not referenced to established lines, shall follow in a general manner the alignment shown on the maps which accompany the Development-Thoroughfare Plan. They shall be subject to detailed surveys of their alignments, which may be made by the City Engineer, the City Plan Commission or other public agencies, or by the owners of the land to be subdivided. Such surveys shall be subject to the approval of the City Plan Commission prior to the filing of subdivision plans affecting such streets.
- (E) Consideration by public agencies. After the adoption of the Development-Thoroughfare Plan and this chapter, the Common Councils the Board of County Commissioners or other governing body or official agency within the territorial jurisdiction of the City Plan Commission shall be guided by and give consideration to the general policy and pattern of development set out in the Development-Thoroughfare Plan in the authorization, construction, alteration or abandonment of public highways and public structures;

in the approval of land subdivisions and the street patterns involved in such land subdivisions; in the determination of sites for schools, parks and recreational facilities, shopping centers and industrial districts and the acquisition of land therefore and in other matters affecting the development of the territorial jurisdiction area of the City Plan Commission.

- (F) Issuance of Permits. In the issuance of permits authorized by the Building Commissioner for the erection or alteration of structures and other improvements, the proposed streets and thoroughfare rights-of-way as set forth in this plan shall be protected and no such permit or permits shall be issued if the work proposed thereunder would encroach upon the existing or proposed sites or existing or proposed rights-of-way indicated on the Development- Thoroughfare Plan adopted by this chapter.

('63 Code, § 26-3)

§ 152.04 CONTINUED AUTHORITY.

Subsequent to the adoption of the Development-Thoroughfare Plan and the passage of this chapter, the City Plan Commission may:

- (A) Determine lines for new, extended, widened or narrowed thoroughfares in any portion of the territorial jurisdiction of the City Plan Commission.
- (B) Certify to the Common Council the amended or additional plan under the same procedures as established for the certification and approval of the original Development-Thoroughfare Plan.

('63 Code, § 26-4)

§ 152.05 AMENDMENTS.

In addition to the provisions of § 152.04, amendments may be initiated as follows:

- (A) The Common Council may direct the City Plan Commission to prepare an amendment as desired, and submit it to public hearing within 60 days after formal written request by the Common Council.
- (B) The owners of 50% or more of the area of property abutting upon a street may also petition the City Plan Commission requesting an amendment to the Development-Thoroughfare Plan.

('63 Code, § 26-5)

CHAPTER 153: SUBDIVISION REGULATIONS

Section

153.01 Adoption by reference

§ 153.01 ADOPTION BY REFERENCE.

The Subdivision Regulations, as enacted by Ord. 4-71 and all amendments thereto, are hereby adopted by reference and made a part of this code as if set forth in full. A copy of the Subdivision Regulations is available for public inspection at town offices during normal business hours.

CHAPTER 154: ZONING CODE

Section

154.01 Adoption by reference

§ 154.01 ADOPTION BY REFERENCE.

The Zoning Code, as enacted by Ord. 3-71 and all amendments thereto, is hereby adopted by reference and made a part of this code as if set forth in full. A copy of the Zoning Code is available for public inspection at town offices during normal business hours.

CHAPTER 155: FLOODPLAIN MANAGEMENT REGULATIONS

Section

General Provisions

- 155.01 Statutory authorization
- 155.02 Findings of fact
- 155.03 Statement of purpose
- 155.04 Objectives
- 155.05 Definitions
- 155.06 Lands to which this chapter applies
- 155.07 Basis for establishing regulatory flood data
- 155.08 Establishment of floodplain development permit
- 155.09 Compliance
- 155.10 Abrogation and greater restrictions
- 155.11 Discrepancy between mapped floodplain and actual ground elevations
- 155.12 Interpretation
- 155.13 Warning and disclaimer of liability
- 155.14 Severability

Administration

- 155.25 Designation of Administrator
- 155.26 Permit procedures
- 155.27 Duties and responsibilities of the Floodplain Administrator

Provisions for Flood Hazard Reduction

- 155.35 General standards
- 155.36 Specific standards
- 155.37 Standards for subdivision proposals
- 155.38 Critical facility
- 155.39 Standards for identified floodways
- 155.40 Standards for identified fringe
- 155.41 Standards for SFHAs without established base flood elevation and/or floodways/fringes
- 155.42 Standards for floodprone areas

Variance Procedures

- 155.50 Designation of Variance and Appeals Board
- 155.51 Duties of Variance and Appeals Board
- 155.52 Variance procedures
- 155.53 Conditions for variances
- 155.54 Variance notification
- 155.55 Historic structure
- 155.56 Special conditions
- 155.99 Penalty

GENERAL PROVISIONS

§ 155.01 STATUTORY AUTHORIZATION.

The Indiana Legislature has in I.C. 36-7-4 granted the power to local government units to control land use within their jurisdictions. Therefore, the Common Council of the City of Delphi, Indiana does hereby adopt the following floodplain management regulations.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.02 FINDINGS OF FACT.

- (A) The flood hazard areas of the city are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

- (B) These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities, and by the occupancy in flood hazard areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, inadequately flood-proofed, or otherwise unprotected from flood damages.

(Ord. 2015-1, passed 1-5-15)

§ 155.03 STATEMENT OF PURPOSE.

It is the purpose of this chapter to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- (A) Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, which result in damaging increases in erosion or in flood heights or velocities.
- (B) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction.
- (C) Control the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of floodwaters.
- (D) Control filling, grading, dredging, and other development which may increase erosion or flood damage.
- (E) Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.
- (F) Make federal flood insurance available for structures and their contents in the city by fulfilling the requirements of the National Flood Insurance Program.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.04 OBJECTIVES.

The objectives of this chapter are:

- (A) To protect human life and health.
- (B) To minimize expenditure of public money for costly flood control projects.
- (C) To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public.
- (D) To minimize prolonged business interruptions.
- (E) To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone, and sewer lines, streets, and bridges located in floodplains.
- (F) To help maintain a stable tax base by providing for the sound use and development of floodprone areas in such a manner as to minimize flood blight areas.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.05 DEFINITIONS.

Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

A ZONE. Portions of the SFHA in which the principal source of flooding is runoff from rainfall, snowmelt, or a combination of both. In A ZONES, floodwaters may move slowly or rapidly, but waves are usually not a significant threat to buildings. These areas are labeled as **ZONE A**, **ZONE AE**, **ZONES A1-A30**, **ZONE AO**, **ZONE AH**, **ZONE AR** and **ZONE A99** on a **FIRM**. The definitions are presented below:

- (1) **ZONE A.** Areas subject to inundation by the 1% annual chance flood event. Because detailed hydraulic analyses have not been performed, no base flood elevation or depths are shown.
- (2) **ZONE AE and A1-A30.** Areas subject to inundation by the 1% annual chance flood event determined by detailed methods. Base flood elevations are shown within these zones. (Zone AE is on new and revised maps in place of Zones A1-A30.)
- (3) **ZONE AH.** Areas subject to inundation by 1% annual chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Average flood depths derived from detailed hydraulic analyses are shown within this zone.

- (4) **ZONE AO.** Areas subject to inundation by 1% annual chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet. Average flood depths derived from detailed hydraulic analyses are shown within this zone.
- (5) **ZONE AR.** Areas that result from the decertification of a previously accredited flood protection system that is determined to be in the process of being restored to provide base flood protection.
- (6) **ZONE A99.** Areas subject to inundation by the 1% annual chance flood event, but which will ultimately be protected upon completion of an under-construction federal flood protection system. These are areas of special flood hazard where enough progress has been made on the construction of a protection system, such as dikes, dams, and levees, to consider it complete for insurance rating purposes. **ZONE A99** may only be used when the flood protection system has reached specified statutory progress toward completion. No base flood elevations or depths are shown.

ACCESSORY STRUCTURE (APPURTENANT STRUCTURE). A structure with a floor area 400 square feet or less that is located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. **ACCESSORY STRUCTURES** should constitute a minimal initial investment, may not be used for human habitation, and be designed to have minimal flood damage potential.

Examples of **ACCESSORY STRUCTURES** are detached garages, carports, storage sheds, pole barns, and hay sheds.

ADDITION (TO AN EXISTING STRUCTURE). Any walled and roofed expansion to the perimeter of a structure in which the addition is connected by a common load-bearing wall other than a firewall. Any walled and roofed addition, which is connected by a firewall or is separated by independent perimeter load-bearing walls, is new construction.

APPEAL. A request for a review of the Floodplain Administrator's interpretation of any provision of this chapter.

AREA OF SHALLOW FLOODING. A designated AO or AH Zone on the community's Flood Insurance Rate Map (FIRM) with base flood depths from one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

BASE FLOOD. The flood having a 1% chance of being equaled or exceeded in any given year.

BASE FLOOD ELEVATION (BFE). The elevation of the 1% annual chance flood.

BASEMENT. That portion of a structure having its floor sub-grade (below ground level) on all sides.

BOUNDARY RIVER. The part of the Ohio River that forms the boundary between Kentucky and Indiana.

BOUNDARY RIVER FLOODWAY. The floodway of a boundary river.

BUILDING. See **STRUCTURE**.

COMMUNITY. A political entity that has the authority to adopt and enforce floodplain ordinances for the area under its jurisdiction.

COMMUNITY RATING SYSTEM (CRS). A program developed by the Federal Insurance Administration to provide incentives for those communities in the regular program that have gone beyond the minimum floodplain management requirements to develop extra measures to provide protection from flooding.

CRITICAL FACILITY. A facility for which even a slight chance of flooding might be too great. **CRITICAL**

FACILITIES include, but are not limited to, schools, nursing homes, hospitals, police, fire, and emergency response installations, installations which produce, use or store hazardous materials or hazardous waste.

D ZONE. Unstudied areas where flood hazards are undetermined, but flooding is possible. Flood insurance is available in participating communities but is not required by regulation in this zone.

DEVELOPMENT.

- (1) Any man-made change to improved or unimproved real estate including but not limited to:
 - (a) Construction, reconstruction, or placement of a structure or any addition to a structure;
 - (b) Installing a manufactured home on a site, preparing a site for a manufactured home or installing a recreational vehicle on a site for more than 180 days;
 - (c) Installing utilities, erection of walls and fences, construction of roads, or similar projects;
 - (d) Construction of flood control structures such as levees, dikes, dams, channel improvements, etc.;
 - (e) Mining, dredging, filling, grading, excavation, or drilling operations;
 - (f) Construction and/or reconstruction of bridges or culverts;
 - (g) Storage of materials; or
 - (h) Any other activity that might change the direction, height, or velocity of flood or surface waters.
- (2) **DEVELOPMENT** does not include activities such as the maintenance of existing structures and facilities such as painting, re-roofing; resurfacing roads; or gardening, plowing, and similar agricultural practices that do not involve filling, grading, excavation, or the construction of permanent structures.

ELEVATED STRUCTURE. A non-basement structure built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, filled stem wall foundations (also called chain walls), pilings, or columns (posts and piers).

ELEVATION CERTIFICATE. A certified statement that verifies a structure's elevation information.

EMERGENCY PROGRAM. The first phase under which a community participates in the NFIP. It is intended to provide a first layer amount of insurance at subsidized rates on all insurable structures in that community before the effective date of the initial FIRM.

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION. A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the community's first floodplain ordinance.

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION. The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FEMA. The Federal Emergency Management Agency.

FLOOD. A general and temporary condition of partial or complete inundation of normally dry land areas from the overflow, the unusual and rapid accumulation, or the runoff of surface waters from any source.

FLOOD BOUNDARY AND FLOODWAY MAP (FBFM). An official map on which the Federal Emergency Management Agency (FEMA) or Federal Insurance Administration (FIA) has delineated the areas of flood hazards and regulatory floodway.

FLOOD INSURANCE RATE MAP (FIRM). An official map of a community, on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS). The official hydraulic and hydrologic report provided by FEMA. The report contains flood profiles, as well as the FIRM, FBFM (where applicable), and the water surface elevation of the base flood.

FLOOD PROTECTION GRADE (FPG). The elevation of the regulatory flood plus two feet at any given location in the SFHA. (See **FREEBOARD**.)

FLOODPLAIN. The channel proper and the areas adjoining any wetland, lake, or watercourse which have been or hereafter may be covered by the regulatory flood. The FLOODPLAIN includes both the floodway and the fringe districts.

FLOODPLAIN MANAGEMENT. The operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including but not limited to emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

FLOODPLAIN MANAGEMENT REGULATIONS. This chapter and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power which control development in floodprone areas. This term describes federal, state, or local regulations in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

FLOODPLAIN MANAGEMENT REGULATIONS are also referred to as **FLOODPLAIN REGULATIONS,**

FLOODPLAIN ORDINANCE, FLOOD DAMAGE PREVENTION ORDINANCE, and FLOODPLAIN MANAGEMENT REQUIREMENTS.

FLOODPRONE AREA. Any land area acknowledged by a community as being susceptible to inundation by water from any source. (See **FLOOD**.)

FLOODPROOFING (DRY FLOODPROOFING). A method of protecting a structure that ensures that the structure, together with attendant utilities and sanitary facilities, is watertight to the floodproofed design elevation with walls that are substantially impermeable to the passage of water. All structural components of these walls are capable of resisting hydrostatic and hydrodynamic flood forces, including the effects of buoyancy, and anticipated debris impact forces.

FLOODPROOFING CERTIFICATE. A form used to certify compliance for non-residential structures as an alternative to elevating structures to or above the FPG. This certification must be by a registered professional engineer or architect.

FLOODWAY. The channel of a river or stream and those portions of the floodplains adjoining the channel which are reasonably required to efficiently carry and discharge the peak flood flow of the regulatory flood of any river or stream.

FREEBOARD. A factor of safety, usually expressed in feet above the BFE, which is applied for the purposes of floodplain management. It is used to compensate for the many unknown factors that could contribute to flood heights greater than those calculated for the base flood.

FRINGE. Those portions of the floodplain lying outside the floodway.

HARDSHIP. As related to variances of this chapter, the exceptional hardship that would result from a failure to grant the requested variance. The Carroll County Board of Zoning Appeals requires that the variance is exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an **EXCEPTIONAL HARDSHIP**. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE. The highest natural elevation of the ground surface, prior to the start of construction, next to the proposed walls of a structure.

HISTORIC STRUCTURES. Any structures individually listed on the National Register of Historic Places or the Indiana State Register of Historic Sites and Structures.

INCREASED COST OF COMPLIANCE (ICC). The cost to repair a substantially damaged structure that exceeds the minimal repair cost and that is required to bring a substantially damaged structure into compliance with this chapter. Acceptable mitigation measures are elevation, relocation, demolition, or any combination thereof. All renewal and new business flood insurance policies with effective dates on or after June 1, 1997, will include ICC coverage.

LETTER OF FINAL DETERMINATION (LFD). A letter issued by FEMA during the mapping update process which establishes final elevations and provides the new flood map and flood study to the community. The LFD initiates the six-month adoption period. The community must adopt or amend its floodplain management regulations during this six-month period unless the community has previously incorporated an automatic adoption clause.

LETTER OF MAP CHANGE (LOMC). A general term used to refer to the several types of revisions and amendments to FEMA maps that can be accomplished by letter. They include **LETTER OF MAP AMENDMENT (LOMA)**, **LETTER OF MAP REVISION (LOMR)**, and **LETTER OF MAP REVISION**

BASED ON FILL (LOMR-F). The definitions are presented below:

- (1) **LETTER OF MAP AMENDMENT (LOMA).** An amendment by letter to the currently effective FEMA map that establishes that a property is not located in a SFHA through the submittal of property specific elevation data. A LOMA is only issued by FEMA.
- (2) **LETTER OF MAP REVISION (LOMR).** An official revision to the currently effective FEMA map. It is issued by FEMA and changes flood zones, delineations, and elevations.
- (3) **LETTER OF MAP REVISION BASED ON FILL (LOMR-F).** An official revision by letter to an effective NFIP map. A LOMR-F provides FEMA's determination concerning whether a structure or parcel has been elevated on fill above the BFE and excluded from the SFHA.

LOWEST ADJACENT GRADE. The lowest elevation, after completion of construction, of the ground, sidewalk, patio, deck support, or basement entryway immediately next to the structure.

LOWEST FLOOR. The lowest elevation described among the following:

- (1) The top of the lowest level of the structure.
- (2) The top of the basement floor.
- (3) The top of the garage floor, if the garage is the lowest level of the structure.
- (4) The top of the first floor of a structure elevated on pilings or pillars.
- (5) The top of the floor level of any enclosure, other than a basement, below an elevated structure where the walls of the enclosure provide any resistance to the flow of flood waters unless:
 - (a) The walls are designed to automatically equalize the hydrostatic flood forces on the walls by allowing for the entry and exit of floodwaters by providing a minimum of two openings (in addition to doorways and windows) in a minimum of two exterior walls; if a structure has more than one enclosed area, each shall have openings on exterior walls;
 - (b) The total net area of all openings shall be at least one square inch for every one square foot of enclosed area; the bottom of all such openings shall be no higher than one foot above the exterior grade or the interior grade immediately beneath each opening, whichever is higher; and
 - (c) Such enclosed space shall be usable solely for the parking of vehicles and building access.

MANUFACTURED HOME. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term **MANUFACTURED HOME** does not include a "recreational vehicle."

MANUFACTURED HOME PARK OR SUBDIVISION. A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE. The building value, excluding the land (as agreed to between a willing buyer and seller), as established by what the local real estate market will bear. **MARKET VALUE** can be established by independent certified appraisal, replacement cost depreciated by age of building (actual cash value), or adjusted assessed values.

MITIGATION. Sustained actions taken to reduce or eliminate long-term risk to people and property from hazards and their effects. The purpose of **MITIGATION** is twofold: to protect people and structures, and to minimize the cost of disaster response and recovery.

NATIONAL FLOOD INSURANCE PROGRAM (NFIP). The federal program that makes flood insurance available to owners of property in participating communities nationwide through the cooperative efforts of the federal government and the private insurance industry.

NATIONAL GEODETIC VERTICAL DATUM (NGVD) OF 1929. As corrected in 1929, a vertical control used as a reference for establishing varying elevations within the floodplain.

NEW CONSTRUCTION. Any structure for which the “start of construction” commenced after the effective date of the community’s first floodplain ordinance.

NEW MANUFACTURED HOME PARK OR SUBDIVISION. A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the community’s first floodplain ordinance.

NON-BOUNDARY RIVER FLOODWAY. The floodway of any river or stream other than a boundary river.

NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88). As adopted in 1993, a vertical control datum used as a reference for establishing varying elevations within the floodplain.

OBSTRUCTION. Includes, but is not limited to, any dam, wall, wharf, embankment, levee, dike, pile, abutment, protection, excavation, canalization, bridge, conduit, culvert, building, wire, fence, rock, gravel, refuse, fill, structure, vegetation, or other material in, along, across or projecting into any watercourse which may alter, impede, retard or change the direction and/or velocity of the flow of water; or due to its location, its propensity to snare or collect debris carried by the flow of water, or its likelihood of being carried downstream.

ONE PERCENT (1%) ANNUAL CHANCE FLOOD. The flood that has a 1% chance of being equaled or exceeded in any given year. Any flood zone that begins with the letter A is subject to the 1% **ANNUAL CHANCE FLOOD**. See **REGULATORY FLOOD**.

PHYSICAL MAP REVISION (PMR). An official republication of a community’s FEMA map to effect changes to base (1% annual chance) flood elevations, floodplain boundary delineations, regulatory floodways, and planimetric features. These changes typically occur as a result of structural works or improvements, annexations resulting in additional flood hazard areas, or correction to base flood elevations or SFHAs.

PUBLIC SAFETY AND NUISANCE. Anything which is injurious to the safety or health of an entire community, neighborhood or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

RECREATIONAL VEHICLE. A vehicle which is:

- (1) Built on a single chassis;
- (2) Four hundred square feet or less when measured at the largest horizontal projections;
- (3) Designed to be self-propelled or permanently towable by a light duty truck; and
- (4) Designed primarily not for use as a permanent dwelling, but as quarters for recreational camping, travel, or seasonal use.

REGULAR PROGRAM. The phase of the community's participation in the NFIP where more comprehensive floodplain management requirements are imposed and higher amounts of insurance are available based upon risk zones and elevations determined in a FIS.

REGULATORY FLOOD. The flood having a 1% chance of being equaled or exceeded in any given year, as calculated by a method and procedure that is acceptable to and approved by the Indiana Department of Natural Resources and the Federal Emergency Management Agency. The **REGULATORY FLOOD** elevation at any location is as defined in § 155.07. The **REGULATORY FLOOD** is also known by the term **BASE FLOOD, 1% ANNUAL CHANCE FLOOD,** and **100-YEAR FLOOD.**

REPETITIVE LOSS. Flood-related damages sustained by a structure on two separate occasions during a ten- year period for which the cost of repairs at the time of each such flood event, on the average, equaled or exceeded 25% of the market value of the structure before the damage occurred.

SECTION 1316. That section of the National Flood Insurance Act of 1968, as amended, which states that no new flood insurance coverage shall be provided for any property that the Administrator finds has been declared by a duly constituted state or local zoning authority or other authorized public body to be in violation of state or local laws, regulations, or ordinances that intended to discourage or otherwise restrict land development or occupancy in floodprone areas.

SPECIAL FLOOD HAZARD AREA (SFHA). Those lands within the jurisdiction of the city subject to inundation by the regulatory flood. The SFHAs of the city are generally identified as such on the Carroll County, Indiana and Incorporated Areas Flood Insurance Rate Map dated January 16, 2015 as well as any future updates, amendments, or revisions, prepared by the Federal Emergency Management Agency with the most recent date. (These areas are shown on a FIRM as Zone A, AE, A1- A30, AH, AR, A99, or AO).

START OF CONSTRUCTION. Includes substantial improvement, and means the date the building permit was issued, provided the **ACTUAL START OF CONSTRUCTION**, repair, reconstruction, or improvement was within 180 days of the permit date. The **ACTUAL START** means either the first placement of permanent construction of a structure on a site, such as the pouring of a slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, foundations, or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the **ACTUAL START OF CONSTRUCTION** means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE. A structure that is principally above ground and is enclosed by walls and a roof. The term includes a gas or liquid storage tank, a manufactured home, or a prefabricated building. The term also includes recreational vehicles to be installed on a site for more than 180 days.

SUBSTANTIAL DAMAGE. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT. Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the "start of construction" of the improvement. This term includes structures that have incurred "repetitive loss" or "substantial damage" regardless of the actual repair work performed. The term does not include improvements of structures to correct existing violations of state or local health, sanitary, or safety code requirements or any alteration of a "historic structure," provided that the alteration will not preclude the structures continued designation as a "historic structure."

SUSPENSION. The removal of a participating community from the NFIP because the community has not enacted and/or enforced the proper floodplain management regulations required for participation in the NFIP. **VARIANCE.** A grant of relief from the requirements of this chapter, which permits construction in a manner otherwise prohibited by this chapter where specific enforcement would result in unnecessary hardship.

VIOLATION. The failure of a structure or other development to be fully compliant with this chapter. A structure or other development without the elevation, other certification, or other evidence of compliance required in this chapter is presumed to be in violation until such time as that documentation is provided.

WATERCOURSE. A lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. **WATERCOURSE** includes specifically designated areas in which substantial flood damage may occur.

X ZONE. The area where the flood hazard is less than that in the SFHA.

- (1) **SHADED X ZONES** shown on recent FIRMs (B zones on older FIRMs) designate areas subject to inundation by the flood with a 0.2% chance of being equaled or exceeded (the 500-year flood).
- (2) **UNSHADED X ZONES** (C zones on older FIRMs) designate areas where the annual exceedance probability of flooding is less than 0.2%.

ZONE. A geographical area shown on a FIRM that reflects the severity or type of flooding in the area.

ZONE A. (See definition for **A ZONE**.)

ZONE B, C, AND X. Areas identified in the community as areas of moderate or minimal hazard from the principal source of flood in the area. However, buildings in these zones could be flooded by severe, concentrated rainfall coupled with inadequate local drainage systems. Flood insurance is available in participating communities but is not required by regulation in these zones. (**ZONE X** is used on new and revised maps in place of **ZONES B AND C**.)

(Ord. 95-7, passed 8-3-95; Ord. 2015-1, passed 1-5-15)

§ 155.06 LANDS TO WHICH THIS CHAPTER APPLIES.

This chapter shall apply to all SFHAs and known floodprone areas within the jurisdiction of the city.

(Ord. 2015-1, passed 1-5-15)

§ 155.07 BASIS FOR ESTABLISHING REGULATORY FLOOD DATA.

This chapter's protection standard is the regulatory flood. The best available regulatory flood data is listed below.

- (A) The regulatory flood elevation, floodway, and fringe limits for the studied SFHAs within the jurisdiction of the city shall be as delineated on the 1% annual chance flood profiles in the Flood Insurance Study of Carroll County, Indiana and Incorporated Areas dated January 16, 2015 and the corresponding Flood Insurance Rate Map dated January 16, 2015 as well as any future updates, amendments, or revisions, prepared by the Federal Emergency Management Agency with the most recent date.
- (B) The regulatory flood elevation, floodway, and fringe limits for each of the SFHAs within the jurisdiction of the city, delineated as an "A Zone" on the Carroll County, Indiana, and Incorporated Areas Flood Insurance Rate Map dated January 16, 2015 as well as any future updates, amendments, or revisions, prepared by the Federal Emergency Management Agency with the most recent date, shall be according to the best data available as provided by the Indiana Department of Natural Resources; provided the upstream drainage area from the subject site is greater than one square mile. Whenever a party disagrees with the best available data, the party needs to replace existing data with better data that meets current engineering standards. To be considered, this data must be submitted to the Indiana Department of Natural Resources for review and subsequently approved.
- (C) In the absence of a published FEMA map, or absence of identification on a FEMA map, the regulatory flood elevation, floodway, and fringe limits of any watercourse in the community's known floodprone areas shall be according to the best data available as provided by the Indiana Department of Natural Resources; provided the upstream drainage area from the subject site is greater than one square mile.

- (D) Upon issuance of a Letter of Final Determination (LFD), any more restrictive data in the new (not yet effective) mapping/study shall be utilized for permitting and construction (development) purposes, replacing all previously effective less restrictive flood hazard data provided by FEMA.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.08 ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.

A floodplain development permit shall be required in conformance with the provisions of this chapter prior to the commencement of any development activities in areas of special flood hazard.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.09 COMPLIANCE.

No structure shall hereafter be located, extended, converted or structurally altered within the SFHA without full compliance with the terms of this chapter and other applicable regulations. No land or stream within the SFHA shall hereafter be altered without full compliance with the terms of this chapter and other applicable regulations.

(Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.10 ABROGATION AND GREATER RESTRICTIONS.

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(Ord. 95-7, passed 8-3-95; Ord. 2015-1, passed 1-5-15)

§ 155.11 DISCREPANCY BETWEEN MAPPED FLOODPLAIN AND ACTUAL GROUND ELEVATIONS.

- (A) In cases where there is a discrepancy between the mapped floodplain (SFHA) on the FIRM and the actual ground elevations, the elevation provided on the profiles shall govern.
- (B) If the elevation of the site in question is below the base flood elevation, that site shall be included in the SFHA and regulated accordingly.
- (C) If the elevation (natural grade) of the site in question is above the base flood elevation and not located within the floodway, that site shall be considered outside the SFHA and the floodplain regulations will not be applied. The property owner shall be advised to apply for a LOMA.

(Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.12 INTERPRETATION.

In the interpretation and application of this chapter all provisions shall be:

- (A) Considered as minimum requirements.
- (B) Liberally construed in favor of the governing body.
- (C) Deemed neither to limit nor repeal any other powers granted under state statutes. (Ord. 2015-1, passed 1-5-15)

§ 155.13 WARNING AND DISCLAIMER OF LIABILITY.

The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on available information derived from engineering and scientific methods of study. Larger floods can and will occur on rare occasions. Therefore, this chapter does not create any liability on the part of the City of Delphi, the Indiana Department of Natural Resources, or the State of Indiana, for any flood damage that results from reliance on this chapter or any administrative decision made lawfully thereunder.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.14 SEVERABILITY.

If any section, clause, subdivision, sentence, or phrase of this chapter is held to be invalid or unconstitutional by any court of competent jurisdiction, then that holding shall in no way affect the validity of the remaining portions of this chapter.

(Ord. 2015-1, passed 1-5-15)

ADMINISTRATION

§ 155.25 DESIGNATION OF ADMINISTRATOR.

The Common Council of the City of Delphi hereby appoints the Carroll County Zoning Administrator to administer and implement the provisions of this chapter and is herein referred to as the Floodplain Administrator.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.26 PERMIT PROCEDURES.

Application for a floodplain development permit shall be made to the Floodplain Administrator on forms furnished by him or her prior to any development activities, and may include, but not be limited to, the following: plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, earthen fill, storage of materials or equipment, drainage facilities, and the location of the foregoing. Specifically the following information is required:

- (A) Application stage.
 - (1) A description of the proposed development.
 - (2) Location of the proposed development sufficient to accurately locate property and structure(s) in relation to existing roads and streams.
 - (3) A legal description of the property site.
 - (4) A site development plan showing existing and proposed development locations and existing and proposed land grades.
 - (5) Elevation of the top of the planned lowest floor (including basement) of all proposed buildings. Elevation should be in NAVD 88 or NGVD.
 - (6) Elevation (in NAVD 88 or NGVD) to which any non-residential structure will be floodproofed.
 - (7) Description of the extent to which any watercourse will be altered or relocated as a result of proposed development. A hydrologic and hydraulic engineering study is required and any watercourse changes submitted to DNR for approval and then to FEMA as a Letter of Map Revision. (See § 155.27(B)(6) for additional information.)
- (B) Construction stage.
 - (1) Upon establishment of the lowest floor of an elevated structure or structure constructed on fill, it shall be the duty of the applicant to submit to the Floodplain Administrator a certification of the NAVD 88 or NGVD elevation of the lowest floor, as built. This certification shall be prepared by or under the direct supervision of a registered land surveyor or professional engineer and certified by the same. The Floodplain Administrator shall review the lowest floor elevation survey data submitted. The applicant shall correct deficiencies detected by such review before any further work is allowed to proceed. Failure to submit the survey or failure to make said corrections required hereby shall be cause to issue a stop-work order for the project. Any work undertaken prior to submission of the elevation certification shall be at the applicant's risk.
 - (2) Upon establishment of the floodproofed elevation of a floodproofed structure, it shall be the duty of the applicant to submit to the Floodplain Administrator a floodproofing certificate. Certification shall be prepared by or under the direct supervision of a registered professional engineer and certified by same. (The Floodplain Administrator shall review the floodproofing certification submitted.) The applicant shall correct any deficiencies detected by such review before any further work is allowed to proceed. Failure to submit the floodproofing certification or failure to make correction required shall be cause to issue a stop-work order for the project.
- (C) Finished construction.
 - (1) Upon completion of construction, an elevation certification which depicts the "as-built" lowest floor

elevation is required to be submitted to the Floodplain Administrator. If the project includes a floodproofing measure, floodproofing certification is required to be submitted by the applicant to the Floodplain Administrator.

- (2) Upon completion of construction, a FEMA elevation certificate, Form 81-31, which depicts all finished construction, is required to be submitted to the Floodplain Administrator. If the project includes a floodproofing measure, a FEMA floodproofing certificate, Form 81-65, is required to be submitted by the applicant to the Floodplain Administrator.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.27 DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

- (A) The Floodplain Administrator and/or designated staff is hereby authorized and directed to enforce the provisions of this chapter. The Administrator is further authorized to render interpretations of this chapter, which are consistent with its spirit and purpose.
- (B) Duties and responsibilities of the Floodplain Administrator shall include, but are not limited to:
 - (1) Review all floodplain development permits to assure that the permit requirements of this chapter have been satisfied.
 - (2) Inspect and inventory damaged structures in the SFHA and complete substantial damage determinations.
 - (3) Ensure that construction authorization has been granted by the Indiana Department of Natural Resources for all development projects subject to §§ 155.39 and 155.41(A), and maintain a record of such authorization (either copy of actual permit/authorization or floodplain analysis/regulatory assessment)
 - (4) Ensure that all necessary federal or state permits have been received prior to issuance of the local floodplain development permit. Copies of such permits/authorizations are to be maintained on file with the floodplain development permit.
 - (5) Maintain and track permit records involving additions and improvements to residences located in the floodway.
 - (6) Notify adjacent communities and the State Floodplain Coordinator prior to any alteration or relocation of a watercourse, and submit copies of such notifications to FEMA.
 - (7) Maintain for public inspection and furnish upon request local permit documents, damaged structure inventories, substantial damage determinations, regulatory flood data, SFHA maps, Letters of Map Change (LOMC), copies of DNR permits, letters of authorization, and floodplain analysis and regulatory assessments (letters of recommendation), federal permit documents, and “as-built” elevation and floodproofing data for all buildings constructed subject to this chapter.
 - (8) Utilize and enforce all Letters of Map Change (LOMC) or Physical Map Revisions (PMR) issued by FEMA for the currently effective SFHA maps of the community.
 - (9) Assure that maintenance is provided within the altered or relocated portion of that watercourse so that the flood-carrying capacity is not diminished.
 - (10) Review certified plans and specifications for compliance.
 - (11) Verify and record the actual elevation of the lowest floor (including basement) of all new or substantially improved structures, in accordance with § 155.26.
 - (12) Verify and record the actual elevation to which any new or substantially improved structures have been floodproofed in accordance with § 155.26.
 - (13) Stop-work orders.
 - (a) Upon notice from the Floodplain Administrator, work on any building, structure or premises that is being done contrary to the provisions of this chapter shall immediately cease.
 - (b) Such notice shall be in writing and shall be given to the owner of the property, or to his or her agent, or to the person doing the work, and shall state the conditions under which work may be resumed.
 - (14) Revocation of permits.
 - (a) The Floodplain Administrator may revoke a permit or approval, issued under the provisions of this chapter, in cases where there has been any false statement or misrepresentation as to the material fact in the application or plans on which the permit or approval was based.

- (b) The Floodplain Administrator may revoke a permit upon determination by the Floodplain Administrator that the construction, erection, alteration, repair, moving, demolition, installation, or replacement of the structure for which the permit was issued is in violation of, or not in conformity with, the provisions of this chapter.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

PROVISIONS FOR FLOOD HAZARD REDUCTION

§ 155.35 GENERAL STANDARDS.

In all SFHAs and known floodprone areas the following provisions are required:

- (A) New construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.
- (B) Manufactured homes shall be anchored to prevent flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable state requirements for resisting wind forces.
- (C) New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage below the FPG.
- (D) New construction and substantial improvements shall be constructed by methods and practices that minimize flood damage.
- (E) Electrical, heating, ventilation, plumbing, air conditioning equipment, utility meters, and other service facilities shall be located at/above the FPG or designed so as to prevent water from entering or accumulating within the components below the FPG. Water and sewer pipes, electrical and telephone lines, submersible pumps, and other waterproofed service facilities may be located below the FPG.
- (F) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (G) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (H) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (I) Any alteration, repair, reconstruction or improvements to a structure that is in compliance with the provisions of this chapter shall meet the requirements of “new construction” as contained in this chapter.
- (J) Parking lots, driveways, and sidewalks within the SFHA shall be constructed with permeable materials.
- (K) Whenever any portion of the SFHA is authorized for use, the volume of space which will be occupied by the authorized fill or structure below the BFE shall be compensated for and balanced by an equivalent volume of excavation taken below the BFE. The excavation volume shall be at least equal to the volume of storage lost (replacement ratio of 1 to 1) due to the fill or structure.
 - (1) The excavation shall take place in the floodplain and in the same property in which the authorized fill or structure is located.
 - (2) Under certain circumstances, the excavation may be allowed to take place outside of but adjacent to the floodplain provided that the excavated volume will be below the regulatory flood elevation, will be in the same property in which the authorized fill or structure is located, will be accessible to the regulatory floodwater, will not be subject to ponding when not inundated by floodwater, and that it shall not be refilled.
 - (3) The excavation shall provide for true storage of floodwater but shall not be subject to ponding when not inundated by floodwater.
 - (4) The fill or structure shall not obstruct a drainage way leading to the floodplain.
 - (5) The grading around the excavation shall be such that the excavated area is accessible to the regulatory floodwater.
 - (6) The fill or structure shall be of a material deemed stable enough to remain firm and in place during periods of flooding and shall include provisions to protect adjacent property owners against any increased runoff or drainage resulting from its placement.
 - (7) Plans depicting the areas to be excavated and filled shall be submitted prior to the actual start of construction or any site work; once site work is complete, but before the actual start of construction,

the applicant shall provide to the Floodplain Administrator a certified survey of the excavation and fill sites demonstrating the fill and excavation comply with this subchapter.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.36 SPECIFIC STANDARDS.

In all SFHAs, the following provisions are required:

- (A) In addition to the requirements of § 155.35, all structures to be located in the SFHA shall be protected from flood damage below the FPG. This building protection requirement applies to the following situations:
 - (1) Construction or placement of any structure having a floor area greater than 400 square feet.
 - (2) Addition or improvement made to any existing structure where the cost of the addition or improvement equals or exceeds 50% of the value of the existing structure (excluding the value of the land).
 - (3) Reconstruction or repairs made to a damaged structure where the costs of restoring the structure to its before damaged condition equals or exceeds 50% of the market value of the structure (excluding the value of the land) before damage occurred.
 - (4) Installing a travel trailer or recreational vehicle on a site for more than 180 days.
 - (5) Installing a manufactured home on a new site or a new manufactured home on an existing site. This chapter does not apply to returning the existing manufactured home to the same site it lawfully occupied before it was removed to avoid flood damage.
 - (6) Reconstruction or repairs made to a repetitive loss structure.
 - (7) Addition or improvement made to any existing structure with a previous addition or improvement constructed since the community's first floodplain ordinance.
- (B) Residential structures. New construction or substantial improvement of any residential structure (or manufactured home) shall have the lowest floor; including basement, at or above the FPG (two feet above the base flood elevation). Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided in accordance with the standards of division (D) below.
- (C) Non-residential structures. New construction or substantial improvement of any commercial, industrial, or non-residential structure (or manufactured home) shall either have the lowest floor, including basement, elevated to or above the FPG (two feet above the base flood elevation) or be floodproofed to or above the FPG. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided in accordance with the standards of division (D) below. Structures located in all "A Zones" may be floodproofed in lieu of being elevated if done in accordance with the following:
 - (1) A registered professional engineer or architect shall certify that the structure has been designed so that below the FPG, the structure and attendant utility facilities are watertight and capable of resisting the effects of the regulatory flood. The structure design shall take into account flood velocities, duration, rate of rise, hydrostatic pressures, and impacts from debris or ice. Such certification shall be provided to the official as set forth in § 155.27(B)(12).
 - (2) Floodproofing measures shall be operable without human intervention and without an outside source of electricity.
- (D) Elevated structures.
 - (1) New construction or substantial improvements of elevated structures shall have the lowest floor at or above the FPG.
 - (2) Elevated structures with fully enclosed areas formed by foundation and other exterior walls below the flood protection grade shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls. Designs must meet the following minimum criteria:
 - (a) Provide a minimum of two openings located in a minimum of two exterior walls (having a total net area of not less than one square inch for every one square foot of enclosed area).
 - (b) The bottom of all openings shall be no more than one foot above the exterior grade or the interior grade immediately beneath each opening, whichever is higher.
 - (c) Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwaters in both directions.

- (d) Access to the enclosed area shall be the minimum necessary to allow for parking for vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator).
 - (e) The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.
 - (f) The interior grade of such enclosed area shall be at an elevation at or higher than the exterior grade.
 - (g) Openings are to be not less than three inches in any direction in the plane of the wall. This requirement applies to the hole in the wall, excluding any device that may be inserted such as typical foundation air vent device.
 - (h) Property owners shall be required to execute a flood openings/venting affidavit acknowledging that all openings will be maintained as flood vents, and that the elimination or alteration of the openings in any way will violate the requirements of this division (D). Periodic inspections will be conducted by the Floodplain Administrator to ensure compliance. The affidavit shall be recorded in the office of the Carroll County Recorder.
 - (i) Property owners shall be required to execute and record with the structure's deed a non-conversion agreement declaring that the area below the lowest floor (where the interior height of the enclosure exceeds six feet) shall not be improved, finished or otherwise converted; the community will have the right to inspect the enclosed area. The non-conversion agreement shall be recorded in the office of the Carroll County Recorder.
- (E) Structures constructed on fill. A residential or nonresidential structure may be constructed on a permanent land fill in accordance with the following:
- (1) The fill shall be placed in layers no greater than one foot deep before compacting to 95% of the maximum density obtainable with either the Standard or Modified Proctor Test method. The results of the test showing compliance shall be retained in the permit file.
 - (2) The fill shall extend ten feet beyond the foundation of the structure before sloping below the BFE.
 - (3) The fill shall be protected against erosion and scour during flooding by vegetative cover, riprap, or bulkheading. If vegetative cover is used, the slopes shall be no steeper than three horizontal to one vertical.
 - (4) The fill shall not adversely affect the flow of surface drainage from or onto neighboring properties.
 - (5) The top of the lowest floor including basements shall be at or above the FPG.
 - (6) Fill shall be composed of clean granular or earthen material.
- (F) Standards for manufactured homes and recreational vehicles. Manufactured homes and recreational vehicles to be installed or substantially improved on a site for more than 180 days must meet one of the following requirements:
- (1) These requirements apply to all manufactured homes to be placed on a site outside a manufactured home park or subdivision; in a new manufactured home park or subdivision; in an expansion to an existing manufactured home park or subdivision; or in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood:
 - (a) The manufactured home shall be elevated on a permanent foundation such that the lowest floor shall be at or above the FPG and securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.
 - (b) Fully enclosed areas formed by foundation and other exterior walls below the FPG shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls as required for elevated structures in division (D) above.
 - (c) Flexible skirting and rigid skirting not attached to the frame or foundation of a manufactured home are not required to have openings.
 - (2) These requirements apply to all manufactured homes to be placed on a site in an existing manufactured home park or subdivision that has not been substantially damaged by a flood:
 - (a) The manufactured home shall be elevated so that the lowest floor of the manufactured home chassis is supported by reinforced piers or other foundation elevations that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

- (b) Fully enclosed areas formed by foundation and other exterior walls below the FPG shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls as required for elevated structures in division (D) above.
 - (c) Flexible skirting and rigid skirting not attached to the frame or foundation of a manufactured home are not required to have openings.
- (3) Recreational vehicles placed on a site shall either:
 - (a) Be on site for less than 180 days;
 - (b) Be 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 attached additions); or
 - (c) Meet the requirements for “manufactured homes” as stated earlier in this section.
- (G) Accessory structures. Relief to the elevation or dry floodproofing standards may be granted for accessory structures. Such structures must meet the following standards:
 - (1) Shall not be used for human habitation.
 - (2) Shall be constructed of flood resistant materials.
 - (3) Shall be constructed and placed on the lot to offer the minimum resistance to the flow of floodwaters.
 - (4) Shall be firmly anchored to prevent flotation.
 - (5) Service facilities such as electrical and heating equipment shall be elevated or floodproofed to or above the FPG.
 - (6) Shall be designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls as required for elevated structures in division (D) above.
- (H) Above ground gas or liquid storage tanks. All above ground gas or liquid storage tanks shall be anchored to prevent flotation or lateral movement.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.37 STANDARDS FOR SUBDIVISION PROPOSALS.

- (A) All subdivision proposals shall be consistent with the need to minimize flood damage.
- (B) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- (C) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (D) Base flood elevation data shall be provided for subdivision proposals and other proposed development (including manufactured home parks and subdivisions), which is greater than the lesser of 50 lots or five acres.
- (E) All subdivision proposals shall minimize development in the SFHA and/or limit density of development permitted in the SFHA.
- (F) All subdivision proposals shall ensure safe access into/out of SFHA for pedestrians and vehicles (especially emergency responders).

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.38 CRITICAL FACILITY.

Construction of new critical facilities shall be, to the extent possible, located outside the limits of the SFHA. Construction of new critical facilities shall be permissible within the SFHA if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated to or above the FPG at the site. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters. Access routes elevated to or above the FPG shall be provided to all critical facilities to the extent possible.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.39 STANDARDS FOR IDENTIFIED FLOODWAYS.

- (A) Located within SFHAs, established in § 155.07, are areas designated as floodways. The floodway is an extremely hazardous area due to the velocity of floodwaters, which carry debris, potential projectiles, and

has erosion potential. If the site is in an identified floodway, the Floodplain Administrator shall require the applicant to forward the application, along with all pertinent plans and specifications, to the Indiana Department of Natural Resources and apply for a permit for construction in a floodway. Under the provisions of I.C. 14-28-1 a permit for construction in a floodway from the Indiana Department of Natural Resources is required prior to the issuance of a local building permit for any excavation, deposit, construction, or obstruction activity located in the floodway. This includes land preparation activities such as filling, grading, clearing and paving etc. undertaken before the actual start of construction of the structure. However, it does exclude non-substantial additions/improvements to existing (lawful) residences in a non-boundary river floodway. (I.C. 14-28-1-26 allows construction of a non-substantial addition/improvement to a residence in a non-boundary river floodway without obtaining a permit for construction in the floodway from the Indiana Department of Natural Resources. Please note that if fill is needed to elevate an addition above the existing grade, prior approval for the fill is required from the Indiana Department of Natural Resources.)

- (B) No action shall be taken by the Floodplain Administrator until a permit or letter of authorization (when applicable) has been issued by the Indiana Department of Natural Resources granting approval for construction in the floodway. Once a permit for construction in a floodway or letter of authorization has been issued by the Indiana Department of Natural Resources, the Floodplain Administrator may issue the local floodplain development permit, provided the provisions contained in this subchapter have been met. The floodplain development permit cannot be less restrictive than the permit for construction in a floodway issued by the Indiana Department of Natural Resources. However, a community's more restrictive regulations (if any) shall take precedence.
- (C) No development shall be allowed, which acting alone or in combination with existing or future development, that will adversely affect the efficiency of, or unduly restrict the capacity of the floodway. This adverse affect is defined as an increase in the elevation of the regulatory flood of at least fifteen-hundredths of a foot as determined by comparing the regulatory flood elevation under the project condition to that under the natural or pre-floodway condition as proven with hydraulic analyses.
- (D) For all projects involving channel modifications or fill (including levees) the county shall submit the data and request that the Federal Emergency Management Agency revise the regulatory flood data per mapping standard regulations found at 44 CFR § 65.12.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.40 STANDARDS FOR IDENTIFIED FRINGE.

If the site is located in an identified fringe, then the Floodplain Administrator may issue the local floodplain development permit provided the provisions contained in this subchapter have been met. The key provision is that the top of the lowest floor of any new or substantially improved structure shall be at or above the FPG.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.41 STANDARDS FOR SFHAS WITHOUT ESTABLISHED BASE FLOOD ELEVATION AND/OR FLOODWAYS/FRINGES.

- (A) Drainage area upstream of the site is greater than one square mile.
 - (1) If the site is in an identified floodplain where the limits of the floodway and fringe have not yet been determined, and the drainage area upstream of the site is greater than one square mile, the Floodplain Administrator shall require the applicant to forward the application, along with all pertinent plans and specifications, to the Indiana Department of Natural Resources for review and comment.
 - (2) No action shall be taken by the Floodplain Administrator until either a permit for construction in a floodway (including letters of authorization) or a floodplain analysis/regulatory assessment citing the 1% annual chance flood elevation and the recommended flood protection grade has been received from the Indiana Department of Natural Resources. Once the Floodplain Administrator has received the proper permit for construction in a floodway (including letters of authorization) or floodplain analysis/regulatory assessment approving the proposed development, a floodplain development permit may be issued provided the conditions of the floodplain development permit are not less restrictive than the conditions received from the Indiana Department of Natural Resources and the provisions contained in this subchapter have been met.
- (B) Drainage area upstream of the site is less than one square mile.

- (1) If the site is in an identified floodplain where the limits of the floodway and fringe have not yet been determined and the drainage area upstream of the site is less than one square mile, the Floodplain Administrator shall require the applicant to provide an engineering analysis showing the limits of the floodplain and 1% annual chance flood elevation for the site.
- (2) Upon receipt, the Floodplain Administrator may issue the local floodplain development permit, provided the provisions contained in this subchapter have been met.
- (3) The total cumulative effect of the proposed development, when combined with all other existing and anticipated development, shall not increase the regulatory flood more than fourteen-hundredths of one foot and shall not increase flood damages or potential flood damages.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.42 STANDARDS FOR FLOODPRONE AREAS.

All development in known floodprone areas not identified on FEMA maps, or where no FEMA published map is available, shall meet applicable standards as required per this subchapter.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

VARIANCE PROCEDURES

§ 155.50 DESIGNATION OF VARIANCE AND APPEALS BOARD.

The Board of Zoning Appeals as established by the Board of Commissioners of Carroll County shall hear and decide appeals and requests for variances from requirements of this chapter.

(Ord. 2015-1, passed 1-5-15)

§ 155.51 DUTIES OF VARIANCE AND APPEALS BOARD.

The Board shall hear and decide appeals when it is alleged an error in any requirement, decision, or determination is made by the Floodplain Administrator in the enforcement or administration of this chapter. Any person aggrieved by the decision of the Board may appeal such decision to the Circuit or Superior Court of Carroll County.

(Ord. 2015-1, passed 1-5-15)

§ 155.52 VARIANCE PROCEDURES.

In passing upon such applications, the Board shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this chapter, and:

- (A) The danger of life and property due to flooding or erosion damage.
- (B) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
- (C) The importance of the services provided by the proposed facility to the community.
- (D) The necessity of the facility to a waterfront location, where applicable.
- (E) The availability of alternative locations for the proposed use which are not subject to flooding or erosion damage.
- (F) The compatibility of the proposed use with existing and anticipated development.
- (G) The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.
- (H) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (I) The expected height, velocity, duration, rate of rise, and sediment of transport of the floodwaters at the site.
- (J) The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges.

(Ord. 2015-1, passed 1-5-15)

§ 155.53 CONDITIONS FOR VARIANCES.

- (A) Variances shall only be issued when there is:
 - (1) A showing of good and sufficient cause.
 - (2) A determination that failure to grant the variance would result in exceptional hardship.
 - (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud or victimization of the public, or conflict with existing laws or ordinances.
- (B) No variance for a residential use within a floodway subject to § 155.39 or § 155.41(A) may be granted.
- (C) Any variance granted in a floodway subject to § 155.39 or § 155.41(A) will require a permit from the Indiana Department of Natural Resources.
- (D) Variances to the provisions for flood hazard reduction of § 155.36 may be granted only when a new structure is to be located on a lot of one-half acre or less in size, contiguous to and surrounded by lots with existing structures constructed below the flood protection grade.
- (E) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (F) Variances may be granted for the reconstruction or restoration of any structure individually listed on the National Register of Historic Places or the Indiana State Register of Historic Sites and Structures.
- (G) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the flood protection grade and the elevation to which the lowest floor is to be built and stating that the cost of the flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation (see § 155.54).
- (H) The Floodplain Administrator shall maintain the records of appeal actions and report any variances to the Federal Emergency Management Agency or the Indiana Department of Natural Resources upon request (see § 155.54).

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15) Penalty, see § 155.99

§ 155.54 VARIANCE NOTIFICATION.

- (A) Any applicant to whom a variance is granted that allows the lowest floor of a structure to be built below the flood protection grade shall be given written notice over the signature of a community official that:
 - (1) The issuance of a variance to construct a structure below the flood protection grade will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and
 - (2) Such construction below the flood protection grade increases risks to life and property. A copy of the notice shall be recorded by the Floodplain Administrator in the Office of the County Recorder and shall be recorded in a manner so that it appears in the chain of title of the affected parcel of land.
- (B) The Floodplain Administrator will maintain a record of all variance actions, including justification for their issuance.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

§ 155.55 HISTORIC STRUCTURE.

Variances may be issued for the repair or rehabilitation of “historic structures” upon a determination that the proposed repair or rehabilitation will not preclude the structure’s continued designation as an “historic structure” and the variance is the minimum to preserve the historic character and design of the structure.

(Ord. 2015-1, passed 1-5-15)

§ 155.56 SPECIAL CONDITIONS.

Upon the consideration of the factors listed in this subchapter, and the purposes of this chapter, the Carroll County Board of Zoning Appeals may attach such conditions to the granting of variances as it deems necessary to further the purposes of this chapter.

(Ord. 2015-1, passed 1-5-15)

§ 155.99 PENALTY.

- (A) Failure to obtain a floodplain development permit in the SFHA or failure to comply with the requirements of a floodplain development permit or conditions of a variance shall be deemed to be a violation of this chapter. All violations shall be considered a common nuisance and be treated as such in accordance with the provisions of the Zoning Code for Carroll County. All violations shall be punishable by a fine not exceeding \$1,000.
- (B) A separate offense shall be deemed to occur for each day the violation continues to exist.
- (C) The Carroll County Planning Commission shall inform the owner that any such violation is considered a willful act to increase flood damages and therefore may cause coverage by a standard flood insurance policy to be suspended.
- (D) Nothing herein shall prevent the city from taking such other lawful action to prevent or remedy any violations. All costs connected therewith shall accrue to the person or persons responsible.

(Ord. 95-7, passed 8-3-95; Am. Ord. 2015-1, passed 1-5-15)

CHAPTER 156: UNSAFE BUILDING LAW

156.01 Adoption of Unsafe Building Law

§ 156.01 ADOPTION OF UNSAFE BUILDING LAW.

The provisions of I.C. 36-7-9, et seq. are hereby adopted and the City of Delphi Board of Public Works is designated as the “Department” as defined under the provisions of said statute to administer the provisions of I.C. 36-7-9.

(Ord. 2008-4, passed 9-8-2008)

§ 156.02 GENERAL REQUIREMENTS

- (A) Scope. The provisions of this chapter shall govern the current minimum conditions and the responsibilities of persons for maintenance of structures and equipment.
- (B) Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety, and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.
- (C) Existing Remedies. The provisions in this code shall not be construed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe, and unsanitary.
- (D) Workmanship. All repairs, maintenance work, alterations, or installations which are caused directly or indirectly by the enforcement of this code shall be executed and installed in a workmanlike manner.
- (E) Application of Other Codes. Any construction, repairs, additions, or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the rules and regulations as set out in Chapter 150 of the Delphi Code
- (F) Saving Clause. This code shall not impact violations of any other ordinance, code, or regulation existing prior to the effective date hereof, and any such violation shall be governed and shall continue to be punishable to the full extent of the law under the provisions of those ordinances, codes, or regulations in effect at the time the violation was committed.
- (G) Maintenance – Required. All equipment, systems, devices, and safeguards required by this code or a previous statute or code for the structure or premises when erected or altered shall be maintained in good working order. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures.

§ 156.03 EXTERIOR STRUCTURE

- (A) General. The exterior of a structure shall be maintained in good repair, structurally sound, and sanitary so as not to pose a threat to the public health, safety, or welfare.
- (B) Structural Members. All structural members shall be maintained free from deterioration, and shall be capable

of safely supporting the imposed dead and live loads as visible from the exterior.

- (C) Foundation Walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rats.
- (D) Protective Treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, and decks and fences shall be maintained in good condition. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, shall be maintained weather resistance and water tight. All surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces; Surfaces designed for stabilization by oxidation are exempt from this requirement.
- (E) Roofs and Drains. The roof and flashing shall be sound, tight, and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof water shall not be discharged in a manner that creates a public nuisance.
- (F) Decorative features. All cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features shall be maintained in good repair and not be risk to public health and safety.
- (G) Overhang extensions. All canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts, and similar overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in a safe and sound condition. When repaired, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
- (H) Chimneys and towers. All chimneys, cooling towers smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
- (I) Handrails, guards, and stairways. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition. Stairwells and stairways must be maintained in a manner that does not endanger public health and safety.
- (J) Window and door frames. Every window, door and frame shall be kept in sound condition and good repair.
- (K) Glazing. All glazing (glass) materials shall be maintained free from cracks and holes that could be hazardous to health and public safety as visible from the exterior.
- (L) Doors. All exterior doors and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guest rooms shall tightly secure the door.
- (M) Basement hatchways. Every basement hatchway shall be maintained to prevent the entrance of rats, rain and surface drainage water.
- (N) Guards for basement windows. Every basement window that is openable shall be supplied with storm windows or other approved protection against the entry of rats.
- (O) Swimming Pools, Hot Tubs, and Spas. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair. Persons shall take reasonable and necessary steps to secure the pool, hot tubs and/or spa.
- (P) Windows. Windows shall be free of cracks, holes, and other deformities as visible from the exterior.

§ 156.04 BOARDING STANDARDS FOR ABANDONED PROPERTIES

- (A) General. All windows and doors of abandoned premises shall be boarded to prevent entry by unauthorized persons.
- (B) Doors. Doors shall be secured by the same method as for windows or door openings. One door to the structure shall be available for authorized entry and shall be secured and locked in an approved manner.
- (C) Materials.
 - (1) Boarding sheet material. Boarding sheet material shall be minimum three- quarter inches thick wood structural panels.
 - (2) Boarding framing material. Boarding framing material shall be minimum nominal two-inch by four inch.
 - (3) Boarding fasteners. Boarding fasteners shall be minimum three-eighth-inch diameter carriage bolts of such a length as required to penetrate the assembly and as required to adequately attach the washers and nuts.
- (D) Installation.
 - (1) Boarding installation. The boarding sheet material shall be cut to fit the door or window opening neatly or shall be cut to provide an equal overlap at the perimeter of the door or window.

(2) Windows. The window shall be opened to allow the carriage bolt to pass through or the window sash shall be removed and stored. The strong back framing material shall be cut minimum two inches wider than the window opening and shall be placed on the inside of the window opening six inches minimum above the bottom and below the top of the window opening. The framing and boarding shall be predrilled. The assembly shall be aligned and the bolts, washers and nuts shall be installed and secured.

(3) Door walls. The door opening shall be framed with minimum two-inch by four-inch framing material secured at the entire perimeter and vertical members at a maximum of 24 inches on center. Blocking shall also be secured at a maximum of 48 inches on center vertically. Boarding sheet material shall be secured with screws and nails alternating every six inches on center.

(4) Doors. Doors shall be secured by the same method as for windows or door openings. One door to the structure shall be available for authorized entry and shall be secured and locked in an approved manner.

§ 156.05 VIOLATIONS

- (A) Unlawful Acts. It shall be unlawful for any person, firm, or corporation to erect, construct, alter, extend, repair, remove, demolish, maintain, fail to maintain, provide, fail to provide, occupy, let to another, or permit another person to occupy any structure or equipment regulated by this code, or cause same to be done, contrary to or in conflict with or in violation of any of the provisions of this code, or to fail to obey a lawful order of the Code Official.
- (B) Penalty and Enforcement. The Code Official shall follow the procedures found in IC 36-7-9 and this Ordinance regarding issuing of orders and penalties for unsafe buildings.
- (C) Documentation. Violation occurrences will be recorded with the Clerk-Treasurer. Any fines, fees, and penalties shall be assessed pursuant to IC 36-7-9 and deposited in the appropriate fund. Proof of remediation shall be provided to the Clerk-Treasurer within sixty (60) days from the date of notice being sent. The Code Official will then review the proof of remediation to ensure compliance to IC 36-7-9 and this Ordinance.

Ord. 2020-9, passed 12-7-2020

§ 156.06 UNSAFE BUILDINGS FUND.

There is established in the operating budget of the City of Delphi an Unsafe Buildings Fund as required by Indiana Code 36-7-9-14.

(Ord. 2020-14, passed 9-8-2020)

TABLES OF SPECIAL ORDINANCES

- I. AGREEMENTS
- II. ANNEXATIONS
- III. BONDS
- IV. CONTRACTS
- V. FRANCHISES
- VI. REAL ESTATE TRANSACTIONS
- VII. STREET NAME CHANGES
- VIII. VACATIONS
- IX. ZONING CHANGES
- X. EASEMENTS

TABLE I: AGREEMENTS

- Ordinance 4-74, passed 6-17-74: Approving an agreement for participation in Cooperative Operation of Region IV Development Commission.
- Ordinance Number Unknown, passed 3-19-79: Agreeing with Robert Pool to install water mains and service lines, and also sanitary sewage mains and service lines, in Terrace Meadows Subdivision of the city.

- Ordinance 7-81, passed 8-24-81: Executing an interlocal cooperative agreement with the Town of Flora, Indiana, in order to implement a joint animal control program within the county.
- Ordinance 91-3, passed - -91: Special agreement between the city and Indiana Packers Company establishing rates and charges for sewer service.
- Res. 97-7, passed 10-15-97: Equipment Lease Agreement by the Mayor with NBD Equipment Finance, INC.
- Res. 98-4, passed 7-30-98: Accepting the offer of assistance in developing a well to provide water for the citizens of the city from U.S. Aggregates, Inc.
- Res. 99-4, passed 3-4-99: Approving and Authorizing a loan agreement by and between the city of Delphi and the Indiana Bond Bank.
- Ordinance 2009-2, passed 2-24-09: Establishing the Delphi Fire Protection territory
- Ordinance 2016-2, passed 3-28-16: Amending Delphi Fire Territory Agreement

TABLE II: ANNEXATIONS

- Ord. 6-68, passed 9-3-68: Annexing a certain described territory located in Deer Creek Township to be a part of the city.
- Ord. 5-71, passed 9-7-71: Annexing a certain described territory located in Deer Creek Township.
- Ord. 2-77, passed 5-2-77: Annexing a certain tract of land, platted as a subdivision to be known as Terrace Meadows Subdivision.
- Ord. 3-77, passed 6-6-77: Annexing a certain tract of land platted as a subdivision to be known as Terrace Meadows Subdivision.
- Ord. 5-79, passed - -79: Annexing two tracts of land:
 - Tract 1: A tract of land laying in part of the southeast quarter of Section 19 in Township 25 and Range 2 West.
 - Tract 2: A tract of land laying partly in the north portion of Section 30 and partly in the south portion of Section 19 in Township 25 north and Range 2 west and also partly in the southeast corner of Section 24 in Township 25 north and Range 3 west.
- Ord. 1-81, passed 2-2-81: Annexing a certain part of the Southwest quarter of Section 21 in the Township.
- Ord. 85-12, passed 11-18-85: Annexing a fractional part of the northeast quarter of the northwest quarter of Section 32, Township 25 north, Range 2 west, Deer Creek Township, Carroll County, Indiana.
- Ord. 86-2, passed 7-7-86: Annexing a certain part of the northeast quarter of the northeast quarter of Section 30 and part of the northwest quarter of the northwest quarter of Section 29 in the Township 25 north and Range 2 west.
- Res. 96-6, passed 11-3-96: Adopting a written Fiscal and Policy Plan for the Crestwood/Whiteman Acres/Coop Acres, Deer Creek Commerce Park, Globe Valve, Undeveloped West Delphi, Southwest Gateway, South Delphi/Indiana Packers, Developed West Delphi and Developed Northwest Delphi areas.
- Res. 97-2, passed 1-2-97: Adopting a revised written Fiscal and Policy Plan for the Crestwood/Whiteman Acres/Coop Acres, Undeveloped East Delphi, Globe Valve, Undeveloped West Delphi, Southwest Gateway, South Delphi, Developed West Delphi, Developed Northwest Delphi, Andersons, Indiana Packers and Deer Creek Commerce Park areas.
- Ord. 97-2, passed 3-6-97: Annexing a tract of land laying partly in the southwest quarter of Section 21 and partly in the west half of Section 28 and partly in the south half of Section 29, in Township 25 north, Range 02 west, Deer Creek Township, Carroll County, Indiana.
- Ord. 97-3, passed 3-6-97: Annexing a tract of land laying in part of the south half of Section 19 in Township 25 north, Range 02 west, Deer Creek Township, Carroll County, Indiana.
- Ord. 97-4, passed 3-6-97: Annexing a tract of land laying partly in the north portion of Section 30, and partly in the south portion of Section 19, in Township 25 north, Range 02 west, Deer Creek Township, Carroll County, Indiana.
- Ord. 97-6, passed 3-6-97: Annexing a tract of land laying in the west half of Section 21, in Township 25 north, Range 02 west, Deer Creek Township, Carroll County, Indiana.
- Ord. 97-12, passed 8-7-97: Annexing a tract of land laying partly in the Northwest Quarter of Section 33,

- and partly in the Northeast Quarter of Section 32, in Township 25 North, Range 02 West, in Carroll County.
- Ord. 97-13, passed 8-7-97: Annexing a tract of land laying partly in Section 32, and also partly in Section 33, in Township 25 North, Range 02 West, in Carroll County.
- Ord. 99-24, passed 12-30-99: Disannexing an area of Deer Creek Township, Carroll County, Indiana, which had been annexed by Ordinance 97-4, and is described in “Exhibit A” attached to Ordinance 99-24
- Ord. 2002-10, passed 11-4-02: Correcting legal description of the area described as Area K in Ordinance 97-6; the correct legal description is contained in “Exhibit B” to Ordinance 2002-10

TABLE III: BONDS

- Ord. 6-67, passed 1-1-68: Issuing sewage works revenue bonds in the amount of \$1,250,000.
- Ord. 9-80, passed 11-17-80: Authorizing the city to issue its economic development first mortgage revenue bonds, series 1980, grant of the Anderson Project (and approving other actions in respect thereto).
- Res. 90-2, passed 10-18-90: Issuing a bond up to \$1,000,000 to be used for the water and sewer project.
- Ord. 92-13, passed - -92: Issuing a issuance of revenue bonds in the amount of \$1,865,000 to construct additions and improvements to the city's sewage works to extend sewer lines to Innovative Pork Concepts.
- Res. 97-4, passed 5-1-97: Issuing revenue bonds for an economic development project of Alloy Custom Products, Inc.
- Ord. 97-15, passed 5-21-97: Issuing adjustable rate demand industrial development revenue bonds, series 1997 (Alloy Custom Products, Inc. Project) in an aggregate principal amount of 2,000,000 and approving and authorizing other actions in respect.
- Ord. 99-3, passed 3-4-99: Authorizing the acquisition and construction of certain improvements and extensions to the City's waterworks, the issuance and sale of one or more series or revenue bonds to provide funds for the payment of the costs thereof, the issuance and sale of bond anticipation notes in anticipation of the issuance and sale of such bonds, and the collection, segregation and distribution of the revenues of such waterworks and other related matters.
- Ord. 99-8, passed 7-1-99: Amending and supplementing ordinance 99-3, adopted on March 4, 1999, in connection with the issuance and sale of waterworks revenue bond anticipation notes.
- Res. 99-3, passed 3-4-99: Regarding the reimbursement of certain preliminary expenditures from proceeds of a proposed issue of bonds.
- Ord. 2000-5, passed 2-7-00: Amending and supplementing Ord. 99-3, in connection with the issuance and sale of waterworks revenue bonds.
- Ord. 2000-6, passed 3-6-00: Amending and supplementing Ord. 99-3, in connection with the issuance and sale of waterworks revenue bonds.
- Ord. 2001-1, passed 1-8-01: Amending Ord. 92-13 and authorizing the issuance of sewage works refunding bonds of 2001 (in the aggregate principal amount of \$1,625.000) to provide for the refunding of sewage works revenue bonds of 1992, through the exchange therefor, and other related matters.
- Ord. 2010-8, passed 10-7-10: Amending Ord. 92-13 and authorizing the issuance of sewage works refunding bonds of 2001 (in the aggregate principal amount of \$1,465.000) to provide for the refunding of sewage works revenue bonds of 1992, through the exchange therefor, and other related matters.
- Ord. 2013-2, passed 9-23-13: Authorizing the acquisition, construction and improvement of the city sewage works utility, the issuance and sale of bond anticipation notes for interim financing, and the issuance and sale of such bonds, and the collection, segregation and distribution of the revenues of the utility and other related matters.
- Ord. 2013-3, passed 9-23-13: Authorizing the acquisition, construction and improvement of the city waterworks utility, the issuance and sale of revenue bonds, and the collection, segregation and distribution of the revenues of the utility and other related matters.

- Ord. 2015-3, passed 8-3-15: Authorizing the issuance of waterworks refunding revenue bonds regarding refunding of the series 2000 waterworks revenue bonds, providing for the collection, segregation and distribution of the revenues of the waterworks and other related matters.
- Ord. 2015-5, passed 8-3-15: Amending Ord. 2015-3 in connection with the issuance of waterworks refunding revenue bonds to effect a debt service savings to the city by insuring bonds by a municipal bond insurance policy.
- Ord. 2018-14, passed 10-1-18: Authorizing the issuance of waterworks revenue bonds for the purpose of providing funds to pay the cost of certain additions, extensions, and improvements to the municipal waterworks of said City, providing for the safeguarding of the interests of the owners of said bonds, other matters connected therewith, including the issuance of notes in anticipation of bonds, and repealing ordinances inconsistent therewith
- Ord. 2019-11, passed 12-2-19: Amending ordinance 2018-14 to change the maximum cost of the project to \$14,672,000 and the maximum aggregate principal amount of Bonds and BANs to \$14,645,000.
- Ord. 2023-7, passed 8-7-23: Authorizing the City of Delphi, Indiana to issue its “Taxable Economic Development Bonds of 2023 (Front Street Apartments Project)” and approving other actions in respect thereto.

TABLE IV: CONTRACTS

- Ord. 1-66, passed 2-21-66: Ratifying and approving the action of the Board of Public Works and Safety of the city in entering into a contract of ornamental street lighting service with Public Service Company of Indiana, Inc.
- Ord. 3-80, passed 7-7-80: Entering into a contract for electric energy for power and light for operating a municipal Water Pumping & Sewage Disposal System with Public Service Company of Indiana, Inc.
- Ord. 5-80, passed 8-4-80: Entering into a contract for ornamental street lighting service with Public Service Company of Indiana, Inc.
- Res. 90-3, passed 10-18-90: Entering into a contract with Indiana Packer Company to provide water and sewage at a cost that will provide a revenue stream that will meet the bond needs (See T.S.O. III, Bonds).
- Res. 97-1, passed 1-2-97: Approving and accepting the Master Utility Plan as presented by the Bonar Group.
- Res. 2000-1, passed 2-7-00: Authorizing the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending the water system.
- Ord. 2001-6, passed 11-5-01: Approving the execution of an agreement for services with the Indiana Association of Cities and Towns Foundation, Inc., and directing the payment of amounts due under that agreement.
- Res. 2014-4, passed 6-2-14: Authorizing the Board of Aviation Commissioners to enter into a loan contract to finance the capital improvement program.
- Res. 2020-11, passed 6-1-2020 authorizing water gauge contract

TABLE V: FRANCHISES

- Ord. 1-1967, passed - -67: Granting the Jerrold Electronics Corp. to a franchise to erect and maintain a Community Television Antenna and Cable service in the city.
- Ord. 2-68, passed - -68: Granting to First Television Company, the right to erect, maintain and operate in, the city cable television service.
- Res. 84-4, passed 9-17-84: Granting to Total Cable T.V., Inc., to Vista Cable T.V. Inc., Vista Cable T.V., Inc. agrees to abide by the terms of Franchise Ordinance No. 2-68, date the 17th day of June, 1984 and all

subsequent amendments thereto.

- Ord. 85-3, passed 6-17-85: Amending the franchise granted by the city on the June 17, 1968, for the operation of the closed circuit electronic system in the city.
- Ord. 85-8, passed 10-21-85: Approving the transfer of the franchise agreement formerly granted to Vista Cable, Inc., to Columbia Cablevision of Northern Indiana.
- Ord. 85-9, passed 10-21-85: Amending the franchise granted by the city on June 17, 1968, for the operation of the closed circuit electronic system in the city.
- Ord. 87-8, passed - -87: Authorizing the transfer of CATV television franchise to the Star Midwest, Inc.
- Ord. 89-14, passed 11-6-89: Authorizing the consent resolution the transfer of cable television franchise to Cardinal Communication, Inc.
- Ord. 90-13, passed - -90: Authorizing the construction of additions and improvements to the sew works of city.
- Ord. 5-63, passed 10-2-63: Hilda C. Bowen et al. convey and warrant in the city for the sum of \$1 certain described real estate situated in Carroll County.
- Ord. 1-68, passed 5-20-68: Leasing to Delphi Scouting, Inc., real estate upon which the scout cabin owned by Delphi Scouting, Inc., is situated.
- Res. 97-6, passed 8-11-97: Transfer of real estate between the City of Delphi and the County of Carroll.
- Ord. 2003-1, passed 3-3-03: Transfer of real estate from the City of Delphi to Delphi Public Library.
- Ord. 2003-3, passed 7-14-03: Authorizing the Mayor and Park Board to accept a conveyance of real estate for the establishment of a park.
- Ord. 84-11, passed 8-6-84: Establishing the name of a street as Charles Street in the city.

TABLE VIII: VACATIONS

- Ord. 82-1, passed 1-18-82: Vacating an alley at the Northeast corner of Lot Number 39 in the Original Plat of the city.
- Ord. 82-5, passed 6-7-82: Vacating an alley at the Southwest corner of Lot Number 94 in the Commercial Club Addition of the city.
- Ord. 82-9, passed 10-5-82: Vacating a portion of Smith Avenue at the Southwest corner of Lot Number 157 in the Commercial Club Addition of the city.
- Ord. 84-12, passed 8-21-84: Vacating a portion of an alley in Grime's First Addition which runs east and west through the center of Block No. 2 in Grimes First Addition of the city.
- Ord. 90-4, passed 6-4-90: Vacating a portion of an alleyway beginning to the southeast corner of Lot Number 53 in Grimes Second Addition of the city.
- Ord. 91-12, passed - -91: Vacating an alley beginning at the northeast corner of Lot Number 4 in Samuel Grimes Addition of the city.
- Ord. 92-6, passed 7-2-92: Vacating a portion of a certain alleyway beginning at the southeast corner of Lot Number 9 in Block 23 in Grimes First Addition of the city.
- Ord. 93-11, passed - -93: Vacating a portion of an alleyway beginning at the northeast corner of Lot Number 4 in Block 1 of Gilliford's Addition to the city.
- Ord. 93-12, passed 8-5-93: Vacating a portion of an alleyway beginning at the northwest corner of Lot Number 39 in Manary's Addition to the city.
- Ord. 93-16, passed 12-2-93: Vacating a portion of an alleyway beginning at the southwest corner of Lot 10 in the North Addition to the city.
- Ord. 94-15, passed 11-3-94: Vacating a portion of an alleyway beginning at the northeast corner of Lot Number 4 in Block 23 in the Grimes First Addition to the city.
- Ord. 95-12, passed 12-28-95:
 - Vacating a portion of Hamilton Street for the entire width and length of Hamilton Street between a line parallel to the north right of way line of the State Highway that is ten feet north of the north right of way line of the State Highway to a line parallel to the south right of way line of Franklin

Street that is ten feet south of the south right of way line of Franklin Street.

- Vacating an alley that is in Block 21 in Grimes First Addition to the city which intersects Hamilton Street on the east of Block 21 in said addition and intersects Crockett Street on the west of said block in said addition; an alley in Block 21 in Grimes First Addition to the city that intersects Franklin Street on the north of said block in said addition and Main Street on the south of said block in said Addition.
- Ord. 96-17, passed 10-10-96: Vacating an alley in Grimes 2nd Addition to the city, beginning at the southeast corner of Lot Number 93; thence east to the southwest corner of Lot Number 94; then north to the junction of Lot Number 98 with Packett Avenue; thence southwesterly to the northeast corner of Lot Number 93; thence south to the place of the beginning.
- Ord. 99-19, passed 9-2-99: Vacating a portion of the alleyway between Front Street and Water Street.
- Ord. 99-20, passed 9-2-99: Vacating a portion of the alleyway between lot Number 6 and lot Number 7, west of Arnold Street in Clauser's Addition of out lots.
- Ord. 99-25, passed 12-2-99: Vacating a portion of the alleyway running north and south between Front Street and Water Street.
- Ord. 2000-3, passed 1-7-00: Vacating a portion of a certain alleyway running south from Monroe Street beginning at the northeast corner of lot 11 in Bowen's First Addition to the town.
- Ord. 2000-4, passed 2-7-00: Vacating a portion of Wabash Street.
- Ord. 2000-9, passed 5-1-00: Vacating a portion of an alley that abuts the westerly boundary of Lot 86 of the original plat of the town.
- Ord. 2002-3, passed 7-1-02: Vacating the following:
 - Crockett Street North of Monroe Street lying east of Lot 12 in Block 43 in Grimes First Addition and west of Lot 7 in Block 44 of Grimes First Addition;
 - Alley lying east of Lot 9 and west of Lot 10 in Block 44 in Grimes First Addition.
- Ord. 2002-6, passed 9-3--02: Vacating the following:
 - An unimproved alley directly north of and adjacent to Lots 7, 8, 9, 10, 11 and 12 in Block 44 in Grimes First Addition, including that portion of said alley lying directly north of and adjacent to a previously vacated alley lying between Lots 9 and 10 in Block 44 in Grimes First Addition.
 - That portion of Crockett Street which lies west of and adjacent to said unimproved alley north of Lots 7, 8, 9, 10, 11 and 12 in Block 44 in Grimes First Addition.
- Ord. 2003-2, passed 6-2-03: Vacating a portion of Market Street for the entire width and length of Market Street that lies within the Hillcrest Manor Subdivision.
- Ord. 2012-9, passed 9-17-12: Vacating the platted alley situated between Lot Nos. 6, 7 and 8 in Block No. 24 in Grimes First Addition.
- Ord. 2014-2, passed 6-2-14: Vacating 60 feet of Wabash Street beginning at the NW corner of a 5.868 acre tract owned by Delphi Community School Corp.; then SE to the point of previous vacation of the south line of the Gilliford Ditch.
- Ord., passed 8-4-14: Vacating a ten-foot easement on Polk Street, west and perpendicular to Washington Street.
- Ord. 2016-15, passed 9-6-16: Vacating the following:
 - That portion of Crockett Street, as shown on the plat of Grimes First Addition to the Town (now City) of Delphi in Plat Record 2, Page 9, in Book B, Page 428, bounded by Franklin Street on the north and Main Street on the south, and bounded by Lots Six (6) and Seven (7) Blk 21 in Grimes First Addition on the east and Lots One (1) and Twelve (12) Blk 20 in Grimes First Addition on the west.
 - That alleyway running between Franklin Street to the north and US Hwy 421 to the south, and bounded by Lots Four (4) and Nine (9) Blk 20 in Grimes First Addition on the west and Lots Three (3) and Ten (10) Blk 20 in Grimes First Addition on the east.
 - That alleyway running between that portion of Crockett Street to be vacated to the east and US Hwy 421 to the west, and bounded by Lots Five (5), Four (4), Three (3) Two(2) and One (1) Blk 20 in Grimes First Addition on the north and Lots Eight (8), Nine (9), Ten (10), Eleven (11) and Twelve (12) Blk 20 in Grimes First Addition on the south.=
- Ord. 2016 – 21, passed 12-5-16: Vacating that portion of South Masonic St., as shown on the plat of Gillifords Addition to the Town (now City) of Delphi, Indiana, bounded by Masonic Street to the West, Alleyway to the East and bounded by Lot 5, block 5 of Gilliford's Addition to the North. Currently, part of Plat 8 Block

8, of Gilliford's Addition path of access to residency.

- Ord. 2017-4, passed 6-5-17: vacate the non-exclusive utility easement as shown in Book 91 Page 1227 – 1230 located in the City of Delphi, Carroll County, Indiana, described as follows: Fifteen (15) feet of even width off of the North side of Lot Number 5 in Merkle, Kendall and Company Subdivision of Lot 29 of the Original plat of the town (now City) of Delphi, Indiana. ALSO: Ten (10) feet of even width off of the East side of Lot Number 5 and Lot Number 6 in Merkle, Kendall and Company subdivision of Lot 29 of the Original plat of the town (now City) of Delphi, Indiana.
- Ord. 2021-05, passed 05-03-21: vacate a platted alley fifteen feet (15') of even width running along the entire southern boundary of Parcel ID 08-06-30-046-018.000-007, located in a part of Section 30, Township 25 North, Range 2 West, in the City of Delphi; and One Hundred Twenty Feet (120') of length for the alleyway located between lot 9 in Block Forty-Three (43) in Grimes First Addition to the Town (now City) of Delphi and lot 10 in Block Forty-Three (43) in Grimes First Addition to the City of Delphi. The City of Delphi waives its rights for a public utility easement upon the alley and grants its consent for Underhill Family, LLC to erect a permanent structure upon the vacated portion of said alley.
- Ord. 2023-17, passed 12-4-23: Vacating Pearl Street right-of-way which was dedicated in Grimes First Addition Town (now City) of Delphi, as recorded in Plat Book 1, page 8 (now Slide 2 in Plat Cabinet A) in the Office of the Recorder of Carroll County, Indiana lying northwest of Monroe Street and between Lots 12 in Block 42 and Lot 7 in Block 43 of said addition. The public easement and right-of-way thereover and therein is declared to be at an end.

TABLE IX: ZONING CHANGES

- Ord. 2-74, passed 5-6-74: Rezoning a certain part of Grimes First Addition to the city lying north of Franklin, Street east of U.S. 421, and West of Crockett Street.
- Ord. 3-74, passed 6-3-74: Rezoning Lot Numbers 9, 10, 11, 12, 13, and 18 in the South Addition to the city from a business district, to a U-2 Urban Residential District.
- Ord. 12-75, passed 12-1-75: Rezoning Lots 41, 42, 43, and 44 in the Original Plat of the city from an Urban Residential District to a Local Business District B-2.
- Ord. 12-76, passed 11-1-76: Rezoning a certain tract of land from an Industrial District to an Urban Residential District.
- Ord. 18-84, passed 12-3-84: Rezoning lots 289, 290, 291 and 292 from Local Business District B-2 to Urban Residential District U-1.
- Ord. 86-2, passed 7-7-86: Rezoning property contiguous to the city known as the Thine Land Mobile Home Park.
- Ord. 89-7, passed 5-1-89: Rezoning certain tracts of property from a Urban Residential U-1 to Local Business District B-2.
- Ord. 2014-6, passed 9-22-14: Amending Article 3, Section 4(a) of Zoning Code for permitted uses and structures in a B-3 Central Business District Zone. Amending Article 3, Section 4(e) to allow a maximum height of structures to be three stories or 55 feet. Amending Article 3, Section 5(f) to state there are no minimum off-street parking requirements.
- Ord. 2016-22, passed 1-3-17: Zoning Grimes first addition lots 1, 5, 6, 7 & 8, vacated road and alley, and former portion of the Wabash and Erie Canal to a designation as a Local Business District B-2.
- Ord. 2017-6, passed 3-6-17: Adding definition of Bed and Breakfast and providing a Bed and Breakfast may be a use permitted as special exceptions by Board of Zoning Appeals within U-1 District.
- Ord. 2017-9, passed 5-1-17: Rezoning 1520 N. US 421, Parcel ID 08-06-32-038-025.000-007 from S-1 to B-2.
- Ord. 2017-16, passed 10-3-17: Rezoning certain tracts of property from S-1 to either U-1 or B-1.
- Ord. 2018-3, passed 8-6-18: Regarding short term rentals within the City of Delphi.
- Ord. 2020-10, passed 6-1-2020, Regarding rezone at 121 W Front Street from B-3 to U-1

- Ord. 2023-6, passed 6-19-23, Amendment to Article 3, Section 2: U-2 Urban Residential District to accommodate multi-family development
- Ord. 2023-8, passed 9-5-23, Regarding update to the sign standards throughout Zoning Ordinance and add associated definitions
- Ord. 2023-9, passed 9-5-23, Regarding amendment to Article 3, Section 5 to allow short-term rentals as a use permitted by Special Exception in the B-3 Central Business District

TABLE X: EASEMENTS

- Ord. 99-5, passed 4-1-99: Approving the selection of an easement route in connection with a gift of well to the city from U.S. Aggregates, Inc. and authorizing the Mayor to sign a supplement agreement regarding said selection.
- Ord. 5, passed 8-4-14: Vacating a ten-foot easement on Polk Street, west and perpendicular to Washington Street.

TABLE XI: ESTABLISHING SPECIAL DISTRICTS

- Res. 2020-3, passed 1-6-20: Establishing Municipal Riverfront Development Project pursuant to IC 7.1-3-20-16 and IC 7.1-3-20-16.1.

PARALLEL REFERENCES

References to Indiana Code References to 1963 Code References to Resolutions References to Ordinances

REFERENCES TO INDIANA CODE

I.C. Section	Code Section
4-21.5-3-7	150.36
5-2-8-2	70.011
5-3-1	32.11
5-14-1.5-1	31.05
5-22	32.11
6-1.1-12-1.2	151.01, 151.02
6-1.1-17	32.10
8-1.5-3-8	31.05
8-1.5-3-9.1	51.01
8-22-2-7(b)	32.09
8-22-2-7(c)	32.09
8-23-4	91.05
9-13-2-1	91.01

9-13-2-6	70.002
9-13-2-18	70.002
9-13-2-40	70.002
9-13-2-47	70.002
9-13-2-84	70.002
9-13-2-117	70.002
9-13-2-124	70.002
9-13-2-127(b)	70.002
9-13-2-153	70.002
9-13-2-155	70.002
9-13-2-157	70.002
9-13-2-167	70.002
9-13-2-175	70.002
9-13-2-182	70.002
9-13-2-188(a)	70.002
9-18-12	91.02
9-20-14-0.5	70.002
9-20-15-0.5	70.002
9-21-20-1	70.002
9-21-20-2	70.002
9-21-20-3	70.002
9-22-1-1	91.02
9-22-1-2	91.01
9-22-1-3	91.01
9-22-1-4	91.03
9-22-1-5	191.04
9-22-1-11	91.05
9-22-1-12	91.06
9-22-1-13(a), (b)	91.07
9-22-1-14	91.08
9-22-1-15	91.09
9-22-1-16	91.10
9-22-1-17	91.11
9-22-1-18	91.12
9-22-1-21	91.14
9-22-1-30	91.15
9-22-1-31	91.16
9-22-1-32	91.17
9-32-2-18.6	70.002
14-28-1	155.39
14-28-1-26	155.39
15-2.1-21-8	92.04
15-5-9-13	92.04
16-18-2-110	70.002
16-22-8	70.002
22-9.5-1 et seq.	100.01
22-9.5-2-2	100.02
22-9.5-2-3	100.02
22-9.5-2-4	100.02
22-9.5-2-8	100.02
22-9.5-2-9	100.02
22-9.5-2-10	100.02
22-9.5-2-11	100.02
22-9.5-2-13	100.02
22-9.5-3	100.03, 100.09

22-9.5-4-8	100.10
22-9.5-5	100.02
22-9.5-5-1	100.03
22-9.5-6	100.02, 100.10
22-13-2-3	Ch. 150
22-13-2-7	150.36
22-13-2-7(b)	150.03
22-15-3-1	150.15
22-15-4	150.04
33-10.1-1-3	30.01, 30.06
34-28-5-1	130.05
35-46-3-1	92.04
35-46-3-7	92.04
35-46-3-8	92.04
35-46-3-11	92.04
35-46-3-11.3	92.04
35-46-3-11.5	92.04
35-46-3-12	92.04
36-1-3-8(10)	10.99, 51.99(B), 96.99
36-1-5-4	33.09 36-1-6-9 et seq. 35.01
36-1-7	30.15
36-1-8-5.1	32.10
36-1-20.2	33.09
36-1-21	33.09
36-4-4-1 -5	30.01
36-4-5	30.01, 30.02
36-4-6	30.01, 30.03
36-4-6-8	30.03
36-4-6-9	30.03
36-4-6-10 - 17	30.03
36-4-6-11	30.03, 33.09
36-4-6-13	30.03
36-4-6-14 - 17	30.03
36-4-9	30.02
36-4-9-2	30.02
36-4-9-4	30.02
36-4-10	30.01, 30.05
36-4-11-2	30.02
36-4-11-4	30.05
36-5-2-9.4	33.09
36-7-3	31.04
36-7-4	31.03
36-7-14	31.06
36-7-25	31.06
36-8-6	31.01
36-8-8	31.01
36-9-30-3	91.07
36-10-3-22	32.05
36-10-4	31.02
36-10-4-9	31.02

REFERENCES TO 1963 CODE

1963 Code Section	1995 Code Section
1-9	10.99
1-10	10.98
1-11	10.19
3-4	72.21
3-5	72.22
6-1	112.01
6-2	112.02
6-3	112.03
6-4	112.04
6-5	112.05
6-6	112.06
6-7	112.02
6-8	112.07
6-9	112.08
6-10	112.04
6-11	112.09
6-12	112.10
6-13	112.11
6-14	112.12
6-15	112.13
6-16	112.14
6-17	112.15
6-18	112.16
6-19	112.17
6-20	112.18
6-21	112.19
6-22 - 6-26	112.20
6-27	112.99
8-1	95.35
8-2	95.36
8-3 - 8-5	95.37
8-6	95.38
8-7	95.39
8-9	95.99
9-8	96.01
9-9	96.01
9-10	96.02
9-11	34.15
9-12	34.16
9-13	34.17
9-14	34.18
10-1	113.01
10-2	113.02
10-3	113.03
10-4	113.04
10-5	113.05
10-6	113.06
10-7	113.07
10-8	113.99
11-4	50.15
11-5	50.16

11-9	50.98
11-10	50.98
11-11	50.99
12-1	111.01
12-2 - 12-4	111.02
12-5	111.03
12-6	111.04
12-7	111.05
12-8	111.06
12-9	111.07
12-10	111.99
13-1	115.01
13-2	115.02
13-3	115.02
13-4	115.03
13-5	115.02
13-6	115.04
13-7	115.05
13-8	115.06
13-9	115.07
13-10	115.08
13-11	115.09
13-12	115.10
13-13	115.11
13-14	115.12
13-15	115.13
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2023-9	9-5-2023	Special Ordinances – Table IX Zoning Changes
2023-11	10-16-2023	33.01, 33.03, 34.01, 51.05
2023-12	10-16-2023	33.01, 34.01, 34.03, 51.05
2023-13	10-16-2023	Budget – Not in Code
2023-14	11-6-2023	50.04
2023-15	11-6-2023	51.36, 51.37, 51.38
2023-16	11-6-2023	52.51, 52.52
2023-17	12-4-2023	Special Ordinances – Table VIII Vacations
2023-18	12-29-2023	52.35
2023-19	12-29-2023	33.01, 33.07, 34.01, 51.05