Accessory and Temporary Uses, Buildings and Structures

5.01 Accessory Uses, Buildings and Structures

(A) General.

(1) Accessory uses, buildings and structures shall be permitted in all zoning districts, provided, however, that the primary use which is supported by the accessory use, building or structure is a permitted use within the district to which a lot is zoned.

(2) An accessory use, building or structure shall be required to obtain an improvement location permit prior the establishment of said accessory use, building or structure, provided however, accessory buildings and structures less than or equal to one hundred and twenty (120) square feet in area, or less than thirty (30) inches in height, are exempt from this requirement.

(3) Accessory uses, buildings or structures shall not be permitted on a lot prior to the erection of the primary building or use.

(4) Accessory uses, buildings and structures shall comply with all development standards of the applicable district in which the accessory use, building and structure is permitted, unless an exception is specifically provided for in this Section.

(5) Accessory uses, buildings and structures shall not encroach upon any platted or recorded easements unless specifically authorized by the terms of the easement, or by written consent of the agency in whose favor the easement is granted.

(6) Accessory buildings and structures may not be established and/or used for the storage of material, goods and implements not directly associated with a permitted use within the district to which a lot is zoned.

(7) Accessory uses, buildings and structures shall be located so as not to cause any congestion or interference in or to the public right-of-way, or interfere or conflict with sidewalks, walkways, pedestrian ways, entrances or exits to or from the business or building, parking areas, loading areas, driveways, interior access drives, perimeter landscape yards or foundation landscaping.

(8) Accessory uses, buildings and structures shall comply with Section 1.20 Clear Sight Area Requirements of this Ordinance.

(B) Permitted Accessory Uses, Buildings and Structures.

(1) In the R1 Single Family District, accessory uses, buildings and structures include, but are not limited to: awnings; boathouses; cabanas and pool houses; canopy storage shelters when permanently anchored to a footing; children's playhouses and structures; coops; decks; docks; fences; game courts, such as tennis and basketball courts; garages and carports; greenhouses; home occupations; horticulture; hot tubs; mini-barns and storage sheds; outdoor fireplaces; patios; pens; playhouses, porches; radio sending and receiving antennas; satellite dish antenna; signs; swimming pools; swings; and trampolines.
Accessory and Temporary Uses, Buildings and Structures

(2) In the R2 Multi Family District, accessory uses, buildings and structures include, but are not limited to: all uses, buildings and structures permitted in subsection (1), above; leasing offices; bathhouses; canopies; common areas such as exercise and meeting rooms; maintenance buildings; parking areas; and trash containers.

(3) In the OB Office Buffer District, accessory uses, buildings and structures include, but are not limited to: all uses, buildings and structures permitted in subsections (1) and (2), above; and accessory living quarters.

(4) In the TC Town Center, C Commercial and GI General Industrial Districts, accessory uses, buildings and structures include, but are not limited to: all uses, buildings and structures permitted in subsections (1), (2) and (3), above; donation boxes; drive-through facilities; gasoline pump islands, air dispensers and vehicle vacuums; outdoor display area; outdoor storage; vehicular canopy; and vending machines.

(C) Development Standards for Attached Accessory Uses, Buildings and Structures.

(1) The total floor area of accessory use portions of a primary building containing a single family dwelling unit shall be less than the main floor area of said single family dwelling unit.

(2) The total floor area of accessory use portions of a primary building containing a two-family dwelling unit shall be less than the main floor area of the smaller of the two-family dwelling units.

(3) In the R1, R2 and OB Districts, no garage or garages, in combination, shall exceed a capacity of four (4) cars in total when the lot contains a single family and two-family unit, or an office use. Carports and canopy storage shelters shall be included in determining the maximum capacity of a garage or garages.


(1) The total square foot area of a detached accessory building, or combination of accessory buildings when the lot contains a single family and two-family unit, or an office use, shall be less than the main floor area of the primary building, or buildings, or twelve hundred (1,200) square feet, whichever is less.

(2) Detached accessory buildings shall not be located between the established front building line and the front lot line.

(3) All uses and operations shall be conducted completely within enclosed buildings, except where expressly permitted in Section 5.01 (E), below.

(1) Chicken, Chicken Coops and Pens

The purpose of this section is to authorize and provide standards for the keeping of chickens and the establishment of chicken coops and chicken pens. It is intended to enable residents to responsibly keep a small number of chickens on a non-commercial basis while limiting the potential adverse impacts on the surrounding properties:

(a) Chickens.

1. The keeping of chickens shall be allowed only when accessory to a single family home in the R1 Single Family District and OB Office-Buffer District and shall further be subject to the following regulations:

2. Number and Types of Chickens Allowed.
   a. The maximum number of chickens allowed is six (6) per Single Family Dwelling.
   b. Only female chickens are allowed. Roosters are specifically prohibited.

3. Non-Commercial Use Only - The keeping of chickens authorized under this section shall be limited non-commercial uses only. Commercial activities are prohibited. Chickens authorized under this section shall be kept as pets or for personal use only. Eggs and chicken manure shall not be sold. There shall be no butchering of chickens on the premises.

4. Additional requirements for the keeping of chickens shall comply with the St. Joseph Animal Control Ordinance.

(b) Chicken coops and Chicken Pens

1. Permits - A building permit is required for any accessory structure more than one-hundred and twenty (120) square feet. No permit is required for a chicken coop or chicken pen that does not exceed one-hundred and twenty (120) square feet.

2. Location.
   a. Chicken coops shall be located at least fifteen (15) feet from any property line, and at least twenty (20) feet from the nearest residential dwelling.
   b. Chicken coops and chicken pens shall be located behind the residential structure.
   c. City residents who do not have adequate space on their property will not be allowed to own chickens.

3. The chicken coop, chicken pens, and surrounding area shall be kept clean, dry, odor-free, and in a neat and sanitary condition at all times. All manure, uneaten feed,
and other trash shall be removed daily, and disposed of in a sanitary manner. The property owner shall take all necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites.

(2) Donation Boxes and Receptacles.
   (a) Donation boxes and receptacles shall not be located in any front setback, side setback, or rear setback.
   (b) Donation boxes and receptacles shall not interfere with the safe and efficient flow of vehicular and pedestrian traffic around the parking area established for the primary use of the site.

(2) Drive-Through Facilities.
   Drive-through facilities such as but not limited to: automated teller machines (ATM's), bank teller windows, car washes, drive through customer service windows, gasoline pump islands, ordering lanes and payment windows, shall have sufficient vehicle stacking area(s) so as not to conflict with Section 5.01 (A) (7), above.

(3) Fences.
   (a) Fences located between the front lot line and the front building line shall not exceed four (4) feet in height above grade or be less than fifty percent (50%) open.
   (b) Fences located behind the front building line shall not exceed the following heights:
       1. Six (6) feet in height within the R1, R2 or OB Districts
       2. Eight (8) feet in height within the TC or C Districts
       3. Ten (10) feet in height within the GI District.
   (c) Fences are exempt from the minimum setback requirements.
   (d) Security wire fences shall:
       1. include but are not limited to: barbed wire; electric; razor wire or other similar types of security wire fences;
       2. only be permitted to secure non-residential uses and equipment including but not limited to: heating, ventilating and air-conditioning units; outdoor storage areas; public safety facilities; public and private communication facilities such as wireless, radio and television communication towers; restricted public access areas such as sewer & water treatment facilities; utility sites such as water, sewer, electric and gas main facilities;
       3. not exceed ten (10) feet in height; and
       4. not be located between the front lot line and the building line.
(4) Game Courts.

Game Courts shall not be located in any *front setback* or *side setback*, or between the established front *building* line and the front *lot* line provided, however, a permanent or temporary basketball goal may be located adjacent to a driveway or interior access drive in any minimum yard in any residential use.

(5) Gasoline Pump Islands, Air Dispensers, Vehicle Vacuums and Vehicular Canopies.

(a) Gasoline pump islands shall not be located within the *front, side or rear setback*.

(b) Air dispensers, vehicle vacuums and other like equipment shall be located no closer than fifteen (15) feet from the front *lot* line, and shall meet all minimum *side* and minimum *rear yard setbacks*.

(c) Vehicular canopies shall be located no closer than ten (10) feet from the *front property line*, and shall meet all *minimum side* and *rear yard setbacks*.

(6) Home Occupations.

(a) Home occupations shall be permitted in all *districts*.

(b) The following standards are established to ensure compatibility of home occupations with other *permitted uses* and with the residential character of the *structure* and neighborhood in which the home occupation is located, as well as clearly establishing the secondary or incidental status of home occupations in relation to the *primary use* of the *lot* for *dwelling* purposes:

1. home occupations shall be limited to family members residing within the *dwelling* and who make the *dwelling* their primary place of residence;

2. all aspects of the home occupation shall be conducted within the *dwelling unit* and or *accessory buildings*;

3. the use of the *dwelling unit* for the home occupation shall be incidental and subordinate to the use for residential purposes by the occupants, and no more than twenty-five percent (25%) of the combined *floor area* of the *dwelling unit* and *accessory buildings* shall be used in the conduct of the home occupation;

4. there shall be no structural alterations to the interior of the *dwelling* to accommodate a home occupation which would render the *dwelling* undesirable for residential use;

5. there shall be no structural additions, enlargements or exterior alterations changing the residential appearance of the *dwelling* or the *lot*, or other visible indications of the conduct of the home occupation;
6. there shall be no additional or separate entrance to the dwelling for the purpose of conducting the home occupation;

7. there shall be no internal or external alterations, construction features, or use of electrical or mechanical equipment which would change the fire rating of the structure;

8. notwithstanding Article 10 Sign Regulations, of this Ordinance, no more than one (1) sign not exceeding three (3) square feet in area, non-illuminated and affixed to the building;

9. there shall be no outdoor storage of any kind related to the home occupation;

10. there shall be no traffic generated by a home occupation which is greater in volume than that which would be normally expected in the residential area in which the home occupation is located;

11. there shall be no electrical or mechanical equipment utilized in the home occupation which will create any visual or audible interference with radio or television reception or which will cause fluctuations in line voltage off the premises;

12. there shall be no equipment or process used in the home occupation which creates noise, vibration, glare, smoke, fumes, odors, or electrical interference detectable to the normal senses at any point beyond the lot line in such a manner as to annoy, disturb, frighten or otherwise interfere with the use and quiet enjoyment of adjacent properties, or which creates water usage or the production of sewage other than domestic in nature; and

13. the home occupation shall not involve the use of commercial vehicles for delivery of materials to or from the premises other than vehicles normally associated with residential home delivery (i.e., postal or parcel delivery vehicles).

(7) Permitted Home Occupations.

By way of example, the following uses, when conducted in compliance with the conditions set forth above, qualify as permitted home occupations:

(a) Artist's, musician's or writer's personal studio;
(b) Barber or beautician, limited to one (1) chair;
(c) Cake making or decorating (not a catering or commercial bakery facility);
(d) Child care limited to no more than five (5) children;
(e) Internet-based services, such as but not limited to data processing, word processing or transcription services;
(f) Dressmaking, millinery, sewing or tailoring;
(g) Cottage school (home school);
(h) Personal office;
(i) Professional service, limited to one client at a time, such as but not limited to: accountant, insurance agent and photographer;
(j) Teaching or tutoring, such as but not limited to academic subjects, art, dance and musical instruments, limited to a maximum of two (2) pupils at a time; and
(k) Other uses that comply with the intent and conditions set forth above in this Section.

(8) Prohibited Home Occupations.

The following uses, by the nature of the investment or operation, have a pronounced tendency, once started, to rapidly increase beyond the limits specified above for home occupations and impair the use, value and quiet enjoyment of adjacent residential properties. Therefore, the uses specified below and other similar or comparable uses shall not be permitted as home occupations:

(a) Retail sales, such as but not limited to antique, book or gift shop;
(b) Repair services requiring any outdoor activity and storage of material, equipment or product;
(c) Barber shop, beauty shop parlor salon, with more than one (1) chair;
(d) Dance studio;
(e) Dental office or clinic;
(f) Freight, trucking or shipping;
(g) Medical office or clinic;
(h) Painting of vehicles, trailers, boats, etc;
(i) Restaurants, eating or drinking establishments;
(j) Tool or equipment rental;
(k) Tooling, welding or machine shop;
(l) Veterinary clinic, kennel, or stable; and
(m) Any use not in compliance with the intent and conditions set forth in this Section.

(9) Outdoor Display or Sales of Merchandise.

(a) Shall be located so as not to interfere or conflict with sidewalks, walkways, pedestrian ways, entrances or exits to or from the business or building, required parking areas,
required loading areas, driveways, interior access drives and driveways, perimeter landscape yards, or foundation landscaping.

(b) Outdoor display or sales of merchandise may be located no further than ten (10) feet in front of the established front building line unless the items displayed during established business hours are removed after every close of business;

(c) When such outdoor display or sales consist of the sale or rental of automobiles, trucks, buses, recreational vehicles, equipment and the like, then the area used for such outdoor display or sales shall be located no closer than fifteen (15) feet from the front lot line and shall have direct access to an interior access drive for each vehicle. The outdoor display area shall be considered parking areas for the purpose of determining compliance with Article 7 Landscape Regulations of this Ordinance and Article 10 Off Street Parking and Loading;

(d) Vending machines such as but not limited to video rentals, newspaper boxes, propane exchanges, ice chests, etc. shall abut the exterior wall of the building.

(10) Outdoor Operations

All operations, servicing and processing (except outdoor storage, off-street parking and off-street loading) shall be conducted within completely enclosed buildings, unless approved through a Special Exception Use.

(11) Outdoor Seating:

(a) May be located between the minimum building setback line and the front lot line.

(b) Shall not be located in any street right-of-way unless otherwise approved by the Indiana Department of Transportation (if applicable) and the Town;

(c) Shall be included in the calculation of required foundation landscaping area and any applicable building foundation landscaping area, and such associated foundation landscaping shall be extended or relocated around the perimeter of the outdoor seating area;

(12) Outdoor Storage.

(a) Outdoor storage of materials or products shall not be located between the front lot line and the established minimum front building line.

(b) Outdoor storage of materials or products shall be screened from view from all public rights-of-way with Type C: Full Screening per Article 8 Landscape Regulations.

(c) Outdoor storage of materials or products shall be screened from view from all residential lot lines by buildings or Type C: Full Screening per Article 8 Landscape Regulations.
(d) The height of outdoor storage of materials or products shall not exceed the height of the fence.
(e) Outdoor storage areas shall be surfaced with a durable, dust-free surface such as but not limited to concrete, asphalt, brick or other suitable surface.

(13) Satellite Dish Antennas.

One (1) ground-based satellite dish is permitted per lot in all districts, provided that it is not placed closer to the front property line than the rear building line. Satellite dishes may be located on the principal structure.

(14) Small Wind Energy Conversion System, per the requirements of Section 6.04 of this Ordinance.

(15) Stoops, Patios, Porches, Gazebos and Decks.
(a) Stoops, patios, porches, gazebos, decks over thirty (30) inches above grade, or which include a roof or roof-like structure (e.g., trellis, arbor, and the like) shall comply with all minimum yards and building setbacks, and maximum building height regulations of the applicable district for accessory structures.
(b) Stoops, patios, porches and decks less than thirty (30) inches above grade and which do not include a roof or roof-like structure, may be located in a minimum front, side and rear yard, provided however, such stoop, patio, porch or deck is no closer than ten (10) feet to the front lot line.

(16) Swimming Pools and Hot Tubs.
(a) A swimming pool or hot tub, greater than forty-two (42) inches in depth, shall comply with the applicable requirements of the Indiana Administrative Code for residential pools at 675 IAC 14-4.3-270 through 296, as amended; and for commercial pools at 675 IAC 20, as amended.
(b) Swimming pools meeting the depth requirements of subsection (a) above, shall be enclosed by a fence no less than four (4) feet and no greater than eight feet (8) feet in height, measured from the grade level, five (5) feet beyond the fence line.
(c) A swimming pool or hot tub shall not be located between any front lot line and the established front building line.
(d) A swimming pool or hot tub located in side and rear yards shall be no closer than five (5) feet to the side and rear lot lines.
(e) No swimming pool or hot tub shall be erected or constructed unless adequate distance from overhead electrical wires is provided in accordance with National Safety Code and the National Electrical Code, current additions.
(f) Abandoned or unused swimming pools or hot tubs, situated on a premises which are not occupied for periods of thirty (30) days or more, shall be drained, filled in, or equipped with a cover adequate to prevent persons, children or animals from danger or harm.

(17) Trash and Recycling Containers and Receptacles.

Any container or combination of containers exceeding thirty-six (36) cubic feet in capacity shall:

(a) Be screened on at least three (3) sides by a building wall or a solid-walled enclosure, not less than six (6) feet in height nor more than ten (10) feet in height above grade, equipped with an opaque screen gate, and any solid-walled portion of the enclosure shall be provided with foundation landscaping;

(b) Not be located between the front building line of the primary building and the front lot line; and,

(c) Not be located in any front, side yard or rear setback.

(18) Vehicles, Parking and Storage.

(a) For purposes of this subsection, vehicles are categorized and defined as:

1. Personal passenger vehicles such as but no limited to cars, pickup trucks and passenger (mini) vans;

2. Small work-related vehicles such as but not limited to company-owned passenger vehicles, cargo and service vans and pickup trucks;

3. Large work-related vehicles generally in excess of 1 ½ tons such as but not limited to bucket trucks, dump trucks, flatbed trucks, school buses, tractor, trailer, tractor-trailer combination and tow trucks;

4. Recreational vehicles, personal cargo trailers and large watercraft such as but not limited to motorhomes and boats.

(b) Vehicle parking and storage shall be located in compliance with Section 1.20 Clear Sight Area Requirements.

(c) Residential and Office Buffer Districts.

1. Vehicles as defined in sub-Section (18) (a) 3 and 4 above, shall not be parked in any required front, side or rear yard setback;

2. Not more than a total of two (2) vehicles in any combination as defined in subsection (18) (a) 2, 3 and 4 above, shall be permitted to be parked or stored in the open on the same lot at any one time.

3. Parked or stored recreational vehicles shall not be occupied or used for living, sleeping, or housekeeping purposes.
Temporary Uses, Buildings and Structures

(A) General.

(1) Temporary uses, buildings or structures shall be permitted in all zoning districts, provided, however, that the primary use which is supported by the temporary use, building or structure is a permitted use within the district to which a lot is zoned.

(2) A temporary use, building or structure exceeding seventy-two (72) hours in duration shall be required to obtain an improvement location permit prior to the establishment of the use, building or structure.

(3) Any temporary use, building or structure shall comply with all applicable height and setback requirements in the district in which the temporary use, building or structure is located.

(4) All buildings, structures or debris associated with the temporary use shall be removed from the site immediately upon completion or cessation of the temporary use, or expiration of the time period set forth in the improvement location permit.

(5) A temporary use, building or structure which will be converted into a permanent primary or accessory use after the cessation of the temporary use, shall be required to obtain an improvement location permit prior the establishment of the use or the construction of any structure or building, and meet all development standards in which the converted temporary use, building or structure is located.

(B) Permitted Temporary Uses, Buildings and Structures.

Permitted temporary uses, buildings and structures include but are not limited to: construction-related activities; garage and yard sales; mobile classrooms; open-air assemblies; sales and leasing offices; roadside stands; temporary signs (see Article 10 Sign Regulations for additional regulations); and tents.

(C) Construction Activities.

(1) Construction activities include but are not limited to: borrow pits, contractor offices and storage trailers, portable asphalt and concrete plants, equipment and testing sheds, equipment and material staging areas.

(2) Any use listed in subsection (1), above, may be permitted for a period of time not to exceed the duration of the project that they are associated with. The Zoning Administrator, for good cause shown, may extend the duration for a period not to exceed one year past project completion.

(3) Uses shall be located in compliance with all setback requirements, and comply with Section 1.20 Clear Sight Area Requirements.
(4) All construction activities shall minimize excessive dust, noise and storm water runoff per the applicable regulations of Federal, State and local regulations.

(D) Garage Sales (Yard Sales).

(1) Notwithstanding any regulations above to the contrary, a garage sale may be conducted on a premises which includes a dwelling unit.

(2) A garage sale may be conducted three (3) times each calendar year per lot, and shall not exceed three (3) consecutive days in duration.

(3) A garage sale shall only be conducted during the hours from sunrise to sunset;

(4) All personal property exhibited outdoors during a garage sale shall be placed within a building or structure or otherwise removed from the premises immediately following the end of the garage sale.

(5) Garage sale signs shall comply with the applicable provisions of Section 10.08 Temporary Signs; A garage sale sign shall be exempt from the requirement of this Ordinance to obtain an improvement location permit for a temporary use.

(6) Nothing in this Section shall be construed to prohibit one (1) or more owners or occupants from conducting a combined garage sale on one (1) of the lots owned or occupied by the participants, provided that all other provisions of this Section are complied with.

(7) Personal property exhibited outdoors during a garage sale may be located in a minimum front, side or rear yard, provided, however, such personal property shall not be located in any public right-of-way.

(E) Mobile Classrooms, Sales and Leasing Offices.

(1) Mobile classrooms, sales and leasing offices may be permitted for a period not to exceed five (5) years from the date of issuance of an improvement location permit.

(2) Under-skirting shall be installed around the entire perimeter of the building or structure.

(3) The building or structure shall be located in compliance with all minimum yard and setback requirements.

(F) Mobile Sales.

(1) For purposes of this subsection, mobile sales shall apply to, but not be limited to food trucks, street vendors and transient merchants.

(2) Mobile sales activities shall not encroach into the public right-of-way (unless approved by the Town), the clear sight area requirements per Section 1.20, or interfere with any other development standards required by this ordinance, such as but not limited to parking and landscaping requirements.
(3) The time of operation for any mobile sales activities shall occur between the hours of sunrise and sunset as determined by local time, for that particular day of the year in which the mobile sales activity is taking place.

(4) A permit from the Town is required for all mobile sales activities.

(G) Recreational Vehicle, Camping or Travel Trailer.

(1) A recreational vehicle and camping or travel trailer may at no time be used for an extra bedroom, playroom or storage place for the occupants of the lot.

(2) A recreational vehicle and camping or travel trailer, belonging to a guest of the occupant of a residential dwelling, may be parked and occupied for lodging purposes on the same lot as the dwelling for not for more than seven (7) days in a thirty-day (30) period.

(H) Roadside Stands and Seasonal Sales.

(1) In the R1, R2, and OB zoning districts, there shall be no more than one (1) stand per lot, and it shall be erected and used solely for the purpose of displaying and selling agricultural products produced on the premises. The roadside stand shall be dismantled and removed at the end of the growing season.

(2) In the TC, C and GI zoning districts, seasonal sales displays shall not exceed sixty (60) consecutive days per occurrence, nor a total of one-hundred and twenty (120) days during any calendar year.

(3) Roadside stands and seasonal sales displays shall not encroach into the public right-of-way, the clear sight area requirements per Section 1.20, or interfere with any other development standards required by this ordinance, such as but not limited to, parking and landscaping requirements.

(I) Tents.

(1) A tent permit is required to erect or use a tent for a period in excess of seven (7) days.

(2) The tent's operations and activities shall be in conformance with all other Town Ordinances and Codes, and in conformance with all applicable development standards of the district in which it is located.

(3) The improvement location permit shall be for an initial period not to exceed sixty (60) days. The improvement location permit may be extended for an additional sixty (60) day period. The total consecutive period shall not exceed one-hundred twenty (120) days.

(4) Tents shall not be erected, used or maintained for permanent dwelling, lodging, storage of equipment, storage of vehicles, or as shelter for animals.