

2.4 Town Center District

The Old Town Center District is established to provide for preservation of existing residential, new and renovated commercial, retail, and office development and public gathering places centered around U.S. 52 and part of the original Town.

The following permitted uses are allowed in this district.

Permitted Uses	
Agricultural Uses	<ul style="list-style-type: none">• Farmer's market (for sale of products grown off-site)
Residential Uses	<ul style="list-style-type: none">• Dwelling, single family, or two family
Institutional/Public Uses	<ul style="list-style-type: none">• Lodge or private club• Community center• Funeral home• Hospital/medical center• Medical or health clinic• Government office• Police, fire, or rescue station• Post office• Museum or gallery• Library• Trade or business school
Park Uses	<ul style="list-style-type: none">• Park and/or playgrounds
Commercial Uses	<ul style="list-style-type: none">• Hotel• Motel• Restaurant• Recreation uses (small scale)• Conference center• Personal service uses• Office uses• Retail uses (small and medium scale)• Data processing center

The following special exception uses must be approved by the Plan Commission. In addition, no duplexes shall be allowed in this district.

Special Exception Uses	
Residential Uses	<ul style="list-style-type: none"> • Bed and breakfast facility • Upper floor residential units as secondary uses • Studio apartments • Boarding house • Nursing home • Retirement facility • Assisted living facility • Residential facility for the mentally ill • Residential facility for the developmentally disabled • Multi-family
Institutional/Public Uses	<ul style="list-style-type: none"> • Performing arts center • School (P-12) • University or college • Parking lot or parking garage (as a primary use) • Penal or correctional institution • Institutional facility for the mentally ill • Church or other place of worship • Day-care center
Communication/Utility Uses	<ul style="list-style-type: none"> • Utility substation • Wireless telecommunication facility • Water tower • Communications service exchange
Park Uses	<ul style="list-style-type: none"> • Athletic fields, courts, and areas
Commercial Uses	<ul style="list-style-type: none"> • Recreational uses (medium scale) • Health spa • Retreat center • Liquor store • Retail Uses (large scale) • Circus or carnival • Bus/mass transit terminal • Drive-up/drive thru facility (as an accessory use)
Industrial Uses	<ul style="list-style-type: none"> • Warehouse and distribution facility

Lot and Yard Standards	
Minimum Lot Area	<ul style="list-style-type: none"> consistent with all lots legally established at the effective date of these standards
Maximum Lot Area	<ul style="list-style-type: none"> consistent with all lots legally established at the effective date of these standards
Minimum Lot Width	<ul style="list-style-type: none"> consistent with all lots legally established at the effective date of these standards
Minimum Lot Frontage	<ul style="list-style-type: none"> consistent with all lots legally established at the effective date of these standards
Maximum Lot Depth	<ul style="list-style-type: none"> consistent with all lots legally established at the effective date of these standards
Maximum Lot Coverage	<ul style="list-style-type: none"> 80% (of the lot area may be covered by structures and other hard surfaces)
Minimum Front Yard Setback	<ul style="list-style-type: none"> 0 feet
Minimum Side Yard Setback	<ul style="list-style-type: none"> the average setback for other town center zoned properties fronting the same street and within the same block as the subject property
Minimum Rear Yard Setback	<ul style="list-style-type: none"> the average setback for other town center zoned properties fronting the same street and within the same block as the subject property
Minimum Living Unit Area*	<ul style="list-style-type: none"> 600 square feet
Minimum Ground Floor Living Area*	<ul style="list-style-type: none"> not applicable
Maximum Primary Structures per Lot	<ul style="list-style-type: none"> 1
Maximum Height	<ul style="list-style-type: none"> 60 feet for primary structure 25 feet for accessory structure

* living area does not include garage space

A. Residential Garage Standards

The primary residential structure must have a 2 car attached garage. The minimum sizing must be 24 x 24 feet and designated for vehicle parking.

B. Modular and Manufactured Home Standards

Modular homes are acceptable dwelling units. Manufactured or mobile homes are not acceptable and are only permitted in a previously established manufactured home park. Following are the definitions of modular, manufactured and mobile homes:

1. A modular home is an off-site (factory) constructed, transportable structure designed for residential occupancy when permanently placed on a foundation.
2. A manufactured home is defined in I.C. 9-13-2-96 single-family dwelling unit designed and built in a factory, installed as a permanent residence, which bears a seal certifying that it was built in compliance with the National Manufactured Housing Construction and Safety Standards Act (42 U.S.C. 5401 et seq.) and which also complies with the following specifications:
 - a. Shall have been constructed after January 1, 1981 and must exceed nine hundred fifty (950) square feet of occupied space;

- b. Is attached to a permanent foundation of masonry construction and has permanent perimeter enclosure constructed in accordance with the One- and Two- Family Dwelling Code.
 - c. Has wheels, axles and towing chassis removed;
 - d. Has a pitched roof with a minimum rise of two-twelfths (2/12); and
 - e. Consists of two (2) or more sections which, when joined, have a minimum dimension of twenty by forty-seven and one-half (20 x 47.5) feet in length or width enclosing occupied space.
3. A mobile home is any vehicle more than thirty- two (32) feet in length designed by the manufacturer or maker with hitch and undercarriage to permit its being used as a conveyance upon public streets and highways and so designed, constructed or reconstructed as will permit the vehicle to be used as a dwelling and not qualifying under the definition of manufactured home or recreational vehicle (refer to Attachment F for the definition of recreational vehicle).

C. Fence, Hedge, and Wall Standards

- **Height Requirements:** Fences, hedges, and walls shall not exceed 8 feet in height in any side or rear yard and shall be prohibited in any required front yard setback. The height of a fence shall be determined by measuring from grade level to the highest point of the fence, including any posts or finials.
- **Prohibited Fences:** All electrified, razor wire, and stockade fences are prohibited on all lots not used for agricultural purposes.
 - 1. Penal and Correctional Facilities: Penal and correctional facilities shall be exempt from this standard.
 - 2. Barbed Wire: All commercial and industrial uses shall be permitted to use barbed wire topped fencing for security purposes.

D. Buffering Standards

The general purpose of buffering is to soften the potential conflicts between the potential uses in one zoning district and the potential in another, adjacent district by using setbacks and landscaping. Following are buffering standards that apply to this district:

- If adjacent to an opposite district or opposite use, then the buffer shall be a minimum width of 20 feet in addition to the yard setback (as specified previously).
- In addition, 1 deciduous canopy tree and 2 evergreen trees shall be planted in the buffer yard for every 35 feet of contiguous boundary between the subject and adjoining properties.
- The required buffer yards shall be installed despite the presence of streets, alleys, streams and other features separating property lines in conflicting zoning districts.
- The developer or owner of the subject property is responsible for installing the buffer yard at the time the property is developed. The adjacent property owner shall not have to participate in installing the buffer yard.
- No buffer yard or required landscape materials shall be placed within any right-of-way or septic field.

- All required buffer yard areas shall be provided entirely on the subject property and shall be in addition to setbacks.
- Required buffer yard trees may be placed either at regular intervals or irregular patterns representing a natural landscape unless otherwise specified. However, no 2 buffer yard canopy trees shall be placed within 10 feet of one another.
- All plantings in the buffer yard shall meet the planting standards provided in the Landscaping Standards.
- All portions of the buffer yard not planted with trees, shrubs, or other landscaped materials shall be covered with grass or other ground covering vegetation. Landscaping stone or other non-vegetative surfaces may not be substituted for vegetation.

E. Accessory Structure Standards

Accessory Structure is a structure that is subordinate to a primary structure in area, intent, and/or purpose; contributes to the comfort, convenience, or necessity of occupants of the primary structure; does not alter or change the character of the property; and is located on the same lot as the primary structure.

• Permitted Accessory Structures

1. Antennas: Amateur radio antenna shall be permitted as an incidental accessory structure in all zoning districts, and shall meet the following requirements:
 - a. Location: No amateur radio antenna shall be located in any provided front yard or within any required rear or side yard setback.
 - b. Height: No amateur radio tower shall exceed 30 feet in height from ground level or 6 feet in height above the highest point of the roof of the primary structure, whichever is greater. The Plan Commission, through the Development Standards Variance process, may permit amateur radio towers to exceed these height requirements if a determination is made that the increased tower height is technically necessary to successfully engage in amateur radio communications.
 - c. Interference: No amateur radio antenna or operation shall create electrical or communications interference, including visual or audible interference with radio or television reception.
2. Satellite Dish
3. Recreational Greenhouses
4. Mini-barns and sheds (maximum 120 sq. ft. in area and/or 10 ft. in height)
5. Swimming pools (above and in ground): All swimming pools shall conform to the requirements of the Indiana Pool Code.
6. Dumpsters and trash containers: All dumpsters and trash containers shall be prohibited from all provided front yards and shall be subject to the buffering standards listed above.
7. Other accessory structures related to the primary use

• Outdoor Storage Standards

1. Storage area design: All outdoor storage shall occur in areas designed and designated specifically for outdoor storage.

2. Screening: All outdoor storage areas shall be subject to the screening requirements provided by the buffering standards listed above.
3. Types of Storage: The following types of outdoor storage shall meet the specific standards provided for each:
 - a. *Outdoor Storage of Items for Sale*: The outdoor storage of items for sale shall be limited to finished products that are for sale at the business where the outdoor storage is occurring. Outdoor sales items subject to the provisions of this section include, but are not limited to, seasonal sales items, mulch and landscaping materials, newspapers, and beverage dispensing machines. The outdoor display of items for sale that are brought outdoors daily and then stored indoors when the business is closed shall be exempt from any requirements.
 - b. *Outdoor Storage of Manufactured Products & Materials*: The outdoor storage of manufactured products and production materials shall be limited to materials that are either used in the production process or produced on the property where the outdoor storage is occurring.
 - c. *Outdoor Storage of Equipment*: The outdoor storage of equipment shall be limited to properties on which contractors warehouses/ storage yards are the permitted primary uses. Outdoor storage of equipment shall be prohibited in all front yards.
 - d. *Outdoor Storage of Inoperable Vehicles*: Outdoor storage of inoperable vehicles shall be limited to properties on which an auto repair/body shop is the legally established primary use. Any such outdoor storage shall conform to the requirements of the Parking Standards.
- **Exceptions**: Accessory structures are not deemed to include bird baths & houses, swing sets, mailboxes, lamp posts, doghouses, tree houses, saunas & hot tubs, attached & detached decks/ patios, gazebos, yard ornaments, and other incidentals except as otherwise stated by these standards.
- **Location**: Accessory structures shall comply with the following location requirements:
 1. Setbacks from other Structures: A minimum separation of 5 feet shall be provided between an accessory structure and any primary structure or other accessory structure.
 2. Rights-of-way: No accessory structure shall encroach on any right-of-way without written consent of the holder of the right-of-way. Encroachment into any right-of-way held by the Town of Morristown shall require the consent of the Plan Commission.
 3. Septic Fields: No accessory structures shall be placed in any operable septic fields.
 4. Yard Location: All accessory structures, with the exception of gazebos and decks, shall only be located to the rear or side of the primary structure. In no case may any other accessory structure be located in a front yard.

F. Home Occupations

The purpose of home occupations is to provide standards for the operation of home-based businesses in order to protect the residential character of Morristown's neighborhoods, preserve property values, and prevent the hazards to persons and property that result from residential-commercial land use conflicts.

A home occupation shall be permitted as accessory to any dwelling unit. A variance shall be required for any proposed home occupations that do not comply with the following requirements:

- **Business Activities:** The face-to-face wholesale/retail sale of stocked inventories is not permitted, except for incidental sales that do not exceed 25% of the total home occupation sales. Manufacturing activities are not permitted. Mail order/telephone/internet sales, as well as distribution of sold merchandise is permitted.
- **Equipment:** The equipment used for the home occupation must be limited to computers, fax machines, telephones, copy machines, and other office equipment.
- **Effects of Operation:** There shall be no equipment or process used in the home occupation that creates noise, vibration, glare, smoke, fumes, odors, or electrical interference that is detectable off the premises, as determined by the Plan Commission Director. There shall be no electrical or mechanical equipment utilized in the home occupation that will create any visual or audible interference with radio or television reception.
- **Owner/Operator:** At least 1 person residing within the dwelling must be the primary operator of the home occupation.
- **Outdoor Storage/Display:** The property must not contain any exterior storage of products, equipment, or materials that are related to the home occupation.
- **Business Area:** The business or service provided must be located within the dwelling and/or an accessory building. The home occupation may utilize no more than 25% of the total floor area of the primary structure.
- **Structural Alterations:** The home occupation must not require any structural or aesthetic alterations to the structure that change its residential character.
 1. **Appearance:** The dwelling shall not be altered in its appearance, and the home occupation shall not be conducted in such a manner as to differentiate the dwelling from the residential character of the area by the use of colors, materials, construction, or lighting.
 2. **Entrances:** The home occupation shall not require any additional entrances to the structure.
 3. **Utility Services:** The home occupation shall not require increasing or enhancing the size, capacity, or flow of the water, gas, septic, sewer, or electrical systems beyond what is standard for a residence.
 4. **Interior:** There shall be no alterations to the interior of the dwelling to accommodate the home occupation that would render the structure undesirable for residential use.
- **Customers/Parking:** No additional parking spaces must required to accommodate the home occupation, other than those spaces required for the dwelling itself.

- **Deliveries:** The home occupation shall not require the regular use of commercial vehicles for pickup and deliveries other than the U.S. Postal Service or other small package carriers.
- **Signs:** No signs of any type shall be permitted unless an approved sign permit is issued by the Town.

G. Parking Standards

The purpose of these standards is to reduce traffic problems and, therefore, provide for public safety by eliminating unnecessary on-street parking and establishing appropriate locations and numbers of off-street parking spaces for uses in each zoning district.

Within the Town Center zoning district, a parking plan must be developed and submitted for review by the Plan Commission. The following standards must be implemented when possible. However, each parking plan will be evaluated on a case by case basis.

- **General Requirements:** All parking spaces shall meet the following general requirements:
 1. **Location:** No off-street parking spaces may fully or partially be located in a public right-of-way, septic field, or required buffer yard. No parking spaces located in a garage for a single or two-family residence shall be counted toward meeting the requirements of these standards.
 2. **Access:** All required parking spaces must be designed to provide direct access to roadways for vehicles. In no case may areas that do not have direct access be considered a parking space meeting the requirements of these standards.
 3. **Parking Space Dimensions:** Parking space sizes shall conform with the Parking Space Requirements table.
 4. **Interior Drive Dimensions:** Interior drive dimensions shall conform with the requirements of the Entrance/Drive Standards.

Parking Space Requirements		
Angle of Parking	Minimum Parking Space Size (feet)	
	Width	Length
Parallel	8	22
up to and including 45 degrees	8.5	18
up to and including 90 degrees	9	18

- **Inoperable Vehicle Storage Requirements:** The storage of all motor vehicles shall be consistent with the following requirements:
 1. **Unlicensed/Inoperable Vehicles:** The storage of vehicles or trailers of any type without current license plates and registration or in an inoperable condition shall be prohibited other than in completely enclosed buildings or associated with permitted auto salvage yards or auto-repair facilities.
 2. **Inoperable Vehicles Stored at Auto-repair Facilities:** Vehicles associated with permitted auto salvage yards and/or auto-repair facilities must be stored consistent with the following requirements:

- a. All such vehicles, including antique vehicles, shall be stored within a rear or side yard storage area. In no case shall such vehicles be stored in any right-of-way, front yard, or required setback area or bufferyard.
 - b. All storage areas for such vehicles shall be completely enclosed by a minimum 6 foot tall, 100% opaque fence constructed of wood, stone, or masonry. Gates allowing access to the storage areas are permitted and shall be closed when not in use. The Gates shall consist of, 100% opaque wooden doors of a height matching that of the enclosure. In no instance shall any vehicles or materials stored within the enclosure exceed the height of the fence.
- **Space Requirements:** All parking spaces and interior drives shall meet the following standards:
 - 1. **Driving Surfaces:** All parking areas, including parking spaces, interior drives, and ingress/egress into parking areas must be paved with asphalt or concrete. All parking areas shall be clearly painted to show each parking space. All storage and staging areas for heavy machinery and trucks may be paved with crushed stone.
 - 2. **Drainage:** Parking areas must be constructed to allow proper drainage, which shall be subject to the review and approval of the Plan Commission.
 - 3. **Curbs & Wheelstops:** Concrete curbs shall be required at the entrances and around landscaping islands for parking areas. Either curbs or concrete wheelstops shall be provided for other parking area perimeters.
 - 4. **Required Number of Spaces:** The number of parking spaces required per property shall be determined by *adding* up the spaces required for each applicable statement in the Non-residential Parking Spaces table. The installation of additional parking in excess of 50 spaces or 10% of those that are required, whichever is greater, must be justified by demonstrating a need, in writing, for the additional spaces.
 - 5. **Use of Spaces:** Parking spaces must be used for parking purposes only. Storage of goods, waste, outdoor displays, and other such activities shall not be permitted in required parking spaces.

Non-Residential Parking Spaces	
The following number of parking spaces is required...	..for every...
Employee and Business Vehicles	
1 space	Employee working on the largest shift (for multi-shift operations ample parking spaces during shift changes shall be provided)
1 space	Business vehicle stored on-site
..in addition to...	..for every...
Assembly Uses	
1 space	4 seats in a restaurant, auditorium, gymnasium, funeral home, grandstand, church (or other place of worship), or movie theater
1 space	300 square feet of area in enclosed structures at a fairground

Non-Residential Parking Spaces (cont.)	
Auto-Related Uses	
1 space	500 sq. ft. in all auto/boat/RV/ or farm implement sales facility show rooms
1 space	Vehicle on display at an auto/boat/RV dealership(to be used for each display vehicle)
1 space	200 sq. ft. in any car wash, repair, or modification center
Retail and Personal Service Uses	
1 space	400 sq. ft. of gross retail area in all hardware, home improvement, furniture, and large appliance stores
1 space	300 sq. ft. of gross retail area in all convenience stores, banks, grocery stores, department stores, and other retail facilities (excluding any warehouse or storage space)
1 space	200 sq. ft. in a personal service business, beauty, or barber shop, or dry cleaners
..in addition to...	..for every...
1 space	200 sq. ft. of gross floor area in all medical or dental offices or clinics
1 space	250 sq. ft. in any administrative or professional business office, library, museum, or art gallery
Recreation Uses	
1 space	200 sq. ft. of gross floor area in any fitness center, dance academy, health spa, private lodge or club, or entertainment center
20 spaces	Nine holes at any golf courses
1 space	100 sq. ft. of recreational area at a swimming pool, skating rink, or public lake
1.5 spaces	Possible participant field or court at a sports or recreation facility (note additional requirements for any public assembly space associated with this use)
4 spaces	Lane at a bowling alley
1 space	¼ acre of area included at a public nature area
1 space	1 camp site or cabin at a camp ground
Educational Uses	
2 spaces	Classroom in elementary and middle schools or high schools with a gym or auditorium (gym or auditorium spaces are shared and calculated separately)
1 space	4 students for which a high school without an auditorium or gym is designed
1 space	20 student for which a high school with an auditorium or gym is designed
1 space	4 students for which a community college, business, vocational, trade, or other commuter-based school is designed
1 space	2 on-campus residents of a resident-student based college or university
1 space	2 persons for which a boarding, fraternity, sorority, or student cooperative house is designed
Misc. Uses	
1 space	3 patient/resident beds at a hospital, nursing home, or assisted living facility

Non-Residential Parking Spaces (cont.)	
1 space	20 storage units at a self-storage facility
1 space	For every 5 hangers or tie-down spaces at an airport or heliport
1 space	10 inmates for which a penal or correctional institution is designed
1 space	6 persons of permitted capacity in any day care facility
1 space	Sleeping unit in a hotel, motel, or bed and breakfast
1 space	Dwelling unit located on upper floors

- **Access/Location Standards:** All parking spaces shall be accessed and located consistent with the following standards:
 1. **Maneuvering Space:** All parking spaces shall be provided with adequate maneuvering space into which vehicles can back for the purpose of exiting each parking space. Spacing must be adequate so that vehicles do not back onto a public street.
 2. **Employee Parking Space Location:** For all parking lots exceeding 50 parking spaces, all spaces required for employees shall be placed to the rear or side of the primary structure.
 - a. Industrial uses that do not have frontage along an Arterial street shall be exempt from this provision.
 3. **Parking for the Disabled:** Parking spaces reserved for disabled persons shall be provided in all parking areas consistent with the requirements of the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities.
 - a. The number of reserved spaces shall be based on the total number of spaces provided and shall be consistent with the Disabled Parking Spaces table.
 - b. All required parking spaces for the disabled shall be those that are the closest to the main entrance of the primary structure.

Disabled Parking Spaces	
Total Number of Spaces Provided	Minimum Number of Reserved Spaces Required
1-25	1
26-50	2
51-75	3
76-100	4
101-150	5
151-200	6
201-300	7
301-400	8
401-500	9
501-1000	2% of the Total Number of Spaces
1001 and over	20, plus 1 for each 100 spaces over 1000

- **Off-Site and Shared Parking Requirements:** Parking spaces may either be located on the lot with the use for which they are required, or on another lot that is within 500 feet of the lot occupied by the use for which they are required.
 1. **Approval Requirements:** All off-site and shared parking space arrangements are subject to the approval of the Plan Commission. Approvals shall be based on the determination that the use of off-site and/or shared parking will include appropriate pedestrian connections, will not result in potentiality hazardous traffic conditions, and will provide an adequate number of parking spaces and future parking area expansion options for the uses involved.
 2. **Off-Site Parking:** Two or more uses may provide off-site parking collectively on one lot, however the total number of spaces shall not be less than the sum of the spaces required for each use (example: a group of business, industries, and/or apartments located on upper- floors over businesses may provide a common parking area).
 3. **Shared Parking:** Two or more uses for which the normal hours of operation do not overlap may share parking either on or off-site (example: a church may share its parking lot with a business, or with apartments located on upper-floors of adjacent businesses).
 4. **Required Documentation:** A permanent documentation of any offsite and/or shared parking agreement must be signed by all involved property owners. The permanent written agreement shall include, but is not limited to the following items: maintenance, snow removal, dissolving the agreement and establishing alternate parking, ownership, and liability. The agreement shall be reviewed and approved by the Plan Commission and the Town Attorney. The agreement shall be recorded in the office of the Shelby County Recorder. A copy of the agreement shall be kept in the office of the Morristown Plan Commission.
- **Public Parking:** These parking requirements may be waived by the Plan Commission if it can be demonstrated that adequate parking is provided in a city-owned public parking lot or structure on a lot that is within 1,320 feet (1/4 mile) of the lot on which the use is located.

H. Loading Standards

The purpose of these standards is to provide requirements for the off-street loading and unloading of products, supplies, and other materials at commercial and industrial facilities. Such regulations are intended to prevent loading and unloading functions from occurring on a public street, adjacent to property lines, or in other locations that present a danger to persons or property, or otherwise negatively affect the general welfare of the Town of Morristown.

Within the Town Center Zoning District, a loading plan must be developed and submitted for review by the Plan Commission. The following standards must be implemented when possible. However, each loading plan will be evaluated on a case by case basis.

- **Loading Berths Required:** Any building or structure that requires the receipt or distribution of materials or merchandise by trucks or similar vehicles shall be provided with off-street loading berths meeting the minimum requirements specified in the Loading Berth Requirements table. Off-street loading berths may be provided either within or outside of structures on the property.

Loading Berths Required	
Gross Floor Area	Berths Required
Up to 40,000 sq. ft.	1
40,000 to 80,000 sq. ft.	2
80,000 to 120,000 sq. ft.	3
120,000 to 160,000 sq. ft.	4
Greater than 160,000 sq. ft.	4 plus, additional berth for every additional 80,000 sq. ft. of gross floor area

- **Location:** All required off-street loading berths shall be located on the same lot as the use to be served. No portion of a loading or unloading vehicle shall project into a street, alley, or other public right-of-way. Shared truck courts between adjacent properties shall be permitted.
 1. All exterior loading berths shall be oriented to face the side or rear yards of the lot on which they are located. Loading docks that are completely enclosed within the structure may be accessed through drive-in doors located on any building facade.
 2. No loading space may be located in any front yard or any required buffer yard.
- **Design and Construction:** All off-street loading berths shall meet the following design and construction requirements:
 1. **Size Requirements:** All interior and exterior off-street loading berths for over-the-road tractor-trailers shall be a minimum of 12.5 feet in width and 150 feet in length including the apron. For local pick-up and delivery trucks, off-street loading berths shall be at least 12 feet in width and 60 feet in length including the apron.
 2. **Vertical Clearance:** All loading spaces shall be provided with a vertical clearance of not less than 15 feet.
 3. **Driving Aisle Requirements:** All loading berths shall be accessed by a driving aisle which is a minimum of 26 feet in width for 2-way traffic or 14 feet in width for 1-way traffic at all points between a public street and the loading berth.
 4. **Surfacing Requirements:** All open off-street loading berths shall be paved with concrete. Asphalt pavement may be substituted for concrete subject to the approval of the Plan Commission.
- **Access:** Each required off-street loading berth shall be designed with appropriate means of vehicular access to a street or alley in a manner that will not interfere with traffic movements. There shall be no maneuvering within any street right-of-way. In no case shall a loading berth be located in such a manner as to require loading/unloading vehicles to back into a public right-of-way or overhang adjacent property.

- **Space Allowed:** Space provided for use as any off-street loading berth shall not be used to satisfy any off-street parking space requirements of the Parking Standards listed above.