

## **INDEX**



## INDEX

### AGREEMENTS, TSO V

#### ALARM SYSTEM PERMITS

Alarm system permit required, 95.01

Application for permit, 95.02

False alarms; enforcement

Appearance of violator, 95.18

Effect of failure to appear, 95.20

Fines for false alarms, 95.21

Multiple offenders; appearance in city court of violators not desiring to compromise, 95.19

Notice of violations to be given, 95.16

Number of false alarms permitted during calendar year, 95.15

Service of notice; contents; when arrest required, 95.17

Issuance, 95.03

Location of permit, 95.05

Penalty, 95.99

Permit Fee; terms, 95.04

#### ALCOHOLIC BEVERAGES

Consent of town granted to state to issue liquor permits, 110.01

#### ALL CARE PROGRAM, 31.01

#### ANIMALS

Licensing and control

Animals at large prohibited, 91.02

Animals causing nuisance prohibited, 91.06

Confinement of female animals in heat, 91.03

Definitions, 91.01

Dog and cat curbing requirements, 91.05

Maintaining livestock prohibited, 91.08

Permanent identification of dogs and cats required, 91.04

Vicious, fierce or dangerous animals; confinement required, 91.07

Penalty, 91.99

#### ANNEXATIONS, TSO I

## AUTOMOBILES (See TRAFFIC REGULATIONS; ABANDONED VEHICLES)

## BUILDING REGULATIONS

- Adoption of standard codes, 150.03
- Building permits; inspections; enforcement; construction standards
  - Adoption of rules by reference, 150.30
  - Authority, 150.18
  - Building permit
    - Application, 150.20
    - Issuance, 150.21
    - Required, 150.19
    - Revocation, 150.26
    - Withholding issuance of, 150.25
  - Certificate of occupancy, 150.22
  - Civil action, 150.28
  - Inspections
    - Authority to make, 150.23
    - Fire Department to make, 150.24
  - Lifting devices located within a private residence, 150.31
  - Purpose, 150.16
  - Right of appeal, 150.29
  - Scope, 150.17
  - Stop-work order, 150.27
  - Title, 150.15
- Definitions, 150.01
- Inspections; fees, 150.02
- Key/data storage boxes on commercial/industrial buildings
  - Application required, 150.52
  - Key/data storage box contents, 150.53
  - Location, 150.54
  - Purpose, 150.51
  - Responsibility for, 150.56
  - Timing of application, 150.55
  - Title, 150.50
- Penalty, 150.99
- Town Council to arbitrate disputes, 150.04

## CANVASSERS AND DIRECT SELLERS

- Canvassers
  - Conduct regulations, 111.05
  - Definitions, 111.02
  - Exceptions, 111.03

**CANVASSERS AND DIRECT SELLERS (Cont'd)**

## Canvassers (Cont'd)

License revocation

Registration required, 111.01

Fee, 111.04

## Direct Sellers

Appeal, 111.26

Definitions, 111.20

Disclosure requirements, 111.28

Exemptions, 111.21

Investigation, 111.25

License; fees, 111.24

Records, 111.29

Registration; bonding, 111.22

Regulations, 111.27

Required information, 111.23

Revocation, 111.30

## Handbills

Definitions, 111.40

Prohibited distribution, 111.41

Penalty, 111.99

**CAPITAL ASSET POLICY**

Asset definitions by major category, 32.21

Asset transfers and dispositions, 32.24

General information, 32.20

Periodic inventories, 32.25

Valuation of capital assets, 32.22

**CLAIMS, PAYMENT OF**

Authority for advanced payment of claims, 32.45

Documentation of claims, 32.47

Expenses described in ordinance, 32.46

Town Council review, 32.48

**CODE OF ORDINANCES**

Application to future ordinances, 10.03

Captions, 10.04

Definitions, 10.05

Effective date of ordinances, 10.15

Errors and omissions, 10.10

Interpretation, 10.02

## CODE OF ORDINANCES (Cont'd)

Interpretation; rules of, 10.06

## Ordinances

Readings, two required, 30.05

Repealed, 10.13

Unaffected, 10.14

Which amend or supplement code, 10.17

Penalty; general, 10.99

Reference to offices, 10.09

Reference to other sections, 10.08

Repeal or modification of ordinance, 10.16

Section histories, 10.18

Severability, 10.07

Statutory references, 10.18

## Time

Official, 10.11

Reasonable, 10.12

Title of code, 10.01

## COMPREHENSIVE PLAN

Adopted by reference, 151.01

Annexation Policy adopted by reference, 151.03

Thoroughfare Plan, adopted by reference, 151.02

## CONTRACTS (See FINANCE)

## COUNCIL (See TOWN COUNCIL)

## DEPARTMENTS, BOARDS AND COMMISSIONS

## Board of Metropolitan Police Commissioners

Establishment of the Board of Metropolitan Police Commissioners, 35.30

Membership of the Board, 35.31

Powers and duties of the Board, 35.32

Salary of Board Members, 35.33

## Department of Economic Development and Economic Development Commission

Department of Economic Development established, 35.45

## Department of Redevelopment

Commission established; membership, 35.21

Department established; purpose, 35.20

Special taxing district, 35.22

Fire Board, 35.10

Town Utility Board, 35.01

ELECTRIC SERVICE (See also UTILITY PROVISIONS)

- Electric rates and charges, 51.02
- Electric service general terms and conditions, 51.01
- Fuel cost adjustment, 51.03
- Rate provision for hours use/load factor, 51.04
- Tap fees, 51.05

EMPLOYEES; TOWN (See PERSONNEL POLICIES)

FEES

- Accident reports and other specified public records, 37.01
- Certification, copying or transmission of public records, 37.02
- Nuisance ordinance fee schedule, 92.11

FINANCE

- Capital asset policy (See CAPITAL ASSET POLICY)
- Contracts involving federal participation; selection of consultants
  - Exceptions to procedure, 32.08
  - Necessity for use of, authorization for, consultant, 32.02
  - Negotiations for contract, 32.07
  - Notice to proceed with work, 32.09
  - Proposals
    - Request for, 32.04
    - Submittal of, 32.05
  - Purpose, 32.01
  - Record of consultants, 32.03
  - Selection of consultants, 32.06

FIRE BOARD, 35.10

FRANCHISES, TSO II

FUNDS

- Cumulative Capital Development Fund, 33.13
- Cumulative Development Fire Equipment Fund, 33.05
- Cumulative Electric Utility Depreciation and Cash Reserve Fund, 33.01
- Cumulative Gas Utility Depreciation and Cash Reserve Fund, 33.02
- Cumulative Street Fund, 33.09
- Cumulative Water Utility Depreciation and Cash Reserve Fund, 33.03
- LOIT Special Distribution Fund, 33.14
- Non-reverting fund for park purposes, 33.12
- Non-reverting fund for permit fees, 33.06

## FUNDS (Cont'd)

- Parks Department Gift Fund, 33.11
- Police Administration Fund, 33.04
- Police Department Gift Fund, 33.10
- Rainy Day Fund, 33.08
- Riverboat Wagering Tax Revenue Sharing Fund, 33.07
- Special Non-reverting Parks Capital Fund, 93.15
- Storm Water Revenue Fund, 53.56

## GARBAGE (See SOLID WASTE)

## GAS (See NATURAL GAS)

## GOLF CARTS

- Definitions, 73.01
- Equipment, 73.07
- Exempt vehicles, 73.09
- Financial responsibility, 73.06
- Occupancy of golf carts, 73.08
- Operation of a golf cart, 73.02
- Operator, 73.03
- Penalty, 73.99
- Registration, 73.04
- Registration fee, 73.05

## HANDBILLS (See CANVASSERS AND DIRECT SELLERS)

## IDENTITY THEFT

- Definitions, 38.02
- Detecting red flags, 38.06
- Identification of
  - Accounts subject to red flag policy, 38.04
  - Potential red flags, 38.05
- Policy rationale, 38.03
- Policy summary, 38.01
- Preventing and mitigating, 38.07
- Updating and administering the policy, 38.08

## LIQUOR (See ALCOHOLIC BEVERAGES)

## MATERIALITY AND PROCESS FOR REPORTING MATERIAL ITEMS

- Materiality and reporting process, 32.35



MERCHANTS (See ITINERANT MERCHANTS AND SOLICITORS)

MOTOR VEHICLES (See TRAFFIC REGULATIONS; ABANDONED VEHICLES)

NATURAL GAS (See also UTILITY PROVISIONS)

- Connection and other non-recurring charges, 52.03
- Procedure for establishment or amendment of rates, 52.02
- Rates and charges, 52.01
- Rules and regulations regarding gas service, 52.04

NUISANCES

- Definitions, 92.01
- Enforcement, 92.10
- General public safety, 92.02
- Landscaping and property maintenance, 92.06
- Litter and trash, 92.04
- Noise, 92.03
- Nuisance ordinance fee schedule, 92.11
- Penalty, 92.99
- Removal of weeds and other rank vegetation, 92.07
- Storage of materials and equipment, 92.05
- Unsafe building law, 92.08
- Vehicles, 92.09

ORDINANCES (See CODE OF ORDINANCES)

PARK IMPACT FEE

- Amendments and review, 154.18
- Appeals, 154.13
- Applicability, 154.01
- Credit in lieu of payment; exemptions, 154.15
- Effective date and limitation, 154.19
- Fee assessment date, 154.06
- Impact fee due date, 154.07
- Impact Fee Review Board, establishment of, 154.16
- Impact zone, establishment of, 154.02
- Indiana law, 154.17
- Infrastructure construction, 154.12
- Lien rights established, 154.08
- Park and Recreational Fund, establishment of, 154.09
- Park and recreational impact fee, establishment of, 154.05
- Receipt, form of, 154.10

**PARK IMPACT FEE (Cont'd)**

- Refunds of impact fee, 154.13
- Responsible infrastructure agency, 154.03
- Use of impact fees collected, 154.11
- Zone improvement plan, 154.04

**PARKS AND RECREATION**

- Department of Parks and Recreation
  - Advisory council, 93.13
  - Budget; annual, 93.14
  - Composition, 93.10, 93.11
  - Establishment, 93.10
  - Officers, 93.11
  - Powers and duties of Board, 93.12
  - Special committees, 93.13
  - Special Non-reverting Parks Capital Fund, 93.15
  - Terms, 93.11
- Prohibited activities on park property, 93.02
- Scout building; use of, 93.01

**PAYMENT OF CLAIMS (See CLAIMS, PAYMENT OF)****PERSONNEL POLICIES**

- Anti-nepotism policy, 34.06
- Drug and alcohol testing policy, 34.04
- Employee handbook, 34.03
- Employee sick pay, 34.02
- Police Department Rules and Regulations, 34.05
- Vacation leave, 34.01

**PLANNING (See also ZONING)**

- Advisory Plan Commission
  - Jurisdiction, 151.14
  - Notice and hearing before certification of proposed ordinance, 151.15
  - State law to guide, 151.16
  - Comprehensive plan, 151.13
  - Powers and duties, 151.12
  - Members, 151.10
  - Term of office, 151.11
  - Official action, 151.12
  - Establishment, 151.10

PLANNING (Cont'd)

- Annexation Policy, adopted by reference, 151.03
- Comprehensive Plan adopted by reference, 151.01
- Fees
  - Official fee schedule, 151.30
- Thoroughfare Plan, adopted by reference, 151.02

PUBLIC RECORDS

- Accident reports and other specified public records, fees, 37.01
- Certification, copying or transmission of, fees for, 37.02

PUBLIC SAFETY

- Approval of All Care Program, 31.01

PURCHASING

- Credit card use, 36.08
- Definitions, 36.02
- Public works, 36.06
- Purchase orders, 36.07
- Purchase requisitions, 36.03
- Purchases
  - Services, 36.05
  - Supplies, 36.04
- Purpose, 36.01

REFUSE (See SOLID WASTE)

SEWERS (See also UTILITY PROVISIONS)

- Authority to prohibit dumping of wastes, 53.07
- Building and sewer connections, 53.20
- Conflict, 53.31
- Connection with public sewer required, 53.03
- Control manholes, 53.25
- Definitions and abbreviations, 53.01
- Enforcement, 53.27
- Grease, oil and sand interceptors, 53.23
- Judicial enforcement, 53.28
- Measurements, test and analyses, 53.26
- Penalty, 53.99
- Preliminary treatment facilities, 53.24
- Private sewage disposal, 53.04
- Prohibited discharges, 53.21

**SEWERS (Cont'd)**

- Publication of significant noncompliance, 53.29
- Rates and charges
  - Billing procedures, 53.44
  - Bylaws and regulations, 53.45
  - Definitions, 53.40
  - Determination of quantity of water used, 53.42
  - Schedule established, 53.41
- Right of entry of town officials, 53.06
- Right to contract, 53.32
- Storm water management (See **STORM WATER MANAGEMENT**)
- Superintendent; actions of, 53.22
- Tampering with sewage works equipment, 53.05
- Unlawful deposits and discharges, 53.02

**SOLID WASTE (See also **UTILITY PROVISIONS**)**

- Burning trash prohibited, 54.03
- Depositing garbage, 54.02
- Trash hauling surcharge, 54.01

**STORM DRAINAGE, EROSION AND SEDIMENT CONTROL**

- Adoption by reference, 153.01

**STORM WATER MANAGEMENT**

- Base rate, 53.54
- Billing and payments, 53.55
- Calculation of impervious area, 53.53
- Definitions, 53.51
- Storm Water Department use fee, 53.52
- Storm Water Revenue Fund, 53.56
- Storm water utility, 53.50

**STREETS AND SIDEWALKS**

- Authority to name and re-name streets, 94.03
- Cost of sidewalk replacement or repair to be shared by town and property owner, 94.01
- Master plan for improvements to streets, sidewalks and drainage projects adopted, 94.02
- Street and alley closings, TSO III

**SUBDIVISION CONTROL (See also **PLANNING**)**

- Unified Development Ordinance
  - Adoption of regulations by reference, 152.01

TOWN COUNCIL

- Final approval, 30.04
- Members; number, 30.01
- Ordinances, two readings required, 30.05
- Representatives at large, 30.02
- Terms, 30.03

TOWN EMPLOYEES (See PERSONNEL POLICIES)

TOWN UTILITIES (See UTILITY PROVISIONS)

TRAFFIC REGULATIONS (See also ABANDONED VEHICLES)

- Parking
  - Parking prohibited in certain locations, 71.01
  - Schedules
    - Parking prohibited at all times, Ch. 72, Sched. I
    - Parking prohibited at certain times, Ch. 72, Sched. II
  - Two-hour parking; exceptions, 71.02
- Penalty, 70.99
- Speed limits, 70.01
- Trucks, truck routes and weight limits, 70.03
- U-turns, 70.02

TRASH (See SOLID WASTE)

UTILITY PROVISIONS (See also ELECTRIC SERVICE; NATURAL GAS; SEWERS; SOLID WASTE; WATER)

- Delinquency penalty, 50.03
- Designating areas strictly for underground or buried utilities, 50.06
- Disconnection notices, 50.04
- Municipally owned utilities not under jurisdiction of Public Service Commission, 50.01
- Property owner responsibility, 50.05
- Reconnection fees, 50.04
- Utility Board, 35.01
- Utility meter deposits, 50.02

WATER (See also UTILITY PROVISIONS)

- Penalty, 55.99
- Rates and charges, 55.01
- Water rationing
  - Application, 55.10
  - Declaration of need, 55.11

## WATER (Cont'd)

## Water rationing (Cont'd)

Exceptions, 55.15

Mandatory conservation, 55.13

Notice, 55.16

Rationing, 55.14

Voluntary conservation, 55.12

## ZONING (See also PLANNING)

Park impact fee (See PARK IMPACT FEE)

Unified Development Ordinance

Adoption of regulations by reference, 152.01

Zoning map changes, TSO IV