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6:30 P.M. **Parking Restriction Ordinance -
Version 2**

Documents:

Parking Restriction Ordinance No 2.pdf
No Parking Streets Table.pdf

Before the Common Council
City of Charlestown, Indiana

ORDINANCE NO. 2026-OR-

**AN ORDINANCE DESIGNATING CERTAIN PARKING
RESTRICTIONS UPON CITY STREETS**

WHEREAS, the Charlestown Chief of Police and the Charlestown Building Commissioner have reviewed and determined there to be viable concerns for the Health, Safety and Welfare of the citizens of Charlestown as it relates to on-street parking and parking in general; and

WHEREAS, these concerns have been presented to the Charlestown Board of Public Works and Safety; and

WHEREAS, the Charlestown Board of Public Works and Safety presents this ordinance to the Charlestown Common Council for approval and to amend the City of Charlestown Ordinance Title VII Chapter 70.

NOW THEREFORE BE IT ORDAINED by this Town Council of Charlestown, Indiana the following parking restrictions shall be enforced by the appropriate city departmental personnel as follows:

DEFINITIONS:

VEHICLE - Every device, in upon or by which any person or property is or may be transported or drawn or moved upon a street, highway, waterway or airway shall include any automobile, bus, truck, motorcycle, moped, motor home, board, aircraft, recreational vehicle, trailer, fifth wheel trailer, campers or camper shell.

Approved Parking Surface Area - Any hard pan surface such as asphalt, concrete, gravel, rock or other surface approved by the City of Charlestown Code Enforcement Officer. Parking on grass, dirt, cinders, brick dust, lime or other surface deemed non-compliant by the City of Charlestown Code Enforcement Officer shall be prohibited.

1. STREET PARKING

- (A) No person shall stop, stand, or park a vehicle upon the public streets of the city where doing so limits the road width to less than 12 feet, which shall be measured from the side mirrors or other furthest most point from the vehicle or in such a way to prevent a travel path of access of emergency responders.

2. PARKING WITHIN MARKED PARKING SPACES

- (A) Parking spaces shall be marked upon the streets of the City only upon the order of the Board of Public Works.
- (B) All vehicles parked upon or in streets upon which parking spaces have been designated by lines, painted or otherwise placed upon streets of the City, shall be parked within a space so that no part of the vehicle touches any of the lines designating the parking space, and it shall be unlawful for any vehicle to be parked upon or in any such street in any other manner.

3. PARKING ON STREETS WITH NO MARKED PARKING SPACES

All vehicles parked upon or in streets upon which no parking spaces have been designated shall be parked parallel to the curb, with the right-hand wheels of the vehicle not further than one foot from the curb, and on the right side of the street. It shall be unlawful for any vehicle to be parked upon or in any such street in any other manner.

4. PARKING IN ALLEYS, SIDEWALKS AND OTHER AREAS.

- (A) It shall be unlawful for any vehicle to park in any alley; However, this section shall not apply to vehicles parking in alleys for a period of not more than 30 minutes for the purpose of loading and unloading the vehicle.
- (B) It shall be unlawful to park any vehicle or any part of a vehicle on any sidewalk in the City.
- (C) Parking in more than twenty-five (25) percent of a residential property shall be prohibited. The twenty-five (25) percent shall be inclusive of all vehicles, structures, driveways, pull-offs and greenspace. Parking on green space shall be permitted; however, all property shall be maintained from damages resulting in standing water or the leakage of oils, or other fluids from the vehicles.
- (D) It shall be unlawful to park any RV, Camper or trailer unattended or unattached to a vehicle on public street or highway.
- (E) It shall be unlawful to park any vehicle in a state of disrepair, inoperable, dismantled, having expired or no registration on any public street, highway or property within the City of Charlestown.
- (F) It shall be unlawful to park or cause a vehicle to be parked on a residential lot without consent of the deeded owner or controlling agent of the property. Vehicles parked in private residential property without express authorization may be moved with a signed affidavit from the property owner or controlling agent by any member of the Charlestown Police Department or Charlestown Code Enforcement Office. The vehicle owner is liable for cost incurred with removal of the vehicle.
- (G) It shall be unlawful to park in any manner that will impede egress to a private drive or alley, or park in any manner that does not allow a vehicle to safely enter the flow of traffic.
- (H) It shall be unlawful to park a vehicle on any public street or highway for the purposes of:
 - 1. Parking a vehicle for sale.
 - 2. Washing, greasing or repairing such vehicles for commercial purposes, except when repairs are necessitated by an emergency.
- (I) It shall be unlawful to park any type of vehicle within an intersection.
- (J) It shall be unlawful to park within fifteen (15) feet of a fire hydrant.
- (K) It shall be unlawful to park any type of vehicle in a yellow marked curbed area.
- (L) It shall be unlawful to park any type of vehicle within thirty (30) feet of an intersection.
- (M) It shall be unlawful to park any type of vehicle alongside or opposite a street excavation.

(N) It shall be unlawful to park any type of vehicle within thirty (30) feet of a driveway entrance to a fire station or on the side of a street opposite the entrance to the fire station.

5. PARKING LONGER THAN 72 HOURS PROHIBITED

It shall be unlawful to park any vehicle, other than a trailer used for construction or repair purposes, on any street in the City for a period of more than seventy-two (72) hours continuously. Vehicles must be moved a minimum of ten (10) feet from the original location to be in compliance with this ordinance. In the case of a trailer used for construction or repair purposes such trailer must be removed upon completion of the work. In any case, a trailer must be parked in front of the premises at which the work is being performed.

(This allows for guest events, parties, yard sales, open houses and other gatherings)

6. PARKING VEHICLES FACING ONCOMING TRAFFIC

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

7. TOWING AND STORAGE CHARGES

Before the owner or person in charge of any impounded vehicle shall be permitted to remove it from the custody of the owner, agent, employee, or lease of the parking area or garage where the vehicle has been stored, they must pay any and all towing charges, plus storage charge. They will also read and adhere to the instructions on the violation ticket placed on the vehicle by the investigating officer.

(A) Members of the Charlestown Police Department are authorized to immediately remove a vehicle under the circumstances enumerated as determined by the officer:

- (1) When any vehicle is left unattended upon any bridge, viaduct or causeway where such a vehicle constitutes an obstruction to traffic.
- (2) When a vehicle upon a public street or highway is so disabled as to constitute an obstruction to traffic and the person in charge of the vehicle is by reason of physical injury or incapacitated to such an extent as to provide for its custody or removal.
- (3) When any vehicle is left unattended in any so marked emergency access lane, fire lane or within fifteen (15) feet of any fire hydrant.
- (4) When any vehicle is left unattended on any public street, highway or alley and is so parked illegally to constitute a hazard or obstruction to the normal movement of traffic.
- (5) When any unauthorized vehicle is left unattended on any private property, including multi-family residential housing property, retail establishments, professional offices, a house of worship, or public building where all vehicular entrances to such parking lots have signs posted prohibiting unauthorized parking, in a form prescribed by the Chief of Police.
- (6) When any authorized vehicle is left unattended in parking spaces that are designated and marked as reserved or handicapped spaces.

- (7) When the illegal parking of the vehicle or the vehicle is causing any emergency situation by preventing ingress or egress of any foot or vehicular traffic or by preventing the movement of traffic, or the record shows that the vehicle has had a prior citation for unauthorized parking at the same business.
- (8) When any vehicle is remaining on a snow emergency route twelve (12) hours after a snow emergency has been declared by the mayor or designee of the City of Charlestown.
- (9) In the event a vehicle is towed, or personal property is removed pursuant to this ordinance, the owner of the vehicle shall be liable for all tow-in and removing storage fees.

8. PARKING PROHIBITED IN SPECIFIC PLACE.

- (A) No person shall stop, stand or park a vehicle except with the direction of a police officer or traffic control device, in the following locations.
 - (1) Within ten (10) feet of a crosswalk or an intersection.
 - (2) On a crosswalk.
 - (3) Within thirty (30) feet upon the approach to any flashing beacon, stop sign, or traffic control signal located at the side of the roadway.
 - (4) On any bridge or elevated structure, except where indicated otherwise.
 - (5) Upon any island which separates traffic lanes.
 - (6) At any place where official signs or marking have been temporarily erected or painted prohibiting parking or stopping.
 - (7) Parking within three (3) feet of a public or private mail receptacle
 - (8) Restricting or delaying the mail delivery to a public or private property by parking in a way as to cause such delays or non-delivery to occur.
- (B) This section shall not apply to any emergency vehicle of a Fire Department, Police or Sheriff Department, Emergency Medical Services, official vehicles of the City, County State or Federal Government, official volunteer firefighters and emergency medical technicians, and any other type of department equipment used by them, while they are actually engaged in authorized work upon the surface or other portions or appurtenances to the highway, except that all such persons shall exercise reasonable care to avoid injury to any person or damage to property. This section shall not apply to those vehicles stopping or standing when in a line of traffic due to official traffic control devices, signals or orders of public safety officers.

9. DESIGNATED PARKING RESTRICTIONS ON CERTAIN HIGHWAY, STREETS, ALLEYS, OR PARKING AREA'S.

The following city streets, highways, alleys, or parking areas are designated for parking specific restrictions, the listed streets, highways, alleys and parking areas are also required to adhere to all sections of this ordinance in addition to those presented in the attached exhibit A.

Exhibit A attached hereto and incorporated herein.

10. SUBDIVISION INCLUSION

The City shall include in this ordinance the ability to enforce any parking restrictions set forth by any subdivision in accordance with those respective subdivisions parking regulations. Those restrictions will be held on file in the office of the Building Commissioner.

11. VIOLATIONS & FINES

Any person receiving a citation for violating this ordinance of the City of Charlestown, shall be deemed to have committed a violation and shall be fined in an amount set by the Common Council of the City of Charlestown based on recommendations by the Police Chief and Building Commission, but shall be within the range as follows:

- (A) An amount not less than \$10 nor more than \$100 for the initial violation plus court cost if applicable.
- (B) An amount not less than \$20 nor more than \$150 for a second violation within 365 days of the date of the initial citation plus court cost if applicable.
- (C) An amount not less than \$30 nor more than \$200 for a third violation within 365 days of the date of the initial citation plus court cost if applicable.
- (D) An amount not less than \$40 nor more than \$250 for a fourth violation within 365 days of the date of the initial citation plus court cost if applicable.
- (E) An amount not less than \$50 nor more than \$300 for a fifth or more violation within 365 days of the date of the initial citation plus court cost if applicable.

12, Enforcement and Appeals

- 1. Citations issued by the Charlestown Police Department are adjudicated through the Charlestown Board of Public Works and Safety. All appeals of issued citations shall be made in writing to the Charlestown Clerk Treasurers Office, 304 Main Cross, Charlestown, Indiana 47111 and must be received by the Cleark Treasurer within 30 days of receipt/posting. The Charlestown Board of Public Works and Safety is the hearing authority for the enforcement of this ordinance.
- 2. Appeals of any enforcement actions by the Charlestown Board of Public Works and Safety may be appealed to the appropriate court for writ of certiorari to correct errors of law within 30 days of final action by the Charlestown Board of Public Works and Safety.

All of which is Ordained by the Common Council of the City of Charlestown, Indiana on this _____, day of _____, 2026.

Voted In Favor:

Voted Against:

Bo Bertram

Ronald Blevins

Shannon Elder

Brian Hester

Chuck Deaton

SEEN AND APPROVED BY THE MAYOR ON THIS _____ DAY OF _____, 2026.

Attest:

Treva Hodges, Mayor

Date

Donna Coomer
Charlestown Clerk/Treasurer

EXHIBIT A

CITY OF CHARLESTOWN ORDINANCE 2026-OR-

The following is a list of City Streets, Highways, Alleys and Parking Space restrictions as they apply to the City of Charlestown Ordinance 2026-OR____, Paragraph 9.

No Parking at any time will be enforced on the following City Streets, Highways, Alleys and Parking Spaces in accordance with this ordinance:

Street Location	From	To
Bohart Lane	Monroe Street	Locust Drive
Broadmore Cardinal Drive	West Drive Highway 403	Delta - No parking Northwest side. Denham Lane
Charlestown Landing	Hwy 62	City Limits
Charles Place	Market Street/Hwy 3	Entirety of the street, up to and including the cul-de-sac turnaround
Chris Court	Whitset Way	Entirety of the street, up to and including the cul-de-sac turnaround
Clark Road	Market Street/Hwy 3	Halcyon Drive
Coomer Way	Hwy 403	Clark Road
Danny Drive	Whitset Way	Entirety of the street, up to and including the cul-de-sac turnaround
Denham Lane	Market Street/Hwy 3	Gospel Road
Delta Drive	West Drive	Broadmore - No parking Southeast side only.
Depot Street	Market Street/Hwy 3	Main Street
Edgewood Drive	Market Street/Hwy 3	City Limits
Fulkerson Drive	Monroe Street	Entirety of the street
Green Valley	Locust Drive	Lafawn Drive - No parking West side only.
High Street	Market Street/Hwy 3	High Jackson - No parking North side only

EXHIBIT A

CITY OF CHARLESTOWN ORDINANCE 2026-OR-

High Jackson	Bethany Road	Stacy Road
Level Street	Hwy 62	Park Street
Lisa Lane	Glendale Drive (Intersection)	201 Lisa Lane
Main Street	Main Street/Monroe Intersection	Main Cross - No parking South side only
Main Street (west)	Wood Street	Jennings Street - No parking Northside only
Monroe Street	Hwy 62	Market Street/Hwy 3
Morningside Drive	Market Street/Hwy 3	West Drive
Park Street	Market Street/Hwy 3	Monroe Street
Parkland Court	Market Street/Hwy 3	Entirety of the street
Spring Street	Main Street	Highland Drive
Thompson Street (East)	Market Street/Hwy 3	Main Cross
Tunnel Mill	Monroe Street	City Limits
Bethany Road	Hwy 403	High Jackson
Stacy Road	Hwy 403	High Jackson
