

**MEETING:** Site Review Committee      **LOCATION:** City Hall  
**SUBJECT:** Youth Sports Training Facility      **DATE:** March 10, 2020  
**ADDRESS:** 2504 Roosevelt Road  
**PRELIMINARY SITE REVIEW**

**IN ATTENDANCE:**

Beth Shrader, Planning Director  
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Carley Lemmon, Asst. Planner  
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Vicki Thrasher, Building Commissioner  
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Mike Jabo , Engineering Director  
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Bill Laird, Engineering Dept.  
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Mike Jessen, City Administrator  
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**PRESENTERS:**

Derrick Arnett, Arnett & Assoc.  
(219) 608-9676 / [arnettconstruction@comcast.net](mailto:arnettconstruction@comcast.net)

The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed youth sports training facility to be located at 2504 Roosevelt Road. Shrader stated that site review is not an approval. Rather, it is a preliminary discussion of the requirements and issues to be considered by the developer or owner. It is possible it will need to come back before site review or to seek other approvals.

**EXPLANATION OF PROJECT:** The property at 2504 Roosevelt Road is vacant. It looks like two pole barns put together. The previous use was either a home remodeling company or pool supply company. Arnett has always been involved in youth sports. Arnett owns a successful construction company and wants to gear the second part of his career to youth sports and giving back to Northwest Indiana. Arnett wants to acquire the building and turn it into a training facility that will focus on teaching the basics for throwing, catching, hitting and kicking. The front of the building has office space that cannot be utilized. The back area of the building has a warehouse look. Arnett said the building will be gutted. The electrical, plumbing, etc. will be brought up to code. Indoor turf will

be installed front to back and wall to wall. The walls will be padded, and the equipment required for sports training will be installed.

**STAFF COMMENTS:**

**LEMMON:** The property is zoned Commercial General. Indoor recreation is a permitted use within the Commercial General Zoning District. The parking requirement for indoor recreation is 4.5 spaces per 1,000 sq. ft. of floor space. One (1) loading space is also required. Based on a rough estimate, this will be approximately 31 spaces. Lemmon asked how overflow parking will be handled. Arnett said most of the training facility's business will be drop-off and pickup. Arnett mentioned there are 16 to 18 spaces, with a couple handicapped spots. There is also parking on the side of the building that can be used by employees. Lemmon mentioned the parking lot is small and asked about the ability to turn around. Arnett conveyed he has visited the site and there does not appear to be an issue with being able to turn around. Lemmon conveyed the calculation for signage is 3 sq. ft. of signage for each linear foot of building frontage. Lemmon asked if any exterior improvements are being considered. Arnett stated the whole front of the building needs a face lift. He is considering new siding and windows. Lemmon asked if building elevations are available. Arnett said there are no elevations. Lemmon asked that colored building elevations be included with the Zoning Clearance application which is part of the Building Permit submittal. Once the elevations have been reviewed, Lemmon will be able to determine if any variances may be needed.

**THRASHER:** Thrasher asked for the building square footage. Arnett believes it is just under 10,000 sq. ft. and the flooring is around 8,000 sq. ft. Thrasher indicated the use is typically an assembly use and this is considered a change of use. Thrasher conveyed if the occupancy will be more than 50 people, the project will have to be submitted to the State of Indiana for an occupancy change and it will require greater fire safety requirements, i.e. fire alarm, etc. Thrasher said she is not sure if a fire sprinkler system would be needed. The drawings are not clear on how the building will be setup and no dimensions are provided. Arnett figured an average sports team would be no more than 20 to 25. Thrasher asked if there will be any type of leagues. Arnett said the building is not wide enough for league play. Arnett conveyed he would follow whatever guidelines are required. Thrasher said that in order to issue a permit it will be necessary to submit a detailed set of plans showing existing conditions and a set of plans showing proposed conditions. The plans must show exits, the rooms must be labeled, and dimensions must be included. Thrasher conveyed there should be a minimum of at least two (2) restrooms. Thrasher asked if there will be locker rooms and showers. Arnett said there will not be locker rooms or showers. Once detailed plans are received, Thrasher will be able to determine if the project

must be submitted to the State of Indiana. Arnett is not working with an architect. Thrasher asked if he can produce the Life Safety Plan. Arnett is not sure. Arnett will need to do demolition and then he will decide what he wants to do. Thrasher said usually a Demolition Permit is issued in conjunction with a Building Permit. However, if this project is not being done that way, it will be necessary to submit a Demolition Permit application. All contractors working on the project must be registered with the City. Plumbing work must be done by a licensed plumber. A Sign Permit will be required. Arnett mentioned there is a sign on the site, and he will only be changing the lettering. Thrasher advised that a Sign Permit will be required for the face change.

**ON BEHALF OF TIM STITES, FIRE DEPARTMENT:** The Fire Department follows the 2014 Indiana Building and Fire Codes. All inspections required during the construction phase will be scheduled through the Building Department. The facility will be subject to annual fire inspections.

**SHRADER:** Shrader asked if the Life Safety Plan is part of the State Design Release. Thrasher said the Life Safety Plans is part of the Building Permit application.

**SCOTT:** Submittal of an internal plumbing plan will be necessary.

**JABO:** According to the Unified Development Ordinance, an arterial roadway requires a dedication of 40 ft. The property currently appears to be described to the center line of the road. Jabo commented that according to records a permanent easement of 30 ft. was given in the late 70's. The 40 ft. dedication will get to the back of a future sidewalk which is consistent with everything else on the road. Jabo indicated that Engineering can assist with the dedication. Jabo explained that Arnett will still own the property, but the City will have access to the 40 ft. for public improvements and utilities. The 40 ft. dedication will supersede the 30 ft. given in the 70's.

**GESKEY:** Geskey conveyed that this building in on a septic system. However, when the round-about was installed a stub was installed between the round-about and Bryant Pool. Arnett could tap on to the sewer. If Arnett decides to tap on to the sewer a tap on fee is required. The tap on fee is approximately \$3,000. If Arnett decides to tap on to the sewer, contacting Geskey will be necessary. Contact information for Geskey was provided. Geskey advised that if the septic system fails hooking up to the sewer will be necessary. There is already a water service with backflow protection. However, the backflow will need to be tested by a plumber.

**SHRADER:** Once the right-of-way easement if put in, it appears the parking lot may need to be reconfigured. Arnett said the angled parking spaces could be straightened out and they could possibly gain a couple of spaces. Shrader said the current number of parking spaces does not meet the minimum spaces

required. Therefore, a variance will be required and should be accomplished before the Building Permit. Shrader said if anything pops up during the building facelift that might require a variance, we should try to get these items, if any, and the parking taken care of at one Board of Zoning Appeals meeting. Planning can assist with any questions concerning the variance process. Lemmon interjected that the deadline for submittal for the April meeting is March 27, 2020. Thrasher added that the Building Permit and variance petition can be submitted at the same time.

**JESSEN:** Jessen asked if Arnett will purchase the property whether or not it is used for this specific business. Arnett stated that he will most likely purchase the building. Jessen asked if there was any guidance we could provide in terms of the variance being approved. Lemmon said the Board of Zoning Appeals is comprised of citizens and they approve or deny based on the project and the information they receive in the petition. Shrader said it will be important to have information about other facilities that are similar so that they can be compared to gauge whether parking on the site is going to be adequate. Neighboring businesses will not want people from the training facility parking in their lots. It will be important to understand how the facility will be used and the timing of people coming in and leaving. Jabo interjected that Arnett could make agreements with the neighboring businesses to use their lots as overflow parking. Shrader agreed; however, this will need to be a formal agreement. Planning can work with Arnett to understand the turning movements inside parking lot to ensure it will be safe.

**ISSUES TO BE RESOLVED:**

- Right-of-Way Dedication
- Detailed Site Plan (must show current conditions and proposed conditions)
- Backflow Prevention (needs to be tested)
- Submit Internal Plumbing Plan
- State Design Release (to be determined)
- Building Permit
- Demolition Permit
- Contractors Registered with the City
- Signage/Fencing Permit
- Submit Colored Building Elevations
- Variance – Parking (and other items that may arise from exterior improvements)
- Zoning Clearance