

Date: May 15, 2018

To: Bemidji Area Schools
School Board and Cabinet
Dr. Jim Hess

From: Bemidji Community Arena Corporation

Subject: Bemidji Community Arena
2nd Rink Expansion

Bemidji Community Arena Corporation Request Summary

The Bemidji Community Arena Corporation (BCAC) as owners, operators and stewards of the Bemidji Community Arena (BCA) is requesting Bemidji Area Schools (BAS) accept and approve the expansion of the BCA into a 2 rink facility.

The Bemidji Community Arena has been planned, since the late 1990's, to be a 2 rink facility to serve the long term needs of the 'Bemidji Community'.

The BCAC is in a position to proceed with the 2nd rink expansion at this time. The 2000 Land Lease planned for and granted this expansion option and the BCAC has 'Notified' BAS of this plan and position. See copy attached of the March 14, 2018 Notice.

Summary of Correspondence with the BAS Facilities Committee

Project Description

- The BCA would be expanded on the North side for an additional ice rink. The expansion would include; four (4) additional youth hockey locker rooms, spectator viewing for 'youth' games and tournaments, dryland training areas, storage areas, Zamboni and compressor room expansions, a loading dock area and a small new entrance to North for separate split venue events.
- The BCA (both rinks) is designed and constructed for future potential year round or extended ice season use.
- The 2nd rink expansion would include a necessary separate smaller parking lot to the north to serve the 2nd rink during split venue events, youth games / tournaments and future potential extended ice season use, etc.

Project Schedule Summary

- May 21, 2018 – BAS Acceptance / Approval
- May, June, July 2018 – Permits and Procurement
- Late July 2018 – Begin Construction
- July – November 2018 – Construction Building Structure and Enclosure
- November – March 18/19 – Construction shut down due to hockey season
- April – September 2019 – Construction Interior, Exterior and Site Finishes

Project City of Bemidji and GBAJPB Review / Approval

- The City of Bemidji; Manager, Engineer, Building Inspector, Fire Chief, etc. have been aware of and informed of project details for many years. All departments have indicated a strong support of the project and anticipate a timely permit review process
- The Greater Bemidji Area Joint Planning Board (GBAJPB) has also been informed of this project for many years and anticipates a timely review process. Please see the attached GBAJPB memo of April 10, 2018.
- The City of Bemidji Finance Office has reviewed the project for possible increased storm water fees and has reported the fees will not increase. See the attached April 11, 2018 memo.

Project Funding

- The BCAC has received a significant funding pledge from a local donor
- The BCAC is committed to a fundraising campaign to complete all necessary construction
- Bemidji Area Schools is not being asked to contribute any funding for construction

Project Design

- **Building Design** (attached please find basic building plans)
 - The expansion will be constructed with the same materials (precast concrete), exterior colors and features as the existing BCA
 - The 2nd rink expansion will be approximately 70% of the size of the existing BCA and will have a lower roof profile.

- **Site Design** (attached please find the basic site plan)
 - The 2nd rink expansion will include; small sized parking lot, storm water containment ponds (to meet regulations), loading dock delivery/pickup drive lane, extensive landscaping and an earthen berm to assist in shielding the parking lot from Division Street.
 - A bus and truck turning radius design was provided for trash trucks, buses and periodic deliveries.
 - To address concerns for the parking lots aesthetics, and in the spirit of cooperation and compromise the following has been incorporated into the site and lot design;
 - The parking lot has been condensed to a smaller size than desired and required. Parking for the 2nd rink is required to have 85 parking spaces. The lot design has been condensed to 66 parking spaces, therefore 19 parking spaces must be available within 600' to meet GBAJPB requirements. Also see attached GBAJPB memo about parking.
 - The parking lot was located closer to the BCA building to maximize green space between the lot and Division Street
 - The site design includes a new earthen berm on the north and north east to shield the parking lot from Division Street.
 - The earthen berm, west and east site edges will be planted with considerably more trees than what is required to assist with shielding of the parking lot.
 - BAS expressed a desire to save some existing trees which were identified on site. The site plan was analyzed by the project Civil Engineer (NW Surveying and Engineering) and the following was the result; (also see the attached plan)
 - The current site plan will save two (2) trees in the NE corner
 - The site plan could be revised to eliminate the earthen berm in the NE corner therefore saving three (3) additional trees.
 - The additional six (6) trees desired to be saved are located in the approach drive or areas where elevation grades and building access will be adversely adjusted.
 - The City Engineer has previously stated that the parking lot approach must be located as far as possible from Division Street, therefore relocating the lot approach further north is not an option.

The Bemidji Community Arena has been funded and built by the Bemidji Community. The BCAC requests that BAS continue to work together and endorse the BCA expansion.

Thank You

Bemidji Community Arena Corporation
Bemidji Youth Hockey Association

March 14, 2018

Facilities Committee, Bemidji Area Schools

Re: Bemidji Community Arena Land Lease dated January 4, 2000

To Whom It May Concern:

I am writing on behalf of the Bemidji Community Arena Corporation. As you are aware, the school district is the landlord in a lease for the Bemidji Community Arena with Beltrami County. The Lease was assigned by Beltrami County to Bemidji Youth Hockey Association and ultimately to Bemidji Community Arena Corporation.

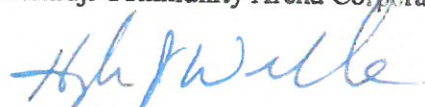
The BCAC is hereby providing notice that the leased premises will be expanded for the purpose of constructing and operating an additional hockey rink, pursuant to provision no. 1 in said lease. Attached to this notice, as Schedule A, is the revised legal description of the building footprint, which includes the existing Bemidji Community Arena and the additional hockey rink.

Pursuant to paragraph 8 of the lease, please find Schedule B attached, which is the site plan and building elevations. The exterior of the building will be constructed with the same materials and finishes which were used in the original building construction. The design and construction of the new rink will meet or exceed all ordinances and statutes of the City of Bemidji and/or the State of Minnesota.

Time is of the essence on this matter. We will be required to procure permits and make modifications to the mechanical ice rink system currently in place. Therefore, the BCAC hereby requests that Bemidji Area School ISD #31 review and accept this notice in a timely manner.

If there are any questions or concerns, please contact the Bemidji Community Arena Corporation.

Thank you.
Bemidji Community Arena Corporation


Hugh Welle, President

Received: _____, 2018

BEMIDJI AREA SCHOOL ISD #31

By _____
_____ Its _____



Greater Bemidji Area Joint Planning Board
City of Bemidji Northern Township

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

Memorandum

To: Joint Planning Board

From: Casey Mai, Planning Director

Date: April 10th, 2018

RE: Bemidji Community Arena (BCA) Ice Arena Addition Matter

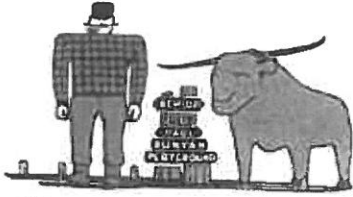
Per review of past Planning files, the ISD #31 High School property located at 3000 Division Street SW, was approved a special use permit (SUP) in 1998 by the City of Bemidji City Council to build the new high school and amenities on the site as it exists today. Moreover, all subsequent expansions and building permits that have been issued for the site, including the original Bemidji Community Arena (BCA), were based on approval of and compliance with the original ISD #31 SUP. Consequently, in 2000, Bemidji Youth Hockey (BCA) was granted or received a City building permit to construct the existing arena on the ISD #31 site, an approximate 40,000 square foot arena along with construction of a 230 plus stall parking lot. Likewise, in 2008, an approximate 6,000 square foot addition for a front lobby on the existing arena was approved with issuance of a City building permit.

Respecting future expansion of “facilities” constructed or to be constructed on the ISD#31 site, per **Build Permit #00-142 (8-21-2000) BYHA New Hockey Arena** that was approved, the plans showed a “Future” Practice Ice Rink to be constructed on the ISD #31 site. Then in 2008, per **Building Permit #08-144 (5-30-2008) BYHA** that was approved for the new front lobby and interior finishes, the site plan again showed the “Future Rink” and “Future Employee/Bus Parking,” on the ISD #31 site.

At this time, based on the review of old plans that were approved, I believe that the expansion of a second ice rink along with additional parking can be approved administratively by the Joint Planning Board staff with the submittal of a building permit to the City of Bemidji. Of course, future Site plan improvements for all new, expanded or redevelopment projects, will also have to meet all performance standard requirements of the GBAJPB Zoning & Subdivision Ordinance, and may be permitted or modified by the Planning Administrator, provided the structure(s) and/or site impervious footprint is not expanded or intensified greater than twenty (20%) percent threshold for the site generally.

In conclusion, I recommend that the proposed Arena Addition Project (nor future site projects for that matter) would not have to go before the Joint Planning Commission or the Joint Planning Board as the proposal of a second ice rink around 30,000 square feet is not greater than a twenty (20%) percent expansion of the ISD #31 property improvements generally. However, a courteous update explaining the proposed project to the Joint Planning Board at their next meeting would be appreciated. The Joint Planning Board meets the second Wednesday of every month at 6:00 p.m. in the City Council Chamber. As always, each new or future proposal would require review of site plans for conformity, and the approval of issuance of a City building permit. For the project proposal at hand, the anticipated timeline for review of proposed site plans and issuance of a City building permit is a minimum of thirty (30) days for the Joint Planning Board staff and City of Bemidji Building Officials.

If you have any questions regarding this project or the process of approval, feel free to contact me at (219)-759-3594 or by email at casey.mai@ci.bemidji.mn.us.



City of Bemidji

Finance Office

Memorandum

To: Clint Brueslte
From: Ron Eischens, Finance Director *Ron*
Date: April 11, 2018
RE: City Storm Water fees

.....

This memo is to confirm the City of Bemidji will not increase current storm water fees charged to parcel # 80.05166.00 (Bemidji High School) due to the proposed expansion to the Community Arena.

As a point of clarification, should the City Council increase the storm water fee in the future, this parcel, as well as all other City property, will experience a storm water fee increase.

If you have questions feel free to contact me.



Greater Bemidji Area Joint Planning Board

City of Bemidji Northern Township

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

Memorandum

To: Clint Bruestle / BCA Committee

From: Casey Mai, Planning Director

Date: May 4th, 2018

RE: Bemidji Community Arena (BCA) Ice Arena Parking

The Greater Bemidji Area Joint Planning Board (“GBAJPB”) staff was asked about the parking requirements regarding the new proposed Bemidji Community Arena (“BCA”) ice rink addition. Per Section 1009 of the GBAJPB Zoning & Subdivision Ordinance (“Ordinance”), ice rinks and clubs are required to have a minimum of one (1) space for each two hundred (200) square feet of ice area. After conducting extensive research, the official dimensions of an ice hockey rink per the International Ice Hockey Federation is 85 feet x 200 feet (26 m x 61 m), which equates to 17,000 square feet. Based on that calculation, this new addition would require a total of eighty-five (85) parking spaces to serve this facility.

Also stated in the Ordinance, “All parking spaces required to serve buildings or uses shall be located on the same lot or in the same zoning district as the building or use, except that such parking spaces may be provided in an adjacent zoning district if such district allows parking lots or parking garages as a permitted use. In no instance shall required off-street parking be located more than six-hundred (600) feet from the use which it serves, measured along lines of public access.” Upon review of the site and utilizing ArcGIS software, a total of thirty-three (33) parking spaces are provided in the parking area east of the proposed addition, which is approximately five-hundred (500) feet away from the proposed addition. Extra parking is located further east, but is located more than six-hundred (600) feet from the intended building or use.

During past events at the current BCA ice rink, parking has been an issue due to the lack of parking in close proximity. Because of this issue, people tend to park along the access drive from the BCA ice rink out to Division Street NW, creating a fire access issue. It is recommended that the School District continue to restrict parking along this access drive. If the property owner or applicant feels they have adequate or an overabundance of parking, they shall submit proof of parking. The Ordinance does allow the applicant to submit an alternative parking plan for the reduction of minimum parking requirements. An alternative parking plan approval shall be based upon documented parking studies and

site specific analysis that a need exists to reserve for future improvements and/or provide fewer parking stalls than the minimum parking standards or to deviate from required paying standards. Factors to be considered in such determination include (without limitation) national parking standards, parking standards for similar businesses or land uses, size of building, type of use, number of employees, expected volume of public traffic and expected frequency and number of delivery or service vehicles.

In conclusion, the proposed addition of an ice rink would require a total of eighty (85) parking spaces within the required distance of six-hundred (600) feet. One of the main purposes the Ordinance is intended to serve is protecting the public health, safety, comfort, convenience and general welfare of the Greater Bemidji Area. We are all responsible as members of the community to fulfill and serve this purpose.

If you have any questions regarding the Ordinance or the requirements within, feel free to contact me at (218)-759-3594 or by email at casey.mai@ci.bemidji.mn.us.

