



**City of North Ridgeville
Department of Parks and Recreation**

7307 Avon Belden Road ♦ North Ridgeville, Ohio 44039 ♦ Phone: (440) 353-0880
Fax: (440) 353-0845 ♦ Website: www.nridgeville.org/parksandrec

FACILITY USAGE PERMIT APPLICATION

Please print or type all information. If unable to read parks and recreation department reserves the right to reject application.

Contact Person: _____ Phone: _____
Organization: _____ Fax: _____
Address: _____ City: _____ State: _____ Zip: _____
Email: _____

PARK FACILITY / FIELD REQUEST

Shady Drive Complex, 37077 Shady Drive: 37 acre park

Diamonds 3 & 4 have lights. If sanctioned game(s) require lights please specify.

- | | |
|---|---|
| [] Field No. 1: Base Distance: _____ Pitching Distance: _____ | [] Field No. 2: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 3: Base Distance: _____ Pitching Distance: _____ | [] Field No. 4: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 5: Base Distance: _____ Pitching Distance: _____ | [] Field No. 6: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 7: Base Distance: _____ Pitching Distance: _____ | [] Field No. 8: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 9: Base Distance: _____ Pitching Distance: _____ | [] Field No. 10: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 11: Base Distance: _____ Pitching Distance: _____ | [] Field No. 12: Base Distance: _____ Pitching Distance: _____ |
| [] Field No. 13: Base Distance: _____ Pitching Distance: _____ | Batting Cage 1: [] Batting Cage 2: [] Both: [] |

Purpose of Facility Use: _____

Date(s) Desired (list ALL dates): _____

Start Time: _____ AM / PM End Time: _____ AM / PM Estimated Attendance: _____

(Please include set-up / tear down times if applicable)

Brief Description of Function: (i.e. tournament, game, etc.) _____

Are you charging an admission fee to attend: YES [] OR NO [] Amount **(if applicable)**: \$ _____

If charging admission, renters are not permitted to charge residents of The City of North Ridgeville.

Are you charging any type of fee: (i.e. vendor set up, booth space, etc?) YES [] OR NO [] If yes, please explain

Please explain: _____

Do you have any special equipment or arrangements required: **(i.e. field set up, power requirements, etc.)**

All groups / individuals must submit applications, proof of insurance, and fees as stated in this form prior to receiving approval by the Parks and Recreation Department.

All reservations must be submitted to the City of North Ridgeville so schedules may be coordinated. Reservations may be submitted by any of the following methods.

By Mail or Hand Delivery: North Ridgeville Parks & Recreation Department
7327 Avon Belden Road
North Ridgeville, Ohio 44039

By Fax: (440) 353-0845
By Email: bsweet@nridgeville.org

SCHEDULING PRIORITIES:

The NRPRD schedules athletic facilities according to the following criteria in the order listed below:

1. All NRPRD programs (practices, games, matches, camps, tournaments and instructional programs – including make up dates for all events listed). For youth and adult participants will be the programs scheduled before any other programs are scheduled.
2. Facility Use Agreements between the City of North Ridgeville and the North Ridgeville School District.
3. Facility Use Agreements between the City of North Ridgeville and any North Ridgeville Youth Sport Association (i.e. NRASL, NRFL).
4. A non-city affiliated team (youth or adult) that has:
 - A minimum of **ninety percent (90%)** North Ridgeville School District residents on team roster. Verification of residency is required for all participants and coaches. Maximum number of participants on a roster will be 18.
 - Priority will be given to those who reserved the same type of athletic facility during the previous year.
 - If a youth team, must have at least one coach who is certified by the National Alliance for Youth Sports (NAYS) or any other accredited coaching certification.
 - If a youth team, a formal background check must be completed submitted for each coach and assistant coach. Background check will be at the cost of the individual / renter.
 - Certificate of Insurance and indemnification agreement meeting city specified requirements. (See attached insurance requirements info).
 - Payment of required fess for use of athletic facility.

Only sports in season will be permitted to use facilities. Baseball / Softball: March through August. Soccer / Football: August through October unless facility is not in conflict.

Organizations must submit proof of meeting priority criteria with schedule requests to receive priority status.

FEE STRUCTURE:

Purpose:	Resident Rate:	Non-Resident Rate:	Facility:
Practice	\$10 hr.	\$20 hr.	Shady Drive Complex
Game: Lights	\$100	\$150	Shady Drive Complex
Game: No Lights	\$75	\$125	Shady Drive Complex
Tournament	\$1,800 a day	\$1,800 a day	Shady Drive Complex
Batting Cage	\$20 per hr.	\$35 per hr.	Shady Drive Complex

Baseball – Softball Practices: Individuals or groups requesting baseball / softball fields for practice will receive the fields “AS IS”. Fields will not be lined or dragged prior to your regularly scheduled practice. 1 hour time block, maximum of 2 hour block per date.

Baseball – Softball Game: Fee includes field prep, lights (if applicable), and maintenance. Fee is based on individual game play. If hosting multiple games, fee structure will be adjusted. Department will work with renter on additional fee structure.

Baseball – Softball Tournaments: Organizations utilizing Shady Drive Complex for tournament play will be charged a flat tournament fee. The fee will include exclusivity of the complex, maintenance, lights, and general restroom supplies. Concession operations will be ran by The North Ridgeville Department of Parks and Recreation. No outside food vendors permitted.

Batting Cage: Rented in 1 hour time block, maximum of 2 hour block per date. Renters must abide by rules and regulations that have been set forth. Renter will be responsible to sign in / out key at police station to access space. Fee is based on 1 cage rental. Multiple cage rentals will be double the price.

REQUIREMENTS FOR FIELD / FACILITY USE PERMIT

- 1.) City of North Ridgeville residents and organizations serving The City of North Ridgeville have priority on the park facilities. Outside individual and / or group use shall not interfere with said groups and shall be in harmony with the overall purpose and objectives of City of North Ridgeville and its Parks & Recreation Department.
- 2.) All individuals / groups receiving a facility usage permit shall have proper adult supervision.
- 3.) Permit must display the signature and contact information of the responsible officer of your organization who has full understanding of and acceptance of the terms of the permit and will accept responsibility for adherence to City Regulations.
- 4.) Permit holders are required to evaluate reserved facilities before using them and are not permitted to use a facility if damage would occur due to adverse weather or other conditions.
- 5.) Permit holders are not permitted to charge North Ridgeville Residents an entry fee to any of our city ran parks. All public parks are free to the residents of North Ridgeville, Ohio.
- 6.) Permit holders are also required to police and clean up the reserved facility and adjoining area after use.
- 7.) Permit holders are required to restore to original condition, at the discretion of the City, any field, facility, or property damage due to negligence. The City shall be the sole judge of destruction of property or excessive wear and tear.
- 8.) Permit holders are responsible for damage to City fields, facilities, and / or property that occurs as a result of their use. If the permit holder finds the field, facility, property, and / or part thereof to be damaged or otherwise unusable, the permit holder should report this condition before using the facility.
- 9.) The City reserves the right to close any field or facility for safety or property concerns that the City deems necessary. Each permit holder will be notified of facility openings and closings.
- 10.) Failure to follow these policies can result in revocation of your permit and / or paying for restoration of fields, facilities and / or property damaged or left in an unclean condition.
- 11.) Permit holders must provide City of North Ridgeville with a current Certificate of Insurance (listing City of North Ridgeville as additional insured) prior to issuance of a permit and upon renewal of insurance if it expires during term of facility use.
- 12.) All facility rental requests must be received at least 2 weeks prior to rental and reservations will not be made in excess of 120 days prior to rental. The North Ridgeville Parks and Recreation Department's programs and City Wide Programs will have first priority of all facilities.
- 13.) Either party may cancel this Agreement upon ten (10) day written or verbal notice to the other party.
- 14.) Lights on diamonds 3 and 4 will be turned off at 11:00p.m. absolutely no exceptions will be made.
- 15.) Fees are collected at time contract is signed by all appropriate parties. If issuance of a refund is needed the department of parks and recreation will submit appropriate paperwork with refund to follow in four (4) to six (6) weeks.
- 16.) Maintenance staff will prep all fields for each reserved day. Staff will be available for an allotted 4 hours in the morning. Tentative start time is 6:00AM. Renter has the ability to request the maintenance department to stay longer in the off chance games are delayed due to inclement weather or any other unforeseen circumstances that delay the start of play. Maintenance department ultimately reserves the right to reject said request. If staff agrees to stay any additional hours, renter accepts additional charge (\$30 hourly rate / per staff) that will be invoiced at the conclusion of said tournament. If renter agrees to the additional charge, please initial here: _____.
- 17.) In case of inclement weather and renter needs to dry the fields the owner requests **DIAMOND PRO** is utilized to address any wet areas on the playing surface. Diamond Pro is to be provided by the renter and will not be provided by the owner. Please make appropriate accommodations prior to your rental.
- 18.) If renting 4 or more fields, renter must supply a dumpster for tournament.

LIABILITY RELEASE

- 1.) We release and discharge City of North Ridgeville from any and all claims or causes of actions in law and equity arising from our activities listed above on this form and on City of North Ridgeville property.
- 2.) We also release and discharge all right of claims for contribution and indemnification against City of North Ridgeville by ourselves or such claims by any third parties in the event it becomes necessary to join City of North Ridgeville as an added defendant in action brought by ourselves as a result of any of the above described occurrences.
- 3.) We also agree to indemnify and hold harmless City of North Ridgeville from any and all actions, claims and damages that City of North Ridgeville would be obligated to third parties from actions arising out of our use of City of North Ridgeville property.
- 4.) We also agree to comply with all ordinances, statues and regulations of all Local, State and Federal authorities and understand that failure to comply will result in revocation of our permit and may also lead to fines and penalties.

Authorized signature indicates full understanding and acceptance of terms of the permit. Any violation(s) will be cause for termination of this agreement by the City.

Print Name: _____	Signature: _____	Date: ____/____/____
Address (home): _____	City: _____	State: _____ Zip: _____
Home Phone: _____	Work Phone: _____	Cell Phone: _____
Email: _____	Last 4 digits of Social: _____	<small>*Only required if renting cages. Number is your access code to facility.*</small>

Department Use Only

Rental Amount \$ _____ Payment Made By: Check _____ Check No.: _____ Cash: _____ Credit Card: _____ Receipt No.: _____
 Insurance Received: [] Yes [] No

Signature: _____ Date: ____/____/____ Signature: _____ Date: ____/____/____
Mayor: Kevin Corcoran P&R Director: Kevin Fougousse

SHADY DRIVE COMPLEX

MARKER DESIGNATION:

- A: Overflow Parking
- B: Batting Cage
- C: Maintenance Dept. / Restrooms
- D: Parking
- E: Parking
- F: Concession Stand 1 / Restrooms
- G: Parking
- H: Main Concessions / Restrooms
- I: Pavilion
- J: Playground
- K: Multi-Purpose Field
- L: Parking

All numerical markings are baseball / softball diamonds



North Ridgeville Parks & Recreation Department

Shady Drive Complex Field Dimensions

Diamond	Base Distances	Fence Distance
No.1	60 – 70 – 80 – 90 feet	LF – 301 FT. / CF – 303 FT. / RF – 302 FT.
No.2	60 – 70 – 80 – 90 feet	LF – 294 FT. / CF – 298 FT. / RF – 301 FT.
No. 3 Lights	60 – 70 – 80 – 90 feet	LF – 300 FT. / CF – 300 FT. / RF – 300 FT.
No. 4 Lights	60 – 70 – 80 – 90 feet	LF – 300 FT. / CF – 300 FT. / RF – 300 FT.
No. 5	60 – 70 – 80 – 90 feet	LF – 284 FT. / CF – 335 FT. / RF – 287 FT.
No. 6	55 – 60 – 65 feet	LF – 194 FT. / CF – 194 FT. / RF – 196 FT.
No. 7	55 – 60 – 65 feet	LF – 194 FT. / CF – 194 FT. / RF – 194 FT.
No. 8	55 – 60 – 65 feet	LF – 196 FT. / CF – 192 FT. / RF – 184 FT.
No. 9	55 – 60 – 65 feet	LF – 181 FT. / CF – 179 FT. / RF – 180 FT.
No. 10	55 feet	LF – 126 FT. / CF – 129 FT. / RF – 129 FT.
No. 11	55 feet	LF – 128 FT. / CF – 131 FT. / RF – 129 FT.
No. 12	55 feet	LF – 128 FT. / CF – 129 FT. / RF – 128 FT.
No. 13	55 feet	LF – 128 FT. / CF – 134 FT. / RF – 128 FT.

North Ridgeville Parks & Recreation Department

Batting Cage Rules & Regulations

The following rules and regulations have been established by The City of North Ridgeville Department of Parks and Recreation to ensure the safe and efficient usage of the batting cage. These rules must be adhered to at all times during use of the batting cages. Individuals and / or teams observed to be in violation of said rules are subject to loss of privilege, as deemed appropriate by the North Ridgeville Parks and Recreation Department.

1. The batting cages are intended for use only as designed, not as “play” areas. If the batting cage is not being actively used for its intended purpose, it must remain locked. Children are not permitted to play in the cage under any circumstances.
2. Abusive use and / or damaging of the batting cages will result in immediate removal and loss of privilege.
3. During use, only one (1) player is permitted in the cage at a time to hit. Players awaiting their turn shall stand five (5) feet back of the net at all times. Any individuals in violation will be warned to step back.
4. Batters **MUST** wear helmets with face mask protection at all times. No exceptions!
5. Batters must wear an athletic shoe (no baseball / softball cleats permitted).
6. No person under the influence of drugs or alcohol is permitted to use the batting cages.
7. No practice swings outside of cages.
8. **ADULT COACHES** must operate pitching machine at all times
9. Batting Cage for registered players of the City of North Ridgeville Baseball / Softball Program. **No siblings or adults.**
10. Be considerate of others that are using the cage or those that are waiting to use the cage; stick to your scheduled time.
11. Please pick up all trash and debris and throw away in the approved trash cans on location.
12. Please report any problems to the parks and recreation department immediately.
13. When the pitching machine is being used inside the batting cage, the pitcher / feeder must be an adult. Children are not permitted to feed the pitching machines under any circumstances.

**FAILURE TO FOLLOW THESE RULES AND REGULATIONS WILL RESULT IN LOSS OF
BATTING CAGE PRIVILEGES FOR THE SEASON**

Parks and Recreation: 440.353.0860 Website: www.nridgeville.org/parksandrec