



TOWN OF FORTVILLE



714 E. Broadway, Fortville, IN 46040

(317) 485-4044 | www.Fortville.IN.gov

Elected Officials

1st District

- Tonya Davis, 1/1/24-12/31/27
- Sean Morgan, 9/23/2025-12/31/27

2nd District

- Ryan Rummell, 1/1/23-12/31/26
- Libby Wyatt, 1/1/24-12/31/27

At-Large

- Fred "Fritz" Fentz, 1/1/23-12/31/26

Clerk-Treasurer

- Melissa Glazier, 1/1/24-12/31/27

Town Staff Members

- Joe Renner, Town Manager
- Patrick Bratton, Police Chief
- Alex Intermill, Town Attorney

Livestream via Zoom

- Call-In Number: 1-305-224-1968
- Meeting ID: 846 2368 2995
- <https://us02web.zoom.us/j/83945138185>
- Meeting recording available the next business day on YouTube, @townoffortville1865

Upcoming Meetings

- Wed. Oct. 8: Police Commission
- Thurs. Oct. 16: Redevelopment Comm.
- Mon. Oct. 20: Town Council
- Tue. Oct. 28: Plan Commission
- Thurs. Oct. 30: Board of Zoning Appeals

Monday, October 6th, 2025 | 6:30 p.m. Town Council Agenda

1. Meeting Opening

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Declaration of Quorum
- E. The Council will consider approval of, or any changes to, the evening's meeting agenda.
- F. The Council will consider approval of the minutes of the previous meeting:
- September 15th, 2025, council meeting

2. Old Business

- A. The Council will consider the 2nd Reading of Ordinance 2025-9A, a text amendment to the Mercho-Lauth PUD.

3. New Business

- A. The Council will hear the Parks & Recreation Survey Results and Master Plan snapshot presented by Travis Tranbarger of Pro's Consulting. (*slide presentation*)
- B. The Council will recess the regular council meeting and open a Public Hearing for the presentation of the 2026 Proposed Budget, presented by Beth Marsh of Bookkeeper Plus. (*via Zoom*)
- C. The Council will close the Public Hearing and reconvene the regular council meeting.
- D. The Council will hear a Special Event Request - "Chili in the Park", Sunday, Oct. 26, 2025, 10 am - noon, presented by Angelica Rangull of Gateway Community Church.

4. Department Reports

- A. Town - Joe Renner, *Town Manager*
- B. Planning & Building - Adam Zaklikowski, *AICP, P&B Director*
- C. Parks & Recreation - Heath Luther, *Parks Manager*
- D. Police - Chief Patrick Bratton: **US 36 / SR 67 / Broadway Road Diet Crash Data Update**
- E. Clerk-Treasurer - Missy Glazier
- F. Legal - Alex Intermill | *Bose, McKinney, & Evans LLP*

5. Public Comments - 2 minutes per person

6. Council Member Comments

7. Meeting Closure

- A. The Council will consider approving & signing the accounts payable vouchers.
- B. The Council will consider adjourning the meeting.

ADA Accommodations Notice

In accordance with the Americans with Disabilities Act (ADA), the Town of Fortville will provide reasonable accommodations or assistance to ensure individuals with disabilities can participate effectively in public meetings. To request support, please, contact Andy Williams, Office Manager, at (317) 482-4048 or awilliams@fortville.in.gov at least 48 hours before the scheduled meeting.

ORDINANCE NO. 2025-9A

Cross Reference: 2024-3B

**AN ORDINANCE AMENDING THE ZONING ORDINANCE OF FORTVILLE,
INDIANA. BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF
FORTVILLE, INDIANA, THAT THE ZONING ORDINANCE IS HEREBY AMENDED
AS FOLLOWS:**

SECTION I. DECLARATION

That the text of the Zoning Ordinance of the Town of Fortville, Hancock County, Indiana is hereby amended as outlined within this ordinance.

SECTION 2. PURPOSE AND INTENT

This ordinance acknowledges that the Mercho-Lauth PUD exists at the time of approval of this ordinance. This ordinance is intended to amend and expand the language of the existing Mercho-Lauth PUD regarding multi-family development of Area A. This ordinance shall effect no change to the existing Mercho-Lauth PUD unless those changes are explicitly outlined within this ordinance.

SECTION 3. ZONING

The zoning classification of the subject property legally described in what is attached hereto and incorporated herein referenced as Exhibit A (the “Real Estate”), shall remain PUD as previously approved by the Town.

SECTION 4. PUD NAME

This ordinance amends the name of the Mercho-Lauth PUD. All references in the Mercho-Lauth PUD are hereby revised to “**Mercho-SC Bodner PUD.**”

SECTION 5. CONCEPT PLAN/MAP

This ordinance replaces Exhibit B – Concept Plan/Map in the Mercho-Lauth PUD with the illustrative concept plan/map attached as Exhibit B to this ordinance.

SECTION 6. PLANNED UNIT DEVELOPMENT STANDARDS WITH CONCEPT ELEVATIONS

This ordinance amends Exhibit C – Planned Unit Development Standards with Concept Elevations.

Section II.A.2.a is hereby repealed in its entirety and replaced with the following provision:

Buildings shall be multi-family residential, see Exhibit A. The completed project may consist of single-story and multi-story multi-family buildings. The completed project will consist of a maximum of 225 units.

Section II.E.2.a is hereby repealed in its entirety and replaced with the following provision:

Multi-family: 1.5 minimum per dwelling unit. The parking requirement may be satisfied through a mix of garage parking and surface parking.

Section II.F.1. is hereby repealed in its entirety and replaced with the following provision:

F. Multi-Family Building Design

1. The multi-family residential shall comply with the following:
 - a) Height shall not exceed three (3) stories or 40’.
 - b) Single-story and multi-story buildings are permitted.
 - c) Masonry shall be applied to 20 percent of the façade. Buildings are subject to 4-sided architectural review.

This ordinance replaces Exhibit A-1 with the illustrative multi-family development plan and elevations attached as Exhibit C to this ordinance.

Nothing in this ordinance shall change or alter any of the already established development standards at the time of approval of this ordinance unless otherwise identified in this PUD ordinance.

SECTION 7. LAND USE

Nothing in this ordinance shall change or alter any of the already permitted land uses at the time of approval of this ordinance unless otherwise identified in this PUD ordinance.

SECTION 8. PROCEDURES AND APPROVALS

Pursuant to Indiana Code §§ 36-7-4-600 et seq., the Town Council of the Town of Fortville (“Council” and “Town,” respectively) has lawfully adopted a Zoning Ordinance, the terms of which are applicable to the geographic area consisting of the incorporated area of the Town, and which Zoning Ordinance has been codified in the Town’s Code of Ordinances.

Pursuant to Indiana Code § 36-7-4-602, the Council is authorized to amend the map that is part of the Zoning Ordinance.

The Fortville Advisory Plan Commission (“Plan Commission”) rendered a Favorable Recommendation after conducting a Public Hearing at their meeting on September 30, 2025 regarding a request to amend the text of Ordinance No. 2024-3B.

In accordance with Indiana Code § 36-7-4-605, the Plan Commission certified its Favorable Recommendation regarding the Text Amendment to the Town Council.

The Council has considered the Plan Commission's recommendation and, in accordance with Indiana Code § 36-7-4-608, desires to adopt the proposed change in zoning for the Real Estate.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Council as follows:

SECTION 1. The text of Ordinance No. 2024-3B is hereby amended as set forth in this Ordinance.

SECTION 2. All modifications to building elevations shall be submitted for review and approval by the Town's Planning & Building Director. The Planning & Building Director's review of the elevations shall be performed in order to determine its compatibility and consistency with the intended quality, character, and development standards of this PUD.

SECTION 3. The Town's Planning & Building Director shall have the discretion and flexibility to consider and approve minor modifications pertaining to any development and architectural standards and concept layout established by this Ordinance if the Town's Planning & Building Director determines such modifications are consistent with the intent of this Ordinance and consistent with the quality and character represented in this Ordinance. All such modifications shall be made in writing with an explanation supporting the change.

SECTION 4. All prior ordinances or parts thereof inconsistent with any provision of this Ordinance are hereby repealed. Additionally, if applicable, all previous zoning commitments are hereby repealed.

SECTION 5. This Ordinance shall be in full force and effect upon passage, and upon ordinance publication, if applicable.

[Signature Page Follows]

Introduced and filed on the 15th day of September, 2025.

Duly ordained and passed on the ____ day of _____, 2025 by the Town Council of the Town of Fortville, Hancock County, Indiana, having been passed by a vote of ____ in favor and ____ opposed.

TOWN OF FORTVILLE, INDIANA BY ITS TOWN COUNCIL

AYE		NAY
	Tonya Davis, President	
	Ryan Rummell, Vice President	
	Fred (Fritz) Fentz, Councilman	
	Libby Wyatt, Councilwoman	
	Sean Morgan, Councilman	

ATTEST:

Melissa Glazier, Clerk-Treasurer

Prepared by: Stephanie J. Truchan, Esq., Krieg DeVault LLP, One Indiana Square, Suite 2800, Indianapolis, IN 46204.

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Stephanie J. Truchan

Approved as to Form by: Alex Intermill, Town Attorney, Bose McKinney & Evans LLP

Exhibit A

Real Estate

Tax Parcel No. 30-02-10-300-012.000-017

Beginning at a point on the West line of the Southwest Quarter of Section 10, Township 17 North, Range 6 East, said point being 340 feet North of the Southwest corner of said Section 10, and running thence Northerly 988.7 feet to the Northwest corner of the Southwest Quarter of said Southwest Quarter of Section 10, thence Easterly 1,323.66 feet to the Northeast corner of said Southwest Quarter of the Southwest Quarter, thence Southerly 1,326.7 feet to the Southeast corner of said Southwest Quarter of the Southwest Quarter, thence West 1,055 feet along the South line of said Southwest Quarter to a point being 275 feet East of the Southwest corner of said Section 10, thence turn an angle to the right, 66 degrees and 23 minutes, and measure Northwesterly 251 feet, thence West 60 feet parallel with said South line of the Southwest Quarter, thence turn an angle to the right, 88 degrees and 30 minutes, and measure Northerly 110 feet, thence West 105 feet to the place of beginning. Being a part of the Southwest Quarter of the Southwest Quarter of Section 10, Township 17 North, Range 6 East and containing 39.00 acres, more or less.

EXCEPT THEREFROM:

Beginning at a point on the South line of the Southwest Quarter of Section 10, Township 17 North, Range 6 East, said point being North 90 degrees, 00 minutes and 00 seconds East 275.0 feet from an existing IRON ROD marking the Southwest corner of said Southwest Quarter, and running thence North 01 degree and 06 minutes East 340.0 feet parallel with the West line of said Southwest Quarter, thence South 90 degrees, 00 minutes 00 seconds West 275.0 feet to said West line, thence North 01 degree and 06 minutes East 988.70 feet to the Northwest corner of the Southwest Quarter of said Southwest Quarter of Section 10, thence South 89 degrees, 54 minutes and 40 seconds East 695.60 feet along the North line of said Southwest Quarter of the Southwest Quarter, thence South 00 degrees 52 minutes and 05 seconds East 1,327.55 feet to the South line of said Southwest Quarter, thence South 90 degrees, 00 minutes and 00 seconds West (assumed bearing) 426.0 feet to the point of beginning.

AND:

Tax Parcel No. 30-02-10-300-012.003-017

Beginning at a point on the South line of the Southwest Quarter of Section 10, Township 17 North, Range 6 East, said point being North 90 degrees, 00 minutes and 00 seconds East 275.0 feet from an existing IRON ROD marking the Southwest corner of said Southwest Quarter, and running thence North 01 degree and 06 minutes East 340.0 feet parallel with the West line of said Southwest Quarter, thence South 90 degrees, 00 minutes 00 seconds West 275.0 feet to said West line, thence North 01 degree and 06 minutes East 988.70 feet to the Northwest corner of the Southwest Quarter of said Southwest Quarter of Section 10, thence South 89 degrees, 54 minutes and 40 seconds East 695.60 feet along the North line of said Southwest Quarter of the Southwest Quarter, thence South 00 degrees 52 minutes and 05 seconds East 1,327.55 feet to the South line of said Southwest Quarter, thence South 90 degrees, 00 minutes and 00 seconds West (assumed bearing) 426.0 feet to the point of beginning.

Being a part of the Southwest Quarter of the Southwest Quarter of Section 10, Township 17 North, Range 6 East and containing 19.146 acres, more or less.

Both parcels combined total 38.288 acres, more or less.

Exhibit B

Illustrative Concept Plan/Map

See following page.



SITE SUMMARY

REZONED - PUD
(South Madison TIF District)

AREA A
14.13 AC

205 UNITS
301 PARKING SPACES PROVIDED

AREA B
16.96 AC

Exhibit C

Illustrative Multi-Family Development Plan and Elevations

See following pages.

PROJECT INFORMATION

(2) MULTIFAMILY WALK-UP BUILDINGS
(7) MULTIFAMILY 1-STORY TOWNHOME BUILDINGS
(1) COMMUNITY BUILDING (2,500 SF)

WALK-UP BUILDINGS

(84) 1-BEDROOM UNITS
(72) 2-BEDROOM UNITS
(156) TOTAL UNITS

1-STORY TOWNHOME BUILDINGS

(36) 2-BED / 1-BATH UNITS
(14) 2-BED / 2-BATH UNITS
(50) TOTAL UNITS

(206) TOTAL RESIDENTIAL UNITS

PARKING

1-STORY TOWNHOME BUILDINGS

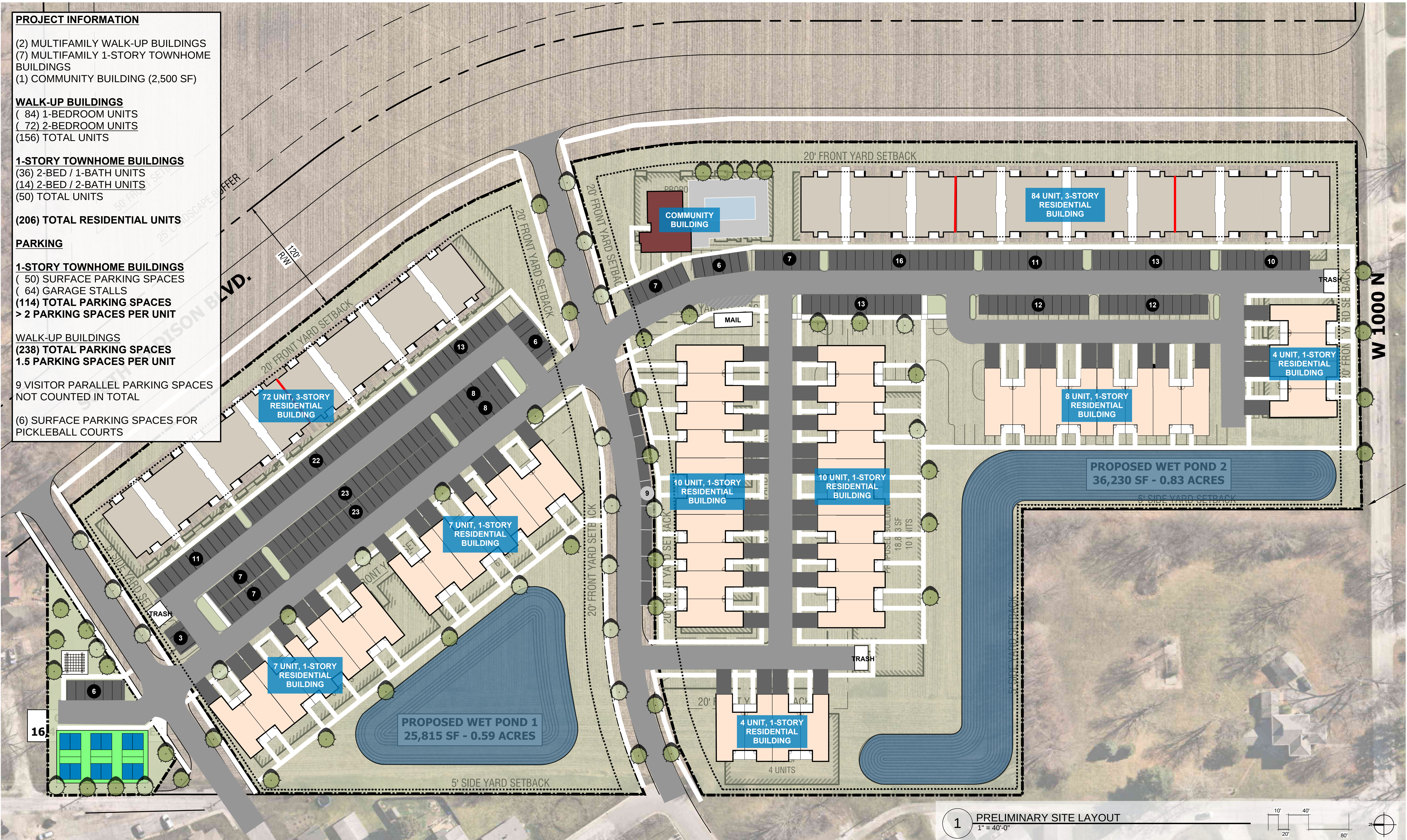
(50) SURFACE PARKING SPACES
(64) GARAGE STALLS
(114) TOTAL PARKING SPACES
> 2 PARKING SPACES PER UNIT

WALK-UP BUILDINGS

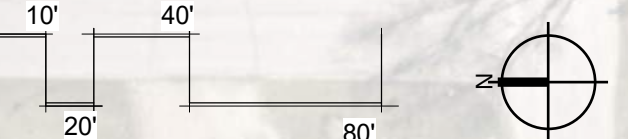
(238) TOTAL PARKING SPACES
1.5 PARKING SPACES PER UNIT

9 VISITOR PARALLEL PARKING SPACES
NOT COUNTED IN TOTAL

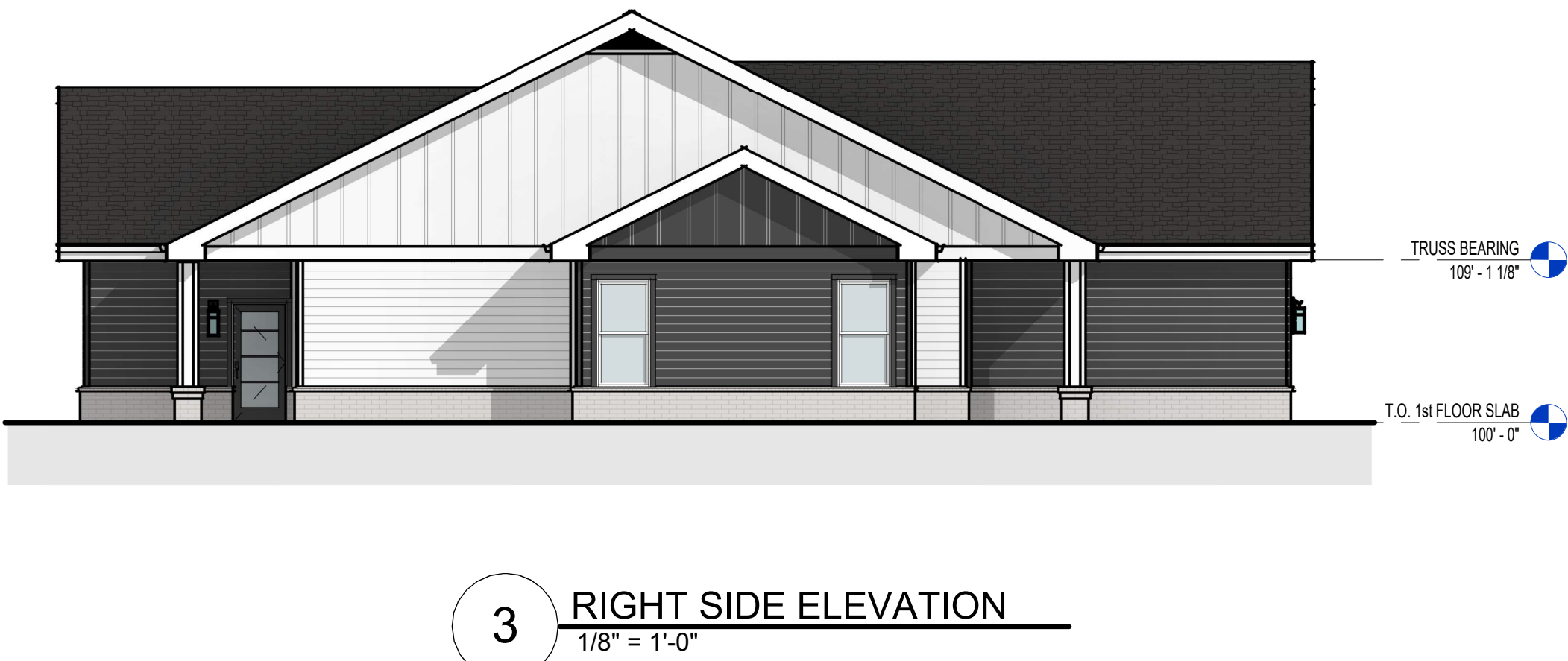
(6) SURFACE PARKING SPACES FOR
PICKLEBALL COURTS



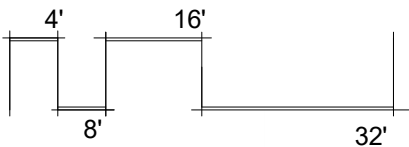
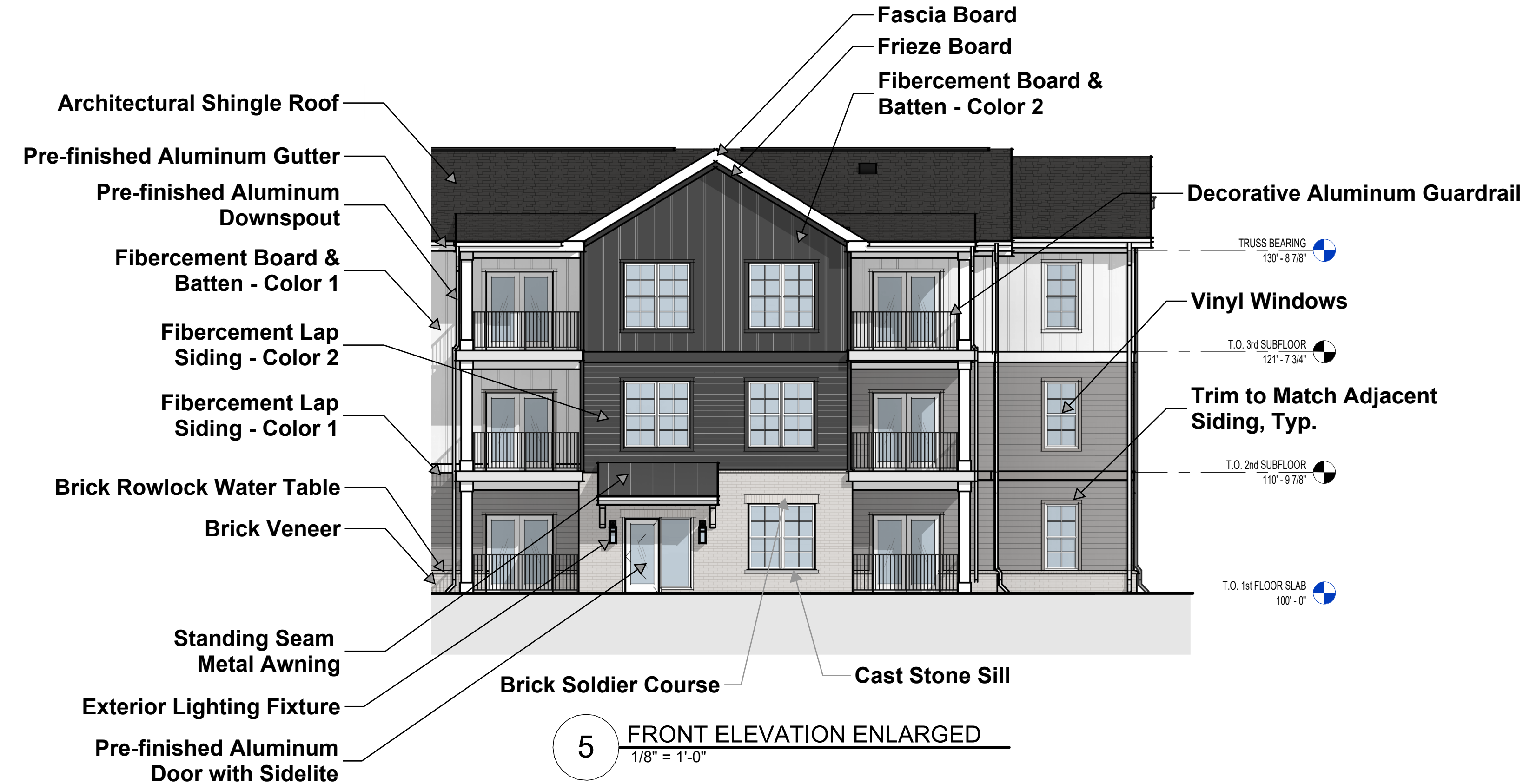
1 PRELIMINARY SITE LAYOUT
1" = 40'-0"



Lap Siding Color 1	Board & Batten Color 1
Lap Siding Color 2	Board & Batten Color 2
Lap Siding Color 3	



	Lap Siding Color 1		Board & Batten Color 1
	Lap Siding Color 2		Board & Batten Color 2
	Lap Siding Color 3		Brick Veneer



Hardie Plank | Smooth

Aged Pewter or Paint Match
Lap Siding Color 1

Iron Gray or Paint Match
Lap Siding Color 2

Arctic White or Paint Match
Lap Siding Color 3

Iron Gray
or
Paint Match

Arctic White
or
Paint Match

Board & Batten
Color 2

Board & Batten
Color 1

Hardie Panel | Smooth

Windows / Doors / Light
Fixtures / Railings

Fascias / Gutters /
Downspouts / Columns

Standing Seam
Metal Awnings

Architectural
Shingle Roof

Glen-Gery
Bayhill

*All Window and Corner Trim to
Match Adjacent Siding

MATERIAL DESCRIPTIONS

08/18/2025

SC Bodner - Fortville, IN Multi-Family

Fortville, IN

A3

rosemann

& ASSOCIATES P.C.





EXTERIOR 3D VIEW

SC Bodner - Fortville, IN Multi-Family

Fortville, IN

A2

rosemann 
& ASSOCIATES P.C.

09/15/2025



**Parks & Recreation Master Plan
Town Council Workshop
10.06.2025**

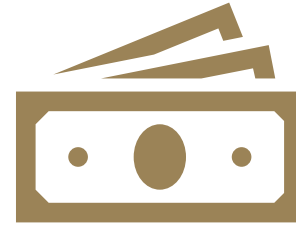
Master Plan Process – PROS Consulting Scope



Where Are We Today?

Community Profile

Stakeholder engagement and Community needs assessment completed



How Do We Get There?

Funding options

Partnership strategies

Vision, Mission, and Goals

Strategic Action Plan



Stakeholder Engagement

Online Community Survey

Recreation Programming

- About 33% participate only a few times per year and residents primarily go to the City of Fishers (42%), Hancock Wellness Center (25%), and the Town of McCordsville (23%) for recreation programming.
- Top barriers for participating in recreation programs include lack of awareness (77%), limited program variety (53%), and inconvenient times (22%)
- 83% want programs offered at varied times to fit busy schedules
- Residents request youth and teen programs, family-focused events, and senior programming
- A strong desire for financially accessible programs and childcare support was expressed

Online Community Survey

Priorities

- Improving existing parks, more special events and community festivals, adding outdoor fitness and recreation opportunities, and building new recreation facilities ranked highest as priorities for the next five years.
 - Accessibility improvements and trails/greenway expansions were also frequently mentioned.
- Updating current parks and facilities, trail and greenway expansions, and acquiring and developing more parkland were top funding priorities.
 - Splash pads, trails, outdoor fitness areas, and playground upgrades were repeatedly mentioned as facility and amenity priorities
 - There is also strong interest in indoor recreation spaces, including gyms and wellness centers

Online Community Survey – Key Actions

- **Prioritize upgrading existing parks** by adding water play and outdoor fitness amenities to meet family and community needs.
- **Develop youth/teen programs, senior activities, and community events** while improving program scheduling flexibility and affordability.
- **Expand trail and greenway networks** to link neighborhoods, parks, and downtown areas.
- Implement consistent communication strategies with centralized calendars, social media, and newsletters to **increase awareness and engagement**.
- Ensure ADA compliance, offer culturally inclusive programs, and explore childcare support to reduce participation barriers.
- **Collaborate with schools, regional providers, and nonprofits** to maximize resources and expand program offerings.

Focus Group Themes - Strengths

Strengths to Build On

- Stakeholders value the ability to connect easily to parks and trails, which supports informal recreation and social connection.
- Landmark Park and Memorial Park serve as key gathering spaces. The parks are used for events, markets, and informal play, and their central location is convenient for residents.
- The parks are described as easy to rent and accessible, with minimal red tape for organizing activities. The community appreciates the flexibility and openness of the system.
- Fortville benefits from a strong spirit of collaboration between departments and community partners (e.g., Library, Hancock Health, Ninestar, and ATA). This cooperation provides future opportunity for shared-use programming and events.

Focus Group Themes - Challenges

Upcoming Challenges for the Park System

- Fortville is growing, and the community is concerned about keeping up with facility maintenance, equipment upgrades, and service levels. Limited staffing and potential budget cuts may hinder progress.
- Concerns about reduced state funding and lack of alternative revenue sources were raised. There is a need to explore impact fees, TIF, increased user fees, and dedicated fundraising efforts. There's also debate around reinstating a Park Board and how it would align with Council priorities.
- Participants cited issues with vandalism and aging infrastructure, particularly restrooms and play structures, that require consistent attention to maintain positive user experiences.
- There is a risk of fragmented trail development. Without a long-term connectivity plan and funding for regional trail links, Fortville may miss opportunities to become a well-connected destination.

Focus Group Themes – Community Needs

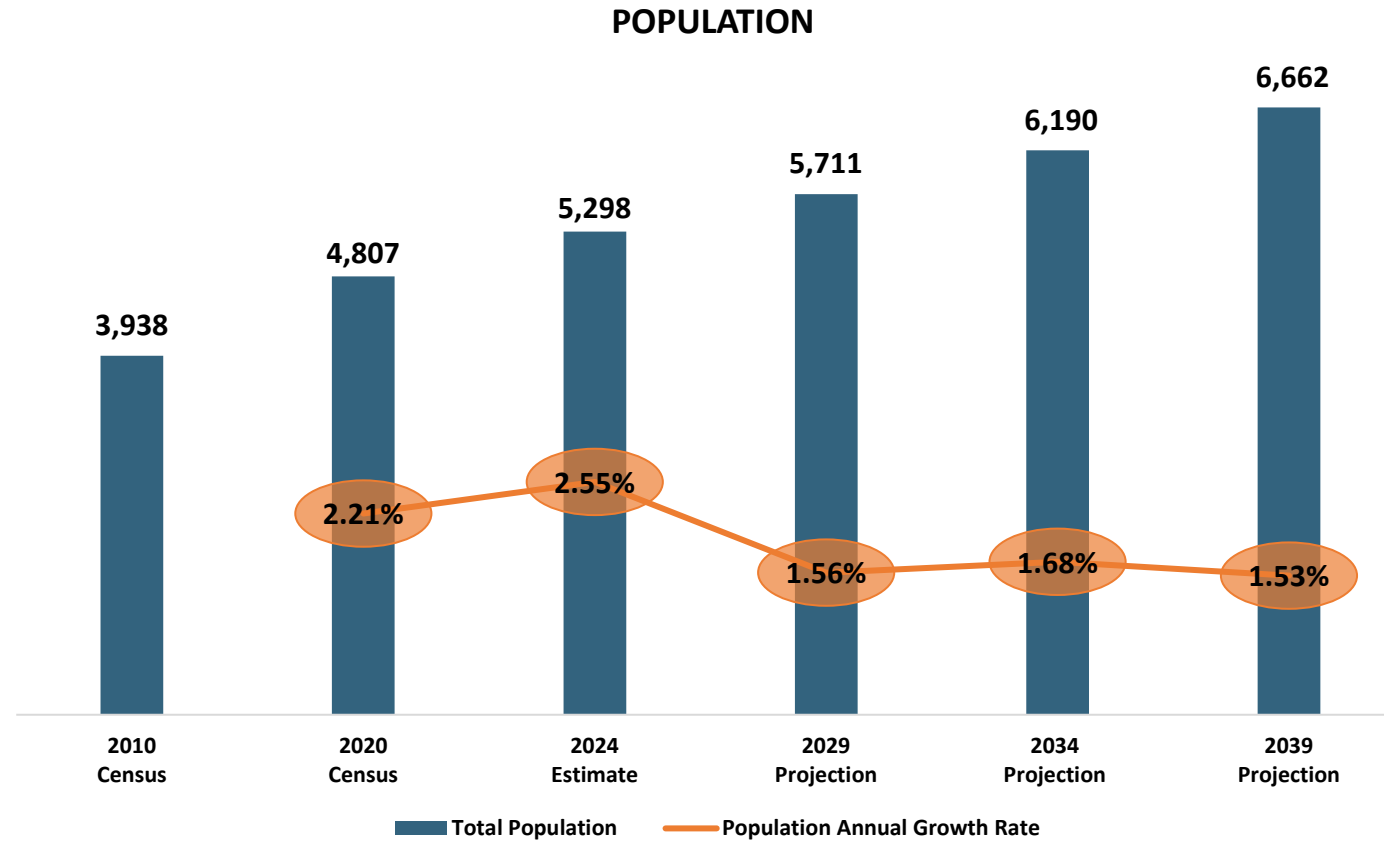
Community Needs

- Restrooms at Landmark and Memorial Parks are in urgent need of renovation. Memorial Park's playground and Landmark's infrastructure also require updates to serve current and future users effectively.
- There is strong interest in a dedicated indoor space for fitness, training, and wellness programming. Ideas include a renovated community center or a new fieldhouse-style facility.
- The community seeks more family-centered recreation which can include camps, events, and sports for youth. There's also interest in serving specialized recreation needs, such as childcare support and partnership-led programming (e.g., library, FFA, ATA).
- Improvements to signage, educational elements (like story walks), and beautification, such as native landscaping and low-maintenance enhancements, were suggested for parks and public spaces.



Demographics & Recreation Trends

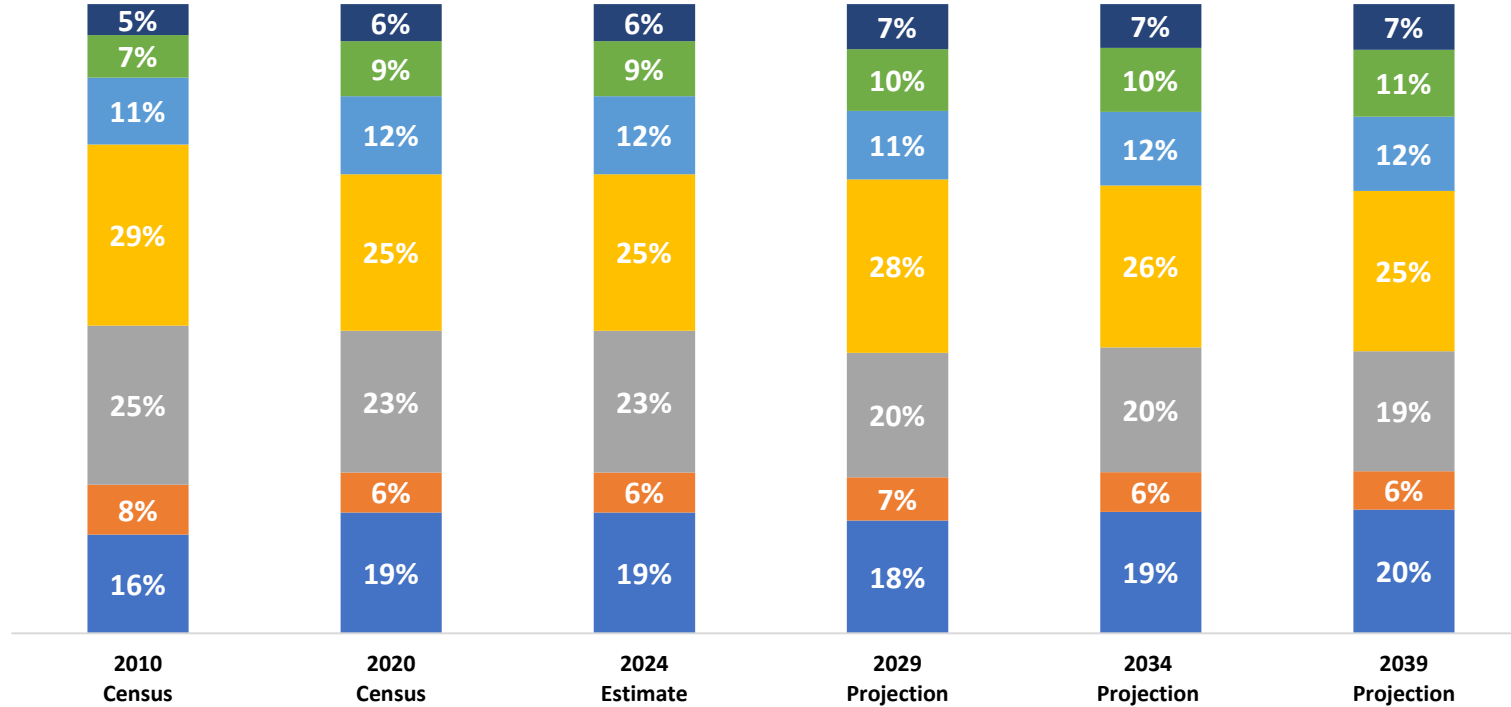
Population Growth Trend



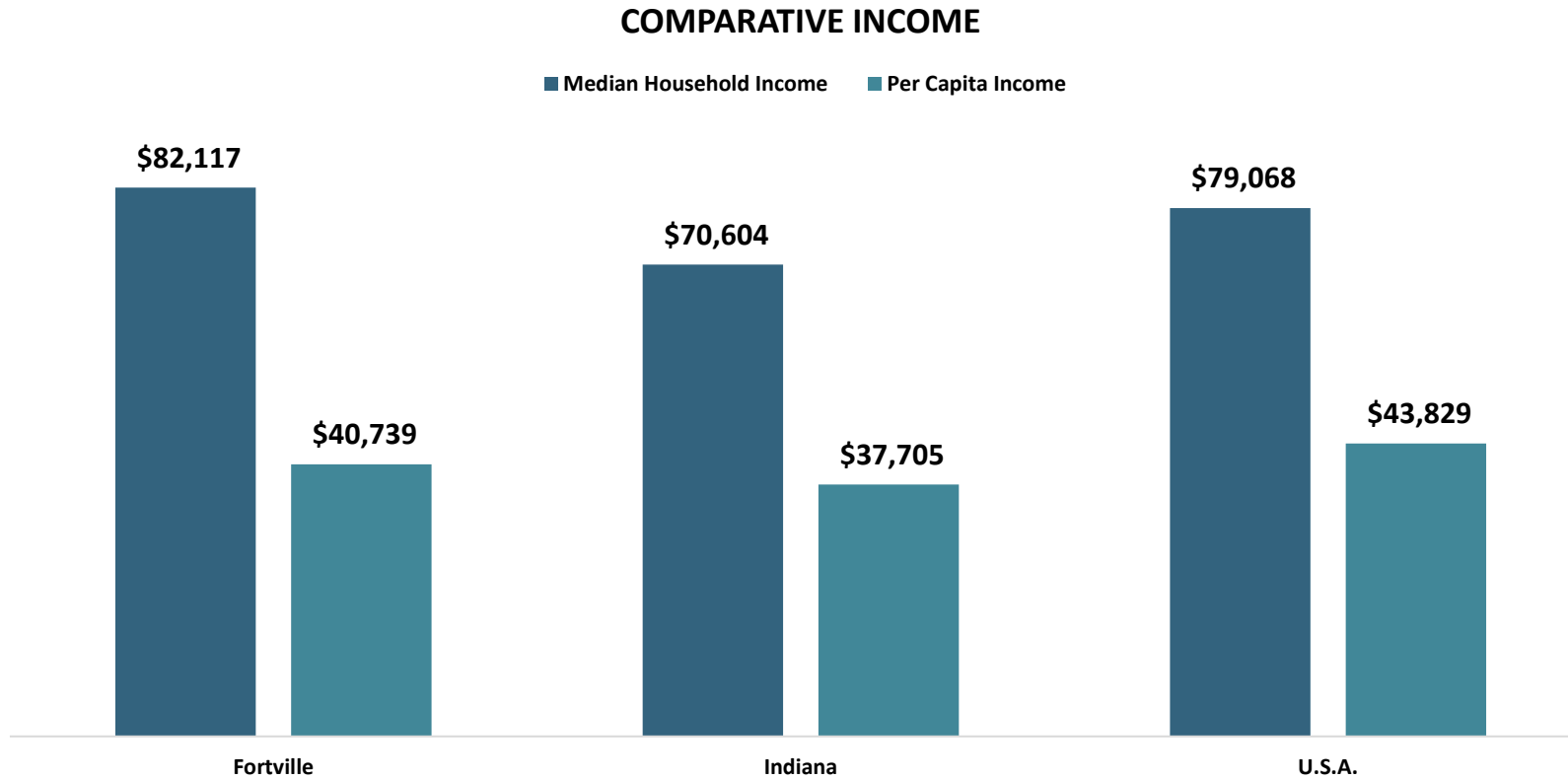
Age Segment Breakdown

POPULATION BY AGE SEGMENTS

■ 0-12 ■ 13-17 ■ 18-34 ■ 35-54 ■ 55-64 ■ 65-74 ■ 75+



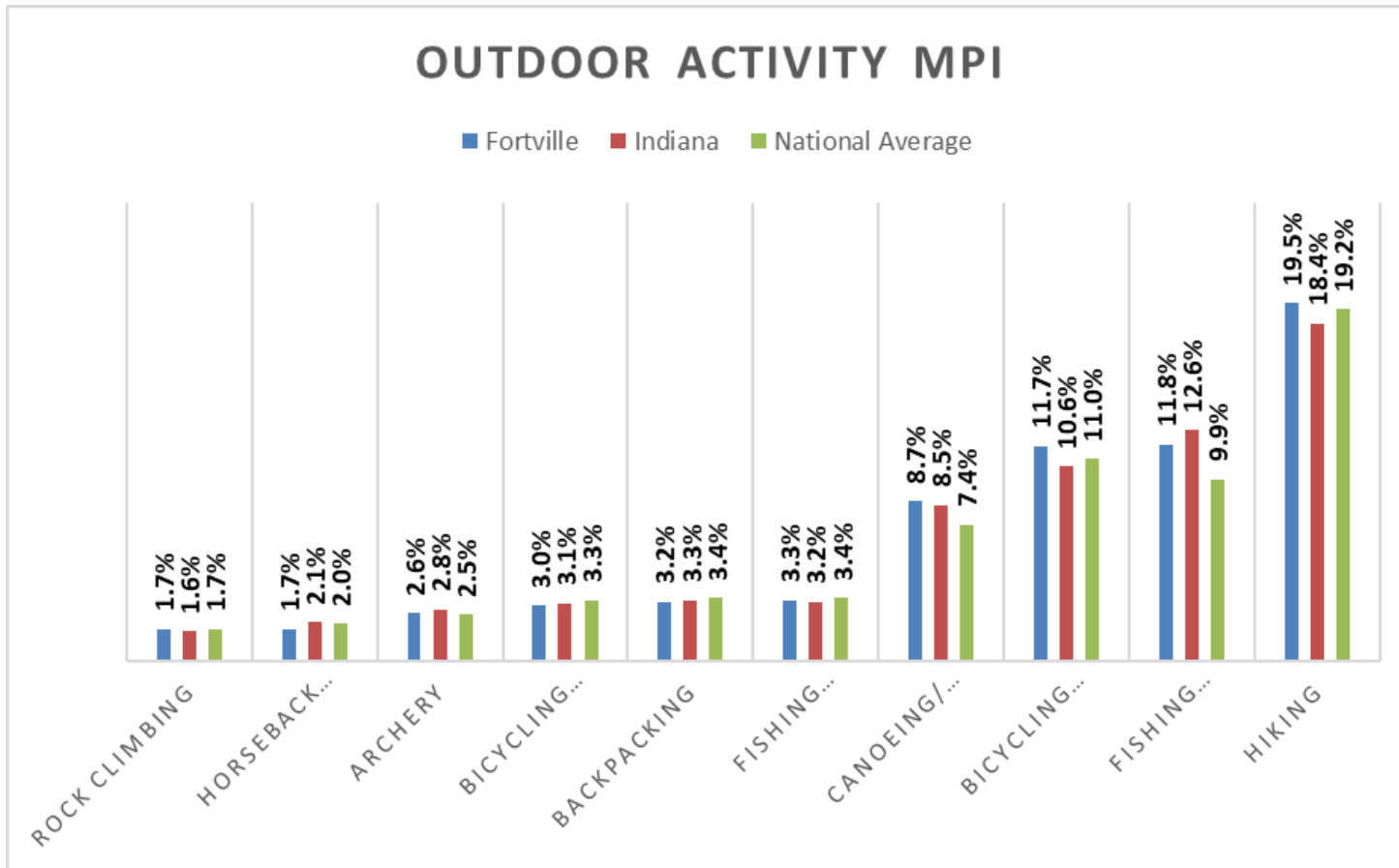
Income Characteristics



Demographic Implications

- The Town's **aging population trends** indicate a need to identify and understand the interests of all ages, especially middle-aged and senior populations.
- The Town's household income characteristics suggest **potential disposable income at the family level**. The Department should be mindful of this when establishing appropriate fees for programs and activities while still ensuring opportunities for lower-income households.
- **Population growth** should be considered and accounted for when planning new facilities, amenities, and programs for the community. Fortville should also be accounting for the additional maintenance and upkeep of current offerings to provide a consistent level of service or better in the future.

Recreation Trends



- Golf, basketball, and tennis show the most market potential for sports programming.
- Walking for exercise, swimming, and weightlifting are the top fitness activities
- Hiking, fishing, and road biking are the top outdoor activities



Funding Strategies

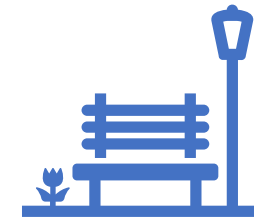
Funding Strategies Overview



Shift from taxes: Park systems across the U.S. are moving beyond tax dollars as the sole funding source.



New revenue streams: Pricing policies, cost recovery targets, and partnerships are now standard.

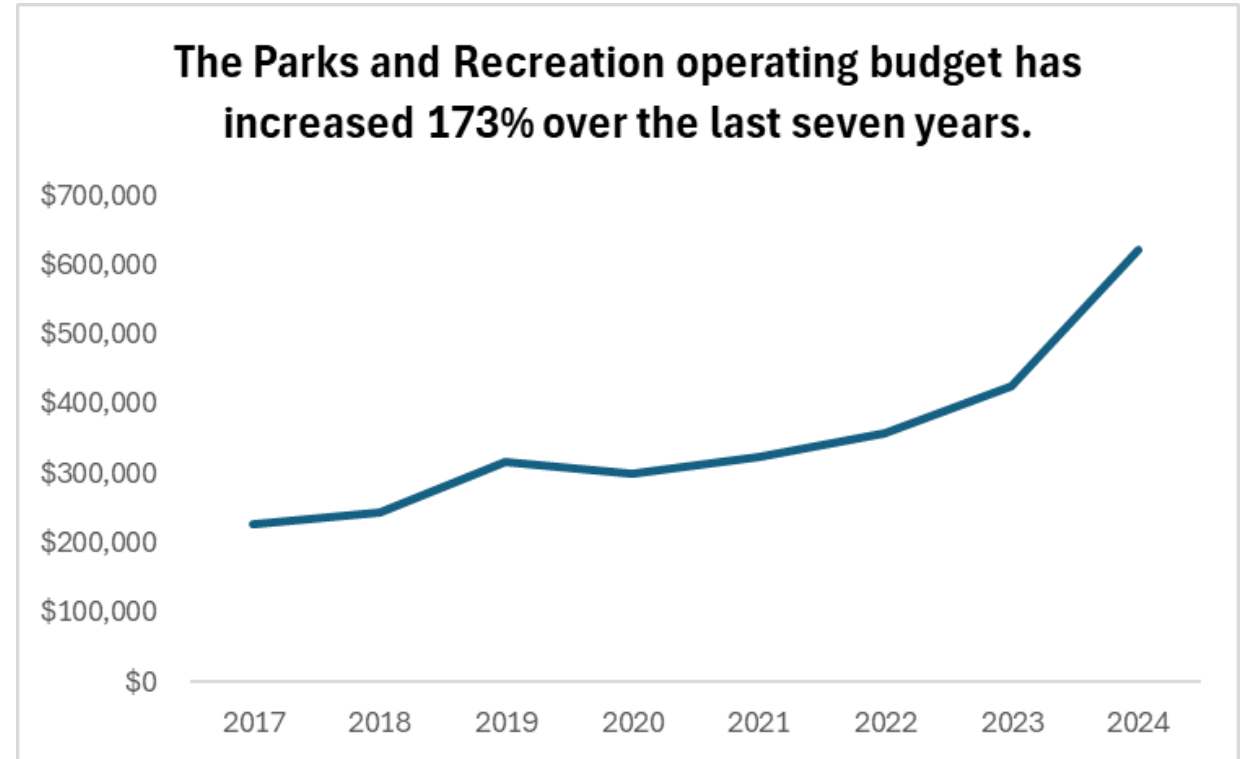


Economic impact: Parks boost property values and drive economic development.

Fortville Operating Budget Per Capita (2024)	NRPA National Median (Communities less than 20,000)	NRPA Great Lakes Region Median (Communities less than 20,000)
\$117.16	\$139.87	\$109.30

Fortville Revenue Snapshot

- **Primary funding:** Property taxes remain the main source.
- **Rental revenue:** Up 16% annually since 2019; \$54,450 in 2023.
- **Sponsorships & donations:** Totaled \$76,276 since 2018.
- **Overall growth:** \$71,730 in 2023, up 124% from 2018; \$294,470 total since 2018.



The Parks and Recreation Operating Budget totaled \$620,714 in 2024

Capital Investments

- **2020 GO Bond (\$235K):**
Playground, dog park, mowers, truck.
- **2022 Lease Bond (\$878K):**
Tennis/basketball courts, field lighting, shelter renovations, HVAC, solar, security.
- Upcoming improvements to Landmark Park



Funding sources at a glance

External: Sponsorships, partnerships, foundations, crowdfunding, donations.

Capital: Net revenue fund, impact fees, public-private partnerships.

User Fees: Memberships, rentals, permits.

Grants: Trails, urban forestry, NRPA, CDBG, LWCF, transportation alternatives.

Tax Tools: Property tax, food & beverage tax, GO bonds, TIF-backed bonds.

Other: Land leases, easements, interlocal agreements.

Key financial actions



Diversify funding to reduce tax dependency.



Build partnerships for grants, donations, and sponsorships.



Develop cost recovery policies and pricing strategies.



Align capital investments with master plan priorities.

Next Steps

- Draft Plan to Town Council for approval – **11/3**
- Draft Plan is submitted to Indiana Department of Natural Resources (IDNR) – **11/15**
- IDNR feedback and edits made to plan – **Winter 2025/2026**
- Final Master Plan submitted to IDNR – **4/15/26**

Special Event Permit

TOWN OF FORTVILLE

APPLICANT INFORMATION

Organization	GATEWAY COMMUNITY CHURCH	Non-Profit	Yes ☒ No ☐
Street Address	125 E. START ST FORTVILLE IN		
Email	angelica.Rangull@gatewayfortville.org	Phone	559-416-1518
Contact Name	ANGELICA RANGULL		

EVENT INFORMATION

Name of Event	CHILI IN THE PARK	Annual Event	Yes ☒ No ☐
Event Date	10/26/25	Event Time(s)	10AM - 12PM

Will your event include

Concert(s)/Live Music	YES ☒ NO ☐	5k/Run/Etc	YES ☐ NO ☒
Tents*	YES ☐ NO ☒	Inflatables, obstacles, rock walls, etc.	YES ☐ NO ☒
Concessions*	YES ☐ NO ☒	Fireworks, lasers, pyrotechnics	YES ☐ NO ☒
Alcohol*	YES ☐ NO ☒	Bingo, drawings, lottery, or similar	YES ☐ NO ☒
Signs or Banners prior to the event	YES ☒ NO ☐	Massage or similar activities	YES ☐ NO ☒
Additional Lighting, decorations, or similar	YES ☐ NO ☒	Portable restrooms*	YES ☐ NO ☒

**Please see page 2 for additional information required for these activities*

EVENT DESCRIPTION

WE HAVE SET UP AT 9AM WITH MUSIC REHEARSAL, TABLE AND CHAIR SET UP. WORSHIP AT 10 AM. CHILI VOTING AT 11-12PM. (CHILI COOKED AT HOME, BROUGHT IN CROCK POTS)

EVENT LOGISTICS

Proposed Location	GAZEBO	Estimated Number of Vendors	0
Estimated Attendance	75	Start Time	10am
Event Start Date	10/26/25	End Time	12pm
Event End Date	10/26/25	Time	9am
Set-Up Date	10/26/25	Time	12pm
Tear-Down Date	10/26/25		

PLEASE DESCRIBE YOUR PLAN FOR CLEANUP AND REMOVAL OF TRASH DURING AND AFTER YOUR EVENT

CHURCH VOLUNTEERS WILL CLEAN UP AND DISPOSE OF TRASH IN CHURCH TRASH BINS

PUBLIC SERVICES REQUESTED

Special Event Permit

TOWN OF FORTVILLE

Please identify any public services including street closures and traffic control, electric service, etc. that you may need for your event:

Street or Alley Closure	YES ☐	NO ☒	
Event Barricades	YES ☐	NO ☒	
Traffic Control	YES ☐	NO ☒	
EMS Presence	YES ☐	NO ☒	
Picnic Tables	YES ☐	NO ☒	Number Requested <u>0</u> /10 tables
Fire Inspection (required for tents)	YES ☐	NO ☒	*Tents over 200 square feet must include "No Smoking" signage and a fire extinguisher. Please contact the Fire Department for additional information and to schedule inspections.
Public Electric Service	YES ☐	NO ☒	Amperes/Voltage Requested
Public Water Service Connection	YES ☐	NO ☒	

Public water supply requires the use of an NSF-approved food grade hose, non-lead connections, and a back flow prevention device suited to the vendor's intended use. If carbonated drink systems will require a connection to the public water system, please indicate below the type of back flow prevention device that will be used.

N/A

Please describe any food or concession prep areas and/or alcohol sales and consumption planned for your event and attach a copy of your liquor license to the application.

WE WILL PREP & SERVE COFFEE AND DONUTS AT THE CHURCH AND PARK

You are required to provide portable restroom facilities at your event, unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area which will be available to the public during your event. If you will not be providing portable restrooms, please attach a description of facility plan.

Total Number of Portable Toilets Proposed:	<u>0</u>	Number of ADA Accessible Portable Toilets:	<u>0</u>
Portable Restroom Facility Provider:	RESTROOMS AT CHURCH		
Contact Number:	559-414-1518		
Set-Up Date:	<u>10/26</u>	Time:	<u>10 AM</u>
Pick-Up Date:	<u> </u>		
Time:	<u> </u>		

You are required to provide adequate trash services for your event. Please provide the contact information for the sanitation/recycling company that will provide clean-up services:

Trash/Sanitation Company Name:	OUR TRASH AT CHURCH		
Contact Number:	<u> </u>		
Number of Trash Cans With Lids:	<u> </u>	Without Lids:	<u> </u>
Recycling Containers:	<u> </u>		
Number of Dumpsters with Lids:	<u> </u>	Without Lids:	<u> </u>
Set-Up Date:	<u> </u>	Time:	<u> </u>
Pick-Up Date:	<u> </u>		
Time:	<u> </u>		

EVENT ATTACHMENTS

Please provide the following as applicable to your event

Event Route/Site ☐ *required

N/A

Vendor List ☐

N/A

Special Event Permit

TOWN OF FORTVILLE

Plan			
Agenda/Proposed Activities	☐ *required	Performer List	☐ Please include sound-check start/end time(s)
Description of Security/Medical Plan	☐ N/A	Location of Stage(s)	☐ NONE
Parking Plan/Bus Routes	☐ N/A	Copy of 501 C(3) Exemption Letter	☐
Copy of Liquor License	☐ N/A	Copy of Insurance/Contact Information	☐
Copy of Health Department Approval	☐ N/A	Brief Description & Locations of signage/banners proposed	☐ IN FRONT OF
Copy of notice to public/businesses of intended closures	☐ N/A	Other Attachments (Please List):	LANDMARK PARK SIGN
Contact Information for Tent Vendor/Installation	☐ *required for Fire Inspections		

THE APPLICANT IS RESPONSIBLE FOR ENSURING THAT THE FOLLOWING REGULATIONS ARE MET AT ALL TIMES. FAILURE TO MEET ANY OF THE FOLLOWING WILL RESULT IN THE DENIAL OR REVOCATION OF THIS PERMIT AND POSSIBLE ENFORCEMENT ACTION BEING TAKEN AS OUTLINED BY THE TOWN OF FORTVILLE CODE OF ORDINANCES.

All Applicants shall be required to submit to the Town of Fortville proof of insurance and for general liability that states that the Town of Fortville, Indiana, is listed as an additional co-insured. The minimum insurance requirement shall be \$1,000,000 per occurrence; \$300,000 per person; and \$50,000 for legal. Amusement rides, inflatables, moving vehicles, rock walls, etc. will require proof of additional coverage. Special Event Permits are required for any obstruction, use, or activity within a public right-of-way, town property, or town easement. Any applications for encroachments must include a site plan that details specifically the number and location of encroachments. Site plans should detail uses planned for each section or route. In cases where the proposed activities will interfere with traffic flow on streets, the application will be assessed by the Fortville Police, Vernon Township Fire Dept., and Fortville Street Departments to determine the number of necessary town personnel and/or equipment. Fees will be assessed on a case-by-case basis based on the personnel needed and total time of the event. Under no circumstance does this permit give the applicant permission to set up any activity, staging area, or other event-related feature on private property. The undersigned shall notify the town 30 days prior to the event to ensure availability of resources. The applicant shall hold harmless and indemnify the Town of Fortville from, for, and against any claim of any person in tort, contract, or otherwise arising out of the act or omissions of the applicant, their agents, representatives, participants, etc.

Based upon the size, location, and nature of your event, additional town resources may be required. These resources will be assessed and required by various town personnel and the cost will be reflected in your total permit fee. The base permit fee is \$70.

APPLICANT AFFIDAVIT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I believe that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under the Town of Fortville Municipal Code, and I understand that this application is made subject to the rules and regulations set forth by the town. As the applicant, I agree to comply with all the requirements of the town, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and conduct of the event. I further certify that I, on behalf of the Host Organization, am authorized to commit that the organization to be financially responsible for any costs or fees that may be incurred by or on behalf of the Event to the Town of Fortville.

Applicant Signature:

Date:

Printed Name:

Relationship to Applying Organization:

[Signature]

10/1/25

ANGEUCA RANBULL

OFFICE ADMINISTRATOR