



MEETING: Site Review Committee
SUBJECT: Parking Lot Addition
ADDRESS: 2168 US Highway 30

LOCATION: City Hall
DATE: August 26, 2008

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Craig Phillips, Planning Director (219) 462-1161
Tyler Kent, Asst. Planner (219) 462-1161
Matt Kras, Storm water Engineer (219) 462-1161
Jack Johnson, Fire Department (219) 462-8325
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Chuck McIntire, Water Dept (219) 462-6174
Vicki Thrasher, Building Commissioner (219) 462-1161

PRESENTERS:

Bob Collins, Wiseway, 219-650-6015
rcollins@wisewayfoods.com

Email addresses for the above City of Valparaiso Departments can be found at www.valpo.us.
The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss a proposed parking lot addition for Wiseway located on Highway 30. Phillips 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.

Collins explained that the central bakery currently located on Calumet Avenue will be relocated into a space that was formerly Walgreens. Since Petland is no longer there, Wiseway will occupy a portion of that tenant space. Currently this space is used as an overflow of warehousing for fixtures and equipment. The goal is to achieve 11 parking spaces on the back side for the bakers.

Johnson expressed concern with the Fire Department connection being in the back. It's a problem since it's always blocked and there have been some code enforcement issues as well. The placement of parking in this area isn't favorable. Collins said they were not planning on moving the Fire Department connection. Johnson suggested working together to stripe and create a fire lane in order to prevent any blocking. Fire hydrants cannot be blocked by parking as well. A Knox Box is required for this location. Johnson verified that the sprinkler system will include the central bakery area.

McIntire stated there are no issues.

Pilarski said the submission of an internal sanitary plumbing plan is essential for review and approval. Per municipal code, a minimum of 1,000 gallon oil and grease interceptor is required since a bakery will be at this location.

Thrasher stated that before permits will be issued a State Design Release is needed for the alteration of the building. Any change or addition of signage will require a permit as well.

Kras verified that the proposed 11 parking spaces are currently existing green space. Kras said there are existing storm drains in the pavement and Collins clarified this sheet drains to the south and east. More however, drains to the east. There's a catch basin near the end of the truck dock. Kras is aware this will not sheet drain to the north and into Marian Manor. An erosion control plan is needed indicating how sediment and erosion will be minimized from leaving the site. Kras added this is needed for the addition on

the Calumet Avenue project as well.

Phillips is aware there isn't going to be any addition to the site. Collins said they are going to place a freezer and cooler on the back **which normally would be unoccupied** space. Phillips commented he didn't have the total calculations at this time. Ensuring that parking is adequate is important. Since the building was originally built the standard has changed. A 15' buffer is now required along the north end between the residential and the commercial property. If a 15' buffer cannot be installed then some sort of an equivalent will need to be placed. A decorative fence with landscaping is an option concerning this. Phillips pointed out this is immediately adjacent to a residential area. Collins mentioned that a chain link fence with slats currently exists on or close to the property line. Phillips said additional landscaping may be needed. The building was built on the right-of-way line. From the Marian Manor standpoint, the building is in front of the right-of-way line. Typically a setback would be needed for the parking. Information regarding the right-of-way is unclear. Collins believes the property is owned by Wiseway. Phillips said a landscape upgrade may be needed along the 11 parking spaces. Collins said that on the Marian Manor side there is a large tree that hangs over. Phillips commented that by pushing the parking spaces closer, the impact on the property lines are increased. Currently this is a nonconforming situation along the back. The existing fencing may need to be upgraded to something more residential in character. This issue will need to be resolved. If the 15' buffer requirement cannot be met, something has to be done in exchange regarding this. A zoning clearance application will need to be submitted along with a drawing and landscape plan for the area.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion Control Plan
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Internal Sanitary Plumbing Plan
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Knox Box