



**MEETING: Site Review Committee**  
**SUBJECT: National Tire and Battery**  
**ADDRESS: 2905 John Howell Drive**

**LOCATION: City Hall**  
**DATE: September 9, 2008**

**PRELIMINARY SITE REVIEW**

**IN ATTENDANCE:**

Tyler Kent, Asst. Planner	(219) 462-1161
Tim Burkman, Engineering Dept.	(219) 462-1161
Marv McDaniels, Collections Dept.	(219) 464-2346
Tony McGinley, Collections Dept.	(219) 464-2346
Jack Johnson, Fire Department	(219) 462-8325
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Daryl Brown, Water Dept.	(219) 462-6174

**PRESENTERS:**

**Justin Crable**, Atwell-Hicks  
630-577-0800 / jcrable@atwell-hicks.com  
**Chad Williams**, Newton Oldacre McDonald, LLC  
615-269-5444 / cwilliams@nomllc.com  
**Gregory Gallas**, Newton Oldacre McDonald LLC  
513-528-5000 / ggallas@nomllc.com

Email addresses for the above City of Valparaiso Departments can be found at [www.valpo.us](http://www.valpo.us).

The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss a proposed National Tire and Battery facility on John Howell Drive. Kent 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.

Crable explained the site is currently a platted subdivision that's located just east of Silhavy Road on John Howell Drive. The property is lot 3 in the LaPorte Center addition. The facility is 7,970 square feet with 23 proposed parking spaces, and 2 access points off of John Howell Drive. Cars will be serviced in the main operations area on the west side of the building. The reception and counter area is on the east side of the building. From a circulation standpoint parking on both sides is expected. Crable clarified that customer parking is to the east and cars waiting to be serviced or waiting for pick up will be located to the west of the building. Enclosed refuse areas which store tires for pick up are located outdoors. The east side of the building allows for the delivery of products.

Burkman stated a detailed site plan is needed indicating the grades, slopes, and dimensions. An erosion control plan is also necessary. Water quality is advised if there are any catch basins in the parking lot. The placement of sumps and / or hood structures in those catch basins is recommended. Indicating how the runoff will be routed to the detention basin to the west is essential. Crable clarified that there's an existing access easement that comes from the west and will remain in place. Burkman added that a sidewalk is required along the frontage of the site. The parking stall lengths that are around the perimeter can be reduced to 18' rather than 20'. Reducing the impervious areas as much as possible is favorable. The width is adequate. Crable acknowledged that the east drive apron is wide in order to accommodate the semi truck deliveries. Auto turn movements can be provided. Burkman mentioned a project is scheduled for Silhavy Road in 2010 between LaPorte Avenue and Evans Avenue that will involve widening, curb, gutter, and drainage improvements. Some access issues will be expected however, access will be maintained throughout construction.

Johnson is aware the buildings are typically sprinkled and stated that the Fire Department reserves the right for final placement of the Fire Department connection. The building is required to have a Knox Box.

A detailed plan of tire storage and quantity is needed before permits are issued. The overall height of the building is approximately 24'. In order to provide apparatus access, Johnson advised that the pavement not be cut down beyond 2'.

Brown stated that backflow protection is required at the water meter, fire system, and any landscape irrigation system. Contacting the Water Department is necessary when ready to discuss water services.

McDaniels said detail is needed on the building in reference to where the sewer will run.

Pilarski added there isn't enough detail provided to make comments at this time. Providing 2 copies of the facility sewer plan is needed. This can be directly sent to Pilarski.

Kent stated a zoning clearance is needed before any permits can be issued. Lot coverage including pavement is essential. The site plan needs to show building setbacks from the property lines. A detailed landscape plan will need to be submitted. If any trees over 10" in diameter are to be removed, a tree survey and replacement plan must be provided. Information regarding a payment in lieu of is stated in the Zoning Ordinance. A 6' tall monument style sign is permitted. Any off premise signage is not allowed. The dumpster enclosure must match the building materials. Crable commented that the used tire storage is in a fully enclosed masonry structure with an opaque fence and no roof. Kent said the dumpster enclosure and tire storage enclosure will need to match. In reference to parking on both sides, Kent said the idea of moving vehicles continuously from one lot to another is not advised. Williams pointed out the main entrance is on John Howell Drive. Kent conveyed that the architecture of the building is an issue. Other buildings within the area are similar as to what is required architecturally. Conversation with Craig Phillips is necessary regarding this matter. Kent added that comments regarding building permits and State approval will be sent by the Building Commissioner.

Since reducing pavement wherever possible is important, Burkman inquired whether or not the 30' drive isle access between the staging area and the garage bays can be reduced. Williams said more than likely they can reduce it down by 2'. Kent added that overall lot coverage is 75% hard surface. In reference to detention, Crable said there's an existing pond that's west of the site. They will try and sheet flow as much as they can, and use BMP's where possible. The facility is within the SR 49 Overlay District therefore, it's required to follow those standards.

#### ISSUES TO BE RESOLVED:

Landscaping plan (with Tree Survey)

Erosion Control Plan

Right-of-way

Detailed Site Plan

Sanitary/Sewer

Facility Sewer Plan

Backflow Prevention

Site Improvement Permit

State Design Release

Building Permit

Sign / Fence Permit

Knox Box

Zoning Clearance

**The following are comments from Vicki Thrasher, Building Commissioner:**

**A State of Indiana Construction Design Release is required before a building permit for construction can be issued. The State Plan Review requirements can be found at [www.in.gov/dhs/2372.htm](http://www.in.gov/dhs/2372.htm). Any signage also requires a permit. Required approvals mentioned in the meeting or in subsequent meetings may be needed before permits can be issued.**