



MEETING: Site Review Committee
SUBJECT: North Hampstead Lots
ADDRESS: 3800 and 3810 Calumet Avenue

LOCATION: City Hall
DATE: October 30, 2007

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Tyler Kent, Asst. Planner	(219) 462-1161
Dave Pilz, Engineering Director	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Daryl Brown, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Bob Minarich, VLACD	(219) 464-3770

PRESENTERS:

Chase Sorrick, Investment Properties Advisors
219-613-1329 / csorrick@comcast.net

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 office building and restaurant in the North Hampstead development. 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.

Sorrick explained the development is within the North Hampstead PUD. The proposed plan is one building for office use and another for a coffee shop type of restaurant. The property has been re-platted from Commercial Lot 1 to Commercial Lot C1A and C1B. The intention is to begin the project this fall.

Brown stated 1 meter per service tap is required. Backflow protection is required at the water meter, any fire service systems, and also on any land irrigation systems. There is a problem with the water main for the C1B building being located underneath the outside eating area since a 10' clearance is needed there. Contacting Chuck McIntire is necessary in regards to this. Contacting Ed Pilarski from the water reclamation department is essential concerning the restaurant and sewer connection etc. This location is within the Wellhead Protection Area therefore, secondary containment is required for fuels that are used for the construction equipment on the site.

Johnson stated that Knox Boxes are required for both of the buildings. At this time the hydrant locations are adequate. It was conveyed that the buildings will not be sprinkled and the office will be 1 story. Johnson explained that a detailed layout of the parking lot is needed in order to discuss the need for a fire lane in front of each business. Making sure of the turning radius is important as well.

Kras stated his comments were previously e-mailed to Bob Palm. Since the construction site is over 1 acre a Rule 5 Permit which is an Erosion Control Permit through IDEM is required. The installation of a hood structure on the outlet pipes from structure numbers ST1 and ST4 is recommended. These are the catch basins that head into the detention basin. On the outlet pipe into the basin, there is end section 1 and end section 2 and the placement of rip rap fabric over geo-textile fabric is required to prevent any scouring. There is also some concern with the drainage around the buildings. It's essential to make sure the storm water doesn't scour out around the edges of the retaining wall and will actually make its way into the catch

basin structures in the parking lot. Considering the details of the retaining wall is imperative in regards to this.

Pilz stated he also e-mailed some engineering comments to Bob Palm. The sanitary sewer construction will require approval by the utility board. The revised plans are needed so a recommendation of approval can then be forwarded to them. It was conveyed the south building will be the restaurant. Pilz explained this normally requires a 1,000 gallon exterior grease trap in the plumbing line. Details from Ed Pilarski of the water reclamation department are needed concerning this matter. The runoff from the site goes to Flint Lake and this is an extremely sensitive system. The developer, Bob Coolman, has done a quality job overall recognizing this and maintaining the system. We expect whoever is doing this development to maintain these same high standards and to do things correctly. Pilz confirmed that the address for the south building is 3800 Calumet Avenue and the address for the north building is 3810 Calumet Avenue.

Minarich explained they are the receiving body for the waters going into Flint Lake. Although this is entirely out of their jurisdiction and district, a set of plans delivered to their engineers for review would be appreciated. They are currently working on a plan to divert water on the east side of SR 49 down to the ditch behind the Walgreens development. Currently this is not definite but rather a possibility.

Thrasher stated that State Design Releases are needed for the 2 buildings before permits can be issued. Permits are also required for signage and any fencing will require a permit as well.

Kent stated architectural renderings of both buildings are needed indicating the materials that are being used. A Light Plan and photometric diagram should be provided to ensure that illumination from lighting on the site will not overflow onto the residential section of the development located immediately adjacent. The target area for foot candles is 1/3 of a foot candle on the property line. With regards to the 20% reduction in parking, this applies to parking over 100 spaces and it seems this may be acceptable with what is being proposed however, taking a closer look at this is essential. Before permits can be issued a Zoning Clearance for this site is required. The dumpster will need to be enclosed on 3 sides with material that is compatible with the building. The use of a decorative fence on the front is recommended. Information regarding the Pathway Master Plan will be e-mailed. A Landscape Plan is also needed for the project before permits can be issued. This will need to be approved by Steve Martinson of the Parks Department and Craig Phillips the Planning Director.

Following the meeting, Craig Phillips e-mailed comments that include the following: It is recommended that the applicant not submit for a building permit until the zoning clearance has been granted. Detailed architectural elevations indicating materials, etc. are needed. The detailed Landscape Plan must indicate plant location, size, number, and species. A minimum of 5% of the interior area of the parking lot must be set aside for landscaping. The parking calculations are incorrect. Calculating the parking based on the total floor and not the usable floor area as defined by the ordinance is inaccurate. Based on a standard of 75% of a building being usable floor area, the necessary parking for the office is 32 spaces, and the restaurant requires 17 spaces, for a total of 50 spaces for both uses. Even if 100% of the floor area for the restaurant is used, it would require 23 spaces or 55 spaces. There is no reduction of 20% available for this site; only shared lots with over 100 spaces are eligible for the parking reduction. This may not be an issue since the parking was over calculated.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan / Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Contact with Ed Pilarski and Chuck McIntire
- Backflow Prevention
- Zoning Clearance
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Knox Box System for each building / Detailed layout of parking lot