



MEETING: Site Review Committee
SUBJECT: Panda Express Build-out
ADDRESS: 71 Silhavy Road, Suite 101

LOCATION: City Hall
DATE: November 6, 2007

**PRELIMINARY SITE REVIEW
 IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Daryl Brown, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Dave Pilz, Engineering Director	(219) 462-1161

PRESENTERS:

Troy Triphahn
 Corporate Design & Development Group
 224-293-6960
 troytriphahn@cdg-lic.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 Panda Express restaurant on Silhavy Road within Valparaiso Walk.

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.

Triphahn explained that this project is in the preliminary investigation phase and options are currently being discussed with the developer. This site was previously the Carpentland USA store which recently closed located on Silhavy Road. The area is the 2,200 square feet which is farthest north. Only minor alterations are needed for the building itself. The build-out is that of a standard Panda Express which is the S-4 model as this is typical for end units. All of the equipment is standard from the preliminary site plan with no proposed changes. The requested change is the north elevation since it is completely block with no windows. The windows added along the north elevation will match the existing windows. Typically a drive-thru is included however; this is not in the plans for this particular location. There appears not to be enough room for outdoor seating, although knowing the requirements would be helpful as this may be an option. The tentative opening date will be in 2008.

Thrasher explained that a State Design Release is needed before building permits can be issued. Change in signage will also require a permit. The requirements that each department may have will need to be satisfied before permits can be issued as well.

Pilz stated that the address will be assigned and will be stated in the minutes. The confirmed address is 71 Silhavy Road, Suite 101.

Phillips explained that signage is required to have a permit. The signage is based on the square footage of 3 square feet per linear foot of store front. This does include all signage such as

wall signage. It was clarified that currently there is an existing monument style sign which will have a panel. There should not be any issues with regards to signage. For continuity, the placement of matching awnings is strongly suggested. The use of an outdoor dining area will be totally dependent upon whether or not the parking standards can be met. It was conveyed that the possible outdoor dining area would be located along the side where the new windows are placed. The number of tables will depend upon how much room is available. Phillips added that there is no problem doing this and it is a permitted use in the area. Decorative barriers such as wrought iron fencing will be needed to keep the vicinity safe from traffic. Kent added that Panera Bread across the street is a good example of this. A Zoning Clearance and a Building Permit is required because of the fencing and installation of the concrete. The layout of the outdoor dining area will need to be indicated on a Site Plan as well as any construction drawings that are required for the permit. Another site review is not necessary. A drive-thru would significantly modify the site and a preliminary meeting would be essential to work through various issues. One of the biggest concerns with this is parking therefore; a drive-thru may not be feasible. This facility is beyond the maximum where parking is concerned and there is currently a parking variance associated with it. Phillips added that commercial uses are currently permitted within the light industrial districts.

Pilarski stated the concern is what's being discharged from the facility into the sanitary sewer system. The installation of an external 1,000 gallon oil and grease interceptor is required for restaurants in Valparaiso in order to treat wastewaters being discharged from the kitchen. The submission of a Facility Plumbing Plan is essential. Contacting Pilarski with any questions is recommended.

Brown stated this building currently has water service and backflow protection is already on that service. There are no issues

Johnson explained that a Knox Box is required and contacting the Fire Department is essential for placement. Working with the Fire Department is also necessary concerning any barriers being placed for the outside dining.

It was further conveyed that it normally takes approximately 10 days for the State's review concerning the State Design Release needed therefore; submitting for the permit at the same time is acceptable. The Sign Permit is separate. There will not be a Site Permit needed unless there are sewer issues such as the inspection of a grease trap. A Zoning Clearance is needed for the outdoor eating area prior to obtaining a Building Permit. It was also pointed out that a State Design Release is also needed for the industrial exhaust vents that will be placed over the cooking area.

ISSUES TO BE RESOLVED:

- Detailed Site Plan
- Sanitary/Sewer
- Facility Plumbing Plan
- Site Improvement Permit
- State Design Release
- Building Permit
- Sign Permit
- Zoning Clearance
- Knox Box