



**MEETING: Site Review Committee**  
**SUBJECT: Porter Co. Dev. Building**  
**ADDRESS: 2000 Comeford Road**

**LOCATION: City Hall**  
**DATE: 1/24/06**

## 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
Vicki Thrasher, Building Commissioner	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Dave Nondorf, Fire Chief	(219) 462-8325
Marv McDaniels, Collections Department	(219)-464-2346
Bill Oeding, Public Works Director	(219) 462-4612
Steve Martinson, Parks Department	(219) 462-5144
Dave Pilz, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Department	(219) 464-4973

### PRESENTERS:

Don Bengel
Bengel Eng. and Surveying
(219) 462-1158 ext.222
John Magurean
Porter Co. Dev. Corp.
(219) 462-3114

### Media

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 new construction of an office building at 2000 Comeford Road.

Phillips noted that this property is located outside of the City limits, but they are requesting city utilities. An annexation petition has been received. 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.

Bengel began by providing some background information. Porter County Development owns the property directly north of the site. To make this project work, the sewer line must be extended from the back door of Wal-Mart where the drive comes out on Comeford road. There is a manhole there. Porter Co. Dev. Corp. would want to put in about 1100' – 1200' of sanity sewer along Comeford Road to serve not only this site, but ultimately to serve other nearby buildings. Bengel is asking for annexation and utilities, but this site is currently in the county. This project was recently discussed in TAC review. Once the sewer plans and approvals are complete, construction is ready to begin. Pilz had some concerns about the driveway. The drive was moved down about 20' to alleviate any possible problem. There is only one entrance to the site. An entrance was not put on Sturdy Road because that would be too close to the cut off corner. There is a new roadbed going north to the property. The parking lot will be used for a detention area. A county review and approval was received for this. There is an easement for the fiber optic cable that runs through the property.

McDaniels had no comments at this time.

Pilarski inquired about the businesses. Magurean explained that Porter County Development would occupy a portion of the building. There would be 900 sq.ft. for rental space, Porter County Development will occupy the center, and approx 900 sq.ft. would be conference area with a kitchen.

Brown had no comments at this time since it will be on a private well.

Kras explained that drainage calculations must be noted to show how you will detain the runoff and that it is detained properly. An erosion control plan is needed to show how you will minimize erosion from the site.

Martinson will need a tree survey noting any existing trees 10" or greater. If there are no trees, that must be noted on the drawing. If the route of the sewer connection will affect any trees, that area must be surveyed, as well. Replacements must be provided according to the ordinance. Bengel explained that the sewer route is located in the Right-of-Way. A landscape plan is needed. There is a preferred plant list for suggested trees. There is also an exempt tree list for which there is no penalty for removing a tree from that list. In addition to the exempt tree list, please do not plant Norway maple trees or ornamental pear trees.

Phillips said that a sidewalk waiver is required. The City standard for parking spaces is more than the county. The City parking standard of 1:150 sq.ft. must be met for annexation. A total of 20-27 spaces would be needed. Since the Porter Co. Development Corp. owns the property directly north, additional parking is available there and must be noted on the plans. Phillips consented to being flexible regarding the parking requirements due to the location and the fact that it is on a road that is not heavily traveled. A crosswalk is requested if the overflow parking lot will be used for this site. One handicap, van accessible space is required for this size lot. The lot coverage is 62%. Signage is limited to 3 sq. ft. per linear foot of the front of the building. A monument style sign is requested, but not required. It will be a masonry building.

Nondorf noted that they are not requesting city water. He had no comments at this time.

Thrasher noted that a State Design release is needed prior to obtaining a building permit.

Pilz noted that steel is shown as part of the sanitary service. Steel will corrode and must be changed. Pilz suggested using cleanouts instead of manholes.

Oeding will consider posting "No Parking" signs on both sides of Comeford Road to keep it clear and encourage people to use the available overflow parking lot.

McDaniels asked if the sewer would remain private. Pilz explained that it would be a public sewer main. Pilz will make appropriate recommendations to the utility board.

#### ISSUES TO BE RESOLVED:

- Landscape plan
- Tree Survey
- Erosion control plan
- Detailed Site Plan
- Sanitary/Sewer
- Site Improvement Permit
- State Design Release
- Building Permit