



MEETING: Site Review Committee
SUBJECT: Proposed Child Care Center
ADDRESS: Corner of Evans & Silhavy

LOCATION: City Hall
DATE: March 21, 2006

**PRELIMINARY SITE REVIEW
 IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Marv McDaniels, Collections Department	(219) 464-2346
Steve Martinson, Parks Department	(219) 462-5144
Dave Pilz, Engineering Director	(219) 462-1161
Chuck McIntire, Water Reclamation Dept.	(219) 464-4973
Bill Oeding, Public Works Director	(219) 462-4612

PRESENTERS:

Jim Gammon
 Family Outreach Ministries
 (219) 548-5799
 familyoutreachministries@
 verizon.net

Media

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 Child Care Center on the corner of Silhavy and Evans Road. 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.

This not-for-profit center will care for infants only. Since this is a registered ministry, the guidelines and standards differ from a regular childcare facility. The interior square footage requirement is 35 square feet per child. There is no outside space requirement. The center will be equipped to care for a maximum of 12 infants. Gammon noted that there would be no structural changes to the building. There is a glass porch area and a back yard. The center would run regular business hours of 6:30 a.m. – 6 p.m. No one would be living on the premises. The upstairs would be used for storage. The garage could be used for employee parking.

Oeding inquired about the driveways on Evans and Silhavy. Gammon noted that they do not plan to change the drives. It will be a drop off area only. Oeding said that 12 cars, twice daily should not present a problem at that intersection.

Phillips had parking concerns. There is an asphalt drive, but Phillips would like 2 parking spaces in the front of the house. The drive should allow for cars to turn-around so that they do not back out onto Silhavy or Evans Road. Additional asphalt may be needed to create the parking spaces. Phillips explained that if a fence is required, a permit is needed. The fence requirements are no more than 4' high in the front and 6' high in the rear and side yards with a minimum height of 3'. Signage is limited and may require a use variance. Signage restrictions are noted in the City Zoning Ordinance under Section 908. Gammon said that a small, ground sign near the entrance would be sufficient. A use variance is required to operate a childcare center at this location.

Pilz encouraged the use of the existing drive as is. Adding asphalt would present several complications and could be very expensive. Pilz suggested closing a drive to create a turn-around area if possible. Pilz wanted Gammon to be aware that there are plans to widen Silhavy Road in the next couple of years.

Gammon clarified that they intend to convert the house in its current condition to a childcare center. There will be no alterations or additions to the home structurally. Thrasher noted that the State of Indiana would make all the essential inspections. Thrasher noted that upgrades in emergency lighting, exits with panic hardware, exit lighting, etc. might be necessary. A State Design Release will be needed since this is a change of use for the building.

Kras mentioned that there are no concerns as long as there are not changes to the site. A drainage plan would be required, however, if impervious surfaces are added to the site.

Johnson also noted that the state fire marshal has final authority regarding this project. Please defer to them for code requirements and inspections.

McIntire indicated that the domestic meter would need to be brought up to code with backflow protection. A private plumbing contractor, certified to test for backflow, can install the protection. For additional questions, Daryl Brown, at the Water Department, may be reached at 219-462-6174.

Martinson had no concerns unless additional pavement is added. In that case, a landscape plan would be required. Martinson questioned if screening was required. Phillips said only if the BZA required it, and it would be subject to Martinson's approval.

ISSUES TO BE RESOLVED:

- Backflow Prevention

- State Design Release

- If adding impervious surface, additional issues include:

 - Landscaping plan (with Tree Survey)

 - Erosion control plan

 - Right-of-way Dedication