



MEETING: Site Review Committee
SUBJECT: McGill Federal Credit Union
ADDRESS: 302 Silhavy Road

LOCATION: City Hall
DATE: 9/6/05
ZONING: C-3
PARKING:

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Dave Pilz, Engineering Director	(219) 462-1161
Matt Kras, Stormwater Engineer	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Jack Johnson, Fire Dept.	(219) 462-8325

PRESENTERS:

Kevin Pressel
 Chester, Inc.
 465-7555

Media

Email addresses for the above City of Valparaiso Departments can be found at:

<http://www.ci.valparaiso.in.us/>

The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss the proposed McGill Federal Credit Union building to be located at 302 Silhavy Road. Phillips stated that site review is not an approval. It is meant to be a preliminary discussion of the requirements and issues to be considered by the developer or owner and there may be some cases where it will need to come back before site review or to seek other approvals.

Pressel advised that this property is north of John Howell Drive and just north of the detention pond. There is currently a house on the property. The lot is 257'x160.3'. The building will be wood frame with some masonry and EFIS banding. The main drive will come off of Silhavy Road and go to the east. Most of the traffic entering the lobby would be entering the west parking lot. There are two teller lines and to get to those you would access through the east parking lot drive entry. It is wide enough for two-way traffic so there is no restriction to one-way traffic anywhere. They will put the dumpster in the back corner. They have provided quite a bit of landscaping space. They are required to have a 7' landscape buffer along the north side, which is adjacent to a residential development. Actually they currently have over 16' there. On the east side they also have a 15' green space area. On the front, the east side of the property, they are approximately 60' off of Silhavy to the parking lot. They have provided for some sidewalk and access around the building and two handicapped parking spaces. The building's main entrance will be on the west side. There will be 3 teller facilities, restrooms and 3 offices in the public area. To the east will be a private area with an employee break room, a boardroom, janitor closet, private office and vault. The attic area over the restrooms will be a mechanical area.

Phillips said that this property was recently annexed into the City and at that time there were questions as to what the use to the east of this would be. The biggest question is going to be

access to those parcels. That would either need to be in the form of a public street or the Plan Commission would have to agree to a variance for an access road. This needs to be ironed out before we go too much farther with this project. As it is shown now it does not appear that they would meet the standards necessary for a right-of-way. Pressel stated that when this was annexed, it was annexed as two parcels. Craig stated that the access point still needs to be addressed as that is required to be a City right-of-way. In order to develop those parcels they have to have access to a city street or be granted that access by variance from the Plan Commission for the easement. They will install a sidewalk along Sturdy Road and we asked that there be a pedestrian connection from that to the building. The parking shown is good and is even more than required. This was done to make sure that there is enough parking for rush hours and board meetings. The building is 2,320 SF. The lot coverage looks to be okay. We will need a detailed landscape plan to include the buffer and a tree inventory. If there are no trees that are going to be taken down that should be stated on the landscape plan. The signature corridors are going to be amended to include Silhavy Road so if that is passed prior to permits being issued, they will have to abide by the corridor restrictions for signage. In this case, signage would be limited to monument style only with a maximum height of 6'. They would be required to have a 30' front setback, which is shown, along with a 30' landscape buffer. If they landscape the detention pond that should suffice. The dumpster must be enclosed on three sides and the color is to be consistent with the color of the building. It should be screened with landscaping. Phillips made a few requests in regard to the architecture but some cannot be changed due to security for the teller area.

Johnson said the access to all of the building is good. There will be no sprinklers but they are going to have an alarm system.

Brown stated that there is a 12" water main on the east side of Silhavy. They will be required to put backflow protection at the meter and if they have a lawn irrigation system it will also require backflow protection.

Thrasher advised that they will need a permit to raze the residence that exists. They will need a State Design Release for the new building.

Pilz advised that they will need to provide a detailed site plan prepared by a land surveyor or engineer showing all of the dimensions, elevations and so forth. The biggest issue will be the status of the roadway. If the entire site is not going to be under one ownership and you are going to sell off parcels to the east then the road really has to be a City street and has to be constructed to City standards. Pressel advised that this was discussed during the Plan Commission meeting and they knew that the road would be constructed to City standards. Pilz advised that what they are showing is not to City standards as far as width goes. Pressel said that he understood that it was okay at the 24' width built to City standards as far as depth, etc. Pilz advised that if this is the way they want to proceed they would have to get a variance from the Board of Works to allow the reduced width. We are also not sure that their right-of-way meets standards. The normal right-of-way is 50'. Pressel thought this was resolved at Plan Commission. Pilz stated that it was not resolved with Board of Works and that is the body that issues those types of variances. It was discussed at length but there was no resolution to that. They will also need to dedicate the right-of-way along Silhavy Road and the Thoroughfare Plan calls for a 40' half-width. It appears that the parcel goes to the section line so the 40' would be from that. If they will get us a deed we can verify that. The sanitary sewer runs out under the road in the pavement. He does not think a tap was left there but this will be checked out. If there is no tap it is going to quite a deal to cut into the road and go to that depth to put in the service so they need to plan ahead for whatever is going to be done to the east so that the needed taps can be done at the same time and they will not need to come back and cut the road again. This line was put in during the early '80s and there was no tap for the residence that is there as they were not connected. Taps were put where the streets

are only. Collections will televise this to check for a tap. The main probably runs down the west side of the road.

Kras advised that we will need to see a drainage plan on how they plan to handle the stormwater run off on the site, showing that the pond is sized correctly, and how it will outlet. There is an additional acre to the east that drains to the pond so the pond would need to be sized for all of that area. Pressel said the area to the east drains to the east. Kras said that according to our contours it shows that there is one acre that does drain to the pond. We will need an erosion control plan.

ISSUES TO BE RESOLVED:

- Access Issues

- Landscaping plan

- Erosion control plan

- Right-of-way

- Detailed Site Plan

- Sanitary/Sewer

- Backflow Prevention

- State Release

- Building Permit