



**MEETING: Site Review Committee**  
**SUBJECT: Holiday Inn Express**  
**ADDRESS: 1251 Silhavy Road**

**LOCATION: City Hall**  
**DATE: 12/5/05**  
**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
Vicki Thrasher, Building Commissioner	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Craig Reeve, Fire Dept.	(219) 462-8325
Bill Oeding, Public Works Director	(219) 462-4612
Marv McDaniels, Collections Department	(219) 464-2346
Tony McGinley, Collections Department	(219) 464-2346
Steve Martinson, Parks Department	(219) 462-5144
Rick Walstra, Comcast Cable	(219)462-9990 ext. 13

### PRESENTERS:

Jerald Good  
 Focus Enterprises, Inc.  
 219-464-4600

Gregg Heinzman  
 Garcia Consulting  
 219-989-1954 ext. 239

### 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 the proposed Holiday Inn Express at 1251 Silhavy Road. Phillips explained that this site review is not an approval, but it is meant to be a preliminary discussion of the requirements and issues to be considered by the developer or owner. There may be some cases where the project will need to come back before site review or to seek other approvals. Phillips also stated that, as of January 2006, there would be a new permit process that will include an administrative review of the site plan.

Good stated that this project was previously reviewed 5 years ago for a 73 room hotel. The new hotel houses 80 rooms, and they have recently built the same hotel in Kansas City, MO. It is a tight site, but there is plenty of parking and green space. There are mature trees on the site, and they will utilize existing landscape. There are very little changes to the previously reviewed plan. The lot size has increased slightly due to added rooms and parking.

Phillips would like to see a pedestrian walk around the building. A tree survey is necessary for this job. There is a requirement of 5% landscaping, and a landscape plan is required before a permit will be issued. Phillips would like to see plant material in the parking lot peninsulas and around the building. The building set back requirements for this project have been met.

Heinzman asked if the city would consider a variance to move the building forward a few feet to move the building away from the creek. Phillips and Pilz stated this would be a good option. Phillips stated that there is plenty of allowance for signage due to the size of the building. He also noted that the building could not exceed 35' in height from the dominant eave to the ridge

due to airport restraints. Heinzman and Good must review requirements and location in regards to the local airport.

Good noted that typically, the enclosed pool is on the first floor. However, the engineering firm is reviewing the possibility of the pool on the lower level with windows that open to the beautiful landscape in the back of the building. Phillips noted there could be a requirement for a bike path along Silhavy. Heinzman and Good are to contact Steve Doniger at the Parks Department regarding the bike path. Heinzman and Good received guidelines for parking. Phillips suggested turning dumpster and shielding it behind the retaining wall. Good mentioned a concern about the truck backing up to the dumpster to empty it.

Pilz spoke for Matt Kras who was absent. Kras is concerned about the drainage requirements and the disruption to Knode Creek. A DNR permit is needed for this job. The retaining wall and building are very close to the creek. It could interfere with maintenance to the site. This will require a Rule 5 Permit in addition to the city erosion control requirements. Pilz asked that they review and increase the radii and drive width for the entrance on Silhavy to accommodate larger vehicles. Regarding the grade for the curb, detail work is needed to confirm that water will not pocket on Silhavy Road, and that there will not be a problem tying into future extensions for the next lot. Heinzman stated that there would be a second entrance in the future. Pilz questioned how they plan to handle runoff at the driveway due to the slope of the drive.

Thrasher advised that a State Design Release is needed to issue a building permit.

Brown noted that two water lines are needed for both domestic and fire services.

Martinson explained that the landscape plan must show existing trees, new trees, and how they will protect existing trees during construction. Martinson offered to review the landscape plan. He encouraged the removal of any evasive scrubs and trees. Martinson explained the ordinance and replacement formula for removing and replacing existing trees.

McDaniels pointed out that the sewer would approximately run 180'. A clean-out is needed every 100'. A manhole is not necessary for this site.

Good noted that there will be a sprinkler system in the hotel. Reeve showed concern on how to get fire trucks in and out of the lot. The lot should have enough room for the largest fire truck to make a 3-point turn-around. One hydrant is needed on the lot and is to be within 500' of the next hydrant.

The designer is to provide a more detailed plan, review above noted issues, and begin the site improvement permit process with the planning and engineering departments.

#### ISSUES TO BE RESOLVED:

- State Release
- Building Permit
- Sewer Permit
- Erosion Control Plan & Permit
- Right of Way Cut Permit
- Landscape Plan & Tree Inventory
- DNR Permits