



MEETING: Site Review Committee
SUBJECT: Lincolnway Auto Care
ADDRESS: 707 E. Lincolnway

LOCATION: City Hall
DATE: July 17, 2012

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Evans, Public Works	(219) 462-4612
Jack Johnson, Fire Department	(219) 462-8325
Adam McAlpine, Engineering Dept.	(219) 462-1161
Media	

PRESENTERS:

Stephen Pease, Architect
(219) 464-7957 / spease@adsnet.com
Gus Dres, Owner
(219) 405-2482 / southlakeretail@yahoo.com
Pete Dres, Owner
(219)405-2476 / southlakeretail@yahoo.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:

OPENING: The Site Review Committee met to discuss a proposed light automotive repair facility to be located at 707 East Lincolnway. Thrasher 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.

EXPLANATION OF PROJECT: This project is the existing structure located at 707 Lincolnway, on the northwest corner of Garfield and Lincolnway. A portion of the existing structure will be kept. An addition will be added to the south and east. The eastern addition will house the reception/office area. The shop will have 4 bays. The plans show 2 drives. The drive off Lincolnway is an existing drive. The other drive is off Garfield and will be moved to the north in order to facilitate more parking. The third drive will be removed. The exterior of the building will be block and brick. The roof above the office area will be metal and will be pitched. The roof over the shop area will be a flat rubber roof.

STAFF COMMENTS:

JOHNSON: Johnson is aware the project will be sent to the State for design review. Johnson expressed concerns about storage. Johnson stated that if rack storage is used, quantities and storage height will be limited. Referring to Chapter 23 of the International Fire Code regarding high rack storage is essential. Only certain quantities are allowed before there is a requirement for automatic fire detection systems, and even more so suppression systems. Johnson stated a Knox Box will be required if a fire alarm system is installed.

GESKEY: Geskey asked if changing the water line into the building is anticipated. Pease stated they were unsure of where the water entered the building. Geskey clarified there is a 1" copper service coming off of Garfield. Pease stated this would be sufficient. Geskey believes that backflow protection exists in this building; however, this backflow will need to be checked. Contact information for Shaun Shifflett was supplied.

PILARSKI: Pilarski stated the plans do not provide enough information for full comments on this project. Pilarski explained that a Sanitary Sewer Profile showing the sanitary sewer service line from the building to the sanitary sewer main located on Lincolnway is needed. An internal plumbing plan showing the access points into the service line is also needed. Pilarski needs to know what is being discharged into the sanitary sewer. Waste water discharges from the building will be required to meet the conditions contained in Chapter 52 of the City of Valparaiso Code of Ordinances. A copy was provided. Pilarski further requested a Used Oil and Chemical Survey be completed and sent directly to him.

MCALPINE: A local Erosion Control Permit will be required. A Site Permit for utility connections may also be needed. More information concerning management of the storm water run off is needed. McAlpine stated more grading information is needed. McAlpine asked if the driveway approaches on the side streets are proposed to be new. Pease explained that the driveway on Garfield will be new. The existing drive is being moved to the north to facilitate more parking and also to get delivery vehicles, etc. off the site clean and fast. The aprons will be concrete. McAlpine suggested modifying the curb coming into the site from Lincolnway to ease the turn into the parking lot. McAlpine asked if new sidewalk is being planned. Pease stated they had anticipated installing sidewalk; however, he was informed that the City will be installing sidewalks in the near future. McAlpine indicated the total hard surface for this site is approximately 14,140 sq. ft. This is how storm water rates are billed. This site is close to the 10,000 sq. ft. threshold which would mean the storm water bills would be \$11 per month as opposed to \$44 per month. McAlpine proposed working with them to come up with a creative way to get them under the 10,000 sq. ft. threshold. Pease indicated that after discussions with Planning there were a couple places where green space could be added. Pease stated that two parking spaces on the west can be eliminated and the area could be turned into green space. McAlpine suggested removing the side egress sidewalk area for green space. McAlpine further suggested the use of pervious paver blocks in the employee parking area. McAlpine stated it appears the storm water sheets primarily to the northeast corner on Garfield and suggested the incorporation of some infiltration practices into the outer areas such as pocket rain gardens or bio-swale areas. The building downspouts need to be shown on the plans.

THRASHER: A State Construction Design Release will be required before Building Permits can be issued. Any signage will require permits.

ON BEHALF OF KENT: Since this project is located in the Eastgate Overlay, referring to Article 11, Section 11.400 is essential. Vehicles stored overnight must be stored inside. The materials used for the dumpster enclosure will need to match the materials used for the primary building. The dumpster gate cannot be chain link. Kent suggested the gate match the iron fence. A landscape plan which includes the names of the plant material is required. A calculation for the on-site landscaping and parking lot landscaping is needed. The allowance for signage is 1 sq. ft. of signage for one linear foot of building frontage on Lincolnway. The ADA parking spaces must be shown on the plans. The plans need to show where lights will be placed on the building, as well as on the site. Kent stated light poles cannot exceed 20 ft. Referring to Article 11, Section 11.409(f) concerning illumination standards is essential. The driveway width for the second driveway, if approved by Engineering, cannot exceed 22 ft. The rear (north) elevation of the building needs to be shown on the plans and should incorporate design of the primary facades. The pedestrian connection between the sidewalk and building needs to be shown on the plans. A rendering/photo of the proposed fence is needed. The maximum height of the fence is 4 ft. The parking setback is 15 ft. from the curb line of street.

BURKMAN: Burkman clarified there is an 80 ft. right-of-way per the UDO; however, this already exists on Lincolnway. Therefore, no Lincolnway dedication is required and Garfield is set to be as platted. Pushing the additional driveway on Garfield as far back from the intersection as possible is strongly encouraged. The UDO lays out a minimum requirement of 75 ft. for a commercial access from a collector street crossing. Sidewalks need to be carried through the drives.

Sidewalks are thickened to a minimum of 6" due to the loading over the top of it, but maintaining the 2% cross slope through the drive is important. Burkman suggested creating a bump-out for the two parking spaces at the north end of the parking lot to allow for easier exiting. The plans need to show the utility connections. Showing the grades on the plan is necessary. A Site Permit will be required. This will cover the right-of-way cuts for the drives. Pease would like further discussions concerning the drive off of Garfield. Pease stated that the further north this drive is pushed, the higher the elevation gets and creates problems with accessibility to the parking.

EVANS: Evans explained the project for sidewalk improvement is starting today. He further explained that the City would start of the west side of the property and remove the entire width of sidewalk going on Lincolnway heading to the intersection of Garfield. This will all be poured back in. The entrance closest to the intersection will be closed down. Evans stated the west drive currently shown as 27 ft. wide could be reduced to 22 ft. Evans clarified that the City would not be doing anything to the entrance off of Garfield; therefore the sidewalk at this entrance would be the responsibility of the owners. Evans stated that grass seed will be planted where the drive entrance will be removed. Evans requested that construction vehicles working at the site enter off of Garfield in order to protect the new approach off Lincolnway. Evans clarified there is no requirement for a pathway at this site. Burkman said a pathway was installed on the south side of Lincolnway to Garfield a couple of years ago. The pathway will extend eastward from this point. Pease requested they take a look at the drive on Lincolnway to insure that their layout for parking and green space would fit into the site.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Right-of-way cuts
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Sanitary Sewer Profile
- Internal Plumbing Plan
- Knox Box (if fire alarm system is installed)
- Sidewalks on Garfield
- Used Oil and Chemical Survey