



INDIANA 46383

TELEPHONE: 462-1161

MEETING: Site Review Committee
SUBJECT: Family Express
ADDRESS: 1901 Burlington Beach

LOCATION: City Hall
DATE: October 16, 2012

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Taylor Wegrzyn, Asst. City Planner (219) 462-1161
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
Jack Johnson, Fire Department (219) 462-8325
Media

PRESENTERS:

Todd Etzler, Family Express Corporation
(219) 462-0144 / etzler@familyexpress.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 proposed additional parking for the Family Express located at Burlington Beach Road and Calumet Avenue. Burkman 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: Etzler explained this project is located at the intersection of Burlington Beach Road and Calumet Avenue and consists of adding five parking spaces behind the building and car wash. The new parking area will be 2,470 sq. ft. Etzler presented a larger view of the pavement. The existing area drain in the center of the parking lot will be used for drainage. The curbing from the car wash will be extended to connect to the building.

STAFF COMMENTS:

THRASHER: Thrasher stated there were no comments. The Building Department has received the Construction Design Release for the project and a Building Permit Application for the building expansion. Thrasher stated a Building Permit is also needed for the paving project.

BURKMAN: Burkman asked if there was an opportunity of reduce hard surface anywhere to offset what is being added. Etzler explained that some right-of-way is being given to the City and therefore Family Express is losing land. Burkman asked how the area where the building comes within 1-1/2' of the property line drains. Etzler stated there are downspouts and the area is graded to go to the area drain. Etzler was unsure of how water would get through the curbing. Burkman asked if the parking along the south has to sheet flow along the west property line to enter the area drain. Etzler said that is what it does now. Etzler suggested a pipe from the downspouts to the drain. Burkman stated that providing either grade information or flow arrows showing how water drains to insure that it is not going to flow onto the neighboring property is necessary. Engineering will work with Family Express concerning the right-of-way dedication. A Site Permit is required for erosion control purposes.

WEGRZYN: Wegrzyn has no comments. Wegrzyn stated the project will be reviewed by Tyler Kent, Planning Director. If Kent has concerns or comments, they will be sent to Etzler.

PILARSKI: Pilarski asked for clarification concerning changes to any of the structures or to the sanitary sewer lines or connection points into the sanitary sewer main. Etzler stated there will be no changes to the sanitary sewer; however, the building is being expanded by approximately 800 sq. ft. for the beverage bay. Pilarski said since no changes are being made to the service lines and it is sanitary wastewater, there are no further comments.

GESKEY: There are no comments from the Water Department.

JOHNSON: Johnson asked if the parking at the front of the store will remain. Etzler stated they had not planned on this being parking. Johnson suggested posting this area as a “no parking” area. Johnson has no other comments.

ISSUES TO BE RESOLVED:

Erosion Control Plan

Right-of-way

Detailed Site Plan

Site Improvement Permit

State Design Release

Building Permit

Signage / Fencing Permit

Zoning Clearance