



INDIANA 46383

TELEPHONE: 462-1161

**MEETING: Site Review Committee**  
**SUBJECT: LiUNA #81**  
**ADDRESS: 3502 Enterprise Avenue**

**LOCATION: City Hall**  
**DATE: May 21, 2013**

### PRELIMINARY SITE REVIEW

#### IN ATTENDANCE:

Tyler Kent, Asst. City Planner	(219) 462-1161
Adam McAlpine, Engineering Dept.	(219) 462-1161
Mark Geskey, Water Dept.	(219) 462-6174
Jack Johnson, Fire Department	(219) 462-8325
Matt Evans, Public Works	(219) 462-4612

Media

#### PRESENTERS:

Steve DeBold, Chester, Inc.  
(219) 465-7555 / [steved@chesterinc.com](mailto:steved@chesterinc.com)  
Tony Pequet, Chester, Inc.  
(219) 465-7555 / [tonyp@chesterinc.com](mailto:tonyp@chesterinc.com)

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:

**OPENING:** The Site Review Committee met to discuss a proposed 9,279 sq. ft. front office and rear training/warehouse building to be located at 3502 Enterprise Avenue, East Port Centre. Kent 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:** DeBold indicated the site is located at Eastport Centre. The lots included in the site are 14A and 14B. The site is approximately 4.32 acres. The building will be approximately 9,280 sq. ft. The building will have a front office area and a training area in the back. There are 174 parking spaces. Drainage will be to the south beyond the property line into an existing storm water detention area. The properties to the west and east currently drain to the property lines that carry the water back to the pond. The same pattern will be followed for this site and drain in a similar fashion to the swales. DeBold stated the building will be sprinkled. All utility connections will be located on the south side of Enterprise Avenue.

#### STAFF COMMENTS:

**MCALPINE:** McAlpine stated drainage appears to be pretty straight forward. McAlpine indicated the calculations provided have been reviewed and appear to be adequate. McAlpine forwarded the Rule 5 Erosion Control drawings to the City's MS4 Administrator and will pass along any comments she may have. McAlpine requested clarification concerning the number of parking spaces. Pequet indicated the number of parking spaces shown is at the request of the client. LiUNA wants to have the parking spaces to accommodate the union membership during their monthly meeting. Pequet said that since this is necessitated by the client there could be no reduction in the number of spaces. McAlpine conveyed a Site Permit will be required for the utility connections, right-of-way cut and erosion control.

**EVANS:** Evans provided the general construction standards for pavement design for the approaches in the right-of-way and tying into Enterprise Avenue. These must be adhered to.

Evans indicated proof rolls and inspections are also called out in the construction standards. Brian Dishman will be the contact for these. Evans stated it is important to adhere to the lead times noted for appropriate planning. If a Sidewalk Waiver does not exist, it will be required. McAlpine stated a Sidewalk Waiver does exist for Eastport Centre. DeBold confirmed a Sidewalk Waiver does exist and was recorded in 1994. McAlpine indicated the Sidewalk Waiver leaves open the sidewalk width requirement.

**KENT:** Kent conveyed a Zoning Clearance will be required before the issuance of a permit. Kent indicated that variances appearing before the Board of Zoning Appeals this evening will include the percentage of office space allowed on site as well as numerous landscaping variances. Kent inquired about the uses to the west and east. DeBold indicated the west and south uses are zoned Business Park. This parcel and the east parcel are zoned Heavy Industrial. DeBold stated the west building is front office and back warehouse and that Home Mountain Printing is similar in nature.

**ON BEHALF OF THRASHER:** A State Construction Design Release will be required before issuance of a Building Permit. All contractors and subcontractors must be registered with the City. Sign Permits will be required.

**ON BEHALF OF PILARSKI:** Submission of a detailed site plumbing plan is required. DeBold indicated they have called for locates for the sanitary sewer. This was supposed to be televised, but DeBold has not received this information. DeBold requested this request be passed along to avoid digging blindly. Geskey said he would contact Mike Steege concerning this matter.

**GESKEY:** Geskey stated that since this site is located in the Wellhead Protection Area, contacting Jim Pingatore, Wellhead Protection Administrator, with any questions is necessary. Geskey provided a list from IDEM. Geskey indicated the taps for domestic and fire service water will be made by the Water Department. Geskey should be contacted for coordination. Backflow protection after the taps inside the building will be required. Contact information for Shaun Shifflett was provided.

**JOHNSON:** Johnson is aware the sprinkler riser room will be located towards the south end of the building. The fire department connection should come out at the south end of the building in line with the riser room; the Knox Box and alarm panel or annunciator panel should be in this area as well. The Fire Department prefers to have these items in one spot to in order to set up a command center.

#### **ISSUES TO BE RESOLVED:**

- Erosion Control Plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Variances – Percentage of Office Space/Landscaping
- Knox Box
- Contractor/Subcontractors must be registered with City