



INDIANA 46383

TELEPHONE: 462-1161

**MEETING: Site Review Committee**  
**SUBJECT: ZTKL, LLC (eye clinic)**  
**ADDRESS: 2101 Burlington Beach Road**

**LOCATION: City Hall**  
**DATE: July 30, 2013**

**PRELIMINARY SITE REVIEW**

**IN ATTENDANCE:**

Taylor Wegrzyn, Asst. City Planner	(219) 462-1161
Adam McAlpine, Engineering Dept.	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Vicki Thrasher, Building Commissioner	(219) 462-1161
Dave Souders, Fire Department	(219) 462-8325

**PRESENTERS:**

Tony Oss, Larson-Danielson  
(219) 575-6123 / [tjo@ldconstruction.com](mailto:tjo@ldconstruction.com)  
Jonathan Foglesong, Larson-Danielson  
(219) 362-2127 / [jpf@ldconstruction.com](mailto:jpf@ldconstruction.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 eye clinic to be located at 2101 Burlington Beach Road. Wegrzyn 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 building is approximately 18,000 sq. ft. and will be a new eye clinic. This will be the new location for LTF Eye Centers. This project is about 14,000 sq. ft. of actual optical center space and will include exam rooms and a small retail area for eyewear. There is also approximately 4,400 sq. ft. on the east side and will be a lease space. This space is a potential future build-out; however, for the time being it will be demised. This will most likely be a single tenant space and will probably mesh with the eye clinic. The project was originally submitted in 2009. The layout of the site is primarily the same. The building has been tweaked. Changes have been made to the internal floor plan. This is a very basic wood frame structure. The building will be sprinkled. The existing retention ponds will be used. Utilities are existing. An existing entry will be utilized. There is an existing curb cut on Burlington Beach Road. The waster line shown on the site plan will be moved. Currently it is being shown as entering the southwest corner; however, it will be moved to the east side of the building. It will pass along the east side of the building and come in on the north elevation in the northeast corner.

**STAFF COMMENTS:**

**SOUDERS:** As mentioned, the building will be sprinkled; therefore, a Knox Box will be required. Souders indicated he has visited the site and requested clarification concerning existing fire hydrants. Oss stated he is unaware of hydrant locations. Souders mentioned he will discuss this with Mark Geskey from the Water Department. Souders needs to know hydrant locations as well as spacing and the number of hydrants at the site. Souders conveyed the fire department connection is to be located at the front of the building.

**THRASHER:** A State Construction Design release will be required prior to the issuance of a Building Permit. All contractors must be registered with the City. Signage will require a permit. Construction signage does not require a permit. Fogelsong indicated their construction finish date is around April 1. They want to install asphalt base course in the fall and hold off on the finish course until after construction is completed. How will this affect occupancy? Thrasher explained they will have to stripe the base course then go over the finish course again. Thrasher stated that due to weather at that time of the year a temporary occupancy could be issued. Thrasher said ADA requirements would have to be in place.

**WEGRZYN FOR KENT:** The property is zoned CG, Commercial General, and the proposed use is permitted. Submitting a detailed landscape plan is required. Referring to Article 10 concerning landscaping is necessary. Section 10.301 indicates the requirements for On Lot Landscaping as 9 large trees per acre, 18 small trees per acre and 50 shrubs per acre. Section 10.303, Open Space Landscaping requires 10 large trees per acre, 15 small trees per acre and 40 shrubs per acre. Section 10.304, Parking Lot Landscaping requires 1 large tree per 8 parking spaces, 1 shrub, and perennials or ornamental grass. One 324 sq. ft. parking lot planting island is required for each 16 parking spaces. Per Section 10.305, one street tree will be required for every 60 ft. on center. The landscape plan must indicate the type, size and placement of plants. Building elevations must include the materials used on the building. Referring to Division 11, Section 11.501 for non-residential design standards is necessary. The parking requirements are 5 spaces per 1,000 sq. ft. of usable floor space. The number of parking spaces required for the site is 80. Kent requested clarification for the additional 33 spaces. Oss indicated the LTF Eye Centers are very busy and have numerous patients coming and going. They want to ensure there is ample parking for their patients as well as making sure there is parking available for the tenant space on the east side of the building. Per Section 9.206, ten bicycle parking spaces will be required. A lighting plan is required and needs to meet the non-residential lighting standards as indicated in Article 9.501. Section 11.301, Signature Corridor Overlay Standards requires a 30 ft. front yard setback. The building location as proposed complies with the standard. Compliance with Section 11.303 for General Design Standards for Signature Corridor Right-of-Way will be necessary. Article 11.306, Development Standards for Other Signature Corridors, requires a minimum landscaped yard of 30 ft. along the right-of-way. The requirements per 100 ft. of frontage are 2 shade trees, 1 evergreen tree, 2 ornamental trees, 3 large shrubs and 6 small shrubs. All other areas must be covered with sod, perennials, or groundcover. A 6 ft. tall monument sign is allowed for the overlay district. The allowance for building signage is 3 sq. ft. of signage per 1 linear ft. of building frontage. A dumpster enclosure will be required per Article 2, Section 2.406. The enclosure must be screened on 3 sides and must match the materials and colors of the primary building. A solid gate will be required for the opening. Landscaping is required around the 3 sides. An 8 ft. pathway is required along Burlington Beach Road. Payment in lieu of the pathway may be allowed. Contacting John Seibert, Parks Department Director concerning this issue is necessary. Connection from the internal sidewalks to the pathway will be required. Article 3, Table 3.301 indicates the Landscape Ratio is .35, Gross FAR is .353 and Net FAR is .543. The final site plans need to show lot coverage total, building elevations, including dumpster enclosure and parking calculations. A Zoning Clearance will be necessary.

**MCALPINE:** McAlpine explained that a Rule 5 Permit obtained for this project in 2009 has a 5-year timeframe that will expire in 2014. The applicant may need to extend the permit with IDEM if construction work extends past 2014. Oss indicated that construction would not extend past 2014 and should be completed in spring of 2014. He stated that Duneland has been in contact with IDEM regarding this matter. The Mingyan Zhou, the current MS4 Administrator, is reviewing the erosion control plans and will provide comments. These comments must be addressed prior to issuance of the local erosion control permit. A Site Permit covering water, sewer and erosion control is required. A payment in lieu of constructing the right-of-way improvements (pavement

widening, pathway, curb and gutter) along the frontage of Burlington Beach Road shall be required. McAlpine suggested the pavement widening be discussed with Tim Burkman. A cost estimate for these improvements must be submitted to the Engineering Department for review. The parking stall depths can be reduced to 18 ft. for spaces that overhang grass areas. The storm sewer pipe on the north and east sides of the building should be sized for a 100-year storm to ensure heavy storms are directed to the basin. The current grading suggests some of this runoff will not make its way to the detention pond over land. The design calculations table on page 2 needs to be modified. The naming for the upstream/downstream structure is currently backwards. The storm sewer line between catch basin 3 and the existing catch basin on the west side of the building needs to be upsized. Additional landscape berming may be needed at the northeast corner of the site to ensure drainage is conveyed to the detention pond. All storm structure catch basins are required to have 3' sump. Oss conveyed the plans do not address roof drainage. There will be internal roof drains and an internal drain system. There will be a 10" storm line coming from the building on the north side that will connect to catch basin 7. The line going from catch basin 7 out to the existing storm structure will be re-evaluated. An updated drainage narrative will be submitted. An ingress/egress easement is needed for Lots 1 and 2 to ensure access is available for these lots through the currently proposed Lot 3 entrance. Oss stated there are some existing easements and these will be included as part of the final plans. Oss explained that an easement for access to the western parcels is a requirement of purchase and has already been established. McAlpine requested a copy of this easement for their files. Additional top soil and seeding is needed within some of the bare areas on the north and east slopes of the existing detention pond.

**PILARSKI:** The clean-out for the building must be shown on the plan and must be 5 ft. or less from the building. Submission of an internal plumbing plan is required and should be sent directly to Pilarski.

**ON BEHALF OF GESKEY:** As mentioned, the water line is being moved; therefore, the plan for the revised water line must be sent to Geskey for review. Installation of backflow prevention is necessary. Shaun Shifflett should be contacted concerning this issue.

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

- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Rule 5 Permit (expires in 2014)
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Lighting Plan
- Internal Plumbing Plan
- Revised Water Line Plan
- Knox Box
- Contractors must be registered with the City
- Building Elevations, including dumpster enclosure
- Payment in lieu of pathway (John Seibert)
- Hydrant Locations