



**MEETING: Site Review Committee**  
**SUBJECT: White Castle**  
**ADDRESS: 2004 Morthland Drive**

**LOCATION: City Hall**  
**DATE: December 10, 2013**

## PRELIMINARY SITE REVIEW

### IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Tim Burkman, Engineering Director	(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
Matt Evans, Public Works	(219) 462-4612
Media	

### PRESENTERS:

Craig Eilers, White Castle	(614) 559-2729 / eilersc@whitecastle.com
John Chin, White Castle	(708) 458-4450 / chinj@whitecastle.com
Scott Leiter, MS Consultants, Inc.	(614) 898-7100 / sleiter@msconsultants.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 White Castle to be located at 2004 Morthland Drive. 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:** This project was site reviewed a little over a year ago. The layout has not changed since then. During the first site review, comments were made concerning the drive-through stacking. The drive-through now wraps around the rear island so that stacking will be contained on the White Castle lease area. Eilers indicated originally the trash enclosure was oriented to face south; however, the comment was made that with this arrangement the garbage truck would be backing into the common area. The enclosure has been relocated behind White Castle. All operations and maneuvering will now take place within the lease area. Eilers stated circulation will remain counterclockwise. All parking requirements have been met. The developer has received the INDOT driveway permit. There will be a common driveway for White Castle and Staples. The developer has worked through the utilities. White Castle will connect to the sanitary on the developer's property. The storm detention will be within the developer's property. The water will be along U.S. 30 and electric will be along Sturdy Road.

### STAFF COMMENTS:

**BURKMAN:** Providing documentation of the existing Right-of-Way along Sturdy Road and U.S. 30 is necessary. If no documentation exists, the right-of-way must be formally dedicated. The placement of the sidewalks should be pushed back so that they are adjacent to the right-of-way. The sidewalks can be pushed out enough or bumped out to accommodate the location of the existing utility poles. The sidewalk width along Sturdy Road may be adjusted to 5 ft.; however, the sidewalk width along U.S. 30 frontage should be 8 ft. (pathway width). Providing payment-in-lieu-of curb and gutter and pavement widening to bring Sturdy Road up to the City's Standard Collector Street width along the development's frontage is required. In order to determine the payment required, providing a detailed cost estimate showing a breakdown of quantities and unit prices to

the Engineering Department for review will be necessary. This will be due at the time the site permit is issued. The sidewalk on the eastern side of the site, between parking spaces does not connect to anything and does not have any ramps. Consideration should be given to adding an east/west connection somewhere. The #20 note callout on Sturdy Road and U.S. 30 sidewalks references detail 12 on Sheet SD7, which is for a curbed sidewalk. There should not be a curb necessary here. Revising callouts/notes/details is necessary. The City does not require detectable warning elements on ADA ramps within private developments. Thrasher indicated this may be required to meet ANSI Standards. Burkman suggested making the parking spaces with curbs along the side at least an additional 1 ft. wider to more easily accommodate vehicles turning into and out of these spaces. A passing blister for southbound traffic on Sturdy Road is necessary. Coordination with the subdivision developer is necessary for construction of the sanitary sewer, storm water outlet and access from U.S. 30 including the public access road through the subdivision and frontage improvements. A Site Permit covering the right-of-way cut, sanitary sewer connection and local erosion control permits will be required.

**THRASHER:** A State Construction Design Release will be necessary prior to issuance of a Building Permit. All contractors working on the project must be registered with the City of Valparaiso. A permit will be required for signage.

**SOUDERS:** Souders indicated that he has discussed hydrant locations with Mark Geskey. This issue will be taken care of with a 12" main running along south of U.S. 30 with two hydrants. The type 1 ansul system for the fryers must be submitted to the State for approval. Souders said if this facility operates 24/7 a Knox Box will not be required. Eilers stated they will be closed on Christmas Day. Souders indicated a Knox Box on the front of the building will be required. The Knox Box can be purchased from the website ([www.knoxbox.com](http://www.knoxbox.com)).

**KENT:** The parcel must go through the Plan Commission subdivision process. Including landscaping on all three sides of the dumpster enclosure is required. There is a requirement for a 15 ft. green belt buffer along the frontage and this buffer must include landscaping. Parking is not permitted in the green belt. One parking space per 75 sq. ft. of useable floor space is required. The requirement for parking is 29 spaces. When practical, parking shall be located behind the principle building. Kent will supply information concerning the buffer landscaping. Sidewalk connections must be provided throughout the subdivision to each of the buildings. Building elevations must be provided. Logo elements or logo buildings are not permitted. A 6' tall sign is permitted within the U.S. 30 Corridor. The plans propose a 10' tall sign. This will require a variance through the Board of Zoning Appeals. The required setback along the U.S. 30 Corridor is 65 ft. A discussion took place concerning solutions for meeting the setback requirement without a variance. Referring to Article 9, Section 9.303 concerning stacking requirements is necessary. There should be four spaces to each menu board, four spaces between the menu board and the first window and two spaces between the first and second window. On-lot landscaping requirements should include 9 large trees per acre, 18 small trees per acre and 50 shrubs per acre. Parking lot landscaping should include 1 large tree per 8 parking spaces and 1 small tree per 4 parking spaces. Large trees must be 2-1/2" caliper at the time of planting and small trees must be 1-1/2" at the time of planting. The planting area for the peninsulas and islands for the trees located within the parking lot is 9 ft. x 18 ft; however, there is a requirement for a planting island of 132 sq. ft. for every 16 parking spaces. Since the site is less than an acre (.84 acres), Kent stated he will provide calculations for the landscaping requirements for on-lot, parking and open space. A lighting plan will be required for the overall site. The maximum height of the lighting fixture is 25 ft. LED lighting is preferred. Lighting cannot spill on to adjacent properties and may not exceed 3/10's of a foot candle. There is a requirement for 1 bicycle parking space for every 10 parking spaces; therefore, 3 bicycle spaces are required for this site. A Zoning Clearance is required.

**MCALPINE:** A Site Permit will be required for the project for approvals related to water/sewer utility connections and also drainage/erosion control. The downstream sewer and detention systems have not yet been installed. Approval of the White Castle system will be conditioned on construction and inspection of the downstream drainage system. The high point immediately adjacent to structure 3 on the west side of the building should be shifted south to avoid a sharp dip in the pavement. A catch basin detail is needed and should show a 3 ft. sump. Lowering the storm sewer network to provide a minimum of 3 ft. cover over all pipe segments is recommended. A clean-out should be provided on the roof drain pipe, or a connection should be made into a catch basin for ease of maintenance. The runoff co-efficient calculations show a total of 0.72 acres, but the total site is 0.84 acres. There may be some drainage shed missing. Leiter stated this may be runoff draining off site that is not being captured. McAlpine requested an exhibit be provided to indicate the numbers. McAlpine asked about the timeframe for this project and the subdivision. Eilers indicated construction for the restaurant would begin in 2014 and is dependent on the developer completing the necessary improvements.

**EVANS:** Evans suggested the existing walk shown on SD3, Callout #25 be increased to the minimum standard of 5 ft. wide. Burkman indicated the Engineering Department did measure this sidewalk and it did measure 5 ft.; however, if this walk is not 5 ft. wide a new sidewalk must be installed and must meet the City's minimum standard width of 5 ft.

**PILARSKI:** Site Utility Plan SD5 indicates there is existing water line on Sturdy Road and an existing sanitary sewer line south of the proposed White Castle Building; however, at this time neither the water line or the sanitary sewer exist. Contacting Mark Geskey concerning the extension of the water will be necessary. Mike Steege should be contacted concerning the extension of the sewer line. Pilarski stated that SD5 does not show the distance from the building for clean-out #4 and #7. These must be 5 ft. from the building. Submitting an internal plumbing plan showing what will be discharged into the sanitary sewer and what is being discharged into the oil and grease interceptor will be required.

**NOTE: ANY ISSUES DISCUSSED DURING THE SEPTEMBER 11, 2012 SITE REVIEW THAT ARE OUTSTANDING MUST BE RESOLVED.**

**ISSUES TO BE RESOLVED:**

- Subdivision Process (Plan Commission)
- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Right-of-way
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage/Fencing Permit
- Zoning Clearance
- Payment in-Lieu of Curb & Gutter and Pavement Widening (coordinate with developer)
- Contractors Must Be Registered with City
- Copy of Right-of-Way Dedication
- Architectural Renderings
- Internal Plumbing Plan
- Knox Box
- Additional Hydrants
- Annunciator Panel

Sidewalks  
Access to Site