



MEETING: Site Review Committee
SUBJECT: Apacrow Defense
ADDRESS: 951 West Street

LOCATION: City Hall
DATE: February 25, 2014

AMENDED ADDITIONAL COMMENTS

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Vicki Thrasher, Building Commissioner	(219) 462-1161
Mark Geskey, Water Dept.	(219) 462-6174
Dave Souders, Fire Department	(219) 462-8325
Media	

PRESENTERS:

Melissa Rich, Apacrow
 (219) 577-2420 / mrsrich823@gmail.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 the proposed conversion of a barn into a gun store. 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: Rich explained they intended to use an older garage located on their property for the purpose of opening a store to sell fire arms and ammunition. This building is completely separate from the house. Rich said renovations and the appropriate security will be done. The building is cinder block and they will paint the exterior of the building. There are two windows on each face that will be replaced is glass block. There will be a security system inside the building and security cameras on the outside. The front door will be replaced with a steel door the mandoor shown on the plan will also be replaced with a steel door. Renovations will be made to the interior as well.

STAFF COMMENTS:

SOUDERS: Souders stated he will reserve comment on the project until paperwork is received from the State of Indiana. Souders asked if the building is more than one story. Rich indicated it is probably 2-1/2 stories. Souders asked for clarification concerning the width and length of the driveway. Souders is concerned about the driveway being able to accommodate the Fire Department tower. The driveway must be able to hold at least a minimum of 78,000 pounds. Rich is unsure about the width, but believes the driveway will be able to hold the weight. Souders will visit the site and further discussion will be necessary. Thrasher said a site plan will be required as part of the Building Permit and this information will be included on the site plan.

SOUDERS - AMENDED ADDITIONAL COMMENTS: The nearest hydrant is approximately 300 to 400 feet from the driveway. The driveway appears to be approximately 400 feet off the roadway. Therefore, the hard surface travel would be under the 1,000 feet requirement for ISO. The hydrant is on a 4" main capable of delivering 452 gpm. The needed fire flow

for this building is 192 gpm. Both of these meet the requirements of the Fire Department. However, the hard surface from West Street to the building must be 20 ft. wide and capable of supporting 80,000 pounds. This is an issue as it currently stands and will need to be addressed.

THRASHER: Thrasher indicated that since this is an occupancy change it will be necessary to submit plans to the State of Indiana for review to obtain a Construction Design Release. The project must include a restroom that is handicapped accessible. The Construction Design Release must be obtained before issuance of a Building Permit. Thrasher said the off premise sign located on the property must be removed. Any new signage will require a permit. Thrasher is concerned about the drop off at the west end of the building. The distance from the building to this drop off should be shown on the plans. Thrasher indicated it may be necessary to install fencing or a guardrail.

BURKMAN: Burkman asked if the driveway is paved. Rich indicated the driveway going up to the building is paved. There is a small area available that will be designated for parking. Rich said since the driveway is very long cars could possibly park along the drive. Rich said there is space for at least a dozen cars by the building. Burkman explained there are development standard requirements for providing parking spaces. The number of spaces required is dictated by the type of use. If the project gets into having to expand the parking area and do things like add hard surface that is when the Engineering Department will get involved as far as any grading activity, managing storm water runoff, etc. Burkman asked if the parking area is gravel. Rich indicated at the present time this area is gravel. Burkman conveyed the City's development standards require parking areas be paved with a durable surface (asphalt or concrete). The site plan will need to show where the parking spaces will go and how it will be graded. Burkman asked if any other exterior improvements will be done. Rich indicated they are trying to stay within the walls of the building. Burkman said when a Building Permit is pulled we must look at the right-of-way that exists in front of the property. The City's development ordinance stipulates how much right-of-way is required based on what street the property is on. This property is on West Street and the designated right-of-way requirement is 60 ft. Burkman said there only appears to be 40 ft. which means a shortage of 10 ft. on either side. It will be necessary to dedicate an additional 10 ft. strip of right-of-way along the frontage of this property. This will provide the necessary right-of-way for any road improvements that might be done in the future. Burkman believes there aren't any sidewalks in this area. Rich indicated they are intermittent. Burkman said there will be a requirement to either install sidewalks or complete a sidewalk waiver. Burkman explained that the sidewalk waiver basically states that at such a time as the City requests sidewalks be installed the owner agrees to install them.

KENT: Kent advised that five (5) parking spaces will be required on site. The parking area must be paved and striped. Cars cannot be parked along the driveway. Per ADA requirements, one of the parking spaces must be a handicapped space. Signage will be based on the building frontage facing U.S. 30 and can be calculated at 3 sq. ft. of signage for each linear foot of building frontage. Kent reiterated that the Harley Davidson sign must be removed from this site as it is considered an off-premise sign. Kent indicated this is a permitted use in the Commercial General Zoning District. A landscape plan for the parking lot will be required and referring to Article 10 of the Unified Development Ordinance will be necessary.

PILARSKI: Pilarski indicated he has no comments at this time.

GESKEY: Geskey stated that Water and Sanitary Sewer have no comments at this time. Providing additional plans will be necessary.

ISSUES TO BE RESOLVED:

Landscaping Plan (Parking Lot)

Right-of-way

Detailed Site Plan
State Design Release
Building Permit
Signage/Fencing Permit
Zoning Clearance
Sidewalk Waiver
Parking Lot –Paving & Striping
Additional Plans for Water & Sanitary Sewer
Width of Driveway (must be 20 feet)
Driveway must support 80,000 pounds