



MEETING: Site Review Committee
SUBJECT: Dollar Tree
ADDRESS: 1170 Strongbow Drive

LOCATION: City Hall
DATE: March 11, 2014

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Taylor Wegrzyn, Planning Dept. (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973

PRESENTERS:

David I. Mangurten, KMA & Associates, Inc.
(847) 945-0284 / dmangurten@kmaarch.com
Douglas F. Homeier, McMahan
(219) 689-6927 / dfhomeier@mcmgrp-in.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 addition to an existing building located at 1170 Strongbow Drive for a Dollar Tree 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: Mangurten indicated the landlord refers to himself as a “merchant builder.” He deals only with retail buildings and has been doing a lot of work in the Chicago area as well as Northwest Indiana. He developed the Sears building and the building currently under site review. Current focus has been on his existing buildings i.e. making sure they are rented and expanding them where they can. He also buys older vacant buildings. The building being site reviewed is 6,400 sq. ft. The concept is to expand the building so that it will be marketable for a national tenant like Dollar Tree. Dollar Tree is making a commitment to Valparaiso and to the owner of the building. This will be an all masonry building with a glass store front. The rooftop units will be screened. They want to create signage and a focus for the building entry. They will try to match the brick of the existing building. The existing building has some cultured stone or concrete elements and these will be included in the design. Mangurten said a variance has been granted for parking. There has been concept review. Mangurten stated a State Design Release has been received.

STAFF COMMENTS:

BURKMAN: Burkman indicated a sidewalk waiver was executed for this site on June 6, 1996. It appears there are people walking to this area to get to Wal-Mart, especially VU students. The City is now requesting the sidewalk be installed as part of this project. It will be necessary to include a 5 ft. wide sidewalk within the right-of-way along the frontage of the property for this project. Burkman said there is also a sidewalk waiver on file for the Sears building. The Engineering Department will contact Sears to let them know installing sidewalks will be necessary. Burkman is unsure if Taco Bell signed a sidewalk waiver; however, this will be researched. If a sidewalk waiver exists for Taco Bell they will be contacted concerning sidewalk installation. Burkman requested clarification concerning the existence of a storm sewer easement covering the 21” diameter sewer along the western line of this property. Homeier believes it just runs through the

property. Burkman stated that if an easement does not exist the Engineering Department is requesting that an easement be granted. This is a good time to start piecing this together since there are other properties sending storm water runoff through this sewer. Homeier asked about the width needed for the easement. Burkman explained that for practical purposes the City prefers at least 20 feet. Burkman said it appears they have at least 10 ft. along the backside and a portion would have to come from the neighbor to the west. Homeier indicated they could write an easement for the westerly 10 ft. Burkman said since the retaining wall is as much as 7 ft. in height, providing additional information including details of reinforcement/tie-backs is necessary. Burkman indicated due to earthwork being done within the detention basin it will be necessary to add erosion control protection to the pond outlet. Burkman asked if changes are being considered to the sanitary sewer service. Homeier stated there is an existing energy dissipater, but it will be necessary to add another energy dissipater. The sanitary sewer will still come in the south side of the building. Burkman indicated a Site Permit covering the local erosion control and right-of-way cut for the sidewalk is required. Local erosion control will be reviewed by Mingyan Zhou.

ON BEHALF OF MCALPINE (ENGINEERING DEPARTMENT): McAlpine conveyed the Engineering Department agrees the proposed pond volume will be adequate to handle the additional hard surface runoff and compensate for the fill work within the existing pond. McAlpine recommended the construction of a handrail or guardrail to protect motorists and pedestrians from the vertical drop at the retaining wall on the north edge of the parking spaces. If chain link is proposed, this may require approval from the Planning Department. Wegrzyn suggested sending a preliminary design to the Planning Department for review. McAlpine indicated the upstream storm structure immediately west of the basin must be lowered to provide an overflow relief point. McAlpine recommends lowering the rim of this structure to 769.5 (6" lower than the top of the retaining wall) and replacing the casting with an open grate casting to allow water into the system during most times and out of the system if the pond becomes full. McAlpine said a swale should be extended north and west onto the church property to divert more off-site areas into the detention basin. McAlpine has discussed this with the church pastor and they are open to the idea of completing this minor work on their property. There was discussion concerning this issue. Burkman recommended this be discussed further with McAlpine. McAlpine suggested removing the pipe flap gate from the 15" pipe draining into the pond. McAlpine indicated that additional structural calculations will be needed for the proposed retaining wall.

ON BEHALF OF THRASHER (BUILDING DEPARTMENT): Thrasher indicated the Building Department has received Building Permit applications. Submittal has been made to the State of Indiana for Construction Design Release(s). Thrasher stated providing a contractor list is required. All contractors working on this project must be registered with the City prior to permits being issued. Any signage will require a permit.

ON BEHALF OF SOUDERS (FIRE DEPARTMENT): The Fire Department has no comments.

ON BEHALF OF KENT (PLANNING DEPARTMENT): Kent noted wood fencing is not a permitted material for the dumpster enclosure. The enclosure needs to have opaque walls and be at least 1 ft. taller than the refuse container. The dumpster should be constructed of finished masonry and painted the same color as the building. The enclosure must have gates and landscaping on three sides. Referring to Article 11, Section 2.406 regarding the dumpster is necessary. The lighting plan must provide the foot candles measured on the site and meet the standards of Article 9, Section 9.501(D). One copy of 11" x 17" colored building elevations must be provided for the Building Permit submittal. Providing verification that the brick material being used on the façade and addition will match the existing brick is necessary. Kent recommends some sconce lighting on the north and south elevations and possibly near the building store front entrance as well. Kent stated that variances were approved in July 2013 for floor area ratio and parking. There is a shared parking agreement between the Dollar Tree and Sears parcel. The landscaping plan as submitted meets the standards of the Unified Development Ordinance. The landscape plan will be

reviewed by the City horticulturist for plant content. Kent stated sidewalks are required along Strongbow Drive and providing a connection from the sidewalk to the storefront will be necessary. The bike rack appears to be compliant. The total signage allowance for the site will be 3 sq. ft. of signage for each linear foot of building frontage. A Zoning Clearance will be required. Mangurten asked if it is possible to get the Building Permit issued contingent upon completion of the issues being presented. Wegrzyn said this would have to be discussed with the Building Department. Burkman stated the purpose of the site review procedure is to identify all outstanding issues and to make sure they are completed before permit issuance.

PILARSKI:

(COMMENTS FROM MARK GESKEY – WATER DEPARTMENT) Sheet P1 indicates the water meter is being relocated. The Water Department records show there is no backflow protection at this location. Pilarski said this matter needs to be discussed with Shaun Shifflett. Contact information for Mr. Shifflett was provided. Contacting Geskey concerning fire protection will be necessary. Mangurten believes that retail buildings less than 12,000 square feet do not require fire sprinklers. Pilarski requested further discussion with Mark Geskey concerning this issue.

(COMMENTS FROM THE WATER RECLAMATION DEPARTMENT) Pilarski stated there is no clean-out shown on Sheet C3.0. The clean-out needs to be located within 5 ft. of the building and shown on the plans. Pilarski is requesting an internal plumbing plan for the building showing access points into the sanitary sewer. The internal plumbing plan needs to be sent directly to Mr. Pilarski.

ISSUES TO BE RESOLVED:

- Landscaping Plan – For Dumpster
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- Storm Sewer Easement
- State Design Release
- Building Permit
- Signage/Fencing Permit
- Sidewalk Installation
- Lighting Plan – Foot Candle Measurements
- Internal Plumbing Plan
- Clean-out
- Verify Use of Chain Link Fencing with Tyler Kent
- Zoning Clearance
- Structural Calculations for Proposed Retaining Wall
- Contractors List
- All Contractors Must Be Registered with City
- Dumpster Enclosure
- 11" x 17" Colored Building Elevations
- Discuss Fire Protection with Mark Geskey