



MEETING: Site Review Committee
SUBJECT: BSK Mini Warehouses
ADDRESS: 1058-1058.5 West Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: August 2, 2016

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325
Brent Dickson, Public Works Dept.	(219) 462-4612

PRESENTERS:

Todd Leeth, Hoepfner Wagner & Evans LLP
 (219) 464-4961 / tleeth@hwelaw.com
 Joseph Conway, Wildwood, LLC
 (219) 746-0366 / joe.conway@sbcglobal.net
 Kevin Coros, McMahon Engineers/Architects
 (219) 462-7743 / kmcoros@mcmgrp-in.com
 Doug Homeier, McMahon Engineers/Architects
 (219) 462-7743 / 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 BSK Mini Warehouses to be located at 1058-1058.5 West Street. 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 site review is for two parcels located at 1058 and 1058.5 West Street. These are two former home sites that fronted out on West Street and were in front of the existing BSK mini warehouse development that lies on the north side of West Street. The homes on these lots were razed. The plan is to incorporate the two lots into the existing BSK development with the addition of a climate controlled storage facility. There is existing zoning consistent with BSK immediately to the west of these two lots which is the existing office and access road. Then the zoning balloons in the back for the bulk of the warehouse facility. Leeth said a request for rezoning the two parcels will go before the Plan Commission and City Council. The rezoning being requested will be consistent with zoning immediately to the north and west of these parcels to allow for the development.

STAFF COMMENTS:

ON BEHALF OF BURKMAN: The existing, deteriorating sidewalk needs to be replaced with a 5 ft. wide sidewalk across the entire frontage. The sidewalk material and slope must be carried through the proposed drive. Completely removing the drive access for the former home that is no longer used and replacing it with parkway and sidewalk is necessary. This is noted on Sheet C1.0, but does not appear to be reflected on the subsequent sheets. On Sheet C2.0 there is a note stating "Handrails to be installed on both sides of stairs". Are there steps associated with the project? Koros said this is an old note and does not pertain to this project. This note will be removed. The existing/proposed linework does not appear to match up with the aerial photo shown in the background. Burkman is assuming this is just a scaling issue with respect to the photo, and that the proposed sidewalk will line up with existing sidewalk on either side of the project. Koros confirmed the sidewalk will line up properly. Conway confirmed there will be no

sanitary sewer service to the proposed warehouse building. If it has not already been done, properly removing/abandoning the existing septic systems located on the former home sites is necessary. Conway indicated that this has partially been done. The tanks were removed, but the leach fields have not been removed. Conway indicated the demolition contractor probably has information concerning this issue. Homeier said he will check with the Health Department to see if there is a closure notification. A Site Permit covering the local erosion control permit, right-of-way cut permit and sewer inspection for the removal of the septic is required.

MCALPINE: Providing silt fencing along the north property line is necessary. Because the land drops down so much relative to the properties to the east, McAlpine wants a more pronounced swale running along the eastern building line that directs the water to the north. There was a discussion concerning the drainage in this area. Homeier said the water in this area falls to the north.

THRASHER: A State Construction Design Release is required prior to issuance of Building Permits. All contractors working on the project must be registered with the City. Signage will require a permit. Thrasher asked about the fencing material. Conway indicated it is chain link. Kent interjected it will be necessary to refer to Section 2.403 regarding the chain link requirement.

KENT: There is a request to rezone these parcels from General Residential (GR) to Light Industrial (INL). The properties are located within the U.S. 30 Overlay District. Referring to Article 11, Section 11.305 for the U.S. 30 Overlay standards will be necessary. Outdoor storage is prohibited within the U.S. 30 Overlay. The parking shown at the front of the building will need to be relocated to the rear. Parking in the U.S. 30 Overlay is to be located either on the rear or side of the building. The maximum lot coverage is 75%. The minimum landscape ratio is 25%. Kent asked about signage. Conway indicated signage is not being considered. Kent mentioned that if they want signage, a 6 ft. tall monument style is permitted. The signage calculation is based on the building frontage facing West Street. The calculation is 3 sq. ft. of signage for each linear foot of building frontage. Kent asked if there will be any pole lighting. Leeth stated the lighting will be provided by wall packs. Kent indicated a photometric plan will not be required if wall packs are used. The allowable parking is one space per 1,000 sq. ft. of usable floor space. The landscaping requirement for on-lot landscaping is 2 large trees, 4 small trees and 30 shrubs per acre. Open space landscaping requires 10 large trees, 15 small trees and 17 shrubs per acre. Parking lot landscaping requires 1 large tree for each 8 parking spaces and 1 shrub, perennial or ornamental grass for each 4 parking spaces. If the request for rezoning is approved, there is a requirement for a Class D buffer on the east side. A Class D buffer must be 40 ft. wide with 3 large trees, 6 small trees and 50 shrubs per 100 linear feet. A 5 ft. tall berm is also required. Kent asked if there is a bufferyard on the adjacent property. Leeth indicated there is no bufferyard. Kent conveyed they will need to upgrade the Class D bufferyard to a Class E bufferyard. The Class E bufferyard must be 40 feet wide, with 7 large trees per 200 linear feet and 7 small trees and 60 shrubs per 100 linear feet. The Class E bufferyard includes a 6 ft. tall berm. Kent stated that if they seek a variance for the berm, some type of fence needs to be placed in this area. Leeth said they are trying to create a natural buffer and that they are trying to place all of the landscaping along the east side. Kent said they should incorporate both the fence and berm. Leeth stated the berm can be installed but it will affect the drainage plan. Providing the building elevations is necessary. Referring to Article 11, Section 11.500 for non-residential design standards is recommended. There will be no dumpster on this site. The office generates only a small amount of trash and it is picked up by the City. Kent requested a cross access parking agreement between the properties. The requirement for the front yard setback is 15 ft.; the side yard setback is 30 ft.; rear yard setback is 15 ft. A Zoning Clearance will be required for the project. Kent stated there appears to be a number of significantly large trees on the site. Will these be removed? Koros stated they will try to save 2 or 3 of the trees in the southeast corner. Kent conveyed the landscaping plan will need to show these trees, as well as the trees that will be removed. Providing the type of trees

that will remain and the type being removed as well as the caliper and size of the trees is necessary. There is a tree replacement requirement within the UDO. Referring to Article 10, Section 10.603 for these parameters will be necessary. Kent mentioned that West Street is a collector street. A Class B buffer is required along this collector street. The buffer must be 40 ft. wide with a 5 ft. tall berm. Kent requested copies of the building elevations to include as part of the submittal for the Planning Commission and City Council.

DICKSON: The sidewalk and pavement work must meet City specifications. Dickson will email these specifications. Specifications should be sent to Koros.

DALY: The City follows the Indiana 2014 Building and Fire Codes. Daly asked if the fence shown on C2.0 will go all around the perimeter or just on the back side. There was discussion concerning the fence. There will be nothing on the front entrance. The current BSK warehouses are accessed through a gate. The gates are locked between the hours of 9:00 p.m. and 6:00 a.m. with no access. Conway said they could mount a Knox Box with a remote opener. Daly said the Fire Department would appreciate this very much. Daly asked if there will be one door in and a common hallway. Conway explained there will be one egress access that will be on the west side of the building and there will be emergency exits. Daly said the emergency lights and exit light must meet code. The address must be on the building. Conway said the address will be 1058 West Street.

PILARSKI: Pilarski asked for confirmation that this facility will not have sanitary sewer service. Conway said there will be no sanitary sewer service. Pilarski asked if there will be a mechanical room since the project will be climate controlled. Conway indicated there will be a mechanical room on the lower level. The condensate from the air conditioning unit or furnace will go over to the existing warehouse and tie into that septic. Pilarski asked if there are any limits on what the general public can store. Conway said there are limits and they are specified in the lease. Storing of chemicals is prohibited. The storage is for household goods. Pilarski asked if there will be floor drains. Conway confirmed there will be no floor drains. Pilarski requested submittal of a floor plan showing the units and mechanical room. The floor plan should be sent to Yacoub Aljobeh.

GESKEY: Geskey asked if the building will have water service. Conway stated there will be no water. Geskey asked that the water and sewer be deleted from Sheet C8.0. Geskey asked Conway if he wanted the 2 water services for the former homes disconnected. Conway requested this be done. Geskey said if water is wanted in the future it will be necessary to pay for a water service.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with tree survey)
- Erosion Control Plan
- Right-of-Way
- Replace Sidewalk
- Detailed Site Plan
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage/Fencing Permit
- All Contactors Must Be Registered With The City
- Zoning Clearance
- Provide Building Elevations.
- Cross Access Agreement
- Address on Building
- Floor Plan (send to Yacoub Aljobeh)
- Delete Water and Sewer from C8.0