



MEETING: Site Review Committee
SUBJECT: CSI
ADDRESS: 2401 Calumet Avenue
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: June 12, 2018

IN ATTENDANCE:

Tyler Kent, Planning Director (219) 462-1161
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Vicki Thrasher, Building Commissioner (219) 462.1161
vthrasher@valpo.us
Tim Burkman, Engineering Director (219) 462-1161
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Adam McAlpine, Engineering Dept. (219) 462.1161
amcalpine@valpo.us
Yacoub Aljobeh, Water Reclamation (219) 464-4973
yaljobeh@valpo.us
Mark Geskey, Utilities (219) 462-6174
mgeskey@valpo.us
Tim Stites, Fire Department (219) 462-8325
tstites@valpo.us
Nate McGinley, Public Works Director (219) 462-4612
nmcginley@valpo.us

PRESENTERS:

Kenny Blankenship, CSI
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Kelly Radinsky, CSI
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Randell Peterson, Abonmarche
(219) 246-4196 / rpeterson@abonmarche.com
Daniel Graham, Shive-Hattery
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Jeff Klancer, Shive-Hattery
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Victor Ritter, Shive-Hattery
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The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed renovation and addition for CSI located at 2401 Calumet Avenue. 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: Klancer said the project is an addition, renovation and parking lot project for CSI. Phase 1 will consist of a new parking lot located on the west side of the building. The entry for the new parking lot will be from an access road and will provide 85 new parking spaces. Phase 2 will be a 9,600-sq. ft. addition off the east side of the building. The new addition will house a new reception area, conference rooms and training rooms. Peterson said there is an existing parking lot fronting Calumet. The new addition will cover a portion of this parking lot; therefore, parking is being relocated to the west side. The first phase allows the new parking lot to be constructed for employees to park while phase 2 happens. Peterson indicated the front parking lot will be removed once the new lot is constructed. Some of the new addition will span across the old parking lots footprint. Drainage improvements will be in the front. A detention area is being planned. It will serve as a water quality feature. Water will be captured, detained and then released. The water service will be handled internally. No new main or water pipe extensions are being planned. The existing sewer service will be tapped internally. No changes are anticipated. There will be general grading, reseeding and landscaping.

STAFF COMMENTS:

MCALPINE: McAlpine mentioned that he has met with Abonmarche concerning drainage site

details. McAlpine has a good understanding of how storm water will be managed. The proposed grading plan will meet City standards. McAlpine mentioned there are some comments about the buried utilities on the south side of the building and changes may be needed. McAlpine conveyed that if there are deviations from the plans as they are drawn, it will necessary to obtain an easement from the adjoining bank to allow storm water to drain onto their property. McAlpine requested information for the final total hard surface area. A Site Permit and Rule 5 will be required. Peterson mentioned that the SWPPP has been submitted to Mingyan, Engineering Department, and local approval has been provided. Their legal advertisement has been submitted and they are waiting on the proof of publication for submittal to the State.

MCGINLEY: McGinley conveyed that his concern is with existing structures in the right-of-way, i.e. sidewalk, curb and drive aprons. These were all updated recently. McGinley said it appears that sidewalk may need to be removed where the pond outlet is connected to the existing structure. The plans need to note that this sidewalk will be replaced if it is removed.

GESKEY: The addition is being built over the fire and domestic. Geskey said they may want to consider replacing the pipe. Radinsky said there is copper piping coming into the building. Geskey said the copper should be fine. Radinsky said it is cast iron on clay tile for the sanitary sewer. Geskey said the cast iron is the fire service and doesn't know if they want to build over the top of it or replace it with ductile iron pipe. Geskey recommends replacing with the ductile iron. Geskey suggested they replace the sewer service with plastic. Radinsky said it switches to 12-inche plastic outside at the sidewalk; however, the bathrooms will be removed and everything internally will be gone. Peterson said the mechanical engineer will detail it if this needs to be replaced. Geskey conveyed a cleanout 5-ft. outside the building is required. Geskey provided a plan showing where the water and sewer are located.

BURKMAN: The City standard for parking stall dimensions is 9-ft. x 20-ft.; however, it can be reduced to 9-ft. x 18-ft. when vehicle spaces overhang green space. Burkman conveyed the drive aisle needs to be 22-ft. The plans indicate the drive aisle as 20-ft. Burkman asked if the concrete gutter will be in the wheel path of the north-south, east-west drive aisles. Peterson said the gutter could possibly be in the wheel path. Peterson explained they put the gutter there to help facilitate drainage to avoid ponding and icing situations. There is good grading east-west, but the north-south portion is flatter. Peterson said they will look at this and possibly slide it over 5-ft. Burkman said this is not a requirement, but for consideration. Burkman conveyed a right-of-way dedication appears to be required along Calumet Avenue. The right-of-way dedication is a requirement of permit issuance to bring it up to compliance with the Thoroughfare Plan. The minimum requirement is 40-ft. along the entire frontage of the site.

THRASHER: A State Construction Design Release is required prior to issuance of Building Permits. All contractors working of the project must be registered with the City prior to issuance of permits. Signage will require a permit.

KENT: The property is zoned Commercial General. The final plans need to include the calculations for landscape ratio, gross floor area ratio and the net floor area ratio. The landscape ratio is .35; gross maximum floor area ratio is .353; the net floor area ratio is .543. The minimum lot width is 50-ft. and it appears this is being met. The side yard setback for office is 10-ft. This is from the property line and needs to be shown on the plan for the addition. The rear yard setback is 10-ft. Kent asked if there is an existing dumpster enclosure on the site. Blankenship said there is no enclosure, just a dumpster. Per the Unified Development Ordinance, there is a requirement for an enclosure. Kent requested they try to incorporate an enclosure. The enclosure needs to have a mandoor and decorative gates on the front. The material used for the dumpster enclosure needs to match the material used for the building. Referring to Article 2, Section 2.406 for the standards is necessary. The parking calculations need to be shown on the final plans. Peterson believes they exceed the number of spaces required. Kent said the data processing use will probably fall under general, which is 3 spaces per 1,000 sq. ft. of usable floor area. Bicycle parking is required.

The calculation is 1 bicycle parking space for 10 vehicle spaces, with a maximum of 10 spaces. Referring to Article 9, Section 9.206 is recommended. Submittal of a photometric plan is required. Referring to Article 9, Section 9.401 for the standards is necessary. Kent requested submittal of colored building elevations. The elevations need to show the materials being used. Referring to Article 11, Division 11.500, Non-residential Design Standards, is required. Kent asked if the existing sign will remain. Blankenship said the existing sign will remain and will be constructed with the same material used for the building. Kent asked if the flag pole will remain. Blankenship said the flag pole will be moved to an island at the front of the building.

STITES: The Fire Department follows the 2014 Indiana Fire and Building Codes. The site will be subject to annual inspections. Stites can be contacted via email with any questions.

ALJOBEH: The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. Aljobeh asked if there will be any changes to existing plumbing or additional plumbing. Klancer said there will be new restrooms in the addition, but some restrooms are being removed. No new services are being brought into the building. Aljobeh conveyed an internal plumbing plan must be submitted. The plan needs to be sent to Ed Pilarski (epilarski@valpo.us).

ISSUES TO BE RESOLVED:

Landscaping Plan

Rule 5 Permit

Provide Total Hard Surface Area

Right-of-Way Dedication

Detailed Site Plan

Cleanout

Site Improvement Permit

State Design Release

Building Permit

Contractors Registered with City

Signage/Fencing Permit

Dumpster Enclosure

Photometric Plan

Bicycle Parking

Colored Building Elevations (include material being used)

Zoning Clearance

Internal Plumbing Plan