

**MEETING: Site Review Committee**  
**SUBJECT: Simply Self Storage**  
**ADDRESS: 900 Locust Street**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: April 30, 2019**

**IN ATTENDANCE:**

Tyler Kent, Planning Director  
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Vicki Thrasher, Building Commissioner  
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Adam McAlpine, Engineering Director  
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Tim Stites, Fire Department  
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Paul Scott, Water Reclamation Dept.  
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Mark Geskey, Water Dept.  
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Nate McGinley, Public Works Director  
(219) 462-4612 / [nmcginley@valpo.us](mailto:nmcginley@valpo.us)

**PRESENTERS:**

Matthew Rodriquez, Abonmarche  
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Stephen Fields, Abonmarche  
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Randell Peterson, Abonmarche  
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The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed Simply Self Storage to be located at 900 Locust 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 project was originally site reviewed on November 7, 2017. The plans presented reflect the current layout for the project. The proposed building will be on the east side of the property. Access will be through the existing storage facility. The detention pond is toward the back and a proposed expansion on the south. RV storage will now be located on the east side of the property. The proposed building will be sprinkled.

**STAFF COMMENTS:**

**MCGINLEY:** Since this is an expansion of an existing building and there are no improvements to City right-of-way, McGinley presented no comments.

**THRASHER:** A Construction Design Release from the State of Indiana is required. Thrasher mentioned they have this ready to go. Thrasher also has the Building Permit application, the Zoning Clearance application and the Site Work

Permit application. A complete list of contractors is required. All contractors working on the project must be registered with the City prior to issuance of permits.

**KENT:** Kent asked if the building architecture is changing from what was previously submitted in 2018. Kim indicated the architecture is very similar to what was previously proposed. The building will be a metal panel building with two brick columns and an entry canopy and some brick at the entry. Peterson said an elevation was submitted. Kent requested color building elevations be submitted for the final Building Permit. Kent said these can be sent via email. Kent conveyed the project did receive variances on February 20, 2018. As part of the condition for written commitments, the existing tree line was to remain. With the adjustment to the site layout and the building now running east/west Kent asked if this adjustment impacts the bufferyard. Peterson said the intention is to leave as many trees as possible on the north side. However, they will also augment the area with additional trees to fill in any gaps in the bufferyard. Sheet L1 shows the additional trees and vegetation being planted. Kent indicated that he will provide copies of the Findings of Fact for the variance and the written commitments. The written commitments put in place a replacement ratio for trees if they were to die or be removed in the existing bufferyard. Kent mentioned that earlier this year parking ratios were discussed and agreed to. Peterson confirmed this. A Zoning Clearance is required. Thrasher mentioned that she already has an application.

**MCALPINE:** Providing the location of the building downspouts and how they will make their way to the south rather than to the northern adjoining property is necessary. It appears the grade is approximately 3 ft. higher. Peterson mentioned the downspouts are connected to a downspout manifold that will drain to the west to the proposed piped located on the west side of the building. The downspouts are being collected and routed to the catch basin. McAlpine asked if there is a Rule 5 for the site. Peterson said the Rule 5 has already been approved and they have the concurrence letter. McAlpine indicated a Site Permit covering erosion control and utility connections will be required. An updated Storm Sewer Drainage Report based on the latest layout is required. Peterson said he will submit the updated report. McAlpine asked if there has been any more discussion about enlarging the detention pond to the east. McAlpine recalls the pond expansion was held back because of the former building location. McAlpine asked if there is a willingness to lose parking stalls to expand the detention pond. Peterson said the adjustment to the layout allowed them to satisfy the ordinance for the required parking. The additional parking is in the southeast corner and prohibits the expansion of the pond further west. Kim indicated there are a couple of things that come into play. The first is the parking

variance. The second is the need for fire lane backup on this side of the building. Morales said it is a hammerhead with a 150 ft. backup. Kent interjected they received a variance in February of last year from the required 50 parking spaces down to 32 parking spaces. McAlpine said this was simply an “ask” to see if there was a willingness to expand the pond. This was a retrofit with regard to how the storm sewer pond was sized and McAlpine recalls trying to maximize the volume as much as possible. Peterson said they did the best they could with what they had.

**STITES:** At the end of the fire access road in between the existing and proposed buildings there is a fence gate. Stites asked if this gate could be placed on the north side of the fence to allow the Fire Department access to both the existing building on the west and proposed building in the back. Kim said it will be possible to move the gate from the east side to the north side of the access. Stites asked that the Fire Department Connection be installed on the southwest corner of the building. Stites said the contractor will need to contact him before the FDC is roughed-in so that the placement can be confirmed. The Fire Department follows the 2014 Indiana Fire and Building Codes. Inspections required during the construction phase of the project need to be scheduled through the Building Department. The project will be subject to annual Fire Department inspections.

**SCOTT:** This appears to be all self-storage. Scott asked if there will be any internal plumbing, i.e. floor drains or potential for restrooms. Kim said there is no indoor plumbing. Scott presented no other comments.

**GESKEY:** The water service for the sprinklers is private. This will be owned and maintained by the developer. The hydrant is also private, owned and maintained by the developer. Geskey requested they follow the City of Valparaiso specifications for the water line. The specifications are available on line at [valparaisoutilities.org](http://valparaisoutilities.org).

**ISSUES TO BE RESOLVED:**

- Erosion Control Plan
- Provide an Updated Storm Sewer Drainage Report
- Detailed Site Plan
- Site Improvement Permit (already submitted)
- State Design Release
- Building Permit (already submitted)
- Provide a Complete List of Contractors
- Contractors Registered with the City
- Submit Colored Building Elevations
- Zoning Clearance (already submitted)