



MEETING: Site Review Committee
SUBJECT: TRK Medical Office Building
ADDRESS: 1425 Glendale Blvd.
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: November 14, 2017

IN ATTENDANCE:

| | |
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| Tyler Kent, Planning Director | (219) 462-1161 |
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| Carley Lemmon, Planning Dept. | (219-462-1161 |
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| Vicki Thrasher, Building Commissioner | (219) 462.1161 |
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| Tim Burkman, Engineering Director | (219) 462-1161 |
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| Adam McAlpine, Engineering Dept. | (219) 462.1161 |
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| Yacoub Aljobeh, Water Reclamation | (219) 464-4973 |
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| Mark Geskey, Utilities | (219) 462-6174 |
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| Jon Daly, Fire Department | (219) 462-8325 |
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| Nate McGinley, Public Works Director | (219) 462-4162 |
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PRESENTERS:

Daryl Knip, Abonmarche
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 Randell Peterson, Abonmarche
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 Todd Keilholz, TRK Construction, LLC
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The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed medical office building to be located at 1425 Glendale Blvd. 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: The project is a two-story medical office building. There will be up to three tenants. There will be parking all the way around the building. The north side of the building cantilevers over staff parking. There are two sub-surface detention systems, one in the front that outlets to the storm sewer on Glendale Blvd. and a smaller detention system at the back that outlets into a swale draining towards the wetland area. Sheet 3.1 shows the green space. Open space is over 30%. They are proposing to connect to the water on the south side of Glendale. There will be a tap for each of the building tenants and a fire service. They are proposing to connect to the main just to the west of the site for sanitary sewer. Kent asked about the number elevators in the building. Keilholz said there will be three elevators, two in the front and one coming off the staff parking. Kent requested information concerning the underground storage. Knip conveyed it is an ADS StormTech System. There are chambers that sit on an aggregate bed. The chambers are filled with aggregate between the chambers and above the chambers up to the sub-grade. There are water quality features with separator rows. This takes the initial discharge before the water spills over into the others. All water is directed to one of the two chambers and the discharge is restricted as it leaves. Peterson mentioned that landscaping meets or exceeds the City requirements.

STAFF COMMENTS:

MCALPINE: McAlpine mentioned that he has reviewed the plans and drainage report. The amount of storage within the chambers is satisfactory and satisfies the drainage requirements. It will be necessary to provide a cross-access easement agreement with the property owner to the west. This site exceeds one acre and will require a Rule 5 Permit. McAlpine mentioned the plans have been provided to the City's MS4 Coordinator to begin her review for erosion control. A Site Permit will be required for the utility connections and the right-of-way cut. McAlpine conveyed a 2% cross-slope must be maintained across the sidewalk at the driveway. McAlpine requested a direct connection with the TRK sidewalk and the sidewalk at the southeast corner. Within the drainage report, the release rate was mentioned in the engineering drawings; however, there was no mention about how the rates were calculated in the drainage report. Providing this information in the drainage report will be necessary. McAlpine requested more information concerning the retaining wall, i.e., type and cross section detail of the wall. The pipe between Structures 12 and 13 is shown a .02%. This pipe slope is too flat. McAlpine requested the storm structures on the details page be catch basins with a 3-ft. sump.

MCGINLEY: McGinley indicated he has not had a chance to review the plans. McGinley deferred comments to Tim Burkman.

BURKMAN: The correct address for this site is 1425 Glendale Blvd. The 30-ft. right-of-way along the frontage already exists. No additional dedication is necessary. The sidewalk width needs to be a minimum of 5-ft. and the cross-slope needs to be carried through the driveway. Burkman asked how old the wetland delineation is for the northwest corner. Is this delineation still valid? Knip is unsure, but will check on it. Burkman conveyed the parking stalls need to be 20-ft. long; however, if they overhang green space, they can be 18-ft. long. The sanitary sewer connection fee which is part of the Site Permit, will be based on the water meter size. Prior to issuance of permits this information will be necessary. The pavement replacement section for the water service crossings shall match either the City's collector street standards for pavement, or the existing pavement section, whichever is greater. Since this is such a narrow trench, Burkman is requesting the use of flowable fill for backfill through this area. Geskey interjected this will be bored. Burkman asked if they are planning a fence along the top of the retaining wall. Knip said there will be a fence or railing. Burkman indicated there is an existing 20-ft. sanitary sewer easement across the frontage. Burkman said there used to be an old force main running through this area. Geskey said he is unsure about this force main. Burkman believes this has been abandoned. Burkman said the live gravity main does run through this. Burkman suggested running the sidewalk in the middle tier of parking through the parking island. It appears there is approximately a half-inch difference between the standard sidewalk and the heavy-duty sidewalk. This could cause some constructability problems.

THRASHER: Thrasher asked if they plan to build a shell and then have future tenants build-out. Keilholz everything will be constructed at one time. A Construction Design Release from the State will be required prior to issuance of permits. A Building Permit will be required. All contractors working on the project must be registered with the City before permits are issued. Signage will require a separate permit.

KENT: The property is zoned BP, Business Park and office space is a permitted use in this district. The lot coverage ratio is .30; gross floor area ratio is .531; net floor area ratio is .597. The front yard setback is 40-ft.; side yard setback is 15-ft., but they must total 35-ft; the rear yard setback is 50-ft. The calculation for signage is 3-sq. ft. of signage per one linear foot of building frontage facing Glendale Blvd. Kent conveyed the monument sign needs to meet the visual triangle aspect of the UDO to ensure the sign is not blocking the site of individuals entering or leaving the site east bound on Glendale Blvd. Referring to Article 8 will be necessary. Burkman interjected it will be necessary to be mindful of the sanitary sewer. The plans show the sign over

the top of the sanitary sewer. Kent conveyed the sign must be setback 5-ft. from any right-of-way, driveway, easement and sidewalk. ADA parking is calculated at 1 ADA space per 25 regular parking spaces. The calculation for regular parking is 5 spaces per 1,000-sq. ft. of useable floor area. Restrooms and storage space are not included in this calculation. The plans will need to include the dumpster enclosure detail. Referring to Article 2, Section 2.406 will be necessary. The material for the dumpster enclosure must match the building. There needs to be a decorative front gate and a man-door used for access by staff and employees. The final plans need to include the detail for the bicycle parking spaces. The bicycle parking calculation is one bicycle space per ten parking spaces, with a maximum of ten racks. A photometric plan will be required Per Article 9, Division 9. 500. Kent commented it is nice to see the connection from the public sidewalk to the front of the building. Kent reiterated a copy of the cross-access easement agreement between Porter Health and TRK Medical will be needed. The landscaping requirement for open space is 10 large trees, 16 small trees and 120 shrubs per acre. The on-lot landscaping as shown on the plans does comply (8 large trees, 16 small trees and 46 shrubs per acre). The plans need to show the 15-ft. wide bufferyard between the apartment complex to the north and TRK Medical. The bufferyard needs to include 2 large trees, 4 small trees and 34 shrubs per 100 linear feet. The calculation for parking lot landscaping is 1 large tree per 6 spaces and 1 shrub per 4 spaces. Kent conveyed a break is needed in the front wall. Kent believes they comply, but it needs to be checked. Referring to Article 11, Section 11.502 for information on this issue is necessary. There must be a break at less than 80-ft. Kent asked if they are considering building lighting. Keilholz indicated there will be building lighting. Kent requested the lighting be included as part of the architectural features under Section 11.503. There is a requirement for transparency of at least 40%. This measurement is between 3-ft. and 8-ft. from grade. Kent requested a sample piece of the material being proposed for the building. Kent asked for any photos they may have of buildings where this material has been used. Kent conveyed he must determine if this material is permitted and what the threshold of the use of this material is. It may be necessary to look at a mixture of some other material, other than metal siding on all sides of the building. Kent asked if the HVAC units are located on the roof. Keilholz confirmed the units are located on the roof. Kent advised the permitted colors for the building are earth-tone colors. A Zoning Clearance is required. Kent asked about the time-line for the project. Keilholz said they would like to get the foundation in this week. Kent asked what Engineering and Building will need to be able to issue the permit. Burkman interjected they will need to submit the Rule 5 Permit and Site Permit. Thrasher conveyed that if they are applying for a Foundation Permit, they will need the State Construction Design Release for the foundation, plans for the foundation and all the contractors working on the site will need to be registered. They need to apply for the full Building Permit so Thrasher has all the information.

DALY: The City follows the 2014 Indiana Building and Fire Codes. Daly is aware the building will be sprinkled. Working with the Fire Department on the Fire Department Connection is necessary. The address needs to be on the building and/or the monument sign. The suites need to be labeled. Daly deferred comment about the fire hydrant to Mark Geskey. Emergency lights, exit signs and fire extinguishers must meet code. A Knox Box will be required.

ALJOBEH: The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. A Medical and Mercury Waste Survey is required. An internal plumbing plan is required. Aljobeh asked if the elevators are electric or hydraulic. Keilholz indicated the elevators will be hydraulic. Aljobeh asked if they will be connected to a sump pit. Keilholz confirmed they will be connected. Aljobeh advised an oil minder will be required.

GESKEY: The sewer main will need to be cut and a Wye installed. Fernco no-shears will be used to tie everything back together. A clean-out within 5-ft. of the building is required. Geskey said Glendale is a very busy road; therefore, it will be bored. A flow test will be required and the pipe size can be determined. Ductile iron will be used under the road. One 8" will be run across, then a

4-way cross will be installed. The fire flow goes straight through with a hydrant on one side and a stub of pipe which will be tapped for the domestic services. The plumbing contractor will take it from here around to the back of the building. The tenants will be metered separately.

ISSUES TO BE RESOLVED:

Landscaping Plan (open space, on-lot, parking lot, bufferyard)
Erosion Control Plan
Cross-Access Easement Agreement
Calculations for Release Rate
Details for Retaining Wall
Review Wetland Delineation
Provide Water Meter Size
Rule 5 Permit
Detailed Site Plan
Site Improvement Permit
State Design Release
Building Permit
Signage/Fencing Permit
All Contactors Must Be Registered with the City
Provide Sample of Metal Siding
Provide Photos of Buildings Where Metal Siding has been used
Dumpster Enclosure Detail
Photometric Plan
Bicycle Parking
ADA Parking
Zoning Clearance
Contact Fire Department for FDC Location
Medical and Mercury Waste Survey
Internal Plumbing Plan