

MEETING: Site Review Committee
SUBJECT: All Purpose Animal Facility
ADDRESS: 1906 Calumet Avenue
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: May 21, 2019

IN ATTENDANCE:

Tyler Kent, Planning Director
(219) 462-1161 / tkent@valpo.us
Adam McAlpine, Engineering Director
(219) 462-1161 / amcalpine@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Mark Geskey, Water Dept.
(219) 462-6174 / mgeskey@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Leon Bland, Owner
(219) 746-9997 / leonebland@gmail.com
Vanessa Bland, Co-Owner
David Buls, Krieg/DeVault
(219) 227-6105 / dbuls@kdlegal.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed all-purpose animal facility to be located at 1906 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: Some roof work needs to be done. Bland wants to install an overhead door at the front of the facility. Bland also wants to rearrange some of the non-load bearing walls. They want to use the building in basically the same way it has been utilized in the past. The building will be used for pet daycare and storage of excess dry pet food inventory. Bland will be moving offices and grooming services to this facility. Bland intends to clean-up the area and remove dead trees. The front of the building will be painted.

STAFF COMMENTS:

MCGINLEY: Public Works is concerned with the City right-of-way and trash and recycling. Public Works will not provide trash and recycling services for this location. It will be necessary to contract with a private waste hauler. McGinley explained that the City is in the process of trying to install missing links of the pathway on the east side of Calumet. McGinley wants to work with Bland to land a pathway along the frontage of this building. McGinley conveyed the pathway will need to be 8 ft. wide. McGinley said it will be necessary to take

measurements to see if there is enough room to fit the pathway between the utility poles and the parking lot.

KENT: This property is zoned Commercial General (CG). Kent asked for clarification concerning the use of the building. Bland said there will be customers coming in and out of the building. There will be day care for pets. They will be moving their offices to this building. Bland wants to provide grooming in the future. Bland mentioned that once the grooming service comes into the building the temporary storage will be removed. Bland said there is a crematorium in the building and Bland may want to be able to provide cremation services. This issue will need to be researched. Kent mentioned that loading garages are not permitted on the front face of buildings. They need to be located on the back of the building; however, this may not be feasible for this facility. Kent suggested they consider installing the overhead door on the southwest corner of the building. Kent indicated that this issue will need to be researched. It may be necessary to seek a variance from the Board of Zoning Appeals for the overhead door installation. Kent said there cannot be any outdoor runs for the daycare. Bland said they would only be taking dogs out for bathroom breaks and supervised play time. Kent mentioned there are very specific standards for outside kennels. The allowance for signage is 3 sq. ft. of signage per 1 linear foot of building frontage facing Calumet Avenue. Kent indicated that the pole sign located in the front is a legal non-conforming sign. The sign shall not be modified or structurally altered in any way to extend the life of the sign. Basic painting can be done. Bland asked if the Healthy Paws panel can be installed. Kent said a face change is permitted; however, it may make sense to consider a monument-style sign. Kent conveyed that once the 10 ft. right-of-way dedication is done, the pole sign will be in the City right-of-way. Bland asked about an electronic sign. Kent said electronic signs are allowed; however, the message can only change once a day and it must remain static. Kent indicated that he will work with Bland concerning a new sign location. Kent advised that temporary signage is allowed on the site for 70 calendar days. Each temporary sign counts towards one day. A Sign Permit will be required for the face change and any temporary signage. Kent asked if there is a dumpster on the site. Bland confirmed there is a dumpster. Kent conveyed there is a requirement for a dumpster enclosure. Kent said it may be possible to use the building wall as part of the enclosure. Kent asked if they have a lot of boxes. Bland said they take their boxes to the recycling plant. Kent conveyed that only earth-tone colors can be used for the exterior of the building. Bright or neon colors are not permitted.

ON BEHALF OF VICKI THRASHER, BUILDING COMMISSIONER: Thrasher will require additional information to determine if this is a change of use. A Building Permit will be required, and detailed plans will be required for the

Building Permit submittal. All contractors working on the project must be registered with the City prior to issuance of permits. A Sign Permit will be required for any new signage on the site. It will be necessary to contact Thrasher with any questions concerning these comments. Her contact information is vthrasher@valpo.us or 219-462-1161.

STITES: The Fire Department follows the 2014 Indiana Fire and Building Codes. All inspections required during the construction phase need to be scheduled through the Building Department. The facility will be subject to annual inspections by the Fire Department. Bland asked if there is anything special required for the crematorium. Stites said he has never had this question presented before, so he will have to do research. Stites asked about the purpose for the overhead door. Bland said it will be used to bring storage into the building. Bland said it is necessary to use a forklift for the product. Kent asked if box trucks are used for these deliveries. Bland said the majority of deliveries are by box trucks. Stites said rather than installing an overhead door they might install a double door. Bland agreed that this could possibly be an option.

GESKEY: Geskey asked if there will be any changes to the water or sewer coming into the building. Bland indicated there will be no changes to either the water line or the sewer line. Geskey advised that the Water Department records show there is no backflow protection on the water line after the meter. It will be necessary to bring this up to specifications. Contacting Shaun Shifflett concerning this item will be required. Contact information was provided.

MCALPINE: Per our Unified Development Ordinance, the right-of-way along Calumet Avenue between Morgan Blvd. and Vale Park Road is intended to be 80 ft. (40 ft. on either side). As shown now, it is 60 ft. This means an additional 10 ft. of right-of-way along the property frontage needs to be dedicated to the City. The dedication must be done before permits will be issued. This dedication may creep into the parking lot. The City generally likes to install the pathways up to the new right-of-way, but we do understand that parking is needed. The next step is to check some dimensions. The City wants as much parkway room as possible. There are utility poles to deal with and people do travel quickly down Calumet so there needs to be a nice green strip for safety considerations. McAlpine mentioned one option is to make the parking stalls angled to make it one way in and one way out. There would only need to be one drive aisle instead of a 24 ft. two-way drive aisle width. However, angled parking will cause the loss of two parking spaces. Bland mentioned that Torrenga Engineering will be doing a survey. Bland asked if he will be charged for the pathway installation. McGinley indicated that funding will not be available this year. If there are major exterior improvements, the City might ask the business to install

the pathway. However, in this case with only minor improvements, once the right-of-way is dedicated the City can install the pathway at the City's cost. McAlpine said there could be some time between the dedication of the right-of-way and the actual installation of the pathway. The City tries to connect one section to another. In this case, we are not able to do this. McAlpine said it appears the northern entrance crosses private property. Providing a cross access agreement in place which allows for the use across their property is necessary. Bland presented documentation showing an existing easement. Bland asked if this easement will affect the City pathway. McAlpine does not think the easement will affect the pathway. The property to the north does not have the same dedication in place now; however, when and if they do, then the pathway can run straight to the north. This is the piece between McDonald's and this property. McAlpine said even with the 10 ft. right-of-way dedication the drive may still cross private property.

SCOTT: Both the existing and proposed plans show a lab. Bland said the lab should have been removed from the proposed plans. There will be no lab in the facility. Scott provided a copy of Chapter 51 of the City's Code of Ordinances. Scott asked if any of the internal plumbing is changing. Bland said no changes will be made to the plumbing. Scott provided no other comments.

ISSUES TO BE RESOLVED:

- Right-of-Way Dedication
- Detailed Site Plan
- Backflow Prevention (contact Shaun Shifflett)
- State Design Release
- Building Permit
- Contractors Must be Registered with the City
- Signage Permit (for permanent and temporary signage)
- Variance for Overhead Door (if required)
- Provide Copy of Cross Access Easement
- Zoning Clearance