

MEETING: Site Review Committee
SUBJECT: Valpo Motors II, Inc.
ADDRESS: 1109 Morthland Drive
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: November 5, 2019

IN ATTENDANCE:

Tyler Kent, Planning Director
(219) 462-1161 / tkent@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vtrasher@valpo.us
Mingyan Zhou, Engineering Dept.
(219) 462-1161 / mzhou@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Mark Geskey, Water Dept.
(219) 462-6174 / mgeskey@valpo.us
Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Pete Dres, Owner
(219) 405-2476 / Valpomotors@gmail.com
Susan Dres

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed used car sales to be located at 1109 Morthland Drive . 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: Dres explained this used car sales facility will be located at the old Fence Masters parcel. Dres said at one time Midwest Motors was located at this site. Dres does not intend to make any changes to the site or the building. He does intend to clean up the site.

STAFF COMMENTS:

MCGINLEY: Public Works is concerned with anything in the City right-of-way; however, this site is located on U.S. Highway 30. McGinley said there is no sidewalk or connecting sidewalk. However, since the building is not being updated structurally, the City will not request the installation of sidewalks. McGinley pointed out that the U.S. 30 project is going on and is unsure how this property will be affected. Public Works is also concerned with trash collection and recycling, but usually these services are not offered to businesses by the

City. McGinley suggested Dres contact Public works to discuss this issue. No other comments were presented.

GESKEY: Geskey asked if there will be any changes to the water to sewer. Dres indicated no changes will be made. Geskey offered no other comments on the project.

STITES: Stites said they can contact him if assistance with fire extinguishers is needed. This facility will be subject to annual fire inspections.

ZHOU: Since no site improvements are being made, Zhou presented no comments on this project.

KENT: Kent asked if the fencing will remain. Dres said the fencing displays will be removed. Kent asked if there will be building improvements. Dres does not intend to change the building. Kent asked about trash pickup. Dres said he will use the City's services. McGinley reiterated that this will need to be discussed since the City usually does not provide trash pickup services to businesses. McGinley suggested Dres contact Indiana Waste or Republic. Public Works will help, if needed. Kent said if there are totes or a dumpster on site, it will be necessary to have a dumpster enclosure. The dumpster enclosure needs to be brick with decorative fencing on the front entrance and the mandoor on the side. This is required under Article 2, Section 2.406 of the Unified Development Ordinance. The requirement for parking is one parking space per 1,000 sq. ft. of floor area within the building and one additional parking space per 15 stored car spaces on site. At least one ADA space is required and must be van accessible. Per code, the dedicated spaces must be painted. The property is zoned Commercial General and car sales is a limited use within this zoning district. Use of the right-of-way for display of vehicles is prohibited. The property is also within the U.S. 30 Overlay District. A 6 ft. tall monument-style sign is permitted. Kent said the existing sign located on the site is within the State right-of-way and it will need to be removed and a new sign installed for the site. Neon signs, rope lighting, balloons, portable signs and inflatable signs are prohibited. The calculation for signage is 3 sq. ft of signage per one linear foot of building frontage facing U.S. 30. Kent said it appears this is approximately 23 sq. ft. and multiplying this by 3 will provide the total allowable signage for the site. Kent asked if the gas canopy will be removed. Dres said he does not intend to remove the canopy. Kent pointed out that there are provisions within the code that old canopies are to be removed. This is a new standard and it was recently approved. The intent is that once gas stations are no longer in use, the canopies need to go away along with the pumps and tanks. Zhou interjected that if the tanks and pumps need to be removed, a Site Permit may be required. Dres said the tanks were removed some time ago and the site is clean. Kent indicated the maximum lot coverage on the site is 75% and this cannot be exceeded. There is

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a requirement for a 15 ft. landscape buffer along the front property line. This will help buffer the parked cars. Kent stated there is a requirement within the code that parking along the front of the building prohibited. Parking is to be located either at the rear or side of the building. Kent requested a site plan showing how the cars for sale will be located on the property. Dres said the cars will be in the front. Kent reiterated that the City standards do not allow for parking in the front yard area. Kent said if they plan to park cars in front of the building, it will be necessary to seek a variance from the Board of Zoning Appeals. Kent conveyed that the City will monitor the parking and if it becomes an issue it will need to be addressed. Dres confirmed that he will follow the City's codes. A Zoning Clearance and the site plan showing the car parking arrangement will be required prior to occupying the property.

THRASHER: A Sign Permit will be required. The old sign must be removed before the permit for new signage will be released. Thrasher asked about the condition of the canopy. Dres said it is in excellent condition. Thrasher reiterated that the City prefers the canopy be removed. Thrasher asked what work is being done on the building. Dres said they will not be doing any work on the building at this time. Thrasher asked who maintains the right-of-way area. McGinley believes the maintenance is done by the State and they only mow twice a year. Dres said he will be cleaning up the area. Thrasher asked if there will be automobile repairs. Dres said there will be no repairs taking place.

SCOTT: Scott asked about repairs. Dres stated there will be no repairs. Scott provided no other comments.

ISSUES TO BE RESOLVED:

- 15 ft. Landscaping Buffer in Front
- Dumpster Enclosure
- Private Waste Hauler
- Detailed Site Plan
- Contractors Registered with the City
- Signage/Fencing Permit
- Submit Site Plan Showing Where Cars Will Be Located
- Zoning Clearance