

MEETING: Site Review Committee
SUBJECT: K12 Tech Office Building
ADDRESS: 351 Washington Street
PRELIMINARY SITE REVIEW

LOCATION: Zoom
DATE: June 22, 2021

IN ATTENDANCE:

Carley Lemmon, Asst. Planner
(219) 462-1161 / clemmon@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Bill Laird, Engineering Dept.
(219) 462-1161 / blaird@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Matt Zurbriggen, Engineering Dept.,
(219) 462-1161 / mzurbriggen@valapo.us
Nate McGinley, Water Dept.
(219) 462-6174 / nmcginley@valpo.us
Tony Fahel, Water Reclamation Dept.
(219) 464-4973 / tfahel@valpo.us

PRESENTERS:

Kevin Coros, McMahon Engineers/Architects
(219)263-6021 / kmcoros@mcmgrp-in.com
Zachary Marvel, K12 Tech Repair
(219) 916-2135 / zmarvel@k12techrepairs.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed K12 Tech Office Building to be located at 351 Washington Street. Lemmon 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 is the old VonTobel lumber site that was used to house a lot of their materials. Marvel purchased the property and wants to renovate the building for the use of his business. Marvel is well aware of the challenges presented by this site. The challenges include parking, landscaping, signature corridor, transparency, building materials, etc. Jessica Vargas is currently working on a BZA application for some of these items.

STAFF COMMENTS:

LAIRD: This is a very tight site and it seems the plans submitted are fairly preliminary. Laird mentioned that the plans did not show grading or how storm water on the site will be handled or where it will leave. It appears the post-developed conditions will have a significant increase in impervious surface which will probably generate some additional runoff in pre-developed. The site

geometry needs to be looked at closely. Engineering is not sure how the flow works for the parallel parking and the trucking access in the rear on the east side of the site. There is also a similar concern with the flow of parking off of Washington Street. The drive aisle widths are unclear. Coros said they do not have an exact plan set up as far as what would be typical for a site review meeting. Grading on the site will be north to south. This is pretty much the flow of the site. Coros mentioned that he discussed his initial plan for drainage with Engineering about a month ago. The intent is to catch all the storm water on the southern edge of the property into one cohesive storm main and run that to Franklin Street. This was discussed and during the discussion they talked about the potential upgrades that might happen on Franklin Street. The timeline for the City to improve Franklin Street versus trying to get a storm line tied in will be the hardest portion. Coros stated that McMahan did the work for the City to improve Franklin Street. Coros believes the storm system is a combo system (sanitary/storm) and thinks the City's intention is to upgrade the system. Coros stated that they want to pipe the storm from this property into the existing network handled by the City. Coros agreed that the site is tight and very challenging. Not a lot can be done without cooperation because of the existing elements they are dealing with. The building is extremely old. They understand it will be tight, and they are working through the process. The drive aisles may potentially be 22 ft. which is smaller than the standard. The traffic in and out will not be extensive. Laird agreed that there was previous discussion concerning the storm sewer. Laird said some kind of coordination with the storm improvements on Franklin Street could be made so that we can accommodate the discharge from this site. Engineering will need to know sizes, locations, and the expected quantity leaving the site through that point. The City is upsizing what is in Franklin Street. However, the City needs to ensure that the existing system will not be overloaded. Coros conveyed that drainage calculations and runoff calculations will be provided as part of their submittal. Coros will also work with Engineering once he has a concept of how the storm water will be handled to ensure it will be beneficial to everyone. Laird said there appear to be a couple of existing loading areas in the rear and asked if these will be loading docks or overhead doors. Will the traffic consist of semis, box trucks, etc? Marvel explained the K2 Tech Repairs works with public and private schools nationwide, but mostly in the Midwest. A lot of what they do is repairing and refurbishing. The potential for a 53 ft. semi could be once a year, if they were doing a very large job for a school and this information would be known weeks in advance. Marvel said there is an overhead door in the bottom, and they would be pulling in one of the corporate vans. The only reason there will be a box truck is if they need to bring pallets in to the second floor and there is a loading dock on the

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ground floor (basement). There should only be 3-4 box trucks per month. The traffic will be mostly workers entering and leaving the site.

ZURBRIGGEN: It will important to make sure vehicles can enter and leave the site safely, especially in the parallel parking on the east side. Zurbriggen conveyed that they need to be cognizant of storm water quality.

MCGINLEY: Utilities is responsible for water and sewer services for the facility. McGinley is aware there have already been extensive conversations with Mike Steege on site. Steege wants them to tie-in to the sanitary sewer manhole in the sidewalk to the southwest of the property on Washington Street. For the water service, they have been sent a preliminary estimate of cost for a 1" service and 3/4" meter which they will tie-in to the 6" main on Washington Street. McGinley said when the utility plan is put together, Utilities will work with them to confirm the details for the low-pressure portion and tie-in to the manhole as well as doing the tap for the water main. McGinley mentioned that Shaun Shifflett with the Metering Department conveyed that backflow will be required.

FAHEL: The Water Reclamation Department is concerned with what is discharged into the sanitary sewer. Fahel asked for an explanation concerning the usage of the site. Marvel said it is a mixed use. The top floor will be office space and the repair work area. The basement floor is open warehouse, storage, and organization. There will be two single-stall bathrooms upstairs and two bathrooms downstairs. Because of the parking issue, bicycle parking and a shower area are being considered on the first floor. They will not be running anything that requires a lot of water usage. Fahel asked if the plumbing will be changed. Marvel said currently there is no plumbing in the building. The existing building is simply open. The plumbing will be added. Fahel stated submittal of an internal plumbing plan is required.

THRASHER: The project must be submitted to the State for a Construction Design Release. A Building Permit is required. All work must be completed by registered contractors. Thrasher asked if there will be any signage. Marvel stated there will not be any signage. Thrasher expressed concern with the proximity of the property lines to the building. It appears to be very tight. Thrasher asked if the building will be sprinklered. Coros said they are not planning on sprinklers. Thrasher stated there is right-of-way to the north and a substation to the south. The south end appears to be very close to the property line, but no dimensions were provided. The required separation from the building to the property line does not exist and typically this would require a sprinkler system. Coros asked what the minimum distance needs to be. Thrasher advised that it depends on the construction type and use. Vargas should be familiar with the requirement. Coros said the building is 8.2 feet from the property line on the south. Thrasher suggested Vargas look into this issue.

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STITES: Will a fire alarm be installed? Marvel said a fire alarm will be installed. They intend to follow the fire codes and anything that needs to be installed will be added. Stites expressed concern with access on the east side of the building. It may not be possible to turn in if there is a car parked near Franklin Street. Stites will send the turning radius of the largest or newest Fire Truck. Access needs to be discussed further. Coros asked if the Fire Department has to be able to turn the truck around. Stites clarified that they do not have to be able to turn the truck around, but they have to be able to access the site safely, put hose out, and extend the stabilizer legs. This ends up being about 16 ft. wide. Stites asked about the basement use. Marvel said they do a lot of sorting and prep for schools. The basement is an open storage warehouse. Stites mentioned there is a concern with a lot of stored plastic stacked on shelves. What is the height of the basement? Marvel said the basement is almost 10 ft. tall. Stites stated that if plastics are stacked too high in a basement it could trigger the requirement for a sprinkler system. Marvel indicated they do not stack anything high. Most of the storage will never be above 6 ft. tall. They never do more than stacks of ten. Stites conveyed that all initial inspections through the construction phase are scheduled and coordinated through the Building Department. After occupancy, the facility will be subject to annual fire inspections.

LEMMON: Lemmon is aware that there have been conversations between Shrader and Vargas concerning variances that are needed for parking and landscaping. Lemmon conveyed that the property is in the Commercial General (CG) Zoning District. The property is also located within a Signature Corridor. Office and service uses are permitted in Commercial General. The landscape ratio for office is .35 and for all other uses it is .15. Shrader and Vargas have discussed which ratio will be used. The nonresidential bulk requirements (lot width, lot area, front yard setback, etc.) are in Table 3.505. If signage is considered in the future, the allowance for signage is 3 sq. ft. of signage per one linear foot of building frontage. The minimum parking requirement for office (general) is 3 spaces per 1,000 sq. ft. and one loading space per 33,000 sq. ft. The parking requirement for service (general) is 2.5 space per 1,000 sq. ft. plus 1 space for a full-time employee and 1 space for a company vehicle. The Commercial General on-lot landscaping requirement is 9 large trees, 18 small trees and 50 shrubs per acre. The requirement for parking lot landscaping is 1 large tree per 8 spaces and 1 shrub, perennial or ornamental grasses per 4 spaces. Referring to Article 11, Section 11.500 for the nonresidential design standards is necessary. This section includes information for building offsets, transparency requirements, building materials, and colors. Lemmon believes that both transparency and building materials may be on the list of variances that need to be requested. The landscaping and screening requirements for office

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space in the signature corridor is a minimum building setback of 30 ft. and a maximum setback of 50 ft. The minimum landscape yard on the right-of-way is equal to the building setback. Landscape requirements are listed as well. All service areas should be screened with a dense planting of shrubs and evergreen trees. Parking is not permitted within the landscape yard. This will be one of the requested variances. After the variance process, a Zoning Clearance will be required.

ISSUES TO BE RESOLVED:

- Detailed Site Plan
- Backflow Prevention
- Drainage and Runoff Calculations
- State Design Release
- Building Permit
- Contractors Registered with the City
- Submit Internal Plumbing Plan
- Zoning Clearance