

MEETING: Site Review Committee
SUBJECT: Wingtip Aviation
ADDRESS: 1175 West St.
PRELIMINARY SITE REVIEW

LOCATION: Zoom
DATE: October 26, 2021

IN ATTENDANCE:

Carley Lemmon, Asst. Planner
(219) 462-1161 / clemmon@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Matt Zurbruggen, Engineering Dept.
(219) 462-1161 / mzurbruggen@valpo.us
Will Rose, Engineering Dept.
(219) 462-1161 / wrose@valpo.us
Nate McGinley, Water Dept.
(219) 462-6174 / nmcginley@valpo.us
Tony Fahel, Water Reclamation Dept.
(219) 464-4973 / tfahel@valpo.us

PRESENTERS:

Matt Keiser, Abonmarche
(219) 246-4195 / mkeiser@abonmarche.com
Randell Peterson, Abonmarche
(219) 246-4196 / rpeterson@abonmarche.com
Matt Rosssman, ICS
(219) 663-7226 / mrossman@ics.build
Jeromy Monsanto, Wingtip Aviation
(219) 462-6081 / jeromy@wingtipaviation.com
Laura Brown, Abonmarche

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed to be located at . 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 property was originally zoned residential. There was a house on the property that has been demolished. Monsanto went through the Plan Commission to rezone the property from residential to Business Park. This site review is for the Wingtip Aviation building, the access drive off of West Street, parking lot, and detention pond east of the Wingtip building. They hope to construct additional buildings at the back of the property. Keiser said the possible future buildings were taken into consideration when sizing the infrastructure and site utilities. Monsanto explained that Wingtip manages aircraft around the world and are headquartered in Valparaiso. All scheduling and operations are done from Valparaiso. However, there will not be any planes in Valparaiso. The office portion will house Wingtip personnel. There will be storage for power carts and spare parts. The future buildings will be for business offices. Lemmon clarified that no approvals are given at site review. Approvals are given during the permitting process.

STAFF COMMENTS:

ZURBRIGGEN: Zurbruggen asked if a wetland delineation was done recently for this site? Keiser stated the wetland delineation was completed a couple of years ago and the Army Corp. of Engineers verified and certified the delineation. Zurbruggen stated that his main concern is how the wetlands function with each other. He is aware that they are separated now, but at some point, if they do connect, from an Engineering perspective this is a sensitive drainage area. Zurbruggen said further discussion with Abonmarche's Engineering team about how the wetlands function and how they are modeled will be necessary. Zurbruggen asked if the southern wetland is at all connected to the eastern wetland. Peterson said there is a saddle in the middle of the property, and it would probably take 5 to 5-1/2 feet of water to fill the southwestern wetland before it would overtop and go to the northeastern wetland. To say it will never happen is probably wrong, but to say it will rarely happen is more correct. Peterson feels there is no functional connection at this point. Zurbruggen did review the Drainage Report and will provide a more detailed Engineering review. Zurbruggen conveyed a Site Permit covering erosion control, sewer, Site Permit will be handled by the Engineering office. Zurbruggen mentioned there is a pipe shown in the southeast corner of the lot but there are no details. It appears to come out of a manhole and runs almost into the southern most tip of the floodplain. Keiser believes it is an outlet from the road. Zurbruggen requested they include any information on this outlet with their next submittal once they have the Engineering review.

ROSE: Rose explained that he is responsible for addressing for the City. After looking at the plans and the potential for expansion over time, Rose feels it would be best if the private drive had its own name so numbering can be adjusted accordingly as development takes place. Rose asked if this seemed reasonable. The Wingtip team said this will be acceptable. Rose said using West Street for all the buildings will be difficult. It is a north/south oriented development. There is a preliminary plan but over time things could possibly change. Rose does not want to lock in numbers or run into a situation of running out of numbers for addressing purposes. Rose can provide an Excel list of existing streets from the County 911. Rose asked that they submit a list of street names that he will share with the Police Department, Fire Department, Post Office, and Porter County Plan Commission. They will say yes or no and then numbers can be assigned.

MCGINLEY: There have been several back-and-forth conversations with Keiser on this project and there will probably more conversations as the project progresses. McGinley conveyed that the water service will be obtained from a

16" main on U.S. 30. There is a gravity manhole. The developer has proposed a 2" force main to tie-in to the gravity sewer main in West Street. McGinley stated this is acceptable. The Sanitary Sewer Permits will go through Engineering and the inspections will go through Collections and Distribution. The water details will have to be worked out collectively moving forward. The Metering Department indicates that backflow will be required since these facilities will be new. Coordinating with the Metering Department for meter installation is necessary. The contact for metering and backflow is Shaun Shifflett. Shifflett can be reached at (219) 462-6174, Ext. 1322 or sshifflett@valpo.us.

FAHEL: The Plumbing Plan submitted is adequate. Fahel asked for specifics on what will be stored in the building. Monsanto stated these are essentially aircraft support parts, power carts, aircraft boxes. Fahel asked if there will be any fuel, oil or chemicals stored. Monsanto nothing of this type will be stored. Fahel presented no other comments.

THRASHER: This project must be submitted to the State of Indiana for a Construction Design Release before a Building Permit can be issued. All contractors must be registered with The City before the permit is issued. The applications for the Site Permit and Zoning Clearance can be submitted at the same time the Building Permit application is submitted. Submitting a set of paper plans and a set of pdf plans is necessary. Thrasher mentioned that plans have been submitted; however, if there are any changes the plans will need to be updated. Thrasher asked if they will be using the address on West Street for submittal purposes, or will the address be changed before permit submittal. Keiser said they will probably change the address first. Thrasher confirmed that it will be best if they have the correct address before submitting to the State or for permits. A separate permit for signage will be required. Peterson asked what, if any, permit can be pulled based on this meeting. Thrasher asked what type of permit they are seeking. Peterson said one would be for general site work and one for the building. Peterson stated they have a State Release. Thrasher asked what address is shown on the State Release. Thrasher said if a different address is going to be used, it will need to be amended with the State. It is possible to get a foundation permit with the foundation release as long as all the Engineering Department requirements have been satisfied. They will need to decide soon if they are going to use the old address or the new address before applying for permits. Thrasher is unsure if Engineering would accept the old address if the idea is to name the street.

ON BEHALF OF TIM STITES (FIRE DEPARTMENT): All fire inspections required during the construction phase must be scheduled and coordinated through the Building Department. Will there be a sprinkler or fire alarm system? Keiser said no fire protection systems are being considered. All buildings

will be sized appropriately so that fire protection systems will not be required. After occupancy, the facility will be subject to annual fire inspections.

LEMMON: The Planning Department needs to further discuss what to consider the warehousing portion. Generally, office uses are permitted in the Business Park Zoning District. There is Light Industrial Zoning to the north, Commercial General to the south, Suburban Residential to the east, and Commercial General to the west for the entire site not just this specific location. Permitted uses can be found in Table 2.201B in the Unified Development Ordinance. Lemmon asked if there will be a dumpster enclosure on this portion. Peterson said there is a dumpster shown southeast of the parking lot. Lemmon said it will be necessary to refer to Article 2, Section 2.406 (Loading, Truck Access, and Solid Waste Collection). Dumpster enclosures are to be located behind the principal building or in a side/rear yard unless it is not possible to provide service access into these areas. They are to be enclosed by an opaque fence one foot taller than the container and constructed of finished masonry painted the same color as the building, or stone, or brick, or an earthen berm one foot taller than the container and held in place with a retaining wall. If the dumpster enclosure must be located in the front yard, it must be designed and constructed to be consistent and compatible with the principal building in terms of material, architecture, or surrounding landscaping. Lemmon asked if there will be any loading taking place at the storage space on the northern portion of the building. Monsanto stated that no tractor trailers will be back there to unload a load, maybe a pickup truck with a trailer or enclosed trailer. Items are not very long, unless it is a wing skin from an airplane from a leading edge which is 60 ft. long. Lemmon asked if any type of assembly will be done. Monsanto said there will be no assembly on site. It will be storage only. Lemmon said Table 3.301B shows the non-residential and mixed-use standards. This table includes Gross FAR, Net FAR, etc. Table 3.505 has the non-residential bulk standards and includes lot width, front/side/rear yard setbacks, maximum building height, etc. Once Planning has specific information on the use, information will be forwarded to the Wingtip team. Lemmon asked if there are any plans to split the lot the or will it remain as one large lot. Keiser said there have been discussions about subdividing the lot, but currently they are not in that process. Lemmon indicated if they do decide to proceed with subdividing, it will be necessary to file a petition and go through the Plan Commission. Planning can assist with this process. Referring to Article 5 for signage requirements (square footages, allowances, etc.) is recommended. For parking and loading, once the use has been pinned down, Planning will be able to better determine the minimum parking and loading requirements. However, Table 9.201 will provide information on parking and loading. The calculation for parking does not include restrooms, generally unoccupied defined

and enclosed utility areas or areas that are designed and used exclusively for storage. The requirement for handicapped accessible parking is one space per 25 regular spaces. This information can be found in Table 9.301. Lemmon asked if there are any plans to provide lighting along the private drive. There are no plans for subdivision site lighting down the road. Lemmon asked if there may be future plans for lighting. There are plans to stub out power for each individual entrance of the proposed site pads. Lemmon stated the Photometric Plan appears to be okay since they are not close to any of the property lines and will not affect the overspill. Article 9, Section 9.500 contains the exterior lighting standards. This section notes overspill, types of lighting, pole heights, etc. Lemmon asked if a tree survey has been done for any tree removal. Keiser said a tree survey has been done. Lemmon requested a copy of the tree survey. Referring to Table 10.301 for on-lot landscaping is recommended. The requirement for on-lot landscaping for Business Park (all uses) is 8 large trees, 16 small trees and 46 shrubs per acre. Lemmon mentioned the site is very heavily wooded and there is a very good chance they already meet the requirements. Having a tree survey will give Planning an idea of what already exists and what could count towards any landscape requirements. On-lot landscaping requirements can be reduced or waived for lots with partial development until there is additional development on the lot. This will need to be looked at as the project moves forward. The Planning Director can give approval. The requirement for parking lot landscaping in Business Park is 1 large tree for 6 spaces and 1 shrub, perennial, or ornamental grass per 4 spaces. The parking lot landscaping distribution can be found in Article 10, Section 10.304. With the different surrounding zoning districts, there are some bufferyard requirements. To the east with it being Business Park to Suburban Residential the bufferyard requirement is a CA bufferyard; to the north being Business Park to Light Industrial the bufferyard requirement is an AB bufferyard; to the west and south it is Business Park to Commercial General the bufferyard requirement is a BA bufferyard. If the bufferyards result in more than 15% of the site, there could be a reduction in bufferyards. Referring to Article 10, Section 10.407 will provide information concerning a reduction in bufferyards if they exceed more than 15% of the site. Peterson said the area being developed is almost completely surrounded by wetland and it will be difficult to put in bufferyards. Lemmon stated there are some allowances for constrained sites. Planning will look to see if they meet the requirements for a constrained site. This issue can be discussed further. Table 10.402 shows the bufferyard classifications, the required widths for each classification, the number of trees and shrubs required, and the requirement for a berm, opaque wall, or fence. Referring to Article 10, Section 10.600 for installation, removal and replacement standards is highly

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recommended. Lemmon advised that this site as a hole is within 600 ft, of the U.S. 30/Morthland Drive Signature Corridor and it will be necessary to refer to Article 11 for the non-residential design standards, as well as the U.S. 30/Morthland Drive standards. In the U.S. 30/Morthland Drive Signature Corridor the maximum lot coverage for Commercial Industrial is 75% and the minimum Landscape Ratio is 25%. Article 11, Section 11.500 will show the non-residential design standards. Building dimensions are in Section 11.502. This section discusses maximum horizontal dimensions and required offsets. Section 11.503 discusses architectural features for primary facades, other facades facing streets and public parking areas and blank walls. Section 11.504 discusses building entries. Section 11.506 discusses requirements for transparency along them primary façade and secondary facade. Section 11.507 lists permitted building materials. Submittal of colored building elevations that note the proposed materials and colors will be required. Section 11.508 discusses the roof structure and materials. Lemmon asked about the location of mechanical equipment. Peterson stated some of the mechanical equipment will be located inside the building but most of it will be located at ground level. Section 11.509 discusses building colors. Peterson asked if it would be possible to apply for a variance from the non-residential design standards. Lemmon confirmed they could apply for a variance but could not say if they would get a yes or no answer. Lemmon conveyed that the due date for the November BZA meeting has already past. The due date for the December 15, 2021 BZA meeting is November 12, 2021 and the due date for the January 19, 2022 BZA meeting is December 17, 2021. Lemmon noted that items required by Planning include a Landscape Plan, Site Plan with ratio calculations, ratio calculations for future buildings, tree survey, parking calculations, Zoning Clearance, and colored building elevations. Lemmon conveyed that each of the future buildings will require a Site Review to ensure that uses fall in line with the Business Park Zoning.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with tree survey)
- Provide Copy of Tree Survey
- Erosion Control Plan
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- Provide Certified Wetland Delineation
- State Design Release
- Building Permit
- Contractors Registered with the City

Addressing
Colored Building Elevations (please note the materials being used)
Signage/Fencing Permit
Zoning Clearance