



**MEETING: Site Review Committee**  
**SUBJECT: Office Building / Lab**  
**ADDRESS: 2352 Industrial Drive**

**LOCATION: City Hall**  
**DATE: March 16, 2010**

**PRELIMINARY SITE REVIEW**  
**IN ATTENDANCE:**

|                                      |                |
|--------------------------------------|----------------|
| Craig Phillips, City Planner         | (219) 462-1161 |
| Tyler Kent, Asst. City Planner       | (219) 462-1161 |
| Matt Kras, Storm Water Engineer      | (219) 462-1161 |
| Tim Burkman, Engineering Director    | (219) 462-1161 |
| Ed Pilarski, Water Reclamation Dept. | (219) 464-4973 |
| Chuck McIntire, Water Dept.          | (219) 462-6174 |
| Ron DeTorrice, Public Works Director | (219) 462-4612 |
| Jack Johnson, Fire Department        | (219) 462-8325 |

**PRESENTERS:**

**Todd Leeth**, Hoepfner, Wagner, & Evans LLP  
 219-464-4961 / tleeth@hwelaw.com  
**Jim Dedelow**, Rieth-Riley Construction Co., Inc.  
 219-762-0893 / jdedelow@rieth-riley.com  
**David Farley**, Rieth-Riley Construction Co., Inc.  
 219-762-0893 / dfarley@rieth-riley.com  
**John Sturgill**, McMahon Associates, Inc.  
 219-462-7743 / jmsturgill@mcmgrp-in.com

Email addresses for the above City of Valparaiso Departments can be found at [www.valpo.us](http://www.valpo.us). The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss a proposed office building and lab that is associated with the existing asphalt plant. Phillips 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.

Leeth explained that the plans are for the asphalt plant located in Montdale Industrial Park, off of Industrial Drive. Currently this is an existing project and was originally site reviewed on March 28, 2006. The plant has since been operational and some of the surface improvements have been constructed. The plans from 2006 indicate an office building as well as a Quality Assurance / Quality Control Lab, which have not yet been constructed. The lab is being proposed immediately and the office building will more than likely be down sized from what was shown on the plan.

Johnson stated that he will defer to the Water Department and eliminating some of the hydrants may be possible since they don't service any needs. The access is favorable. If sprinkling the facility is intended, contacting the Fire Department will be necessary for placement of the Fire Department connection. Without the square footage of the addition, Johnson couldn't make further comments. A Knox Box is needed if there is not currently one onsite. In this particular case, an MSDS Lock Box may be more favorable if chemicals are going to be stored onsite.

McIntire said the second and third hydrant, west of Industrial Drive can be eliminated however, the inline valve will need to remain. Tapping into the 20" main located on Industrial Drive is essential. Since the site borders on the Wellhead Protection zone, pertaining to the specific rules is necessary. Double containment on the tanks is needed for any onsite fuel storage during or after construction. McIntire will assist with the NOI for IDEM. Backflow protection will be required for each building. An RPZ is required to be installed after the meter.

Pilarski stated that the Water Reclamation Dept. has previously been at the facility to review

how the process is working. In 2006 the Quality Control Lab and the warehouse building had temporarily been on hold. Prior conversation with the Environmental Engineer had also taken place. Since there are numerous cleanouts from the Quality Control building to the connection point, to the sanitary sewer, Pilarski strongly recommended that these must be well marked. An Interior Plumbing Plan for the Quality Control Lab and the proposed warehouse is needed for review and approval.

DeTorrice is aware that the Quality Control Lab is used for simple testing rather than a chemical type of laboratory. The solid waste is actually the asphalt which is recycled.

On behalf of the Building Commissioner, Phillips stated that a State Design Release is needed prior to any improvements taking place and before permits are issued. Contacting Vicki Thrasher is necessary in order to determine if a State Design Release is needed for a modular unit. Dedelow mentioned that they already submitted to the State.

Phillips stated that the project was reviewed based on the former Zoning Ordinance rather than the Unified Development Ordinance. The Quality Assurance / Quality Control building is a modular facility. Phillips mentioned that before any sort of building is constructed on a foundation, landscaping would need to be installed prior to occupancy. Any building that sufficient in height would require review and approval from Airport. Setbacks are adequate for this project.

Kras said that his comments were addressed during the original site review in 2006. Adhering to the standard of 10' horizontal separation, and 18" vertical separation between the water main and any sewers is required.

In reference to sanitary sewer cleanouts, Burkman stated that the City Standard requires "Y's" rather than "T's". Cleanouts are also required every 100' therefore, checking the spacing is essential. Typically individual taps are required if there are 2 individual units on 1 site. Since the sewer is very deep in this case, Burkman said he will check with the Water Department to see what they prefer in this particular case.

#### ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Knox Box or MSDS Lock Box
- Erosion Control Plan
- Detailed Site Plan
- Sanitary/Sewer
- Interior Plumbing Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance