



MEETING: Site Review Committee
SUBJECT: New Commercial Construction
ADDRESS: Indiana Avenue

LOCATION: City Hall
DATE: May 27, 2008

**PRELIMINARY SITE REVIEW
 IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Matt Kras, Storm Water Engineer	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Vicki Thrasher, Building Commissioner	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Rick Walstra, Comcast	(866) 594-1234
Jack Johnson, Fire Department	(219) 462-8324

PRESENTERS:

Todd Leeth, Hoepfner Wagner & Evans LLP
 219-464-4961 / tleeth@hwelaw.com

Tom Krueger, K2 Construction
 219-531-5353 / tkruiegerK2@comcast.net

Kelly Schwedland, American Business Dynamics
 219-548-0332 / KellyS@ABDUS.com

Cindy Schroeder, Special Projects Coordinator
 219-405-1714 / cindys@preferredprogram.org

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

The Site Review Committee met to discuss a proposed remodel of the existing buildings as well as a new commercial structure on Indiana Avenue. 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.

Schwedland explained this project is part of the overall project for the property. It consists of the redevelopment along the front for several of the properties indicated on the plan as well as the property next door. The shed in the rear of the property will be demolished and a new 30' X 60' building will be constructed. This building will be far more conducive from the street and appear similar to what currently is located there. The intention for the final property is to redevelop half of the block so that it all appears somewhat contiguous. Rework on the existing buildings will enable them to look harmonious. The second floor of the building is the upper parking lot level. The rear of the building is 2 stories high. Phillips and Schwedland previously met to redesign the rear in order to provide a brick appearance. Eliminating the loading dock on the front of the other building on the property is intended. The downstairs of this building will be used as a warehouse storage area for marketing materials. The upstairs will be available most likely for a call center.

Thrasher is aware the existing uses are essentially the same. Schwedland clarified the upper portion of the proposed building is intended primarily for the call center which is an office type of structure. The downstairs is a few offices which will be occupied by 2 tenants and the remaining area is warehouse space. Thrasher said a State Design Release is needed for the new building before a permit can be issued. The existing buildings will need to be looked at individually to determine if a State Design Release will be needed as well. Any new signage will also require a permit.

Phillips said storage, utility areas, restrooms etc. are allowed to be deducted from the square footage since it's not considered usable. If 80% of building usage were applied, the parking standard is approximately 43 spaces. An agreement with the adjacent property owners needs to be provided before

construction. Phillips assumes there is permission to use the railroad right-of-way as presented. A great deal of parking is available on and off the street. Maximum lot coverage cannot exceed 70% and a calculation is needed with all the buildings on the property. Schwedland explained the lot coverage may be 95%. Leeth added that a variance was granted in 1993 regarding this. Kent will check into this issue. Phillips said a setback variance will more than likely be needed. The 15' side setback will need to be varied on the new building. Leeth stated the rear yard of the new building is less of an encroachment into the setback than the existing building. The proposed rear yard setback is currently set at 2' and the side yard setback is 6'. Phillips conveyed the decision for this will ultimately be up to the board. There are no trees involved with this project except for one large tree in the rear corner of the property that is questionable. Phillips said this may need to be replaced with 4 trees located somewhere else on the site. The list for exempt and invasive species is available online at www.valparaisoparks.org/horticulture. If any change to signage is planned, the existing signage must be provided in order to calculate. Signage is based on 3 square feet per linear foot of building for M-1 standards. If the replaced sign isn't 5' back from the right-of-way, a variance would be required. The sidewalk that runs across the property will not be replaced as part of this project since future plans are unknown at this time. Phillips said the sidewalk should be shown on the plans. Dumpsters and service areas will be relocated and enclosed on 3 sides with gates using vinyl, wood, or masonry. The variance issues will be discussed further with Kent. In the new zoning ordinance this area may be zoned as, Transit Village.

Pilarski said the wastewater discharges from the proposed building will need to meet the Sewer Use Ordinance. A building plumbing plan is requested for review and approval in order to see what is being accessed into the sanitary sewer. Pilarski deferred comment to the Engineering and Sewer Departments regarding the sanitary sewer connection.

Johnson stated the building will require a Knox Box as well as the remodeled buildings. A distance to the nearest fire hydrant needs to be provided. The installation of another hydrant is needed if the nearest hydrant isn't within 500'. Schwedland clarified a hydrant is in front of the existing structure approximately 40' away and one of the existing buildings is sprinkled. There is roughly 30' between the existing building and the new structure. The new structure however, will not be sprinkled. Johnson conveyed that this is acceptable.

Kras said a demolition permit will be required for the structure being demolished. Proof of access along the rear of the property needs to be provided otherwise it appears to be the railroad right-of-way. Schwedland explained the courtyard parking lot will be removed as part of the demolition. This will enable the utilities to be redirected to the correct areas. This courtyard parking, located between the existing structure and the new structure, will then be repaved. There is no need to tear up any of the other parking therefore, it will remain paved. Kras said anything that can be done to improve access drainage in the area is appreciated. Schwedland commented that currently the upper parking lot on the property drains across onto the existing paved structure and then down to the railroad right-of-way rather than the City system. Kras pointed out that it's unknown whether the railroad has any drainage issues coming off of this area. Schwedland clarified the drainage doesn't go to the railroad itself but runs down the right-of-way instead. Addressing will be an issue and this will be checked into further.

ISSUES TO BE RESOLVED:

Landscaping plan (with Tree Survey)	State Design Release
Erosion Control Plan	Building Permit
Right-of-Way	Sign Permit
Detailed Site Plan	Zoning Clearance
Sanitary / Sewer	Check with Tyler Kent - Variance
Internal Facility Plumbing Plan	Knox Box
Demolition Permit	
Backflow Prevention	
Site Improvement Permit	