



**MEETING: Site Review Committee**  
**SUBJECT: Used Motorcycle Sales**  
**ADDRESS: 760 Lincolnway**

**LOCATION: City Hall**  
**DATE: September 30, 2008**

**PRELIMINARY SITE REVIEW  
IN ATTENDANCE:**

Craig Phillips, Planning Director (219) 462-1161  
Tyler Kent, Asst. Planner (219) 462-1161  
Dave Pilz, Engineering Director (219) 462-1161  
Jack Johnson, Fire Department (219) 462-8325  
Ed Pilarski, Water Reclamation Dept. (219) 464-4973  
Vicki Thrasher, Building Commissioner (219) 462-1161

**PRESENTERS:**

**Jason Chatwell**, Genuine Cycle Sales, Inc.  
219-405-0344 / genuinecycle@live.com  
**Mike Chatwell**  
collectionsystemsinc@verizon.net

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 used motorcycle sales shop between Lincolnway and Chicago Street. 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.

Chatwell explained the facility is a small retail operation that consists of used motorcycles, parts, accessories, and clothing. No service will take place at this time. Chatwell has 11 years of experience in this type of business. Other than a few bikes parked outside for display, the bikes are indoors. The facility will house 10 to 12 motorcycles. Currently there are 6 bikes located within the building.

Pilz inquired as to whether or not cleaning solvents will be used. Chatwell pointed out that detailing will take place although, rather than heavy solvents, basic cleaning products will be used. Pilz said there are no engineering issues. Other departments will address fuel and cleaning solvent issues.

Thrasher is aware the only project taking place inside the building is painting. Any structural changes will not take place for some time. The front end showroom displaying clothing, parts, and accessories may need to be expanded at a later date. Thrasher stated that any construction will require a permit. A permit had previously been issued for the existing sign that exists on the site.

The business hasn't officially opened although people have been stopping by. Phillips said the City doesn't provide dumpster services for commercial businesses therefore; contacting a commercial hauler is necessary. Since Lincolnway is within the Signature Corridor, the dumpster cannot be visible from the right-of-way and must be enclosed with a wood or vinyl type of privacy fence. Obtaining a permit for the fence is necessary. The building is 1,500 square feet and Phillips commented the existing parking is adequate. There is access to both the north and south sides of the parking lot. Any additional signage or temporary signage will require a permit. Because of this being a front yard situation, inserting vinyl strips on the existing chain link fence is not allowed. This is acceptable however on the side or rear of the building in a service area. Chatwell clarified the existing chain link fencing is located on the north side at the rear of the building. Phillips pointed out that Chicago Street is still heavily traveled therefore; other provisions are needed for the outside storage of refuse.

Pilarski said his concern is what's being discharged from the facility and into the sanitary sewer

system. A copy of the Sewer Use Ordinance will be provided which will clarify the rules and regulations. A survey will also be sent and must be completed. An interior plumbing plan for the facility is also needed for review and approval indicating the access points into the sanitary sewer.

Johnson said the Fire Departments concerns are the amount of flammable liquids that will be in the motorcycles. The allowable amount is less than  $\frac{1}{4}$  of a tank for a showroom type of situation. A flammable liquids cabinet is required for any gasoline, oils, and solvents that are on the premises. Since the building is protected with an alarm system a Knox Box needs to be installed. The Fire Department is registered online with the Knox Box Corporation in reference to this. Based on the fact that no service will be done at this location, the Fire Department has no other concerns. Motorcycle services taking place at the location is considered a change of occupancy use therefore, additional requirements will need to be met. The Fire Department can help with extinguisher placement.

#### ISSUES TO BE RESOLVED:

- Sanitary/Sewer
- Interior Plumbing Plan / Survey
- Knox Box
- Backflow Prevention
- Building Permit
- Signage / Fencing Permit