



MEETING: Site Review Committee
SUBJECT: Chiropractic Office
ADDRESS: 407 Harrison Blvd.

LOCATION: City Hall
DATE: October 14, 2008

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Asst. 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
Daryl Brown, Water Dept. (219) 462-6174
Vicki Thrasher, Building Commissioner (219) 462-1161

PRESENTERS:

Sean Horvath, Horvath Properties, LLC
219-462-9199
chirosean@yahoo.com

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 chiropractic office. Kent 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.

Horvath explained the facility is a small home located at 407 Harrison Blvd. Horvath has an offer on the property which is contingent on the site review. The existing structure is 642 square feet. Placing an addition on the back of the building is anticipated. This will increase the building size to 1,098 square feet. The existing garage on the east side will be removed which will allow the driveway to go to the rear of the building. A gravel or paved parking lot will then be placed behind the facility which will accommodate 5 vehicles. The structure will also have a new roof as well as new siding. Upon making the offer, Horvath said it was discovered there is an encroachment on the property with the neighbors gravel driveway on the east side. Ensuring that the neighbor didn't sign any type of document allowing for the encroachment is important in order to accommodate the 20% green space. A letter from the City had been sent a while ago regarding road work taking place and Horvath inquired if this road work will include part of the yard.

Burkman stated that the road work is part of the Valparaiso Street project which is currently under construction. The limit of this project is located at the property immediately to the west and where the pavement is saw cut. Since the existing facility is going to be improved and expanded, a payment in lieu of is required in order to bring the street up to the normally required improvements. These improvements consist of the installation of curb and gutter which would be installed as the City project develops. The off street parking was eliminated on Valparaiso Street by the installation of curb and gutter. Burkman said he will check to see if there is sufficient width in order to determine if off street parking can be allowed for this site. Burkman will also check into the removal of a sign that currently exists in the middle of the parkway.

Brown said the plumbing in the building needs to be brought up to code for backflow protection. This device is located directly after the water meter.

Pilaraski commented that the discharge of mercury into the sanitary sewer system is a concern. All medical facilities within the City have been surveyed to find out what types of practices they have in place and what sort of instruments are used. Although this may not apply to a chiropractor's office, filling out the

survey is still requested before occupancy.

Kras verified that 5 parking spaces will be added in the back yard of the property and the existing garage will be removed which will allow for the drive to continue into the parking area. Horvath said the back lot size is 60' 10" x 54' and the driveway measurement is 78' x 12'. The driveway will be gravel and it's unclear if the back lot will be paved or gravel as well. Kras said if more than 3,000 square feet of impervious area is added, a storm water management plan is needed indicating how the drainage will be routed and managed so that it's not affecting the neighbors. Using certain types of plants in the landscaping can help in regards to this. A rain garden on the site was also suggested. Kras said the building addition is included in the 3,000 square feet as well as any other added impervious area. An erosion control plan is needed indicating how sediment and erosion will be minimized from occurring on the site. This will consist of silt fencing and a gravel construction drive leading to where the improvements are taking place.

Kent said the maximum lot coverage on the site is 80%. The usable floor space is 1,098 square feet. Kent said that a minimum of 4 parking spaces for the site are required. A 15' buffer is needed between the property and the property to the rear. The property to the rear is zoned R-3 which is residential. Rather than the parking area being gravel, Kent said it must be paved and marked with the spaces being 9' x 20'.

Thrasher is aware the building previously was used as a residence and is currently vacant. Since there is an occupancy change and an addition, the plans are required to be submitted to the State before a building permit can be issued. Thrasher can provide information regarding this. In addition to the building permit for the construction, a permit is needed for any signage and fencing. On behalf of the Fire Department, Thrasher said that if an alarm system is installed a Knox Box will be required. A demolition permit is also needed for removing the existing garage.

Burkman commented that the standard City parking space is 9' x 20' although in cases where vehicles are not abutting up to each other, and if there's an ability to overhang, the space can be reduced to 9' x 18'.

ISSUES TO BE RESOLVED:

- Erosion Control Plan
- Storm Water Management Plan
- Detailed Site Plan
- Sanitary/Sewer - Survey
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Demolition Permit
- Knox Box – if alarm system installed
- Zoning Clearance