



MEETING: Site Review Committee
SUBJECT: Valparaiso Square Plaza
ADDRESS: U.S. 30 & Sturdy Road

LOCATION: City Hall
DATE: September 11, 2012

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, City Planner	(219) 462-1161
Taylor Wegrzyn, Asst. Planner	(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
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Evans, Public Works	(219) 462-4612
Jack Johnson, Fire Department	(219) 462-8325
Adam McAlpine, Engineering Dept.	(219) 462-1161

PRESENTERS:

William Arden, Radtke and Associates, Inc.
 (219) 873-1100 / bill@radtkeandassociates.com
 Tom Kyres, Kyres Realty, LLC

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:

OPENING: The Site Review Committee met to discuss the proposed Valparaiso Square Plaza to be located at the intersection of U.S. Hwy 30 and Sturdy Road. 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.

EXPLANATION OF PROJECT: This site is the southeast corner of U.S. 30 and Sturdy Road. Currently, this is a vacant piece of property. The property has been trying to attract leases and White Castle has been the first to respond. Radtke was contacted to develop a site plan. The first couple of sheets in the plans show the existing site conditions, what utilities currently exist and access around the site. Staples is located to the southeast of this site, a residential property to the south and the cemetery is on the west side. The second sheet of plans for the existing site shows the route of a storm sewer between Staples and Taco Bell and then water drains down past the shoe store and around the front of the Sears store. This is included because this is the main storm sewer drain for the entire area. A demolition plan is also included, but there is very little that needs to be demolished. The C2.1 Sheet is the site plan. This plan shows the accesses through a 24 ft. wide drive that connects the frontage road from Staples on the east to Sturdy Road on the west. This should alleviate the traffic congestion at the Wal-Mart intersection signal. At the request of White Castle, a right-in and right-out access has been shown in front of White Castle. This is located in an area where there is actually an access strip along the right-of-way of U.S. 30 that was provided during the no access negotiations between INDOT and property owners. There have been no access agreements on either side of the strip; however the 50' strip has been left open for driveways. The other access is off of Highway 30 near Staples. Again, this is in the area of an access strip that was left from the no access agreements. The current site plan indicates White Castle as the only user. Radtke did a development concept plan to indicate that it would be

possible to develop a 4,300 sq. ft. restaurant and a 2,400 sq. ft. retail center building on the site; however, there are no definite uses set for the buildings at this time. Radtke wanted to show that the buildings could be supported by parking and how the access road would interact between the sites. An area in the southeast corner has been set aside for a detention pond. After speaking with the Engineering Department and Planning Department, Arden said they tried to get the building as close to U.S. 30 as possible to go along with the Corridor Plan. Arden stated a variance will be required for the setbacks. Arden said they wanted to place the parking on the interior and put the access road through the interior to go along with the future Corridor Plan. A sidewalk is shown going around the north and west sides of the property for pedestrian traffic. The storm plan is to be simple. The storm water will be collected from the paved areas into catch basins and inlets then into a forebay and then will enter the detention pond. This will spill over into another cell of the pond. It will then release to the 30 in. storm sewer between Taco Bell and Staples. The grading plan routes the water all on the interior. There are two options for release of storm water from the pond. The detention pond shows two pipes. Route A goes across to the north into the right-of-way and will go around Staples and then connect at Taco Bell. Route B would go along the south side of the pond then down around the Staples pond. This would then connect to the storm sewer at Taco Bell. Arden stated that the property manager for Staples has been contacted, but they are refusing to grant an easement around the back side of their property. Arden said they prefer this route, but are getting nowhere with negotiations with Staples. Staples stated they are opposed to any type of easement because they feel Staples visibility would be blocked by the proposed restaurant. There is a sanitary sewer line that comes into the site in an easement across the Staples property. They will connect to the last manhole. Sanitary sewer will be brought across to the west. The water main extension shown is on the east side of the pavement on Sturdy Road to an existing water main along U.S. 30. This will be brought up to the south property line for future extension as a 12 in. main. There is one fire hydrant shown between White Castle and the proposed restaurant parcel on U.S. 30; however, two more hydrants have been recommended. Arden stated there are some issues that need to be resolved with NIPSCO. A gas main exists that crosses the property and services Staples. This would be under pavement in the future. NIPSCO has stated they do not want this main under pavement. NIPSCO will relocate this main to the south property line, come around the pond and reconnect for Staples. A guy pole exists for a high tension line. The guy wire that anchors this pole will be in the drive for White Castle. NIPSCO will shorten the guy wire and bring the anchor to the west side. This should not present a problem. The erosion control plan is very standard using protection for the inlets and catch basins and erosion control blankets for the pond. Sediment control will be used at the entrances during construction. There will be permanent seeding on all grassed areas. The site plan indicates this site is approximately 35% green space.

STAFF COMMENTS:

MCALPINE: There appears to be an 8% surplus in parking. McAlpine suggested removing some of the extra parking spaces. McAlpine noted it appears the dumpster will be serviced from the Staples parking lot. McAlpine suggested looking at a way to change this. McAlpine requested clarification concerning the portion of pavement just north of the pond area. Arden explained this will be used to service the dumpster. McAlpine said this needs more discussion. If parking spaces are removed, it will create a better spot for the dumpster across the road. McAlpine noted there is a 20 ft. width next to the detention pond area. This will have to be increased to a minimum of 22 ft. for two-way traffic around the parking lot. McAlpine recommended the culvert shown on Sheet C3.1 that goes in under the entrance off of U.S. 30 be concrete rather than corrugated metal. McAlpine pointed out that any of the proposed work within the State right-of-way will have to be coordinated with INDOT. Engineering will require copies of any information concerning INDOT coordination for their files. McAlpine stated that Engineering will need drainage calculations for all pipes demonstrating they pass the 10-year storm and the pond is adequately

sized for the 100-year storm. McAlpine would like to see the pond inlet going to the northern forebay area. McAlpine prefers that Arden continues to work with Staples to acquire an easement across their property. The primary reason being that this is the way the land is graded. Arden stated he has already received two rejections and that Staples will not return his calls. McAlpine is requesting more details concerning the proposed retaining wall on the pond and details concerning grading work on this property and the Staples property. McAlpine needs to know the height of the retaining wall relative to the surrounding grades, as well as more structural information to indicate how the wall is anchored back into the pond. An overflow route needs to be shown on the plans. Details and calculations for the outlet structure of the pond are needed. McAlpine is aware there are drainage calculations on Sheet C3.2; however, we must see how these calculations compare with the pipe calculations based on their size, slope and material. McAlpine stated that a parking lot lighting plan is required. Protecting the steep drop off into the ponds immediately adjacent to the parking lot needs to be discussed.

THRASHER: A State Construction Design Release will be required for each building before Building Permits can be issued. All contractors need to be registered with the City before permits can be issued. Signs will also require a permit.

BURKMAN: Burkman is aware that a two lot subdivision process will take place. Burkman stated that some of his comments pertain to the subdivision process and there is overlap between this site and the White Castle site. Providing a copy of the deed record referenced confirming the existing 76 ft. Right-of-Way Dedication along Sturdy Road is necessary. There are conflicting reports indicating this is 60 ft. We need to tie this down. Payment in lieu of installation of the 5 ft. sidewalk along U.S. 30 and Sturdy Road frontages is preferred. The City has a Federal grant to perform work at some intersections along U.S. 30 and this is one of those intersections. Rather than Valparaiso Square Plaza installing sidewalks that may later have to be removed, we would prefer the payment in lieu of then install them as part of our project. Burkman explained that usually there are requirements that the frontage of the development along Sturdy road be upgraded with curb and gutter and pavement widening appropriate for the classification of roadway; however, rather than having this done we would prefer a payment in lieu of to be applied towards that future project. Detailed estimates for the work would be provided to Engineering for review and comment. Once a price is agreed upon this would be required as a condition of permit issuance. The frontage road will need to be protected with an easement, connecting the existing frontage road in front of Staples to Sturdy Road. This may be handled as part of the subdivision platting process. Burkman commented that the inside radius of the frontage road is shown as 26 ft.; consideration should be given to making this a little more generous especially for east bound traffic. This will provide a better separation for cars passing. The parking lot drive aisle widths can be reduced to 22 ft. rather than the 24 ft. shown. The parking spaces at the south end that front green space near the dumpster enclosure area may be reduced to 18 ft.; however, spaces that overhang sidewalk must be 20 ft.. Spaces along the sidewalk adjacent to the White Castle parking lot are shown at 18' and need to be 20 ft.. Burkman asked that consideration be given to relocating, or at a minimum screening the 15 spaces adjacent to U.S. 30, between the frontage road and White Castle. Burkman stated that he is opposed to the White Castle access to U.S. 30. Burkman explained that we are trying to eliminate drive cuts along U.S. 30. Burkman would prefer to see access via the frontage road to the east and the access from Sturdy Road to the south being utilized rather than having another driveway in a relatively short stretch. The City usually works with INDOT on these types of driveway issues. Burkman asked if INDOT had been contacted regarding this issue. Any improvements whether it be the accel/decel lane or the actual driveway improvement itself will require INDOT's coordination and permits. This issue will require further discussion. Burkman needs to know if White Castle or Valparaiso Square Plaza will be responsible for the accel/decel lane work along U.S. 30, as well as the culvert work beneath the driveway entering White Castle. Coordination with INDOT as well as an INDOT Right-of-Way Cut Permit will be required. A passing blister along the west side of Sturdy Road to allow traffic around

left turning vehicles will be needed. Truncated dome plates at ADA ramps are only required at public road or street approaches so that individuals with visual impairments know they are about to cross a street. Burkman discussed using these within the interior of this development with Public Works and the decision is to leave this up to the discretion of Valparaiso Square Plaza. Stop signs must be installed at either end of the frontage road and potentially for west bound traffic approaching the Staples access. Submitting a plan indicating the proposed locations of these signs for approval by the Traffic and Safety Committee is required. The detention basin and pipes leading to the basin will need to be covered by an easement to allow for the White Castle property to drain to the basin. This may be handled as part of the subdivision platting process. Burkman asked if Route A of the storm sewer outlet options will connect to a private storm sewer. Arden confirmed that it will connect to a private sewer. Burkman asked if an easement would be required through Taco Bell. Arden confirmed that this would be the case. A copy of this easement will be required and this pipe will be privately owned and maintained. A certificate will need to be indicated on the subdivision plat that the detention basin will be privately owned and maintained by the property owner(s). In the event the basin falls into disrepair, the city shall have the right to enter, make necessary repairs and back charge the owners. Burkman needs to know what the overflow route is for the detention basin. The sanitary sewer main will be public, built to Valparaiso City Utility's standards and protected with an easement for maintenance and access. Burkman questioned why they were not connecting Sanitary Structure 11 (furthest upstream end) directly to the existing manhole (labeled "invert elevation" filled with debris). This will basically be a continuous run of approximately 230 ft. of pipe. It involves more pipe, but eliminates two structures which is good from the City's end as far as infiltration and more maintenance. This would involve two gas main crossings, but the 6-7 ft. depth of the sewer should be beneath the gas main. Taps for the sanitary sewer must enter the main line with wye fittings, not at manholes. The service lines must be 6". Profiles of the sewer will be required by Valparaiso City Utilities. Once plans for the sanitary sewer are acceptable, they must be approved by the Board of Directors for Valparaiso City Utilities. Grease traps are required for restaurants. A Rule 5 Permit will be required for the subdivision since it is over an acre. The use of straw bales for erosion control practices is not permitted. A Site Permit covering right-of-way cut to Sturdy, sanitary sewer tap-on connections and local erosion control permits is required.

MS4 OPERATOR COMMENTS: The location of the concrete washout and soil stockpile needs to be shown. The 43 required elements by Rule 5 must be addressed. A self-monitoring program must be shown.

KENT: The plans need to show the building line setbacks, setbacks and height of the buildings. Architectural renderings of the buildings including materials used for the buildings will be required. The lot area of the White Castle must be separated from the proposed restaurant and retail space. Since this will be going through the subdivision process, the minimum lot size is half an acre. Kent feels that redesigning the road, possibly as an access road, in front of White Castle will be necessary. A 15 ft. green belt of landscaping across the front yard is required. Parking in this green belt is prohibited. Parking standards restaurants require 1 space per 75 sq. ft. and for retail 5 spaces per 1,000 sq. ft. is required. Parking calculations should not include restrooms or storage areas. Reducing the parking spaces to the required 57 spaces is strongly encouraged. When practical, parking shall be located behind the principle building. Moving the parking for the proposed restaurant and retail from the front to the back is encouraged. The maximum lot coverage is 75%. The White Castle should be separated from the remainder of the development. A 6' monument style sign is permitted. The building signage is calculated at 3 sq. ft. of signage for 1 sq. ft. of building frontage. The maximum amount of signage permitted is 132 sq. ft. per frontage. If one sign is erected for the overall development there is a possibility for a 15 ft. monument style sign. Valparaiso Square Plaza can apply for a variance for a 10 ft. monument sign for separate buildings with separate owners. On lot landscaping requires 9 large trees per acre, 18 small trees per acre and 50 shrubs per acre. A landscaping plan has been submitted, but

calculations have not been reviewed. Kent advised that parking lot landscaping is also required. The requirements are 1 large tree per 8 parking spaces and 1 small tree per 4 parking spaces and these trees need to be located within the parking lot. Any overflow can be placed around the parking lot. Kent clarified the size and quality of planting material as large trees shall be 2-1/2" in caliper at the time of planting, small trees shall be 1-1/2" caliper at the time of planting. The minimum size for planting islands for the parking lot trees is 9' x 18'. There is also a standard for planting islands which is 324 sq. ft. for every 16 parking spaces. The planting islands must be at least 18' in depth for uncapped landscaping islands and double-loaded parking spaces. Kent stated he needs to contact the County concerning the property directly south of the proposed retail as there may be a requirement for a 25 ft. buffer depending on whether this is residential or commercial. Kent reiterated that a lighting plan is required. Kent advised that the maximum height of the light fixtures will be 25 ft. Lighting must meet the 3/10's of a foot candle vertically or horizontally at adjacent property lines. One bicycle parking space for every ten parking spaces must be provided. Kent said the dumpster enclosure is a concern because the garbage truck will encroach on the property to the east. A redesign for this dumpster as well as the dumpster proposed for the retail which currently placed in front of two parking spaces is necessary. Kent reiterated that the City would prefer the entrance off of U.S. 30 to White Castle be removed. Since this site is within 600 ft. of the Overlay District, the setback requirement for both U.S. 30 and Sturdy Road is 65 ft. Kent advised that this site review is good for one year. Arden indicated the White Castle would begin construction this year; however, the Valparaiso Square Plaza start date has not been determined. Kent advised that if construction does not begin or permits are not pulled within a year, the project would have to go through another site review. Kent explained that the material used for the dumpster enclosure will need to match the buildings. The gate for the dumpster must be of a decorative material and must remain closed when not in use. Kent stated that if the parking remains in the front of the buildings a buffer will be required for the parking lot. Kent suggested further discussion concerning the overall layout of the site and access road. Kent stated that he would work through the subdivision process with Arden. Kent said this is a highly walkable area and that if it is possible sidewalks throughout the development are encouraged. Kent will work with Arden concerning any variances that may be required. A Zoning Clearance is required.

EVANS: Evans questioned whether the access road at any point was intended to be turned over to the City. Arden stated it would remain private. Evans also voiced concerns about the White Castle entrance off of U.S. 30. Evans stated if this does remain it will need to be improved as it is significant disrepair. Evans advised that the entrance off of Sturdy Road needs to be constructed in accordance with City specifications. Evans said it appears that the private road running through is built to the specifications of a collector street with 12" of compacted aggregate with binder and surface on top. Evans stated the entrance off of Sturdy should be built to these same specifications. Inspections for sub-grade, aggregate, binder and surface are required. Evans will provide the information on the inspections, the timing for the inspections and the contact person. Evans stated there is a crosswalk in the right-of-way off of Sturdy. The specifications show it at 4" thick lines; however, the City does 6". Evans recommended 6" be used. Evans requested that any signage used conforms to NUTCB guidelines for retro-reflectivity. Evans agrees with the payment in lieu of sidewalks; however, if this does not occur, the City specifications require 5" minimum thickness. The City has been constructing at 6" thickness, especially at driveways, with wire mesh. Evans mentioned that he did not notice a geo-grid material in the roadway cross section. Evans stated that after the sub-grade a geo-grid will be required with aggregate going on top. Evans will provide relevant information and will be available to answer questions. If Evans is not available, Rick Robinson can be contacted.

PILARSKI: Pilarski stated that the proposed restaurant will require the installation of a 1,000 gallon oil and grease interceptor. Pilarski provided basic information. Wastewater discharges from this facility will be required to meet those in Chapter 51 of the City of Valparaiso Code of

Ordinances. Pilarski advised that an internal plumbing plan showing that food preparation equipment and floor drains are connected properly to the oil and grease interceptor. Pilarski stated that his concerns regarding the collection system echo those of the Burkman and McAlpine. Pilarski stated that his comments pertain to Sheet C4.1 and CD3 and concern the construction. Pilarski stated that all manholes must land in an open area (not in parking stalls or buried in landscaping). All sanitary sewer mains will require testing. Pilarski said that all new sanitary sewer manholes will have concrete flow lines with 2-coat epoxy on bench and flow lines. An 8x8x6 wey tap must be installed on the existing sanitary main for the proposed restaurant. Shear Ferncos will not be used to put the main back together. Extra care must be taken in the area of the sanitary main to insure the asphalt is able to support future heavy truck traffic. Pilarski advised that all sanitary manhole castings must be Cunussa wrapped (precast cone, riser rings, and castings). Sanitary castings must have sanitary on lid must have a gasket. Pilarski stated that #8 stone 4" under sanitary main and 12" over pipe with the addition of compacted granular backfill must be used for the pipe trench and bedding. The service lines for the proposed retail building and White Castle must tie into the sanitary main, not the sanitary manhole (use two 8x8x6 Weys). Pilarski is aware the storm sewers will be private.

MCINTIRE: McIntire advised that two additional hydrants will be required on Sturdy Road. The hydrant to the north should be 40-60 ft. from the tapping valve. A 20" main is shown on U.S. 30; however, this is actually 16". The second hydrant on Sturdy Road should be located just south of the new entrance road. This will be double pumper hydrant and specifications can be found on the Water Departments' on the web site under Builder's Assistance. At the end of the main where a 12" MJ cap and a resilient wedge valve are shown, just before the resilient wedge valve installation of an auto flusher is required. The auto flusher requires a 6" drain plumbed to the storm system. This de-chlorinates before discharge and is not harmful to the environment. Specifications for the auto flusher are available on the City website. McIntire stated that backflow protection is required on both the fire and domestic services inside the building. If irrigation is considered, it can be tee'd off the domestic service. An irrigation meter can be added then sewer fees would not be incurred. McIntire provided a procedure for water main extensions.

JOHNSON: Johnson is aware that another site review will be required. Johnson asked if the buildings would be sprinkled. Arden stated this is undetermined at this time and mostly depends on what uses will go into the buildings. Johnson stated that if the buildings are sprinkled or a fire alarm system is installed, Knox Boxes will be required. Johnson said the access is acceptable.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Drainage Calculations
- Overflow Route
- Parking Lot Lighting Plan
- Contractors Must Be Registered With the City
- Lot Subdivision

Copy of Deed Record
Payment in Lieu of Sidewalks
Payment in Lieu of Curb & Gutter and Pavement Widening
Easement for Frontage Road
INDOT Right-of-Way Cut Permit
Plan showing Stop Sign locations for approval by Traffic & Safety
Easement for Detention Basin & Pipes
Copy of Easement to Connect to Private Sewer
Certificate on Subdivision Plat Indicating Basin will be privately owned and maintained
Easement for Sanitary Sewer Main
Sanitary Sewer Profile
Architectural Renderings
Site Access
Lighting Plan
Variances (as required)
1,000 Gallon Oil/Grease Interceptor
Internal Plumbing Plan
Additional Hydrants