



MEETING: Site Review Committee
SUBJECT: Airport Industrial Park, Lot 7
ADDRESS: 4701 Airport Drive

LOCATION: City Hall
DATE: February 12, 2008

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Tyler Kent, Asst. Planner	(219) 462-1161
Matt Kras, Storm water Engineer	(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
Daryl Brown, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161

PRESENTERS:

Don Bengel, Bengel Engineering 219-462-0690 / bespels@aol.com
Jeff Brown, Two Men and a Truck 219-548-7577 twomenandatrucknwi@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 Lot 7 located at Airport Industrial Park East.

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.

Bengel explained the building was just approved as one building and is being proposed as commercial with parking. Water, sewer, and the ponds are in place.

Kras stated an Erosion Control Plan is necessary indicating how sediment and erosion will be minimized from leaving the site. A Detailed Site Plan is also needed showing dimensions and elevations. Bengel conveyed that water from the site will be sent down the side swales and into the existing north side pond. Kras pointed out that indication is needed as to how the drainage will route.

Pilz stated location of the sanitary sewer connection is needed with the clean out at the building. Parking dimensions and pavement detail is also necessary. A Sidewalk Waiver is required for this site. The parking lot will have lighting and Pilz conveyed that details should be shown regarding this. In some areas there are concerns since lighting can have an impact on adjacent properties. It's unknown at this time if the sanitary sewer has been accepted by the Utility Department as yet. Bengel mentioned he will follow up on this issue. Pilz advised this is important to avoid problems with making connections etc.

Thrasher is aware an office will be in the front of the building, and a shop in the rear for the trucks. The shop area isn't for truck repairs but rather to allow bringing trucks in to be washed. A few of the trucks are brought in because of difficulty starting in the cold. Brown clarified that a full time mechanic is not on duty and no major repairs will be done at this facility. Furthermore, the storage of household goods will not be at this location either. Thrasher stated that a State Design Release is needed before a building permit can be issued. Any signage or fencing will also require a permit.

Kent advised to note Article 29 of the Zoning Ordinance since it explains permitted uses in the Overlay District. Further explanation was given by Kent in reference to Craig Phillips comments. These comments follow the minutes.

Pilarski deferred comment regarding the connection to the sanitary sewer from the facility to the Engineering and Collection Departments. The wastewater discharge from the facility must meet the requirements in Chapter 52 of the City Code of Ordinances. A site facility Plumbing Plan is essential for review and approval in order to determine possible pretreatment issues. Pilarski expressed concern with the storage of vehicles.

Brown stated the entire site is located in the Wellhead Protection Area therefore; this must be designated on the secondary plat. The water service will need an improved backflow device at the water meter. A landscape irrigation system will not be at this location. Brown had given contact information in reference to the designated Wellhead Protection Area.

Johnson explained a hydrant within 500' is suitable. Bengel clarified there is a hydrant and will indicate so on the plan. A Knox Box is highly recommended and will be required if a monitored alarm system is installed. Johnson added that fuel equipment inside the building creates a fire load. The Fire Department is registered online with the Knox Box Corporation.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion Control Plan
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Sidewalk Waiver
- Facility Plumbing Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance

Comments from Craig Phillips:

Lot 7 Airport Industrial Park

Excluded Uses along the US 30 overlay include billboards, portable flashing lights or inflated temporary signage; mobile home park; farm seasonal worker housing; fraternity, sorority or student dormitory; bottle gas storage and/or distribution; junk yard; liquid fertilizer storage and/or distribution; manufacturing and/or storage of explosives; mineral extraction, borrow pit, topsoil removal; petroleum tank farm; dump and/or garbage disposal plant sewage disposal plant; auction sales yard and/or sales barn for livestock.

Need building architecture – primarily for south side

Dumpsters – need to be incorporated into building design

No outdoor storage, enclosed storage or refuse (whether or not in containers) or display of merchandize shall be permitted on any lot. All refuse shall be contained completely within the principle or accessory buildings.

Signage - Signs along all signature corridors will be ground signs of monument type with a maximum height of 6 feet. Size and scale of building will determine width. Sign materials need to be compatible with exterior building materials.