



**MEETING: Site Review Committee**  
**SUBJECT: Mini Warehouse Storage**  
**ADDRESS: 1016 Kellogg Place (T Street off of Evans Avenue)**

**LOCATION: City Hall**  
**DATE: June 3, 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
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Daryl Brown, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161

**PRESENTERS:**

**Ed Cobb**, Property owner / Developer  
219-462-9811 / edcobb1@verizon.net  
**Rita Tomlin**, Developer

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 proposed mini storage warehouses. 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.

Cobb explained the area is located in the Fairview Addition of Valparaiso and zoned M-2. All adjacent properties for more than 500' are either industrial or commercially zoned. The adjacent property owners are the developers, the City of Valparaiso, and one house within 500' which is still zoned industrial. The development consists approximately of 81,000 square feet with 35,000 square feet of structures, which is about 45% of the development. The green space is 16,000 square feet which is approximately 20%. The setback is 30' in the front, the side yards are 20' plus, and the rear yard is 25'. The building type is modules that are approximately 9' wide X 40' to 45' long, with steel and aluminum construction, and steel roll up doors in both small ends. The modules will sit on foundations with walls that are 18" wide and spaced 45' apart. There will not be any changes in the topography and new fences and gates will be installed on the north, west, and south sides. The development will not be seen from the east. From Evans Avenue on the north there are houses and an abundance of trees and shrubs. The property to the west and south, all the way to the end of the dead end street is owned by the developers. The building schedule is as follows: 60 to 90 days to complete the title work, 90 to 180 days for foundations for phases 1 and 2, 3 to 9 months for completion of phase 1 – as the modules come in, 12 to 18 months for phase 2, and greater than 24 months for phase 3. The developers own the property and the modules will be paid for when they come in. The site plan submitted provides information as well.

Thrasher is aware the modules will sit on an anchored foundation. Any kind of prefab building should have already been inspected therefore; a State plan review release should be on file. Cobb said that Wegener Steel is going to do the work regarding the modules. Thrasher said before a permit can be issued a State Design Release is needed for the construction. Any fencing or signage will also require a permit.

Cobb clarified to Phillips there is one house which abuts against the property that he doesn't own. Cobb owns 2 of the 3 lots along Evans Avenue as well as the entire east and west side of the road. There is also a house under contract which Cobb is anticipating to purchase. The site will be managed out of Wegener Steel. Phillips said the use is permitted. The maximum lot coverage is 70% therefore; this will need to be adjusted slightly. There are not any parking requirements since the driveways themselves serve as parking. Cobb said there is enough space for cars to pass and the driveways are 30' wide. Signage will be allowed on the Evans Avenue frontage since Cobb owns the property. In the event that the property is sold, retaining an easement for signage is necessary, as this would be a

nonconforming situation at that point. If a signage is placed along Evans Avenue it will be based on the M-2 requirements. Phillips advised using a monument style sign since there are some residential areas to the north and also because Evans Avenue is a prominent road. The 25' rear yard setback is correct and the 20' setback on the north is acceptable however; using the longer setback on the north side is strongly suggested. The total setback on the two sides is 60'. Cobb mentioned he's not sure if the building will be 35' away from the property line on the north side. Along the north edge, 5' of green space will be provided. An ornamental iron fence is anticipated being used. Phillips advised giving the home to the north some consideration with appropriate evergreen plantings within that 5' if possible. Creating a traffic flow or some circulation at the back end is also important. Cobb said for additional security there will be 7 separate gates as well as fencing along the east line. It's unclear whether dumpsters are required on the site and Cobb said he will handle it if it becomes a problem. The units are delivered on regular flatbed semi trucks and will not pose a traffic backup problem. Phillips recommended checking with Bill Oeding of the Public Works Department to ensure there will be no issues on Evans Avenue.

Kent stated that a tree survey is necessary for this location. The 2 lots on Evans Avenue to the north are currently being transferred to Cobb and will then be separated. There are no sidewalks in front of the houses. Kent conveyed a pathway is required along Evans Avenue or else a contribution towards a pathway in lieu of installation. Phillips said the lots must be under a different ownership or LLC in order to avoid this. A compact disc regarding the Pathway Master Plan will be provided. A sidewalk may need to be installed however, receiving a sidewalk waiver from the Engineering Department is a possibility. It's also possible that an additional right-of-way may be required along Evans Avenue if this is all part of the same property when developed. Phillips clarified this only applies if it's only one parcel. Detailed information is available online at [www.valpo.us](http://www.valpo.us) in Article 31 of the Zoning Ordinance regarding tree removal, replacement, and maintenance. Any tree over 10" in diameter that isn't exempt must be accounted for and replaced. A list of exempt trees is available online at [www.valparaisoparks.org/horticulture](http://www.valparaisoparks.org/horticulture).

Kras stated that a detailed site plan is needed indicating grades, elevations, and dimensions. A drainage plan is also necessary showing how storm water runoff will be managed from the site. The pervious and impervious areas need to be included. Since the site is over 1 acre, a Rule 5 erosion control permit will need to be obtained from the State. Information regarding this can be found on the IDEM website. Kras recommended spreading stone over the area where the trucks come in and out for construction on Kellogg Place. Ensuring that mud doesn't track onto Evans Avenue is important. Right-of-way dedication may be required on Kellogg Place and Kras will check into this further. The placement of curb and gutter is required on local streets for the new development. The Engineering Director commented this can be considered a service road therefore; if the other members that are present agree, this requirement can be waived. Phillips commented it's necessary to check whether or not Kellogg Place is listed in the Intermodal Transportation Plan. This information is available in the Zoning Ordinance. Kras will e-mail a copy of Chapter 55 of the City Code of Ordinances to Cobb. The erosion control standards can be viewed online in Article 28 of the Zoning Ordinance.

Pilarski is aware that no floor drains will be placed in any of the units. Storage in the units will be of residential type and Cobb said his contract will ban flammable and hazardous materials.

It was conveyed to Brown that the units will not have water service.

On behalf of Jack Johnson from the Fire Department, Phillips stated there were no concerns with the plan as it was presented although the circulation within the site needs to be considered. Contacting Johnson is essential regarding any access issues. Phillips clarified that the isle area must be adequate, enabling a 3 point turn around for a standard truck.

The structures are shipping containers that are being modified therefore; a design release is needed from the State Department of Homeland Security, Building and Safety Division. Information is available on the State website in reference to this.

#### ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Contact Bill Oeding / Jack Johnson