



MEETING: Site Review Committee
SUBJECT: New Walgreens
ADDRESS: NE Corner of Burlington Beach Rd. & Calumet Ave.

LOCATION: City Hall
DATE: September 25, 2007

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Matt Kras, Storm water Engineer	(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
Steve Martinson, Parks Dept.	(219) 462-5144

PRESENTERS:

Jason Ward, Courtney Williams
574-294-1499
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cwilliams@riverwalklaw.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 Walgreens store. 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.

Ward and Williams are the attorney's representing the developer. Ward explained the proposed project is a Walgreens on the NE corner of Burlington Beach Road and Calumet Avenue. Currently there is a proposal for this location in terms of a larger development for this site. The layout is a 3 or 4 lot proposal for the corner of Calumet Avenue and Burlington Beach Road. This particular project is the corner site. The documents that were presented at the meeting consisted of the elevations of current Walgreens stores, an aerial of the site, and an updated plan indicating the current proposed layout of the Walgreens with proposed access routes. There is a cross easement access cut to the west of the site anticipated for a right-in and right-out. The detention for this facility is offsite for the large lot however; it would serve for the entire site.

Johnson stated a Knox Box system is required for this location. Information is available online with regards to this. Contacting the Fire Department is essential before the fire department connection is placed for the sprinkler system.

Brown explained that 1 meter per service tap is required. Backflow Protection is required at the water meter, on the fire system, and any landscape irrigation system as well. Contact information was given when ready for service.

Martinson stated Norway Maples are no longer accepted on the landscape plan. Other plants that have been used at the other stores are now strongly discouraged. All of this information is available at www.valparaisoparks.org/horticulture. Martinson is also available for contact with any questions or help needed. Notation is needed on the plan indicating there are no any existing trees on the site.

Pilarski is aware that in a typical Walgreens a photo processing and pharmacy departments are within the facility. Some Walgreens have an onsite small clinic. Pilarski explained that the discharges from the facility will need to meet the requirements in the Sewer Use Ordinance. An On Site Plumbing Plan is essential as the project progresses. This can be discussed in detail at a future time.

Thrasher stated a State Design Release is needed before a building permit can be issued. Any signage or fencing will also require a permit. All the conditions from the departments will need to be resolved before permits can be issued.

Kras stated that detention is needed for drainage. This site should actually have a separate detention from the remainder of the development. The plan indicates a few detention areas however; calculations are needed for storage volume and release rate. Indicating how the water from the site gets into the detention basin and where it outlets is necessary. The site is over an acre therefore; a Rule 5 Erosion Control Permit from IDEM is needed. An Erosion Control Plan is also required and will be reviewed by the engineering department. Ward explained that the shaded, triangular area on the site plan that isn't included in this project was for the intention of a shared detention arrangement for the particular lots. This was going to be a separate detention area as part of a shared detention owned by the developer. Kras conveyed at the previous site review, the drainage calculations received by the overall subdivision gave indication concerning the other 3 lots, having a detention basin in the back. When Walgreens came in there would be a separate basin. This can all be worked out or changed however; it's essential to see how the drainage on the overall development will be handled. Kras strongly recommended to landscape appropriately in the front where the plans specify a detention area. Martinson suggested using native plant material. Ward clarified this would be a separate build out from the other parcels. Kras stated that sidewalks are also required on both frontages. Phillips will check the Pathway Master Plan to distinguish what is needed. Kras stated the west access point on Burlington Beach Road will not be approved since this access is too close to the intersection. This would also create a lot of congestion as well as safety issues. Ward inquired about allowing a right-in only and to exclude the right-out. Kras stated this would have to be further discussed with the engineering director. Phillips added there were some concerns regarding too many curb cuts along this stretch of roadway.

Phillips requested the drawings be e-mailed to him so they could then be printed on legal sized paper for improved visibility. Site dimensions will be needed on the drawings when submitted for permits. Minimum setbacks on all sides of the building need to be shown. Percentage lot coverage or all of the impervious surfaces on the lots also need to be calculated and compared to the overall site. The maximum for this is 80% which seems to be acceptable however; there is question as to what the "not included per contract" means as stated on the site plan. This is actually a subdivided lot and is also partially in the right-of-way. A Landscape Plan is also required with details for placement of species and sizes. There should also be indication on the plan that at least 5% of the interior of the parking lot will be landscaped. The use of islands and peninsulas are suggested and incorporating drainage considerations into this is encouraged. A 30' wide landscape buffer is also required along Calumet Avenue and Burlington Beach Road since this is in the Signature Overlay District. Referring to Figure 9 or Figure 9.5, Article 10 in the zoning ordinance is recommended in regards to this as well as checking the www.valparaisoparks.org/horticulture website for the updated plant lists. The signage package is limited to 3 square feet per linear foot of building frontage. The option is to choose either the one along Burlington Beach Road or Calumet Avenue and then multiply by three. Only monument style signage is allowed in the Signature Corridor Overlay Districts. The maximum height for the sign is 6' tall. The only way to get an increase in height is to go through the variance process. A landscape bed that is approximately 100 square feet is also required around the base of the sign. Requesting a pylon sign is not recommended. The location is prominent therefore wall signage and monument style signage should be sufficient. The signage cannot block any visibility areas and the preferred placement should be centered somewhere on the site. It was clarified there can be one monument style sign on each street. Contacting the city before ordering any signage is essential. In order to calculate the parking, more information is needed regarding the interior of the building since this depends on the user floor area ratio. The parking standards have been flexible since a zoning ordinance rewrite process is currently taking place. If this cannot fit into the useable floor area based on the floor plan, a variance would be needed. This would be supported since the 1 per 200 square foot ratio is closer in this case. Dumpsters on the site will need to be screened on 3 sides with an enclosure that matches the color of the building. It is preferred that the enclosure material matches the material or is complimentary to the building. If the access area to the dumpster is facing any public areas of the site, the use of gates is important. Ward will submit photos in order to view how the completed store will appear. Phillips conveyed that the elevations should match the actual size of the building for the site. Because of the visibility of the site, the architecture should be carried over on all 4 sides. If the building is over 15,000 square feet the standard is a maximum of 100

linear feet. Phillips pointed out that blank building walls are not favorable and the wall detail will need to be looked into further. There should not be reason for an additional site review. A separate meeting with Phillips can be scheduled regarding suggestions to break up the appearance on the east and north sides of the building.

ISSUES TO BE RESOLVED:

- Landscaping plan
- Erosion Control Plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Sewer Use Ordinance Requirements
- On Site Plumbing Plan