



**MEETING: Site Review Committee**  
**SUBJECT: 2 Story Office Building**  
**ADDRESS: 880 Eastport Centre Drive**

**LOCATION: City Hall**  
**DATE: 10/23/07**

**PRELIMINARY SITE REVIEW**  
**IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Dave Pilz, Engineering Director	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Vicki Thrasher, Building Commissioner	(219) 462-1161
Chuck McIntire, Utility Department	(219) 462-6174

Media

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 a proposed 2 story office building. 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.

DeBold explained this is a second building to 3 phases and the zoning is similar to the first building that has been completed on the lot however, this will be slightly larger. The first floor will be used as a medical lab type building and the second floor has not yet been determined. The parking lot is going to flow forward and eventually reach the existing structure. The roof drainage from the building and side of the parking lot will be taken into a swale which is carried between Dr. Pithadia's parcel and lot 8, then outlets into an 18" pipe to the existing storm sewer within Eastport Centre. A water line is placed between lots 8 and 9 which has an easement and a hydrant located at the end of it. The idea is to eventually continue this road into parcel 8 since this development will carry over into that development. The plan is to tap off of that line to supply this building. The sanitary will be continued from the existing sanitary that was placed for the first phase of this building.

Phillips stated the planning comments are the same from the first site review for the original building. The dumpster enclosure needs to be enclosed on 3 sides. Signage is limited to a 6' x 8' monument style sign because of the SR 49 Corridor Overlay District standards. The parking appears to be sufficient and the architecture is the same as the existing building. The issuance of Zoning Clearance from the Planning Department, along with a set of plans, is now required before permits can be applied for.

Johnson's concern with this project is the lack of fire hydrants and the amount of fire load with these existing, proposed, and future office buildings. If the hydrant is not on an all weather

**PRESENTERS:**

Steve DeBold, Chester Inc.  
 465-7555 / [steved@chesterinc.com](mailto:steved@chesterinc.com)

road it cannot be counted. DeBold conveyed this was the intention from the original building and to accommodate both lots, this was the instruction. The end road will continue and be next to the hydrant however, not for this building. Johnson explained he cannot condone a project if there is not a water source to the building. Perhaps if the building were sprinkled there is a possibility for some flexibility. There are 3 buildings with no hydrant which creates an unfortunate situation. There is a 16" main which McIntire stated could be required in front of the apron for the future office at that point in time. This issue will need to be resolved. A Knox Box is also required.

McIntire stated this is within the Wellhead Protection Area therefore double containment is necessary for any fuel tanks and extra caution is needed. Backflow protection is required on the domestic and irrigation system. Contacting Daryl Brown is necessary for the approved devices.

Kras is aware that originally a swale was in the subdivision design plan. When this building is being constructed the swale will be completed as per the subdivision drawings for Eastport. This will continue with the existing design that was approved for the subdivision. Kras suggested using a native seed mix on the island areas between the parking lots rather than hydro seeding. The use of some sort of turf enforcement or matting is recommended on the southwest area of the lot since this is where the drainage runs off. Emergency contact information is needed for the storm water pollution prevention plan. A list of contacts will be faxed in reference to this.

Pilz is aware that these buildings will remain under one ownership. DeBold stated in the future the owner's son will eventually be taking over the business. Pilz explained in the parking lots the cars typically will go right up to the curb sidewalk as well as on the other edges, and will overhang. Theoretically the full 20' lengths are unnecessary therefore; shortening the widths slightly to save on asphalt and the impervious area is suggested. The city is willing to reduce the pavement requirements regarding this and using 18' or 19' lengths are acceptable.

Thrasher stated a State Design Release is required before permits can be issued. Signage will require a permit as well.

#### ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Knox Box
- Hydrants
- Erosion Control Plan
- Detailed Site Plan
- Sanitary/Sewer
- Backflow Prevention
- Zoning Clearance
- Site Improvement Permit
- State Design Release
- Building Permit
- Sign Permit