



**MEETING: Site Review Committee**  
**SUBJECT: Multi-Tenant Retail Building**  
**ADDRESS: Old McAfee Property, LaPorte Ave.**

**LOCATION: City Hall**  
**DATE: 9/20/05**

## 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, Stormwater Engineer	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Jack Johnson, Fire Dept.	(219) 462-8325
Bill Oeding, Public Works Director	(219) 462-4612

### PRESENTERS:

John Crook  
 DOPPCO Development  
 216-464-2709

### Media

Email addresses for the above City of Valparaiso Departments can be found at:

<http://www.ci.valparaiso.in.us/>

The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss the proposed retail project

Phillips stated that site review is not an approval. It is meant to be a preliminary discussion of the requirements and issues to be considered by the developer or owner and there may be some cases where it will need to come back before site review or to seek other approvals.

Crook advised that this would be a one story, 18,000 SF, multi-tenant building. There were some preliminary discussions in regard to access and alignment. There were several layouts but the shape of the property was a little hard to work with. There are two access drives off of Legend. Circulation is simple. There will be a right in, right-out on LaPorte. One of their consistent tenants is a coffee shop, which would be a drive thru. There is plenty of room in the back for delivery and trash pick-up, keeping it away from the residential area to the north. They tried to observe the 20 ft. landscape buffer and 30 ft. set back off the right-of-way. Elevations will be according to what the City requires.

Kent asked if the 18 parking spaces are set in stone. Crook said that they know there will have to be some changes and they allocated 80% to retail and 20% to restaurant. Usable space was calculated at 80% for retail and 50% for the restaurant space. They can work backwards from the needed parking. Tyler advised that we would need a landscape plan. Signage is restricted to monument style only with a maximum height of 6 ft. The dumpsters are required to be screened with material consistent with the building. The façade of the back of the building should match the front since there will be a drive-thru at the back. The rear of the property abuts residential and a buffer is required for noise and lighting. Crook stated that there is currently a stockade fence in the back. They will need to find out whose fence that is. They would prefer not to put up a chain link fence. Phillips advised that our horticulturist noted that there is a stand of trees on the north side of the property so we will need a tree survey of all trees over 10 calipers in diameter and there is a replacement plan in conformance with our landscape ordinance. We would like as many of the

mature trees maintained as possible. Kent asked if the air conditioning units on top of the buildings will be hidden and they advised that there will be parapets all around the building to hide this. They will need four handicapped parking spaces.

Phillips asked that the sidewalk be shown all along LaPorte Avenue with connections to the buildings. The standards for this type of development are included in our big box ordinance even though the square footage does not require this. Over time we want to minimize access points along LaPorte Avenue and would like to share the access between this property and the pizza place. Craig asked if they are relatively solid on whom their tenants will be or is this speculative. Crook advised that they are relatively solid. We have a concern about saturation of this area as we have three other projects that are in the works.

Thrasher advised that we would need a permit for the demolition of the existing buildings. They will need a State Design Release prior to applying for a building permit.

Kras advised that we will need a detailed site plan showing grades and elevations prepared by a land surveyor or engineer. We will need to see a drainage plan showing how they are going to manage the storm water run-off from the site. We will need to see how much impervious area they are adding and make sure that the drainage conforms to our City ordinance. We will need to see an erosion control plan for the site. They will hire a civil engineer from the area and he will then contact the City in regard to all requirements. Kras advised that we would also need calculations with the drainage plan.

Pilz advised that they would need a sidewalk along the Legend Drive frontage, which may require dedication of some additional right-of-way. When they do the survey work it will show up. There is a sanitary sewer in the front of the site and one along the east side of the site, which is in an easement that is off the adjacent property. Both are public and they can connect into either one. Any restaurants require exterior grease traps so that will need to be provided for. We would like to see an easement through the parking lot in front to allow for the continued access from Gelsosomo's to Legend Drive so that people can get out at the signal. The standard adopted presently calls for an access drive in the rear of the site but in this case we are best served with the access in the front. The farther away from LaPorte that we can get that first driveway the better so perhaps the drive to the front parking lot could just be run straight out to get the driveway connection about 30-40 ft. from the intersection. We will have more comments as the process progresses.

Brown advised that there is a 12" water line in front along LaPorte. Each service tap will require a meter and backflow device. They do have the option of separate meters for each tenant or only one. They will probably go with one service tap and then sub-meter. Daryl advised that the sub-meters would then be their responsibility, we only allow one meter per service tap. If there is any lawn irrigation it will require backflow protection at the meter. If they are going to sprinkle the building it will require backflow protection at that meter.

Jackson said that there is a hydrant in front of the building that needs to stay there. They should consider a Knox-box system so that the fire department can get in if they need to. As long as the number of exits is sufficient for each tenant we have no problems. The dumpster should be at least 5 feet away from the building. Access looks good.

Pilz advised that the lighting of the parking and building will be very critical since there is residential adjacent to this site. It will be important that the lighting be directed down and no cast onto that area. Crook advised that they would take care with this.

Phillips stated that they should take a look at the cuing area, maybe it could be moved further back. They will look at this also.

ISSUES TO BE RESOLVED:

Landscaping plan  
Erosion control plan  
Right-of-way  
Detailed Site Plan  
Sanitary/Sewer  
Backflow Prevention  
State Release  
Building Permit