



MEETING: Site Review Committee
SUBJECT: Town & City Energy, Inc.
ADDRESS: 470 Vale Park Road

LOCATION: City Hall
DATE: April 19, 2011

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Craig Phillips, Planning Director (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Mark Geskey, Water Dept. (219) 462-6174
Tony Reid, Public Works (219) 462-4612
Jack Johnson, Fire Department (219) 462-8325
Media

PRESENTERS:

Stu Summers, Town & City Energy, Inc.
(219) 405-8164 / stu@stusummers.com
Ken Felts, Felts Builders, Inc.
(219) 462-6209 / FBI49@comcast.net

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:

OPENING: The Site Review Committee met to discuss a proposed commercial building located at 470 Vale Park Road and encompasses the last two lots of Lamplight Square. 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.

EXPLANATION OF PROJECT: This is a small commercial building, with room to expand later. The building could expand further north. It is in a zoning classification that would allow work space and living space. Currently, the upper floor is unfinished storage space. There is the potential for finishing this space out for a living area. The project will be built by Felts Builders, Inc. The plan is to break ground this spring, with completion this fall. Parking, sewers, and landscaping is in place. The structure will be built on a slab.

STAFF COMMENTS:

JOHNSON: The hydrant appears to be within 500', but this must be confirmed. There will not be an alarm system in the building. A Knox box is recommended.

GESKEY: A site map will be required for an estimate and should be sent to Chuck McIntire. Backflow prevention will be required. Shaun Shifflett should be contacted concerning the backflow.

PHILLIPS: The use is a permitted use in the Commercial Neighborhood District. For the purpose of calculations, the size of the lot will need to be shown on the site plan. The floor area ratio allowed for this site is 50.7%. The square footage of the building as shown is approximately 3,600 square feet. The parking for this site appears to be adequate. The parking requirement is 3 spaces per 1,000 square feet of office space. Eight spaces are required for the first floor and

second floor portion of the building represented on the architectural detail. If an apartment is added at a later date, another 4 spaces would be needed. A 50% open space requirement must be maintained for the green area on the site. The Landscape Surface Ratio of not less than 50% must be shown on the plan. The plan also needs to indicate where parking is provided. The building square footage needs to be shown on the plan. A detailed Landscape Plan is needed per Article 10.300 of the Unified Development Ordinance. The Unified Development Ordinance is available on the City website. The Landscape Plan will need to be submitted and reviewed by the Parks Department horticulturist. Signage is based on Section 5.303 of the UDO and is limited to a 6' monument-style ground sign only due to being located in the Campbell Street Overlay District. There is also a certain allowance for wall signage on the building. Refuse and recycling is handled by a common dumpster at the site. If the 30' x 40' addition is added onto the building, it needs to be architecturally compatible with the rest of the building. The picket fence is acceptable. There is a build-to line of 10' along the front of the building. The east yard, east of the garage is being considered the rear setback which is required to be 10'. The north setback is being considered as a side setback which is required to be 5'. Currently the site plan shows this as 4'. This will need to be adjusted. Due to this being a commercial building, the vinyl siding on the building will need to be some sort of hardy plank or composite type of siding. This needs to be discussed further.

REID: No comments.

BURKMAN: The driveway notch on the southwest side is being removed. No sidewalk will be installed on the south side of the building. It was suggested that sidewalk be installed along the east parking spaces for public use rather than having people walk across the grass area. It appears the storm water runoff from the drive area will flow back towards the garage. A trench drain or some sort of outlet for this storm water should be considered to prevent water from collecting in the garage. A site permit will be required to cover the sanitary sewer connection and erosion control. Silt fence needs to be shown on the site plan around the area that will be disturbed.

PILARSKI: The clean-out shown needs to be 5' away from the building. The clean-out will need to be a 6" Schedule 35 pipe. The Collections Department is televising the line to see if a tap already exists. If there is not an existing tap, installation of the tap needs to be discussed with Mike Steege, Collections Division. An internal plumbing plan is needed to insure there are no drains in the garage that would access the sanitary sewer system. This plan should be sent directly to Mr. Pilarski.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Knox Box
- Sanitary Sewer Connection