



**MEETING: Site Review Committee**  
**SUBJECT: Shoe Carnival**  
**ADDRESS: 360 Silhavy Road**

**LOCATION: City Hall**  
**DATE: May 3, 2011**

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

Craig Phillips, Planning Director (219) 462-1161  
Tyler Kent, Asst. City Planner (219) 462-1161  
Tim Burkman, Engineering Director (219) 462-1161  
Ed Pilarski, Water Reclamation Dept. (219) 464-4973  
Chuck McIntire, Water Dept. (219) 462-6174  
Vicki Thrasher, Building Commissioner (219) 462-1161  
Matt Evans, Public Works (219) 462-4612  
Jack Johnson, Fire Department (219) 462-8325  
Adam McAlpine, Engineering Dept. (219) 462-1161  
Media

**PRESENTERS:**

Adam Fischer, Thompson Thrift Development  
(812) 235-5959 / afischer@thompsonthrift.com

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:

**OPENING:** The Site Review Committee met to discuss a proposed Shoe Carnival located on Silhavy Road. 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 will be a free-standing Shoe Carnival on a pad site next door to Kohl's, 350 Silhavy. When Kohl's originally developed their property, they left the grass area available for possible expansion. Kohl's has decided that they don't need or want to expand. Thompson Thrift is working with Kohl's to develop this for the Shoe Carnival. This will be 10,000 square foot retail store. A subdivision will be done and will go before the Plan Commission next week. The new lot will be sold. Shoe Carnival and Kohl's have developed a set of covenants for the overall parent tract. There will be shared parking and shared responsibilities for maintenance, landscaping, etc. This is basically controlled by Kohl's and reimbursed by Shoe Carnival.

**STAFF COMMENTS:**

**JOHNSON:** The fire department connection needs to be placed on the front of the building. A Knox Box will be required at the front door. An annunciator panel is required in the front entryway. Hydrant locations are satisfactory.

**MCINTIRE:** Page C-2, Item #9 specifies a brand of pipe that is unavailable. Pressure Class #350 from Clow or Griffin are acceptable substitutes. Page C-6 indicates a domestic meter pit; however, the domestic meter must be located inside the building, preferably in the mechanical room. Vaults

for domestic meters are not used. Both the fire and domestic water will require the appropriate backflow protection. Shaun Shifflett should be contacted concerning any questions on backflow requirements. Contact information for Mr. Shifflett was provided. The Water Department should be contacted if there will be any changes to the irrigation system. The 12" x 12" light tap with a 6" reducer seems to be overkill. A 12" x 6" hot tap is the normal procedure. Chuck McIntire is the contact for coordination between the Water Department and the project contractor for the wet taps.

**EVANS:** This project is not replacing any sidewalks, adding sidewalks, affecting any City owned roads, or impacting solid waste or recycling services, therefore, Public Works has no comments.

**MCALPINE:** Sheet C-8 needs a note stating that an Erosion Control Permit is required. A temporary rock check dam should be placed adjacent to the ditch out-call pipe rather than the silt fence barrier shown. An erosion control blanket needs to be installed over the disturbed areas along the east sloping ditch.

**BURKMAN:** There are City specifications for the sanitary sewer low pressure force main. Specifications will be provided. The Sewer Department requires lines be connected into the main lines rather than the connection shown into the manhole at the northeast corner of the lot. This needs to be revised on the drawings to the satisfaction of the Sewer Department. A note to indicate that the line is privately owned and maintained is needed. Easements for the force main will be covered with the subdivision plat. Some of the grades appear to have the potential to carry sediment to the north. Extension of silt fencing along the front of the building to keep sediment from running onto the sidewalk was strongly suggested. Engineering will require a Site Permit which will cover the Erosion Control Permit and Sanitary Sewer Permit.

**THRASHER:** A State Design Release will be required. A Sign Permit will also be required.

**PILARSKI:** Two 10 gauge copper wires for tracing, rather than one were suggested. Two coats of sealant are required for the manhole. Since this is sanitary waste water, there are no further comments.

**PHILLIPS:** There are no issues with regard to floor ratio for Plan Review. More information regarding parking is needed on the plans when submitted for approval. The plans need to show how much parking is available on the Kohl's parcel. Based on 8,784 square feet of floor area, Shoe Carnival requires approximately 44 spaces. This needs further discussion. A civil drawing showing setbacks, lot coverage, and placement of the building on the lot in comparison to the requirements for setbacks is needed. The Commercial General District Standards require an 8' one side and 16' total side and setback. However, the original plat for Ryan/TBS Center has an allowance for a zero setback for all internal lot lines, so this is not an issue. If any additional landscaping is installed, a landscaping plan is required per Article 10 of the Unified Development Ordinance. Street trees do exist on the property and will remain. A pathway requirement exists for this development. This requires participation from Shoe Carnival by either installing bike lanes or a payment amount in lieu of bike lane installation option. This issue needs to be discussed further with John Seibert, Director of Parks & Recreation. Dumpsters are enclosed by a wing wall along the entire east side of the dumpster area, which meets the requirements of the UDO. Elevations are acceptable. Article 3, Section 3.1 of the easements submitted for the plat application, refers to ingress and egress for the purpose of vehicular and pedestrian traffic and may cover the access door. This needs clarification. Article 4, Section 4.1 refers to the requirement for parking to be 4 spaces per 1,000 square feet; however, the parking requirement is 5 spaces per 1,000 square feet. Signage is limited to 228 total square feet for this project.

#### **ISSUES TO BE RESOLVED:**

- Landscaping plan (with Tree Survey)
- Erosion Control Permit
- Sanitary Sewer Permit
- Detailed Site Plan

Backflow Prevention  
Site Improvement Permit  
State Design Release  
Building Permit  
Signage / Fencing Permit  
Zoning Clearance  
Knox Box  
Civil Drawing