



MEETING: Site Review Committee
SUBJECT: CMI-Tech, Inc. Headquarters
ADDRESS: 1951 Morthland Drive

LOCATION: City Hall
DATE: March 10, 2015

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

| | |
|---------------------------------------|----------------|
| Tyler Kent, Planning Director | (219) 462-1161 |
| Tim Burkman, Engineering Director | (219) 462-1161 |
| Adam McAlpine, Engineering Dept. | (219) 462.1161 |
| Ed Pilarski, Water Reclamation Dept. | (219) 464-4973 |
| Vicki Thrasher, Building Commissioner | (219) 462-1161 |
| Mike Steege, Utilities | (219) 462-6174 |
| Dave Souders, Fire Department | (219) 462-8325 |
| Media | |

PRESENTERS:

Brian Greubel, CMI-Tech, Inc.
 (219) [476-0302/brian.greubel@CIM-Techsvc.com](mailto:brian.greubel@CIM-Techsvc.com)
 Arnold Bergman, Design Organization
 (219) [476-1422/abergman@designorg.com](mailto:abergman@designorg.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:

OPENING: The Site Review Committee met to discuss the proposed expansion of the CMI-Tech Headquarters located at 1951 Morthland Drive. Kent 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: Greubel discussed a handout concerning this project. CMI-Tech was started in 2006. Greubel indicated that in 2011 CIM-Tech purchased what was previously the Family Express building on U.S. 30. The building has room for 24 employees. This expansion will provide additional spacing for 26 full time employees. Greubel stated there is adequate parking for the number of employees. Greubel indicated the interior was extensively renovated before they moved into the building in October. Greubel mentioned damage was found on the end walls and they were almost completely rebuilt. Greubel said that most of CIM-Tech's clients are the integrated steel mills throughout the world, but mostly in North America. CIM-Tech is a highly specialized engineering firm and they deal with the blast furnaces and the primary side of iron making. Greubel indicated the same building materials will be used for the new addition. They plan to re-roof the entire structure. The landscaping shown on the west side is existing and will remain. The elevation drawings indicate that the addition will be identical to the existing building. Berglund Construction is the general contractor. Greubel said they would like to start the addition by April 1.

STAFF COMMENTS:

BURKMAN: Burkman mentioned that Mill Pond Road is private; therefore, there are no improvements required by the Engineering Department as a condition for Site Permit issuance. A Site Permit will be required to cover the expansion primarily for erosion control purposes. Burkman asked if changes are being considered to the sanitary sewer. Greubel said there will be no changes.

THRASHER: Thrasher said a State Construction Design Release is required prior to issuance of Building Permits. All contractors working on the project must be registered with the City. Any signage will require a permit.

SOUDERS: Souders asked if the transformer and gas meter will remain in place. Greubel confirmed they will not be moved. Souders stated the Fire Department is requesting the installation of a Knox Box. The model needs to be the hinged 3200 series. The information for ordering the Knox Box was provided. Contacting Souders regarding placement of the Knox Box will be necessary.

KENT: Kent mentioned this property is located within the U.S. 30 Overlay District. The minimum front yard setback is 15 ft., the side yard setback is 10 ft. and the rear yard setback is 15 ft. The lot coverage is 75% and landscape ratio is 25%. Kent indicated that submittal of a landscape plan will be necessary. Referring to Article 10 of the Unified Development Ordinance regarding on lot and open space landscaping is recommended. Kent mentioned the requirement for a buffer yard along the west side of the property against the residential area. Greubel said there are shrubs there now. They may have to remove the shrubs to provide room for the equipment for the foundation; however, they will be replaced. Kent said a landscape plan will be necessary showing the replacement of these shrubs. The calculation for parking is 3 spaces per 1,000 sq. ft. of office space. The calculation should not include storage areas or restrooms. Greubel indicated there are currently 48 parking spaces and a four-car garage. Providing the parking calculations to ensure there is adequate parking is required. Kent indicated that under the non-residential design standards there is a requirement for 60% transparency along U.S. 30 and referring to Article 11, Section 11.506 of the Unified Development Ordinance is recommended. Kent conveyed that EIFS can be used as an accent material only. EIFS cannot be used below 12 ft. from the grade up. Bergman said the existing west wall currently is EIFS. Their plan is to move this wall to the west and replace it with EIFS. Kent reiterated that under the UDO standards EIFS cannot be used on the ground floor up to 12 ft. Kent said in order to use the EIFS a variance through the Board of Zoning Appeals will be required, or they will have to use some other type of material.

MCALPINE: McAlpine asked if there was any type of POA responsible for the maintenance of Mill Pond Road since it is private. Greubel said the bank, CMI-Tech and the church each pay 20% of the subdivision assessment fee and the residents pay the difference. McAlpine conveyed that he needs to look into the drainage for the development. Everything flows into the pond area. McAlpine wants to make sure there is sufficient room available. McAlpine asked if there may be a possibility to incorporate bio-swailes or rain gardens into the landscaping for the west side of the building. Greubel said once the building is extended there is only enough room for the two trees and a shrub line.

STEEGE: Steege said his questions had been answered during Burkman's comments. Steege presented no further comments.

PILARSKI: Pilarski said the plans indicate an internal ejector pit and pump system for the sanitary waste water that will be generated. Greubel confirmed this. Pilarski indicated Waste Water Reclamation is concerned about mercury and this is part of our MPDS Permit. Therefore, any float system that triggers the pumps will need to be non-mercury based. Pilarski suggested that CMI-Tech staff look at this periodically to ensure there is no overflow situation simply because of the type of waste water generated. Pilarski said that since the characteristics are not changing from the waste water discharges of the present building, he presented no other comments.

ISSUES TO BE RESOLVED:

Landscaping Plan

Buffer yard – west side of property

Erosion Control Plan

Detailed Site Plan

Site Improvement Permit

State Design Release

Building Permit

Signage/Fencing Permit

All contractors working on project must be registered with City

Zoning Clearance

Parking Calculations

EIFS

60% Transparency

Knox Box