



MEETING: Site Review Committee
SUBJECT: Oil-n-Go Free Standing Building
ADDRESS: 2806 Calumet Avenue

LOCATION: City Hall
DATE: March 17, 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
Vicki Thrasher, Building Commissioner	(219) 462-1161
Mike Steege, Utilities	(219) 462-6174
Dave Souders, Fire Department	(219) 462-8325
Media	

PRESENTERS:

Jay Costas, Oil-n-Go
 (219) 405-4210 / jaycostas@yahoo.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 32' x 18' free standing building behind Oil-n-Go located at 2806 Calumet Avenue. 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: Costas said this will be an 18' x 32' masonry building. This building will sit behind Oil-n-Go. The building will have overhead garage doors on the east and west ends. Costas plans to put a lift in the building as they are doing a fair amount of minor mechanical brakes; however, he would like to do more mechanical work. The lift will allow them to raise a vehicle and get underneath it. Costas stated he will try to match the existing Oil-n-Go building. Electricity and gas will be brought to the building; however, there will be no sewer or water. The floor will be a concrete slab.

STAFF COMMENTS:

BURKMAN: Burkman is aware the area for the building is already concrete. Burkman shared two exhibits with Costas. The first exhibit shows the property extension out to the Calumet Avenue frontage. Burkman conveyed that the development ordinance requires that any time a permit is pulled there must be a dedication of right-of-way per the thoroughfare plan. Calumet Avenue calls for a 100 ft. right-of-way corridor, or 50 ft. on either side; therefore, there is a 50 ft. right-of-way dedication required. This will make it consistent with what has already been dedicated to the south. Burkman said the second exhibit shows a project that is in the planning stages and will come along the frontage of this property. Burkman explained a streetscape and pathway enhancement is being planned for the east side of Calumet. There will be an 8 ft. wide multi-use pathway brought up along the east side from Five Points all the way up to Country Club and eventually all the way to Burlington Beach Road. Burkman shared that the pathway project is locally funded through the Redevelopment Commission and we are seeking two easements. The first easement (shaded in green) is outside the 50 ft. right-of-way required. The 15 ft. will be a permanent easement to allow the pathway to move through and allow for some planting. The

second easement (shaded in yellow) is a temporary easement and will not impact anything in the front. This easement will allow us to grade back in and feather things in. Burkman requested these easements and said in exchange for the easements the City will build the pathway and put in the necessary landscaping along the Calumet frontage. Burkman indicated any questions concerning the easements should be directed to his office.

THRASHER: Thrasher indicated the plans will need to be submitted to the State for a Construction Design Release prior to issuance of a Building Permit. All contractors must be registered with the City. Signage will require a permit.

SOUDERS: Souders asked if there will be tire storage, fuel storage, welding or cutting. Costas said they are not planning of doing any of this at the present time. Costas asked what would be necessary if he wanted to do this type of work. Souders said he would have to review Chapter 25 of the IFC to see what it entails. Souders mentioned that although not required, the Fire Department is requesting installation of a Knox Box for the building. Souders provided contact information for ordering purposes. Souders said he can be contacted if assistance is needed for ordering the Knox Box. Souders mentioned a 3200 series, hinged box should be ordered.

KENT: Kent stated signage for the overall site is based off the storefront facing Calumet Avenue. The allowable signage is 3 ft. per 1 linear foot of building frontage. Kent asked if a cross access agreement exists for parking. Costas stated there is a document that prohibits them from restricting driving in front of or behind Oil-n-Go. Kent indicated a landscape plan will be required for the site. Referring to Article 11, Division 11.300 for landscaping design standards along Calumet Avenue will be necessary. Kent mentioned landscaping is needed along the south side of the property as well as landscaping along Calumet. Kent suggested Costas work with the Engineering Department regarding placement of trees along Calumet so they are not within the area of the pathway. Kent provided a copy of the non-residential design standards to ensure the new building will comply with the Unified Development Ordinance. Kent indicated the front yard setback is 15 ft., which the site meets. The side yard setback is 8 ft. The building will need to meet this setback on the north side of the building. The rear yard setback is 10 ft. Kent said the setbacks need to be shown on the site plan.

MCALPINE: McAlpine requested a grading plan showing the proposed elevations for the new building as well as the existing elevations for Oil-n-Go relative to the inlets in the surrounding area.

STEEGE: Steege indicated that since there will be no water or sewer in the new building he had no comments concerning this project.

ISSUES TO BE RESOLVED:

Landscaping Plan

Right-of-way

Detailed Site Plan

State Design Release

Building Permit

All contractors must be registered with the City

Signage/Fencing Permit (if necessary)

Zoning Clearance

Easements (2)

Grading Plan

Knox Box (3200 Series, hinged)