



**MEETING: Site Review Committee**  
**SUBJECT: Gilliana Pools**  
**ADDRESS: 4501 Airport Drive**  
**PRELIMINARY SITE REVIEW**  
**IN ATTENDANCE:**

Vicki Thrasher, Building Commissioner	(219) 462.1161
<a href="mailto:vthrasher@valpo.us">vthrasher@valpo.us</a>	
Tim Burkman, Engineering Director	(219) 462-1161
<a href="mailto:tburkman@valpo.us">tburkman@valpo.us</a>	
Adam McAlpine, Engineering Dept.	(219) 462.1161
<a href="mailto:amcalpine@valpo.us">amcalpine@valpo.us</a>	
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
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Mark Geskey, Utilities	(219) 462-6174
<a href="mailto:mgeskey@valpo.us">mgeskey@valpo.us</a>	
Jon Daly, Fire Department	(219) 462-8325
<a href="mailto:jdaly@valpo.us">jdaly@valpo.us</a>	
Matt Evans, Public Works Director	(219) 462-4612
<a href="mailto:mevans@valpo.us">mevans@valpo.us</a>	
Brent Dickson, Public Works	(219) 462-4612
<a href="mailto:bdickson@valpo.us">bdickson@valpo.us</a>	

**LOCATION: City Hall**  
**DATE: September 26, 2017**

**PRESENTERS:**

Jason Gilliana, Gilliana Pools  
 (219) 405-0217 / [whitocopoolsolutions.com](http://whitocopoolsolutions.com)  
 Kevin Coros, McMahon Engineers/Architects  
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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 the proposed. Burkman 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:** The proposed site is Lot 5 in the Airport Industrial Park. The project will be a commercial site. There will be a low number of employees. The project will be mostly warehouse space with a very small portion for office use. The plans submitted are the site plan, storm water, SWPPP and landscaping.

**STAFF COMMENTS:**

**GESKEY:** Geskey provided a document showing they are 16-ft. off the manhole with a stub. Providing a clean-out within 5-ft. of the building will be necessary. The application and permit will be obtained from City Hall. Geskey indicated the water main wraps around the cul-de-sac and ends at a hydrant south of this property. It will be necessary to get the water service from here over to 10-ft. past the sanitary sewer tap to provide the 10-ft. separation. Geskey needs to be contacted for the water service. Contact information was provided. Since this is a commercial building, backflow protection will be required. Contacting Shaun Shifflett will be necessary. Contact information was provided.

**EVANS:** Evans indicated the notes provided on the plans are sufficient. Evans mentioned the street must be kept clean. The curb cut is fine. Evans conveyed that any damage to the existing

infrastructure will need to be replaced and will be the responsibility of the contractor/owner. Evans provided no other comments.

**THRASHER:** A State Construction Design Release will be required prior to the issuance of Building Permits. All contractors working on the project must be registered with the City. A permit will be required for signage.

**MCALPINE:** McAlpine conveyed that reducing the total hard surface on the site to less than 40,000 sq. ft. will help them. Based on current billing rates approximately \$40,000 could be saved over 20-years. It appears there may be the ability to reduce the hard surface. McAlpine indicated the 48-ft. opening at the cul-de-sac is very wide for a driveway entrance. If the parking configuration is revised the entrance could be reduced. McAlpine mentioned the invert elevation on the west side of the pipe needs to be reduced. This appears to be a typographical error. McAlpine will need to see how the water leaving the building makes its way to the southwest corner through some swales or buried tiles from the downspouts. McAlpine said the minimum swale slope allowed is half a percent. McAlpine requested they do what they can to try to get the water to the pond. Homeier requested further discussion concerning this issue.

**BURKMAN:** Burkman understands they are planning for wider drive aisles for equipment and larger vehicles. Burkman asked if the spaces along the south side could be flipped and one large drive aisle created with the spaces along the bottom. This eliminates the need for two drive aisles. Coros said there may be some overhead doors in the corner. Coros mentioned they are waiting for drawings from FBI and depending on how this finishes up, flipping the spaces could be a possibility. Burkman conveyed the City standard for commercial drives is a 40-ft. maximum width. The 40-ft. width is measured at the right-of-way line. Burkman mentioned that the stalls are shown as 10-ft. wide; however, they could be 9-ft. wide. This will save on pavement costs and hard surface area. The utility connections need to be shown on the plans. A sidewalk waiver is required. The waiver states that a sidewalk is not being installed now, but if there is ever a sidewalk program initiated the owner would be responsible for sidewalk installation. A Site Permit is required.

**MINGYAN ZHOU (MS-4 OPERATOR):** The SWPPP is very thorough. Following are comments: Sheet C3.0 shows silt fence is proposed as perimeter control at the southwest corner of the property, across the existing swale. However, silt fence is not recommended for use at anywhere that concentrated flow is anticipated. Please select other measure which is more appropriate at this location. Sheet 4.0, Item A11 states that the ultimate receiving water is Lake Michigan. However, this project site is located within Koselki Ditch/Kankakee River Watershed. Sheet C4.0, Item A21, Locations of propose soil stockpiles, borrow and/or disposal areas: plan shows topsoil will be stored onsite. Will any subsoil be hauled off site? Zhou knows the only post construction storm water management measures at this project site are swales and landscape/lawn areas. However, because this project is a Rule 5 project, a Post-Construction BMP Operation and Maintenance Manual is still required. This manual should be a stand-alone document and shall be made available to future parties who will assume responsibility for the operation and maintenance of the measures. The manual shall include the following: a) Contact information for the BMP owner (i.e. name, address, business phone number, cell phone number, pager number, e-mail address, etc.); b) A statement that the BMP owner is responsible for all costs associated with maintaining the BMP; c) A right-of-entry statement allowing City personnel to inspect and maintain the BMP; d) Specific actions to be taken regarding routine maintenance, remedial maintenance of structural components, and sediment removal. Sediment removal procedures should be explained in both narrative and graphical forms. A tabular schedule should be provided listing all maintenance activities and dates for performing these required maintenance activities; e) Site drawings showing the location of the BMP and access easement, cross sections of the BMP features, and the point of discharge for storm water treated by the BMP. These drawings need to be submitted both in hard copy and in digital format acceptable to the City Engineer.

**ON BEHALF OF KENT:** The property is zoned INH, Heavy Industrial and is located within the US 30 Overlay District. Referring to Article 11.305 will be necessary. No outdoor storage or refuse (whether or not in containers) or display of merchandise shall be permitted on any lot. All refuse shall be contained completely within the principal or accessory buildings. Loading berths shall be configured and/or screened so that they are not visible from street level views within the US 30 right-of-way. All uses shall provide and maintain a 15-foot wide greenbelt of landscaping and/or plantings across the entire front yard setback area, except for points of access. Only the following are permitted in the greenbelt: steps, walks, terraces, driveways, access roads and lighting standards. Parking in the greenbelt is prohibited. Landscaping shall be maintained by the property owner in a healthy condition, and shall be pruned to maintain a manicured appearance. Parking shall be located behind the principal building wherever practicable, but is permitted within the 65-foot setback with an approved parking lot and landscape plan, as shown in **Appendix D, Illustrations; Growth Management Plan, Figures 9.0 and 9.5**. Residential buildings shall be set back 65-feet from the US 30 (Morthland Drive) right-of-way. The following setbacks apply for all commercial and industrial buildings: **Front yard:** a) Buildings that are 36-feet in height or less: 65-feet; b) Buildings that are 37 feet or more in height: 75-feet; c) Parking: 15-feet. **Side yard:** a) Generally: 10-feet; b) Abutting a parcel with residential zoning: 30-feet. **Rear yard:** Generally: 15-feet; b) Abutting a parcel with residential zoning: 30-feet. The minimum size and dimensions of commercial and industrial lots shall be as follows: 1) Minimum lot size: One-half acre, excluding any right-of-way dedication; 2) Minimum lot width: 100-feet. Commercial and Industrial Lot Coverage: 1) Maximum lot coverage: 75 percent; 2) Minimum LSR: 25 percent, landscaped in a manner comparable to **Figure 11.303, Prototype Landscaping for Signature Streets**. Buildings shall comply with the standards of **Article 3, District Intensity and Bulk Standards** with regard to height. However, no building shall exceed three stories or 35-feet in height unless the building is sprinkled for fire protection, and complies with the Porter County Airport height restrictions. A six-foot tall monument style sign is allowed. Three square feet of signage is allowed per one linear foot of building frontage, facing a dedicated right-of-way. Referring to Article 11.500 for non-residential design standards for exterior building elevations will be necessary. A photometric plan will be required as part of the building plan approval. A Zoning Clearance is required. Referring to Article 2, Section 2.406 for dumpster enclosure details is necessary. Parking is required per the use. Referring to Table 9.201, Minimum Parking and Loading Requirements, is necessary. The requirement for on-lot landscaping is 4 large trees, 8 small trees and 25 shrubs per acre (Table 10.301). The requirement for Open Space Landscaping is 10 large trees, 15 small trees and 40 shrubs per acre (Table 10.303). The parking lot landscaping requirement is 1 large tree per 4 spaces and 1 shrub per 2 spaces (Table 10.304). Parking lot landscaping shall be evenly distributed within interior parking lot islands or within islands in entrance and circulation drives. It may also be located in the perimeter or corners of the lot, as provided in Subsection E. Trees must be given adequate room for healthy growth and stability. At least one shade tree shall be planted in each 9x18 plating island, peninsula, or equivalent thereof located in the parking lot area as defined by a polygon drawn around the parking area. The remainder of the required trees shall be placed along the perimeter in areas between parking lots and drives and public or private streets, with a minimum spacing of no greater than one tree per sixty (60) feet on center. Shrubs shall also be placed along the perimeter of parking areas in order to achieve an opacity of fifty percent (50%) at the lower level (shrubs) according to Figure 10.202 to a height of three (3) feet in areas outside of the drip line of required parking lot perimeter trees. Wherever possible, landscape islands shall be designed to incorporate storm water runoff best management practices (BMP's), by incorporating vegetated swales, bio-infiltration and other types of water quality measures. One planting island of at least 324 sq. ft. in area shall be provided for each 16 spaces in the parking lot. No planting island shall be less than 18-feet in depth, and no endcap landscape islands for double-loaded parking spaces shall be less than 36-feet in depth and no less than 9-feet in width as

measured from the outside of the curb to the outside of the opposite curb.

**DALY:** The City follows the 2014 Indiana Building and Fire Codes. Daly asked if a sprinkler system will be installed. Gilliana indicated there will not be a sprinkler system; however, they are planning to do fire separations. Daly asked about a fire alarm system. Gilliana indicated this has not been discussed. Daly said the fire hydrant location is acceptable. Emergency lights, exit signs and fire extinguishers must meet code. Daly asked if there will be high-rack storage. Gilliana said this may be a possibility and explained the eaves are at a maximum of 16-feet. Daly conveyed that high-rack storage is explained in the fire code and suggested they speak to the architect concerning this issue. Daly asked about chemical storage. Gilliana said chemical storage would be very minor. Daly said the maximum for an access road is 150-ft. Referring to 503.1.1 of the Indiana Fire Code or International Fire Code 2012 is necessary. Daly suggested further discussion concerning the access. Though not required, Daly recommended the installation of a Knox Box.

**PILARSKI:** The Water Reclamation Department is concerned with what is being discharged into the sanitary sewer. The plans do not provide enough information for comments. Pilarski is interested in the chemical storage areas. Submitting an internal plumbing plan for the building will be necessary. The plan should be submitted to Yacoub Aljobeh. Contact information was provided.

**ISSUES TO BE RESOLVED:**

- Landscaping Plan
- Erosion Control Plan
- Rule 5 Permit
- Sidewalk Waiver
- Detailed Site Plan
- Backflow Prevention
- Clean-out within 5-ft. of the Building
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage/Fencing Permit
- Knox Box (recommended not required)
- All Contractors Must Be Registered With The City
- Photometric Plan
- Zoning Clearance
- Internal Plumbing Plan