

**MEETING: Site Review Committee**  
**SUBJECT: VAPS**  
**ADDRESS: 501 Porters Vale Blvd.**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: June 18, 2019**

**IN ATTENDANCE:**

Tyler Kent, Planning Director  
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Adam McAlpine, Engineering Director  
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Tim Stites, Fire Department  
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Mingyan Zhou, Engineering Dept.  
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Mark Geskey, Water Dept.  
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Nate McGinley, Public Works Director  
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Carley Lemmon, Planning Dept.  
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**PRESENTERS:**

Steve Pease, Stephen Pease Architect  
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Stan Jevic, Stan Jevic Painting  
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The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed VAPS Restaurant to be located at 501 Porters Vale Blvd. 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:** This is a proposal for a restaurant to be located at 501 Porters Vale Blvd. This is a new 40' x 70' building. The majority of the building will face Porters Vale Blvd. The access is from the south and the automobile access is on the west side. There are three stacking areas in the back; another three spaces for paying the cashier; another three spaces where the ordering speaker is located. There are designated spaces in the parking lot for anyone having a large order. There is a patio on the south side for summer seating. The dumpster is located on the north side off the drive-up lane. They have discussed installing a grease trap; however, there will not be any dishwashing other than pots and pans. They want to consider a smaller grease trap. There are 27 parking spaces; however, the requirement is 37. They will be using the Meijer's parking as part of the parking for VAPS. Kent asked if there is an agreement with Meijer to use the parking. Jevic said there is only a verbal

agreement. Kent advised that there will need to be a written agreement. Pease provided examples of the exterior building materials. They are in the process of laying out the kitchen.

**STAFF COMMENTS:**

**MCGINLEY:** Since this is a commercial facility, the City will not provide trash pickup. Recycling service can be discussed; however, recycling services are limited for commercial facilities. Roadways and sidewalks are private.

**ON BEHALF OF VICKI THRASHER, BUILDING COMMISSIONER:** A State Construction Design Release will be required prior to the issuance of the Building Permit. All contractors must be registered with the City prior to issuance to the Building Permit. A Sign Permit will be required. Contacting the Porter County Health Department is required. If there are going to be hood systems, it will necessary to send them to the State of Indiana for plan review.

**KENT:** The property is zoned Commercial General. A restaurant is a permitted use within this zoning district. The minimum lot size is 10,000 sq. ft. The lot width is 50 ft. The front yard setback is 15 ft.; the side yard setback is 8 ft. on each side, totaling 16 ft.; the rear setback is 10 ft. The maximum building height is 35 ft. The final development plans need to show the landscape ratio of .15; the gross floor area ratio is .280; the net floor area ratio is .329. These are the maximums for the total site. The minimum parking requirement is 1 parking space for each 75 sq. ft. of useable floor area. Restrooms and storage areas may be subtracted from the calculation. The maximum allowable signage is 3 sq. ft. of signage per 1 linear foot of building frontage facing Porters Vale Blvd. A 6 ft. tall monument-style sign is permitted on site. Bicycle parking is required on site and the calculation for this is 1 bicycle parking space for each 10 regular parking spaces. Referring to Section 9.206 for the bicycle parking standards is necessary. ADA parking spaces are required. The plans show 2 ADA spaces. The calculation for ADA parking is 1 ADA space per 25 regular spaces. Per Section 9.501, providing a photometric plan for the site is necessary. Details for the lighting fixtures must be submitted. Submittal of a landscape plan is required, and should include these categories:

On-lot Landscaping – 9 large trees, 18 small trees and 50 shrubs per acre;  
Open Space Landscaping – 10 large trees, 15 small trees and 40 per acre;  
Parking Lot Landscaping – 1 large tree per 8 spaces and 1 shrub per 4 spaces

Referring to Division 11.500 for the development standards is necessary. A bump-out of 6 ft. is required on the front face of the building. There is a requirement to have an entrance door on the front face of the building. A pedestrian connection from the sidewalk to the doorway is required. Kent said

they may be able to incorporate it on the patio area or on the side along Porters Vale Blvd. Per Section 11.506, there is a transparency requirement for the building elevations. Kent is aware the kitchen area is on the side; however, for retail establishments at least 60% transparency is required on the front face. The plans to do not show the current transparency. Transparency is measured between 3 ft. and 8 ft. Providing the transparency calculations is necessary. The bump-out needs to be either 20% or 20 ft of the front facade. This needs more discussion. Kent asked if the heating and AC units will be internal or on the roof. Jevic said the will probably be on the roof. Kent advised that the parapet will need to hide the mechanical equipment. Earth-tone colors are acceptable. The final submittal will need to include a Zoning Clearance and colored building elevations detailing the materials.

**ZHOU:** This project is less than one acre of land disturbance. A local erosion control permit is required for storm water quality control. Submittal of an erosion control plan is required. The use of silt socks may work well for this project. It will be necessary to ensure that sediment is not being tracked into the street. Zhou asked if the area from the Meijer parking lot to the VAPS site needs to be striped for a pedestrian crossing. Kent suggested this be discussed internally.

**MCALPINE:** A Site Permit will be required for the utility connections and erosion control. Drainage plans will need to be submitted. Submittal of grading plans showing the utility connections and how the storm water runoff and roof water will be managed is required. The parking lot layout is satisfactory.

**STITES:** The Fire Department follows the 2014 Indiana Fire and Building Codes. All inspections required during the construction phase must be scheduled with the Building Department. The project will be subject to annual fire inspections. Stites asked if there will be a hood system. Jevic indicated there will be two hood systems. Stites needs to be contacted before the hoods are roughed in to check the exhaust pipe.

**GESKEY:** The water and sewer connections are not shown on the plans. Comments will be reserved until plans are provided for the water and sewer. Backflow protection will be required.

**ON BEHALF OF PAUL SCOTT, WATER RECLAMATION:** Scott will require more complete floor and internal plumbing plans, Kent provided a Grease Trap and Interceptor Survey. The form needs to be completed and returned to Scott. Contact information for Scott is 219-464-4973 or [pscott@valpo.us](mailto:pscott@valpo.us).

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

Landscaping Plan  
Erosion Control Plan  
Drainage Plans

Grading Plans  
Detailed Site Plan  
Backflow Prevention  
Site Improvement Permit  
State Design Release  
Building Permit  
Contractors Registered with the City  
Contact Porter County Health Department  
Signage/Fencing Permit  
Bicycle Parking  
ADA Parking  
Final Plans Need to Show Landscaping Ratio, Gross Floor Area Ratio, Net Floor Area Ratio  
Photometric Plan  
Zoning Clearance  
Provide Colored Building Elevations  
Provide Written Agreement for Use of Meijer Parking  
Provide Transparency Calculations  
Internal Plumbing Plan  
Completed Grease Trap & Interceptor Survey