

MEETING: Site Review Committee
SUBJECT: Collision Damage Experts
ADDRESS: 657 Washington Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: October 13, 2020

IN ATTENDANCE:

Beth Shrader, Planning Director
(219) 462-1161 / bshrader@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Bill Laird, Engineering Dept.
(219) 462-1161 / blaird@valpo.us
Matt Zurbriggen, Engineering Dept.
(219) 462-1161 / mzurbriggen@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Mark Geskey, Water Dept.
(219) 462-6174 / mgeskey@valpo.us
Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Mike Jessen, City Administrator
(219) 462-1161 / mjessen@valpo.us

PRESENTERS:

Garry Hannemann, Collision Damage Experts
(219) 844-7400
ghannemann@cdecollisioncenters.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed Collision Damage Experts new building to be located at 657 Washington Street. Shrader 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 project is the addition of a second building. They want to move all their body technicians into this building. The existing building will be used for more body technicians, detailing, etc. The existing building is a metal structure and there is no way to add on sideways, they can only go deep and there is no room to go deep. The solution is to build a new building. The new building will be more modern and have a more appealing façade. Thrasher mentioned the plans indicate the building will be a warehouse. Hannemann clarified that the building is not a warehouse and it will be used for the purpose of auto repair.

STAFF COMMENTS:

THRASHER: Thrasher mentioned that this is not truly an addition because the buildings appear to be separated. However, the building will need to be built as if

it is an addition because of the proximity to each other. Thrasher is assuming the buildings are not sprinklered; however, they may need to be sprinklered based on square footage. Thrasher reiterated that the plans note that the building is a warehouse, which is different than a repair garage or body shop. Thrasher indicated that a Building Permit application, a Site Permit application and a Zoning Clearance have been submitted. No contractors are listed on the application. Hannemann said the project has not been put out to bid and there are no contractors at this point. Thrasher conveyed that permits cannot be issued until contractors have been selected and a list is provided to the Building Department. The architect has not submitted the project to the State of Indiana, Department of Homeland Security for plan review. This process takes approximately 3 to 4 weeks. If the architect has questions concerning this process, he should contact Thrasher at the phone number or email address shown above. Unless fire walls are installed, the State will look at this as one large building. The plans did not show any fire walls. Hannemann said they are all separate buildings. Thrasher said they are too close together with a property line running through. They will need to be treated as one large building which means a fire wall needs to be installed to separate the uses for fire safety, or a sprinkler system will be needed because of the building size. Jessen asked if there is a distance required for separation. Thrasher said it is not a set distance. It depends on the construction type and what building materials are being used. Hannemann pointed out that there are other buildings across the street that are only 8 ft. apart. Thrasher explained that she does not know when these buildings were built or what the requirements were at the time they were built. The building being built today will have to comply with today's building code and zoning code. If there will be any additional signage on the new building, a sign permit will be required.

LAIRD: Laird explained that the site plan did not provide pertinent information required by the Engineering Department. It will be necessary to provide the proposed grading. The plans should show how the grading drains the lot. From the existing contours and grading, it appears everything flows east to west unrestricted to Washington Street. Laird wants to see if there are any plans to slow the flow directly out into Washington Street. Even with a site visit, it is difficult to judge how much hard scape there is in the rear. Is this green space or overgrown hard scape? Providing the amount of predeveloped (current condition) impervious area is necessary. Laird said he also wants to know what the amount of impervious area will be in the developed condition with the new building and new asphalt. This will enable Engineering to compare what existed and what is being proposed to get an idea of the amount of runoff there will be

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and if there will be any extenuating circumstances to try and mitigate the runoff to Washington Street.

ZURBRIGGEN: There is a structural retaining wall called out on the southeast side. It will be necessary to see the grading and the details of what the retaining wall entails. Laird interjected that the retaining wall will have to be prepared by a licensed, structural engineer. Providing a set of plans detailing the design and construction of the retaining wall is required.

SCOTT: Submittal of an internal floor plan and internal plumbing plan is required. Scott will need to know what types of chemicals will be used. An Accidental Spill Prevention Plan is required. Hannemann mentioned they do not use floor drains in the body shop.

GESKEY: Per the plans, Geskey assumed the building was for storage. Geskey asked if they intend to have water in the new building. Hannemann indicated there would not be water to this building. Geskey said if there is not going to be plumbing, he did not have any comments. However, if there will be plumbing or if a fire service is required, it will be necessary to contact Geskey. Contact information was provided.

SHRADER: This is a legal non-conforming use. This means that we presume the existing structure was fine at the time it was built. However, since then our Unified Development Ordinance has been updated and there are restrictions about what types of uses can be in which zones. This property is in the Commercial General (CG) Zoning and collision auto body repair is considered a light industrial use. Anytime a legal non-conforming use is expanded it triggers the need to come into compliance with our code. To become compliant the project will have to go through the Board of Zoning Appeals to have the board review the use and determine whether expanding it is in line with the Comprehensive Plan and makes sense or if the expansion is a bad idea. Shrader suggested the owner and architect meet with the Planning Department to review and identify all the variances that may be required. The first variance that will be required is a Use Variance. Potentially, there may be several development standard variances needed. There is a requirement for having open/green space. The site is developed with three different parcels and they are all in the same zone. This may not necessarily be a problem, but there are side yard setbacks, etc. that come into play when parcel lines are hit. If this is kept as three parcels, then variances may be required for the proximity of the building to the northern lot line (2-1/2 ft.) for the new building. Depending on whether they are kept as separate parcels or go through a process to join the lots together as one large parcel, it would be necessary to calculate open space, the area where storm water can infiltrate versus roofs and pavement where the water runs off. The landscape ratio requirement for this district should be .15; the gross

floor area ratio is .431; the net floor area ratio is .507. The calculations may change a little depending on whether the lots are kept as separate parcels, or they are combined through the Plan Commission process into one parcel. There is a minimum parking requirement. This requirement can be considered on its own because this is the only part that is changing, and it appears that approximately 20 spaces will be required. This calculation will depend on the floor area and the number of service vehicles. The parking is shared across site and this will require more discussion to determine if the proposed parking meets the standard. The overall requirement for a light industrial use is one (1) space per 500 sq. ft. plus one (1) space per company vehicle and then the greater of one (1) space per 20,000 sq. ft. or one (1) space per loading bay. Shrader mentioned there are landscape standards. The plans do show some proposed shrubs. There will be a combination of different layers of landscape requirements. This can be discussed with the owner/architect, but at the very least the requirement will be 9 large trees, 18 small trees and 50 shrubs per acre for the on-lot landscaping standards. The parking lot landscaping standards will require 1 large tree per 8 spaces and 1 shrub, perennial or ornamental grasses per 4 spaces. The most important landscape component is a bufferyard that is required when switching from one zone to another. This is a Commercial Zone; however, it is a light industrial use and right next to it there is a Residential Transition use. The bufferyard can sometimes be a combination of a berm, fencing and certainly a lot of plant material to ease the transition from a more intensive use to a less intensive use. If there are trees and shrubs on the residential side, it can be counted towards the bufferyard. However, if there is no landscaping, it would be necessary to provide both bufferyards on the CDE property. The requirement will be a Class A bufferyard and a Class B bufferyard, or a Class C bufferyard. It appears the bufferyard requirement cannot be met because there is a drive being proposed that runs right up to the eastern lot line. The Morthland Drive Signature Corridor is an overlay district and this project is within 600 ft. of this overlay district. Because they are so close to this main road through the City, there are slightly elevated standards for facades and some other elements. Shrader said referring to Article 11 for design standards will be necessary. The proposed façade facing Washington Street is a good start. We will need to ensure that it meets the standards for material type, transparency and architectural elements along the other sides of the building.

STITES: The Fire Department follows all adopted codes, standards and rules of the Indiana Fire Prevention and Building Commission, as well as all local ordinances that apply. All initial inspections required through the construction phase must be scheduled and coordinated through the Building Department. After occupancy has been issued, the facility will be subject to annual Fire

Department inspections. All contractors installing fire alarms, sprinkler systems and hood systems should contact Stites prior to beginning work. Contact information is shown above. Stites asked if the project will have a spray booth. Hannemann stated there will not be a spray booth, it will be strictly body work. Any questions the architect may have can be directed to Stites.

ISSUES TO BE RESOLVED:

- Landscaping Plan
- Erosion Control Plan
- Detailed Site Plan
- Provide Details and Plans for Retaining Wall
- Provide Grading Plans
- Provide Amount of Impervious Area (Predeveloped Condition)
- Provide Amount of Impervious Area (Developed Condition)
- Provide Internal Floor Plan
- Provide Internal Plumbing Plan
- Accidental Spill Prevention Plan
- Site Improvement Permit (received)
- State Construction Design Release
- Building Permit (received)
- Contractors Registered with the City
- Signage/Fencing Permit
- Use Variance
- Development Standards Variances (as required)
- Zoning Clearance (received)