

MEETING: Site Review Committee
SUBJECT: 15B Development
ADDRESS: 3505 Redbow Drive
PRELIMINARY SITE REVIEW

LOCATION: Zoom
DATE: August 18, 2022

IN ATTENDANCE:

Beth Shrader, Planning Director
(219) 462-1161 / bshrader@valpo.us
Jessica Gage, Associate Planner
(219) 462-1161 / jgage@valpo.us
Bill Laird, Engineering Dept.
(219) 462-1161 / blaird@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Matt Zurbriggen, Engineering Dept.,
(219) 462-1161 / mzurbriggen@valpo.us
Nate McGinley, Water Dept.
(219) 462-6174 / nmcginley@valpo.us
Hanna Seats, Pretreatment Administrator
(219) 464-4973 / hseats@valpo.us

PRESENTERS:

Steve DeBold, Chester, Inc.
(219) 476-4424 / sdebold@chesterinc.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed 11,375 sq. ft. building to be located on Lot 15B (3505 Redbow Drive) Eastport Centre. 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: : DeBold stated the project is located at 3505 Redbow Drive. It is on the northwest corner of Transport and Redbow Drive on Lot 15B. The parcel is 1.87 acres and is zoned INH Heavy Industrial. Adjoining properties are also zoned INH except for the storm water detention pond area to the southwest which is zoned BP Business Park. In 2020 Chester put a building on the east half of this property. Now they want to build on the west half of the property. Chester's will own both of the buildings. This is a spec building with 24 proposed parking spaces and a new drive off of Redbow Drive. They will bring in a 1" water line on the north side. They stubbed out a service line from the existing building which will run right into the proposed building. The entire roof is a shed roof and slopes to the north side of the building into an 8" storm manifold system. The proposed swale will outlet through a proposed 28" culvert. The

parking lot will slope into the same swale. The neighbor to the north has an existing storm sewer system that outlets north of the proposed building. It will drain to the existing swale and then to the detention pond.

STAFF COMMENTS:

ZURBRIGGEN: The site looks good. City staff met with Chester for a pre-coordination meeting earlier this week regarding the impervious area for Eastport Centre. Required calculations were provided. The site layout looks alright. The Engineering Department has not prepared a full-blown detailed review of everything. Engineering is good with this so far. A Construction Storm Water General Permit will be required. There will be disturbance of more than one acre so a site permit through the Engineering Department will be required.

LAIRD: It was mentioned that the disturbed area was a little over one acre. Is that just the disturbed area or does that include the existing building and parking lot as well? DeBold stated that this project is a little over an acre and mentioned that pictures were sent for review. DeBold will wait for comments.

MCGINLEY: This area is within the well head protection area. VCU has drafted a letter for the wellhead protection area and a copy will be included with the Site Review minutes. McGinley said the water service looks fine. It will be necessary to contact McGinley when they are ready for the water service. He will cost out the service tap and schedule the installation for the City's side. McGinley asked if this will always be one parcel? There is one tap for both buildings for the sanitary sewer. DeBold stated they had considered splitting the lot. However, Chester is going to keep both buildings and leave the parcel as is. If they decide to split the lot in the future, they will provide the necessary easements and agreements. McGinley requested notes be made that if the parcel is ever split, a sewer agreement and easement will be necessary because there is only one tap for both buildings. Sewer inspections are required. Contacting McGinley for the inspections will be necessary. McGinley advised that permits for the sewer taps will need to go through the Engineering Department.

SEATS: After looking at the plumbing plan, it does not appear there are any floor drains. Seats asked for an explanation of what is going on in the building. DeBold reiterated that this is a spec building. They had hoped to have a tenant by this time to be able to clearly state what the use will be. Right now, the building will be open with the bathrooms in the center. It will probably be used by a small contractor. Seats asked if the City will be notified when a tenant moves in. DeBold conveyed that the City will be notified and advised if the build-out changes.

STITES: Is there going to be a fire alarm in the building? DeBold indicated a fire alarm is not being planned at this point. Stites mentioned that all initial inspections are scheduled and coordinated through the Building Department.

After occupancy is granted, the facility will be subject to annual fire inspections. If any fire protection equipment is considered, it will be necessary to contact Stites prior to beginning installation.

ON BEHALF OF VICKI THRASHER: A State Construction Design Release will be required prior to issuance of Building Permits. A list of contractors will be required. Submittal of one set of paper plans and one set of pdf plans is necessary. Any signage will require a separate permit.

SHRADER: Shrader is aware that this is a spec building and asked if there is any speculation as to use. DeBold stated the building may be used by a small contractor, similar to what is next door now. Shrader asked if the building is already divided into storage and useable floor space. DeBold conveyed that right now there is a center bathroom area and the remainder is all open. There may be a large area for storage. Shrader mentioned there are 24 parking spaces shown and asked how they arrived at the useable floor space for the parking calculation. DeBold stated that it is estimated for the type of user they expect to move in. If there are any changes, the City will be notified. Shrader said it appears a variance will be necessary to the rear yard setback. A 20 ft. setback is being proposed rather than the 30 ft. setback required. DeBold agreed. Shrader asked if the LSR and all calculations are based on existing and proposed. DeBold confirmed. Shrader advised that if the lot is split and variance for minimum lot size will be required. The waste receptacle and landscaping appear to be appropriate. Shrader mentioned a variance already exists to remove a buffer zone. The photometrics appear to meet the standard. The plans show 24 parking spaces. The limit is 25 before another handicapped accessible space needs to be added. DeBold said there are not plans for signage right now. If the future tenant wants a sign, a sign permit will be submitted. Shrader inquired if the existing building has a monument sign. DeBold said there is no monument sign. Shrader they might want to consider sharing a monument sign. DeBold asked if Planning saw the need for variances other than the rear yard setback. If not, DeBold will proceed with that variance. Shrader conveyed that Planning will do a full review of the site plan to make sure no other variances are needed. The next BZA meeting is September 21, 2022

ISSUES TO BE RESOLVED:

Construction Storm Water General Permit

Site Permit

Permit through IDEM

Notes made that if the parcel is ever to be split, there will need to be a sewer agreement and an easement.

Sewer Inspections

Permitting for Sewer Taps through Engineering Department
Construction Design Release
Building Permit
Contractor List
One Set of Paper Plans and One Set of PDF Plans
Sign Permit
Variance for Rear Yard Setback
Any Other Variances Required after Full Review