

CITY OF SHELBYVILLE



TECHNICAL REVIEW MEETING

DATE: March 27th, 2018
10:00 AM Council Chambers

Agenda

1. Cork Liquor West @ 940 South Miller Avenue
2. Fueling Station @ 215 East Broadway
3. Discuss New Comment Forms, and Final Release Process

**TECHNICAL REVIEW COMMITTEE
MEETING MINUTES
March 27, 2018**

Bryant Niehoff: Alright, we will go ahead and call to order the March 27, 2018 meeting of the Technical Review Committee. So first up on the agenda, we have the new Cork Liquors on the west side of town at 940 S. Miller Avenue. Do we have a petitioner this morning?

Tony Nicholson: Yes we do.

Niehoff: Great. Would you mind stating your name for the record please?

Nicholson: Tony Nicholson, Space and Sites.

Niehoff: Thank you so much. Alright so we will just go down the line and each of the Technical Review Committee members present will present their comments to you and we'll just have an open discussion on the project. You've been through this process a time or two, haven't you Tony?

Nicholson: A couple times.

Niehoff: Yeah just a time or two. Alright, Brad?

Brad Fix: Bradley Fix, Shelbyville Water Resource Recovery Facility. I don't have any written comments or really comments other than I would recommend that if you're gonna take a building that hasn't been used in a while that you have a plumber come in and videotape your lateral. I mean you've got sewers already there in that building. You're gonna just expand that facility and upgrade it in there. I would have them put a camera down that line. You know, it's been sitting empty a long time. It's just you're gonna put a new building in an old line.

Nicholson: Right. Just to save problems down the future. Just get it checked out now.

Fix: And there's no tap fee or nothing like that because it's already a connected building.

Nicholson: Maybe verify that it's a six inch also?

Fix: Yes. That's what I'd recommend 'cause I know the sewer worked when it was there and all that, but it's been sittin' empty. You don't know what's fell into it and

Nicholson: Exactly.

Fix:just it....better than open up and find out there's clogs.

Nicholson: Inaudible comment.

Fix: Yeah.

Nicholson: Okay.

Fix: That's all the comments I have.

Nicholson: Alright. Thanks.

Matt House: Matt House, city engineer. I'll just read through the comments. Please add pavement design details. Are you guys gonna tear up that old parking lot or try to build on top of it?

Nicholson: I think it's all coming out.

(?): Inaudible comment.

House: Okay.

(?): Inaudible comment.

House: Okay.

Nicholson: Concrete block instead of asphalt.

House: That'll look nice. Okay, the storm line; we've talked about that before.

Nicholson: Yeah.

House: That can be something that we can talk about afterwards.

Nicholson: Yeah we can get a little (?) from you and maybe that would help us with the state, you know.

House: Yes. Okay I think that probably is the only option.

Nicholson: Right.

House: Okay.

Nicholson: I mean it's close enough. You know, it's right there.

House: Yeah. Yep and we would we'd be interested in it on our end stubbing a pipe through the 'cause we're gonna be giving(?) that property over. We'd like to stub a pipe through to the end of the property for future line for us.

Nicholson: Oh. Okay well we'll get together and work that out then.

House: Okay. Just seeing if you guys are aware that site has flooded in the past. I have some pictures that are dated September, 2009 and the whole intersection is flooded, but I think that was before the St. Rd. 44 work was done. So....

Nicholson: That and along with us putting that catch basin in should take care of.....we're 8" right now above the existing.

House: Okay. Just wanted to make sure you're aware.

Nicholson: But yeah that's where we're at right now, so....

House: Okay.

Nicholson:and it may change with this drainage you know end up connection to the state, so...

House: Yeah, okay. I wonder how much capacity is inthat's a it's a 12" crossing 44 and the city's line's a 6". I don't know if there's been any flooding since 2009 there.

Nicholson: I know talking with Derrick, he's not 100% sure where that 6" even goes when it heads toward down Parker to the intersection, so....

House: Yeah, okay. Okay as long as you guys are aware and you're raising the building elevation. Okay.

Nicholson: 'Preciate it.

House: And then the 42' entrance width, is that.....it looks like you have 'em marked off. You have (3) 12' lanes and then there was a space.

Nicholson: Yeah, yep, 36 was the max we could get and we went for a variance and I'm pretty sure we got the variance for 42.

Niehoff: It was. Yep, that's correct.

Nicholson: Okay.

House: That's fine. I was just.....do you remember why?

Nicholson: Truck mainly comin' in there.

Niehoff: Yeah.

Nicholson: The semis coming, making that turn comin' in there.

(?): Inaudible comment.

Niehoff: They have their deliveries delivering to the back entrance of the building.

Nicholson: Right.

Niehoff: Right and to maneuver that site, they were.....are you guys gonna stripe that off or are you just leaving that open?

Nicholson: No we'll probably just leave it open.

Niehoff: Okay, yeah.

Nicholson: I mean it's like you know what'd we say, three or four times a week that the semis stop? Three or four times a week?

Niehoff: Yeah.

Nicholson: Something like that, so....

Niehoff: Okay. Yeah.

House: What are you talking about striping off?

Niehoff: Well just that additional whatever I guess 8' there you know.

Nicholson: Yeah.

House: Okay.

Niehoff: I think they're gonna leave it open.

Nicholson: It's just mainly to make, get that width in there to make that turn.

Niehoff: Yeah. Okay.

House: Sounds good. That's all I had.

Niehoff: Alright, Bryant Niehoff, Planning and Building Director. So we have a few comments here, but it was discussed previously but we would like the columns annotated on the front façade and to insure that they are going to be a different material type.

Nicholson: Yeah and didn't you guys approve that craftsman brick we had?

Niehoff: We did; yes.

Nicholson: Which is, that's what we'll use there.

Niehoff: Okay. Okay, yeah.

Nicholson: Yeah.

Niehoff: Yeah if that could just be labeled on the revised version of the plans.

Nicholson: Okay.

Niehoff: That would be great. And you know, that'll just be the third façade element that's required in our architectural standards. In our commercial standards, we require that you provide arcades, display windows, (?) areas, awnings and/or other such features on at least 60% of the southern façade, so that primary entrance/front façade.

Nicholson: Right.

Niehoff: Or excuse me, the southern.

Nicholson: This one's south side.

Niehoff: Yeah south side; excuse me. Because it faces the public right of way. It faces Parker Avenue there.

Nicholson: Yeah we got two front streets.

Niehoff: Yeah it's a corner lot. So these can be faux windows. That's what we've seen in some other developments such as this. The Dollar General, actually just across the street from this, has done that. I know that makes a difference on the way you lay out the interior of your building.

Nicholson: Yeah 'cause right now it's storage and a restroom.

Niehoff: Yeah and your display....Yeah you don't wanna....Yeah so that's something you could do there relatively inexpensive and that's meeting that design element.

Nicholson: (?) actually maybe even use some of these craftsman block to put like false or brick windows in?

Niehoff: We can talk about that. If you wanna draw up something and show us what that would look like. We're open to what that looks like.

Nicholson: Okay.

Niehoff: But that's, what we've typically seen is that faux window type there.

Nicholson: (?) make it real (?).

Fix: Excuse me.

Niehoff: There we go. Alright just insure all rooftop equipment is concealed by parapets and annotate material types for the east elevation as well. Those must be in accordance with UDO 5.08C. As far as landscaping goes, you'll need two shrubs for the foundation plantings. Two shrubs along the north side façade and three shrubs need planted along the east and rear façade.

Nicholson: That might be tough.

Niehoff: It may be? Yeah you don't have much room on the rear side, do you?

Nicholson: We don't.

Niehoff: Yeah.

Nicholson: We got an alley.

Niehoff: Okay.

Nicholson: A driveway there, so....

Niehoff: Something that's been done in prior developments and I think Heritage Automotive is one that I can think of, they did planters or they're planning to do planters. Is that something that could be considered?

Nicholson: Yeah we'd have to take a look at that.

(?): Inaudible comment.

Niehoff: Yeah, 3.

(?): Inaudible comment.

Niehoff: On that east side, yep.

(?): Inaudible comment.

Niehoff: Okay.

Nicholson: Get some pottery.

Niehoff: Okay. There we go. Yard plantings; you guys are good there. You're showing the appropriate number that we require. Parking lot perimeter landscaping; you'll need to provide 2 canopy trees along Parker Avenue in that area and if you could shift the landscaping back so a sidewalk could be provided along, provided up to the alley along Parker Avenue there. Also provide a photometric lighting plan to insure compliance with our lighting standards and a light bleed. You are meeting our parking requirements. And one thing that was mentioned and we had a copy here. Adam, if you could hand that up to Mr. Nicholson, or he has it? Great.

Adam Rude: Inaudible comment.

Niehoff: In the BZA hearing that was mentioned earlier, there was a condition that was imposed by the Board of Zoning Appeals to increase the landscaping at the corner of Parker Avenue and the alley in order to meet the screening requirements for the parking area. Those screening requirements weren't required along the west side, along Miller Avenue. So they've just essentially required that you supplement that along Parker Avenue. Does that make sense?

Nicholson: No really, but I think....

Niehoff: Yeah. What's that?

Nicholson: I said not really, but we don't have a whole lot of room there for extra....

Niehoff: Well I know you don't. I know it's tight and the board technically said whatever is required was required along Miller Avenue if we could move that along Parker Avenue. If you're constrained by site requirements there, we can work with you but we'll need some additional landscaping and screening treatment there.

Nicholson: Yeah maybe some short shrubs or something.

Niehoff: Yes. Yeah and that's....

Nicholson: There's an alley. I mean you put something too big, people coming out of the alley, it's gonna

Niehoff: Absolutely. Yeah shrubbery would work because that is that meets the screening requirement. So....

Nicholson: Maybe a little triangle in there or something.

Niehoff: Yeah. Yeah there's a small planting area that you guys have at that corner.

Nicholson: By that power pole.

Niehoff: Yes. Yep.

Rude: And honestly, I don't know how much of that stays. Right now it's....(inaudible)....I don't know how much of that can....(inaudible)....

Nicholson: Well of course, like I said, leaving that truck coming around.

Rude: Yeah.

Niehoff: Yeah.

Nicholson: So a triangle would probably be best in that corner.

Rude: Yeah.

Nicholson: Okay.

Rude: Inaudible comment.

Nicholson: Yeah, okay.

Niehoff: Yeah but sorry that wasn't initially caught in the review form we have, but you do have that updated staff report from the BZA with that condition there.

Nicholson: Yep.

Niehoff: And that is all we have.

Nicholson: Alright, good.

Niehoff: Alright? Thank you.

Robbie Stonebraker: Robbie Stonebraker, Shelbyville fire. You and I, Tony, talked about the closeness of the two buildings to the north....

Nicholson: Yes.

Stonebraker:and making sure that we try to keep as far away as we can. The building next door is (?) combustible.

Nicholson: Right.

Stonebraker: So certainly there's some threat more from that building than the one you're building 'cause you're building that one out of block which is non-combustible will help. Watch, you said no overhang on that north side....

Nicholson: Yep.

Stonebraker:which would be important. So I labeled that on there. Always emergency light showing on your drawing for the restrooms and then address numbers facing the road at least 4" in height easily recognized.

Nicholson: Which road?

Stonebraker: I'm sorry?

Nicholson: Which road?

Stonebraker: What was that address? If you're coming off of Miller Avenue, so it'd be facing Miller Avenue.

Nicholson: Okay.

Stonebraker: Okay? And that's all I've got.

Nicholson: Alright.

Travis Eddington: Travis Eddington, Indiana American Water. At that existing facility, there's a meter pit out there so I have no comments, no changes; you're good.

Nicholson: Alright.

Niehoff: Thank you. And we did have two additional comment sheets from those folks that weren't able to make it. Storm Water Utility should have gotten that to you. I believe Adam sent those out this morning so you should have those. And then Vectren also sent you a few comments as well. So you should have those all with the packet that was sent out this morning.

Nicholson: Yep. Got it.

Niehoff: Alright. Any questions for us at this point?

Nicholson: No. I'll get with Matt. I think we're good on the variance, so....

Niehoff: Yeah.

Rude: Inaudible comment.

Nicholson: Okay. And then I'll get with Derrick too to take care of a couple of those questions.

Niehoff: Great, great, yeah. And you know the drill, but as far as responding with written comments to each of the Technical Review Committee members' comments stating you know, hey yes we did meet this on this page or no we couldn't for this reason if that is the circumstance, but we do require that as part of going forward with the Plan Commission approval process to insure that you're meeting all of the requirements of the Technical Review Committee.

Nicholson: Very good.

Niehoff: Alright?

Nicholson: Alright.

Niehoff: Thank you, sir. We appreciate it.

Nicholson: Thank you.

Niehoff: Alright next up on the agenda, we have the proposed fueling station at 215 E. Broadway? Is there a petitioner this morning?

(?): Yes.

Niehoff: Yes and if you could state your name for the record please.

Jerry Wiggins: Jerry Wiggins.

Niehoff: Jerry Wiggins; thank you, Mr. Wiggins. Alright and we will go about the same process. We will start on the left side here. Mr. Fix?

Fix: Alright. Bradley Fix, City of Shelbyville Water Resource Recovery Facility. How you doing, Jerry?

Wiggins: Pretty good, and yourself?

Fix: I'm the same thing on this one. The building's existing. You're gonna expand it. Won't be any tap fee but I recommend you have the line videotaped by a plumber just to look at it. It has been empty for a while. Don't know what was in it you know before so it's best to have that looked at. And that's all the comments I have.

Niehoff: Alright, thank you.

House: Matt House, city engineer. There's a few housekeeping items. There's no signature and the maps didn't show up on the title sheet.

Wiggins: Yeah.

House: And then these on the survey sheet on the second and (?).

Wiggins: Sheet 2.

House: Those elevations are stacked on top of each other. It's hard to read. This is something I was just more curious about. How are you gonna remove the existing concrete on the west side where you're putting the landscape again right next to the existing building?

Wiggins: Everything that we're....the area that we are going to be constructing in which is the landscape area and the building thing, they're gonna saw cut that concrete pavement outta there. Take it out and go from there.

House: Okay. Saw cut, okay.

Wiggins: They're not gonna over excavate on this. It's all the site is concrete.

House: Sure.

Wiggins: They're just gonna saw cut stuff out and just build right where they saw cut.

House: Okay. For the new canopy section, are they putting any more piers?

Wiggins: Now that's a situation where we're not involved with. There is a separate people who provide the canopies and stuff.

House: Uh huh.

Wiggins: I'm not sure what they're doing because they haven'tyou know I'm not even sure that they've even ordered anything regarding the canopy, what they're gonna do with the canopy yet because they are gonna remodel what's existing canopy in there to meet the new fuel that's gonna go in there.

House: Okay.

Wiggins: And whatever they add to it, there'll be a canopy manufacturer who provides a plan for what the addition to that canopy will be and someone else will be responsible for pulling the permit for that.

House: Okay.

Wiggins: Just for the canopy itself.

House: Okay that might have something to do....as I stated in the comments, there's a this is a existing street cut permit with the state so we (?) require anything, but that there's three street cuts there in a row. It would likely be safer if the middle one was removed and I wonder if they put that pier, another pier in between the two existing canopy sections, that's gonna be that's gonna make the traffic flow more dangerous.

Wiggins: I can't answer the question because I do have no idea what they're gonna do with the canopy yet.

House: Okay.

Wiggins: I'm assuming that they're going to try to span through there, but I can't tell 'cause I don't know how they do that.

House: Okay. Oh you've got a detail for bollards. Where are the bollards being placed?

Wiggins: There are existing bollards on the site where it around the diesel fueling right now. If any additional are needed on that, that's why we put it on there. If additional bollards are needed to block off certain things or like at the end of it at the corner of a building so that nobody hits a corner of a building, they'll place one there.

House: Okay.

Wiggins: Not exactly sure where we're gonna need 'em yet in there, but I'm positive that they're gonna need one or two somewhere in there around that building. Just protection is all it is, mainly in front of the building. Probably the front corners of the building is probably where they'll be.

House: Okay.

Wiggins: But we weren't sure yet, depending on how the building's gonna be designed, you know the full design of the building. So but there probably will be a couple of 'em that are gonna be placed in there somewhere.

House: Okay. So is there gonna, when they this other company comes in, is there gonna be another submittal to us or.....?

Wiggins: No. We'll know where the bollards are gonna be before the Plan Commission. I mean I'll know where the bollards will be.

House: Okay.

Wiggins: You know soon as theonce we get through with here, then I can go back to the architect, tell him what we're looking for, but he'll tell me where he wants to see bollards in there around the building.

House: Okay. Okay, that's fine.

Wiggins: Inaudible comment.

Niehoff: Well I mean that could also....

Wiggins: I can't do anything for you regarding the canopy in there because they require you to pay 50% per canopy when you order it to get plans on stuff. So when we get Plan Commission approval on something in here, they're not gonna they're not gonna pay for that canopy and the canopy people are not gonna give 'em a set of plans. All we know is we're gonna extend the canopy through there and at a later date, they'll come back in to get just to get pull a permit for the canopy itself.

House: Okay. I mean I think that's fine. You know there are some trucks that are taller than some of the older canopies.

Wiggins: If I'm not mistaken, there's 15' clearance in there right now which is standard.

House: Is it?

Wiggins: Which is standard, yeah.

House: Okay. Okay I think I mean I would like to see if they do put a pier in, just revisit the traffic flow through there. I don't think it's dangerous. I just have concerns. There's almost no reason to have that center entrance if there's a pier in the middle there. And also I mean it's all I don't think there's a reason to have it now. I mean it's a you know collector road. That's arterial and there's three right

Wiggins: Our intent was not to....the intent was is not to go through and do extra construction on this site that wasn't necessary. Right now the only thing where they're doing is just making the building larger in there. That was the only construction they really intended to do was just to increase the size of the building only.

House: Sure. No, I understand that and we you know it is a it's a street cut permit that's with the state, so we can't really require.....(inaudible)...

Wiggins:(inaudible)....you know we need to maybe go back and address that.....

House: Yes.

Wiggins:to the point where what they do is maybe they would put a curb across just to cut it off....

House: Right.

Wiggins:so you can't get in there. But let's wait 'til see what the canopy people do to us first.

House: Okay. Okay that sounds fine.

Wiggins: And that'll be....like I said, that's gonna be probably after the Plan Commission before I know anything about that. We could always address that later.

House: That sounds (?).

Niehoff: Well I mean, yeah I don't know. I mean without seeing what that canopy's gonna look like I mean and

Wiggins: I can tell you right now, nobody's gonna pay 50% down on a canopy without having some sort of Plan Commission approval of where that site's gonna go.

Niehoff: I, I mean....

Bryant's trying to make a point and Jerry keeps interrupting. Neither is clearly audible.

Niehoff:because we've seen it time and time again with the gas stations and fueling stations that have come in before this body, before the Planning Commission. So I don't know. I think that's something that's important to this body to see and certainly important to the Plan Commission to see in order to approve that, especially with the impact that that may have on the circulation of the site. So I mean.....

Wiggins: There is a possibility I can get the architect to do something on it

Niehoff: Yeah.

Wiggins:to show a picture of something in there.

Niehoff: Yeah.

Wiggins: But the actual canopy plans themselves will not be prepared by this architect. They'll be done by the canopy people.

Niehoff: Yeah. Well I mean.....

Wiggins:(inaudible)....give you something it's just a pretty picture for right now as to what we apparently would like to see in there.

Niehoff: Yeah.

Wiggins: But it's not the final. It won't be the final.

Niehoff: The issue we run into is the fact that, and I'm sorry Matt, I jumped in there. But the issue we have is the fact that these plans that are approved by this body and then by the Plan Commission are those that we will be inspecting to. Our building inspectors will be inspecting to 'em when they're out on the job. So coming in with essentially an incomplete plan and having that approved by the Plan Commission and then coming in with a revision afterwards....

Wiggins: Are you saying that if they go through (?) canopy, the canopy plans are gonna have to go back and be approved by the Plan Commission too?

Niehoff: Well, no I'm not. I would say right now it would be very nice to have those plans established.

Wiggins: Well that's what(inaudible)....we'd like to get the thing approved for the building in there for the construction of the building on this thing.

Niehoff: Oh sure.

Wiggins: And the basic site layout approved on it. As for the canopy itself, if they have to come back in for a separate permit for that canopy and do everything which I assume they will.....

Niehoff: Yeah.

Wiggins:in here, that's fine.

Niehoff: Yeah.

Wiggins: Let them do that at a later date in here.

Stonebraker: It's hard....I'm gonna defend 'cause for us it's a huge issue. Height of the canopy, (?) for us to be able to get apparatus in there in the event of a fire. So I'm gonna say we need...I'm not gonna say a detail. We just had the new one on Miller and Colescott and they were able to provide us, Jerry at least some basic information and we're not getting that on this and I've got some concerns of what that's gonna be.

Wiggins: And the architect may be able to give us some basic information on that.

Stonebraker: Well I'm gonna say we need that before I feel comfortable approving these plans.

Wiggins: But like I say again, these canopy manufacturers, they have their own architects.....

Niehoff: Sure.

Wiggins:that do the plans on 'em and....

Stonebraker: We're not gonna be the first people to ever ask for plans prior to. I think we need to see some plans based off of what Matt's saying, I'm saying, you're saying.

Niehoff: Yeah.

Stonebraker: We truly need to see some plans for this canopy just as we did on Colescott, just as we did for the Sunoco when they were building it - height-wise, column-wise. It's not a precedent we're asking you to do. I think it's happened before in the city, so we need to have a conversation with them.

Wiggins: Well I'll have to talk to the client and the architect to see what just how they plan on handling that in there. They may just pass on even extending the canopy if it's such that the canopy manufacturer's gonna charge 'em to do this. It's too much money to do it too. So....

Niehoff: Well and just getting an idea of what's existing out there right now. I mean we know, but we need that on a drawing whether that's you know an elevation showing this is what's existing. This is what's proposed. If we could have that, I mean that would be ideal. Now if there are some minor changes after that, we can all work together here in the city to get through that, but just understanding how this site is gonna work as a whole when all of those, when each of those projects are done is important here. And certainly, you know speaking from the Planning Commission side of things, certainly gonna be important to them when they're approving this, you know. So having an idea of that, if we could have you know an elevation of what those are currently and what's proposed. I think that would really help.

Wiggins: I'll have to talk to the architect about it.

Niehoff: Okay. Thank you so much. Thank you. Matt, do you have anything else?

House: Last comment, the concrete detail sub-base has sand. City standards require....(inaudible)....

Wiggins: I'm not even sure we even need it. It was put in there just as if needed basically.

House: Okay.

Wiggins: They're gonna, like I said, they're gonna saw cut out concrete in there and as for putting any more concrete back in where for pave it purposes, it's not gonna happen. It's just there in case somebody happens to crack or something where we gotta go in and cut it out and replace it. That's all it was there for. I don't know that it's gonna happen.

House: Okay. Okay. The if they do have to do something, the city requires compacted ag.

Wiggins: I've got your standards on that.

House: Okay. Alright, that's all I have.

Wiggins: Matter of fact, I thought I made a reference on there regarding the city standards, but it may not have been there.

Niehoff: Alright? Thank you.

Wiggins: You also mentioned in your detail your sidewalk, talking about the sidewalk?

House: Oh yes. Yep is it 5'?

Wiggins: Actually, I've got what we got is is I've got....we've got existing concrete throughout

the entire site, alright? So that concrete is set up for the existing finish floor elevation of that existing building in there, which we're going to keep and that's gonna be there main finish floor elevation. So actually going in and taking out 5' of concrete and coming back in and putting 5 more 5' of concrete back in there for a sidewalk was ridiculous. So what we do what we plan on doing is is going through there and doing a cross-hatching of that area on it. Now your handicap area will be your standard blue handicap in there. The other will be a white handicap or white cross-hatching for the walkway that goes through there. And that's why I was talking about you know the bollards aspect. I've gotta we've gotta, I've gotta determine what the architect wants to do regarding the bollards. But that'll be a 5' cross-hatched area in there for a walkway.

House: Okay.

Wiggins: In lieu of taking the concrete out and puttin' another sidewalk back in which didn't make sense.

House: Okay. I think that's fine. My question was more about the when they open that front door if a wheelchair does get up there and it's less than let's say 4', it becomes difficult. But if it actually is 5'....

Wiggins: It's 5'.

House: Okay. I think I roll with the Plan Commission. I think the or the Planning Department, but I don't have a problem with just scrapping out that existing concrete on the east side of the building.

Wiggins: It didn't make sense to take concrete out and put concrete back in at the same elevation.

House: Sure. Yeah I don't think there's.....I think that's fine. At least from my perspective anyways. So that's all I have.

Niehoff: Alright Bryant Niehoff, Shelbyville Plan Commission. You should have the comments, Mr. Wiggins, but on the architectural standards, the three façade elements are being provided on the front façade, but if you could, please provide material types so that we can verify compliance with our architectural standards. We would appreciate that. If you'd also provide dimensions on the elevation to insure that the ground floor façade is incorporating, to insure enough of the ground floor façade is incorporating windows. That's also a requirement of our architectural standards. We'll also need two additional entryway features. We will need those to be provided. Currently, you're showing a raised cornice parapet over the door which is one of the items that you can use.

Wiggins: Did you have awas there a comment sheet regarding all this stuff?

Niehoff: It's on the back side. You should have. If not, we have an actual copy for you.

Wiggins: Okay.

Niehoff: Uh....

Wiggins: I got a ...(inaudible)...architect.

Niehoff: Okay. Yeah, absolutely.

Wiggins: You're talking...(inaudible)...

Niehoff: Yeah, understandable. As far as our commercial standards, please provide sidewalk from the public sidewalk along Broadway to the customer entrance of the store. UDO 5.09B3 requires this and this sidewalk shall feature adjoining landscape areas no less than 50% of the sidewalk's length. So typically where we see this it's along....

Wiggins: You lost me on that one.

Niehoff: What's that?

Wiggins: I mean I....

Niehoff: So essentially you have sidewalk around or as was mentioned earlier striping around the building for pedestrian access.

Wiggins: ...(inaudible)...on the front and the west side, yes.

Niehoff: Yeah. So you'll need to provide, according to the UDO, you need to provide a sidewalk connection from that customer sidewalk on the site to the public right of way sidewalk, the sidewalk along Broadway.

Wiggins: Okay.

Niehoff: No typically where we see that added, it's along one of the property lines near one of the property lines, so you're within a landscaped area or you're near a landscaped area and that provision requires that 50% of that entire length on either side be adjoining by landscaping. So

Wiggins: Which means you want me to go, you want us to go in there and cut out pavement?

Niehoff: Yes.

Wiggins: Cut out pavement, put landscaping along somewhere in there and then put a and then cross-hatch the area where a sidewalk's gonna be....

Niehoff: Not cross-hatch.

Wiggins: I, we're not gonna take concrete out, put new concrete back in. That's ridiculous.

Niehoff: Well I mean it is a requirement of the UDO as far as site development plans are concerned.

Wiggins: It's already concrete. Why take it out and put it back in again?

Niehoff: But it's a new site development plan, therefore these provisions apply. So....and a sidewalk is separate than and that's where I'm going to disagree in terms of the cross-hatching. And we've discussed this before, but a sidewalk is required and it states it in the UDO is that it has to either be curbed or distinguished. I have the language here. Sidewalks connecting to store entries with public sidewalks shall be concrete or similar durable material and is a minimum of 5' width. Sidewalks shall be bordered by a planting area that's a minimum of 2' in width when practical. Otherwise on-site sidewalks shall have a curb or other design feature that distinguishes and separates them from vehicular areas.

Wiggins: So the cross-hatching is not a distinguishable entity?

Niehoff: I wouldn't see it as such. You know that could always be a variance with the Board of Zoning Appeals if that's the way you would like to proceed or an Administrative Appeal of that decision.

Wiggins: No I'd rather do it as a variance 'cause it doesn't make sense to take the concrete out and then put concrete back in at the same elevation as what we took out.

Niehoff: It's....

Wiggins: And when the concrete there is good.

Niehoff: I mean....

Wiggins: There's nothing wrong with it.

Niehoff: Essentially you're looking at.....well let's use the prior project as an example, Cork Liquors. They're gonna be installing brand new sidewalk and curb sidewalk around the entrance of that building. It's for pedestrian circulation. I mean.....

Wiggins: And they're building a new building that doesn't have an existing finish floor that they gotta deal with.

Niehoff: Sure but you're expanding a building per what's required. I mean by.....(interrupted by Jerry).....

Wiggins: But the finish floor elevation's gonna remain the same as what the existing building is which means the ground outside of it remains exactly what it is right now because in order not to have some pavement outside higher than the finish floor elevation of the building.

Niehoff: Sure and we can discuss this off-side. We can. I'm just, that is a requirement of the UDO that will have to be met in some way, shape or form whether it's you know through an alternate paving material or you know through some other and we can provide you with examples of other developments that have done a very similar project to this and what they've done or in the form of a variance. So we can discuss (?) later, yeah.

Wiggins: There's gotta be some alternative in here.

Niehoff: Let's see.....a sidewalk along the façade of the front of the building shall be separated by a landscaping bed a minimum of 2' in width.

Wiggins: And we talked about getting a variance on that 'cause there's not enough room in there to do it in the front. We've gotta get a variance on the front.

Niehoff: Okay.

Wiggins: Puttin' a 5' landscape area around the other 3 sides of the building, I've got that shown.

Niehoff: Okay yes you do, yes you do, yes. Provide detail showing how UDO 5.09B3A is being met. Sidewalks shall be bordered by a planting area that is a minimum 2' in width when practical. Otherwise onsite sidewalks shall have a curb or other design feature that distinguishes and separates them from vehicular areas. So going back to what we just discussed. Landscaping standards, foundation plantings – please provide at least three shrubs along the front façade of the building which again.....

Wiggins: It sounds like that's gonna have to be a variance on that.

Niehoff:sounds like you may need a variance there, okay. Yard plantings – please provide one canopy tree somewhere on the front or side yards of the property but not within 2' of the property line and that's UDO 5.32. Parking perimeter landscaping must be provided to separate parking areas from public rights of way. So we're talking about St. Rd. 44 here.

There's gonna.....I know essentially at the entire front property line is a curb cut, so that may be something that's addressed there. I don't know, but that is a provision that needs to be met whether it's through a variance or changing up the site design.

Wiggins: We'll have to (?) about that one 'cause I bet that's....we've got to look at you and I will have to look at that.

Niehoff: We will. Yes, yes we will, yeah. And a buffer yard must be provided to buffer this use from the neighboring residential uses and that's UDO 5.36. So that's their landscaping requirements there in terms of which buffer.....(Jerry interrupted)....

Wiggins: Where's the landscape? Where's the residential at?

Niehoff: To the west? Yeah to the west, yes. So along that western boundary there would be where it's required. And also annotate the material of the dumpster enclosure to insure compliance with 5.37A2. Moving on, lighting standards – please provide a lighting plan and photometric plan to insure compliance with UDO 5.38. And parking standards – your we're not necessarily seeing how the stacking spaces are working out so you'll need to annotate that and show that on the plans. Please show how minimum stacking spaces are being provided. And we require one space per 300 square feet of gross retail area so you'll need to provide 6 spaces plus one accessible space. And just some other notes that we have – both signs and you've been made aware of this, Jerry I believe, but both signs currently on the site, the one by the road and the sign along the west property line are both in violation and must be removed.

Wiggins: What's your minimum setback from the right of way?

Niehoff: For a sign?

Wiggins: Yeah.

Niehoff: For a ground sign, it's 10'.

Wiggins: What about the pole sign?

Niehoff: We well with our new sign standards we do allow pole signs, but they have to be approved by a special exception of the Board of Zoning Appeals. So do we have a setback indicated there?

Rude: I don't think we do. If we do....(inaudible)...

Niehoff: Yeah. So that can be discussed.

Wiggins: That ground sign doesn't have to have a

Niehoff: No. Ground signs are permitted by right. So....

Wiggins: Hang on.

Niehoff: Also just and as a note, it was mentioned earlier, but while the entrances off of Broadway are legal non-conforming, they provide little to no control of site circulation. We would advise revisiting existing layout to bring the drives closer into conformance with our current standards. So that touches on what Matt mentioned earlier. And just another note. It wasn't mentioned here, but Robbie and I had discussed yesterday is if you could and I don't know if you guys use this software, but other design professionals that we've seen have done so, provide how these truck circulation, the fueling deliveries will be getting through the site. I know that's something that's gonna come up with the Plan Commission. So if that's something that's addressed beforehand showing how that circulation works, that would be beneficial not only to us, but in terms of getting the approval with the Plan Commission as well.

Wiggins: Well they've got two tank areas in there....

Niehoff: Yeah.

Wiggins:and basically it's just a u-shape. Come in one entrance and around and go out the other, so....

Niehoff: Yeah I well I just....

Wiggins: ...what in particular are you looking for?

Niehoff: Well just how that circulation. Will you be utilizing the alley? Or will you be utilizing the curb cuts that are on the property?

Wiggins: Well I'm assuming we're gonna have a sign right there at the alley and our property so I doubt if they'll be using the alley. They'll be using that entrance coming in there or out there.

Niehoff: Okay.

Wiggins: And then the other entrance on the other side of the canopies, one or the other will be the entrance in and the other one will be out.

Niehoff: Okay.

Wiggins: They'll be coming in and doing a u-shape around the building for filling of the tanks and stuff.

Niehoff: I would just....I mean and this is just a suggestion to you guys just because I, in these, with any kind of fueling station that goes before the Plan Commission, they always wanna see that because it does impact the site design, the circulation of the site and whatnot. So especially along a pretty heavily well our most heavily traveled route here in the city with 44.

Wiggins: I'm pretty much assuming they're probably gonna come in from the east, circle around, fill, go out to the west.

Niehoff: Okay.

Wiggins: I would I just would make that assumption.

Niehoff: Okay, yeah.

Wiggins: Assuming because of the diesel pump is right there on the east.

Niehoff: Yep. Yeah if you could. I mean if you guys have the capability to show that circulation and how that works, the turning radiuses, all of that, that would be helpful and just trying to guide you through that process. I know that'll be a question that comes up. So and sorry for the lengthy comment there, but that's all I have. So thank you.

Stonebraker: Robbie Stonebraker, Shelbyville fire. My first comment is you need to provide the turning radius and I know I've given you our apparatus before on some projects, Jerry. I don't know if you've still got it. If you don't, let me know and I'll provide that to you. Since you're adding on to the building to the back, you're narrowing that turning radius to the back now from what it is existing so we just need to confirm that turning radius for our largest apparatus so if you could check that. That goes along with the comments from the other two gentlemen so that's my first item. Your drawing doesn't show a KNOX box on the front of the building. That is required by city ordinance. Address numbers also have to be on the front of the building minimum of 4" to meet that standard. You will need to label that canopy height is a requirement that's not on your drawing. And then emergency light in the restroom. That's a local requirement that you need to make sure is on your drawing for the finished product. That's all I've got.

Wiggins: Good enough.

Eddington: Travis Eddington, Indiana American Water. It's an existing building so there's no comments. There's a meter pit already there.

Wiggins: Good enough.

Niehoff: Alright and we did have a couple of comment sheets from folks that couldn't be here, Jerry. We had Vectren Energy that provided you with comments that should be in your file. We also....

Wiggins: Your MS guy.

Niehoff: Yes and MS4, correct. He could not be here today but he did provide you with some comments and I think he had a few questions for you. So generally the process, Jerry....

Wiggins: How do I....I can get a hold of this gentleman and talk to him about this? He was looking for, it says please distinguish the WB and the MS and provide detail drawing. The normal procedure on these things when these contractors get in there is they'll do a they there's a water or concrete washbasin that you you'll rent it, hook it on your truck and bring it in.

Niehoff: Yeah.

Wiggins: That's normally what they do so details for those things, just you know you just don't just because if we buy it or you rent the (?).

Niehoff: Yeah.

Wiggins: Now if they were gonna build one, that's a different story. But normally on a small sites like this, rather than you know when they're where they're only just gonna be doing the building and that's the only concrete we gotta deal with normally, it's easy it's much easier for them just to rent one of these things and bring it in there.

Niehoff: Okay I'll let you work that out with him. That's in his wheelhouse, certainly not mine. So yeah if you could just coordinate with Derrick on that, he'll provide you direction in which to head.

Wiggins: Good enough.

Niehoff: So typically the format we follow here, Jerry is you know you have all of the comments from us.

Wiggins: Uh huh.

Niehoff: If you could respond in written format and once you get that to us, we will then at that point, schedule you for a Plan Commission meeting. Once you get those revised set of plans and those comments that responds to each of the comments.....(Jerry interrupted)....

Wiggins: When is the next Plan Commission meeting available?

Niehoff: The next Plan Commission meeting....it's the fourth Monday of every month. We actually just had one yesterday so the next meeting will be the 23rd of April.

Wiggins: Alright.

Niehoff: Monday the 23rd.

Wiggins: At what....how quickly do you need these back in in order to be able to make that hearing?

Niehoff: So it's a quick turn-around and it's technically yeah it's 3 weeks, so April 2nd, next Monday is when we would need those revised plans. We can work with you a bit on that you know if you're a day or two behind schedule.

Wiggins: I work on weekends.

Niehoff: Okay.

Wiggins: I have no problem with that. I got my back room. Since my wife passed away, I've got plenty of time now. She doesn't bother me anymore.

Niehoff: I'm sorry to hear that.

Wiggins: 'Cause she did.

Niehoff: Yeah.

Wiggins: But needless to say, I've got a room in back that I do work on the weekends and stuff.

Niehoff: Okay.

Wiggins: I might just might need the Monday to get things printed up and I can deliver 'em to you on Tuesday.

Niehoff: That works. That works, yeah. So yeah once you get those revised plans over to us, we do require 10 copies for the Plan Commission, okay? And we do require....

Wiggins: Question?

Niehoff: Yes?

Wiggins: Do you want 10 full size sets or are 11 x 17 sufficient?

Niehoff: 11 x 17....

Wiggins: I mean 11 x 17 do show up. I mean you can see it rather legibly.

Niehoff: Yeah. My response to everyone is as long as it's legible at 11 x 17, that works and that's honestly easier for us in that regard.

Wiggins: Yeah.

Niehoff: ...(?)...involved. If we get those copies....

Wiggins: Do you still need a CD or electronic file?

Niehoff: Yes we will. We'll still need an electronic copy.

Wiggins: Are the pdfs over the email sufficient or do you need it on a disc?

House: That's fine with me.

Wiggins: Yeah.

House: We're talking about updating the construction standards just to say digital. Some form of digital copy is fine.

Niehoff: Yeah.

Wiggins: As long as I just pdf 'em and email 'em to you.

Niehoff: That works. That's, yeah that's what typically happens. So but we will need along with that Plan Commission submittal, you can make 11 x 17s for the Plan Commission members. There's 10 members. But we will need one full set along with that for the staff. So yeah that's the format and like I said, if you could just draw up each of the comments and your responses to each of those along with that submittal. That way myself and Adam, we can go through and check and make sure you're meeting those comments or not. If not, we can work through the process for variances, whatnot. But if those are variances, if there are variances required and they are obtained prior to the Plan Commission hearing, that may delay your Plan Commission meeting if you're not meeting all of those specifications.

Wiggins: Is it a possibility that we could do this over the phone between you and I?

Niehoff: Discuss some of these.....?

Wiggins: The variance aspects.

Niehoff: Absolutely. Yeah....

Jerry and Bryant speaking at the same time; neither is clearly audible.

Niehoff: Yes. Oh yeah. Yeah over the phone works. Works just fine.

Wiggins: Unfortunately I'm getting old. I have COPD.

Niehoff: Oh okay.

Wiggins: Which requires me to carry that stupid thing.

Niehoff: Oh my gosh; yeah.

Wiggins: Much as I can do on the phone, I prefer.

Niehoff: Absolutely. No that is absolutely fine with us. It's not necessary for you to come down and have an in-person meeting. Yeah we can handle it over the phone.

Wiggins: And if I you know if nothing else, I can email you something that you've got something that we can sit here and look at and talk about.

Niehoff: Sure. Yeah, absolutely. No that's great. That's great. So do you have any questions for us, Jerry at this point?

Wiggins: No.

Niehoff: Okay. Alright, that's all we have. So thank you very much, sir.

Wiggins: Thank you.

Niehoff: Alright, take care. If I could borrow everyone for just....I know we're about out of time here, but I did have a few things I just wanted to talk about in terms of procedurally with the Technical Review Committee. I did start by passing out a new form, a draft form that we're looking at. It's not that much different than the form we currently use. We've changed up some of the formatting, a bit of the language in terms of trying to move closer to what the UDO requires or asks for this body to facilitate this process. So I would ask that you guys take this, take a look at it. Really what we're trying to do, and Travis, you weren't here at the last meeting I don't believe, but we've been seeing that you know a lot of members that are on the committee aren't necessarily making it to the meetings. And that's through no fault of their own. A lot of these utility companies, you being one of 'em, are they have offices off-site. No

longer you know where we live in the days where everyone had a local person living here in Shelbyville or stationed here in Shelbyville where they can make it to these meetings. So we're trying to make it easier for you know people like Indiana American Water, like Vectren, you know all of those folks that may have offices off-site to still review these plans for us to get their feedback. But then, so they don't have to make it to the meeting if you know we'd still prefer that you make it, but if you can't, we understand that that's the way it goes. We still wanna make sure we have their feedback. And then once we get to the point to where we're releasing these plans for construction, we wanna make sure that we have a response from everyone on the board so that we're comfortable with releasing them knowing that there aren't gonna be any issues or everyone's at least aware of what's going on with that project. So I will send up a follow-up email to this meeting to everyone on the board to catch those that weren't here. I'll include this in digital format but take a look at it. Let us know if there's anything we can do to help you more easily use this form. And to go through and kind of explain it, number one, you know the first option – approve with no comments, conditions or issues. That would be in the circumstance you know Comcast says hey we aren't involved on this project or it's a Duke project and Rush/Shelby Energy you know obviously isn't involved. They would just click that. We know they're good. We don't have to come back to them essentially. The most common option we'll have is approve with comments or conditions. That's where you know we kind of go through our revisions that we would like to see in the plans and as long as those revisions are met, we're good to release those plans. Now in the rare circumstance that the plans are just you know I would (?) incomprehensible or it's not even worth our time to sit there and review the plans, they need substantial revisions, you always do have a third option for revising and resubmitting before a full review. So we would like, you know I don't specify this is in the email, but for everyone to at least use this form and let us know. That way we have that with the file and when we get to the point of releasing plans, we don't have to have you guys flocking into the building to sign off on 'em. We'll have this sheet with the file that says you're good to go. So something that Robbie had mentioned – we do have a signature page here, signature line, excuse me for the initial review, but maybe adding a second signature line in terms of if you did have comments or conditions. Once those revisions have been made, you sign off again to let us know, the Planning department, hey we're good to go.

Stonebraker: Again, it saves you from having to come in or one of your engineers from Greenwood or if Brad's out of town on one of his many vacations.....

Fix: Is this a pdf?

Niehoff: This is a pdf. Yeah and it's a fillable form too so you can do this electronically.

Fix: Can you send that to us? Although I got a copy of it here, can you send it to us?

Niehoff: Absolutely. Yeah we'll send out a follow-up email.

Fix: Alright.

Niehoff: We'll also still, I mean we aren't changing up the fact that we're gonna have a signature table on the plans and we will always have that. But if for some reason, you know just like Robbie said, if for some reason Brad's out, as long as we have this....we'll use or yeah you know Travis. Let's say Travis is out. Does that help, Brad? Travis is out. He can't make it in to sign off on those plans, you know. Then we'll have this, his signature there that we can go ahead and release those. We've just gotten into the process where you know after we've gone through plan commission, we tell people hey as long as we get the Technical Review Committee's signatures, it's five days before you can begin construction if you have everything pulled together. We've gotten to the point where you know we're holding up projects two, three weeks waiting on signatures. And it's through no fault of you guys, it's just the fact that you know....

Fix: It's AT&T.

Niehoff:some people are you know an hour away driving down to Shelbyville just to sign off on plans. So we just wanna make the process easier for everyone and kind of streamline it as much as possible. Any questions at this point about that? Comments?

Stonebraker: ...(inaudible)....this'll be your deal....(inaudible)...

Niehoff: Yeah. So that's right. Well if you have any comments or anything at all, you know, we welcome that. We wanna make this as best as possible for everyone to use and as easy as possible. So let us know when we send out that email and we will shoot to have this process in place, I'm gonna shoot to have this process in place by next month's meeting as long as everyone's comfortable with that. So alright, and in the back, we do have Ryan Angrick. He will be stepping up to this position, this table when Robbie's out of here. Robbie's gonna be riding off in the sunset here well it's getting quicker.

Stonebraker: 41 Mondays.

Niehoff: 41 Mondays. And then we also have chief Weidner who is observing today. He will be sitting on the board as well for the police department to review all projects.

Stonebraker: Maybe he will, maybe he won't.

Laughter.

Niehoff: So yeah we welcome you two and we look forward to working with you. Alright? Good deal. That's all we have so.....

Meeting adjourned.