



MEETING: Site Review Committee
SUBJECT: Community Life Mission Center
ADDRESS: 2901 Burlington Beach Road

LOCATION: City Hall
DATE: April 24, 2012

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Asst. City Planner	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Chuck McIntire, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Evans, Public Works	(219) 462-4612
Jack Johnson, Fire Department	(219) 462-8325
Adam McAlpine, Engineering Dept.	(219) 462-1161
Media	

PRESENTERS:

Jeffrey Wolf, Valparaiso First United Methodist Church, (219) 476-14408 / jwolf@designorg.com

Email addresses for the above City of Valparaiso Departments can be found at www.valpo.us.

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss a proposed multi-purpose activity center to be located at 2901 Burlington Beach Road. 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 project will be located at the intersection of Silhavy and Burlington Beach Road on the northeast corner. The site is a little less than 21 acres and Valparaiso First United Methodist Church wants to develop a multi-purpose facility. The worship services will remain downtown. The building will be oriented towards the southwest in order to make connection to water and sewer services easier. The plan is to have two entrances onto the site, one off Silhavy and one off Burlington Beach. Discussions have taken place with the Engineering Department concerning the Burlington Beach Road expansion. A detention pond is intended towards the south for the entire site; however, calculations for surface water have not been done. This appears to be an ideal situation since the property actually flows to the south. There have been discussions about sharing this potential detention area with the City in terms of what might be needed for the overall development of the property. The Yorktown subdivision is located to the west. The area to the north will be developed as outdoor play areas, i.e. soccer fields, baseball fields, and possibly a walking track around the entire parcel. Parking calculations were discussed. The priority is a large gymnasium space and will be 50' x 84'. The space can be used for basketball, aerobics classes, exercise classes, etc. There will be a kitchen. There will be a multi-purpose activity space. Two activities could take place at the same time and will influence the design of the parking spaces. The entry to the south enters a gathering space and from there into the activity spaces or gymnasium. Small meeting rooms will also be provided. There is one office space shown on the plans. If the building becomes very active, the building could be occupied on a daily basis and it will be necessary to have someone there to oversee the people

coming and going. The church currently has a pre-school/day care facility located downtown. There is a possibility that they may be brought to the proposed site. This is not shown on the plans and is still in discussion. Expansion spaces are shown on the floor plan to allow for growth to the north and east. The use of different colored bricks has been discussed for the façade of the buildings. There have also been discussions about extending the canopy to provide a drop-off point for the senior center. Putting the entire facility under a sprinkler system is being considered. This project will probably be done in two phases and will most likely be a five year plan. The outdoor play fields and possibly a pavilion will be the initial development. Since the field is being planted this year, there will not be much development done. The building will be approximately 14,700 sq. ft.

STAFF COMMENTS:

MCALPINE: McAlpine stated that he would like to see what ideas are being considered for green infrastructure with BMP's. McAlpine mentioned that he received an e-mail from Cathy Luther concerning her intention to bring ways and ideas concerning the green infrastructure to the board. McAlpine mentioned that the Engineering Department would like to work with the church to expand the overall use of the detention pond not only for the church, but for a larger regional need in this area. City projects have identified the need for additional detention north of Burlington Beach Road. The timing of this project is very good with everything the City has going on. Wolf stated the zoning is currently general residential and they are working on a variance for special use so that further development can be done. McAlpine pointed out that there are some off site drainage areas coming to this site from the north. These will have to be factored into the design on how this will be routed through, but preferably around the site.

BURKMAN: Burkman provided an update concerning the Burlington Beach Road project. The big phase at this time is land acquisition. The next big component will be utility relocation. NIPSCO has poles on the south side of the road that they will have to move. This will not happen in 2013 and is more realistically a 2014 project. Burkman stated when a site permit or building permit is pulled the UDO requires a 40' right-of-way dedication along Burlington Beach Road. He further mentioned that a payment in lieu of pavement widening to collector street standards and curb and gutter will be required. Installation or payment is required for a 5' sidewalk. Burkman commented that this is a great location and appreciates the driveway on Burlington Beach Road being lined up across from Executive Drive. Best management practices in the pavement area are strongly encouraged. Burkman pointed out that parking stalls can be reduced to 18' if they border a green space. Bio-swales in the center of the parking lot to collect and convey run-off are encouraged. Burkman reiterated that Engineering would like to work with the church on expanding the detention pond for the Flint Lake Garden Terrace drain and the associated culvert upsizing that will be done on Burlington Beach Road. Burkman noted that this area is in the sanitary sewer reimbursable district owned by the Redevelopment Commission. This will roll off in 2013 and depending on when the sanitary sewer permit or deed is pulled this will affect the cost. Burkman stated further comments will be provided as the project moves forward.

THRASHER: Thrasher is aware this will be built in phases. Permitting will follow the phasing. Only what is being done at that time will be permitted. Thrasher pointed out that more than likely the Construction Design Releases from the State would be the same way because they expire in a year. Thrasher stated that signage will require a permit.

KENT: Kent stated that he has not reviewed the information concerning parking provided by Wolf. A special use through the BZA will be required. Kent pointed out that he would have to review the parking standards. Kent questioned if the basketball court would be used for services. Wolf stated the potential did exist. Kent stated further discussion concerning parking is required. Kent said that as the project moves forward, more detailed plans showing lot coverage, parking spaces, setbacks, etc. will be needed. He mentioned this site is in a signature corridor and requirements exist for this. Adhering to Article 11, Sections 11.300 and 11.306, concerning setbacks and

landscaping screening requirements is necessary. A 6' tall monument sign will be permitted and a variance will be needed since this is zoned general residential which permits only an 8 sq. ft. sign. Renderings showing the materials being used for the buildings are required. Landscaping must meet the requirements of Article 10 of the UDO. Kent noted that there are requirements for buffering along the Hawthorne Subdivision side, landscaping requirements for parking and requirements for on-site landscaping. Kent pointed out that planting islands within the parking area are required. The planting island minimum area is 324 sq. ft. for every 16 spaces. Kent stated that trash enclosures must meet the requirements of Article 2, Section 2.406. Truck deliveries will require a buffer. Kent mentioned that as the project progresses further discussions would be required. Kent pointed out that this site review would be good for one year. Wolf stated that site review would probably be needed for each phase of this project.

EVANS: Evans stated that Public Works' participation in the right-of-way cuts as a tie-in to public roads was necessary. Evans provided documentation covering the expectations concerning traffic control procedures. The traffic control plans must be reviewed by Public Works and cuts made into the road must be inspected. The document also includes specifications concerning what needs to be installed to provide a strong road and ensure that City roads are not undermined. Evans said that Rick Robinson would be the contact and his information was provided.

PILARSKI: Pilarski noted that only general comments could be provided at this time. The wastewater discharges from the facility will be required to meet Chapter 52 of the City of Valparaiso's Code of Ordinances. A copy was provided. Pilarski provided a copy of the specifications for the required oil and grease interceptor for the kitchen area. Pilarski noted that in order to provide more specific comments as the project moves forward a Sanitary Sewer Profile showing connection points from the building into the sanitary sewer will be required. He further stated that an internal plumbing plan showing what is being discharged into the service is also required.

MCINTIRE: McIntire pointed out that this project is in a Wellhead Protection Zone. Proper care must be taken during construction. Any on-site fuels must have double containment. McIntire stated that Jim Pingatore should be contacted with questions and his contact information was provided. McIntire noted that care must be taken for the monitoring well at the southeast corner. McIntire stated that backflow protection would be required and Shaun Shifflett should be contacted concerning the backflow. Contact information for Shaun Shifflett was provided. McIntire asked if the building would be sprinkled. Wolf said sprinklers are being considered due to possible future expansion. McIntire recommended that when water is brought to the site that a hydrant also be added. McIntire suggested one 6" line be brought over for the domestic, fire and the hydrant for one push under the road. McIntire should be contacted when the site is ready for water service.

JOHNSON: Johnson pointed out that if the gym is used for assembly this will limit the occupancy without a sprinkler system. A Knox Box will be required on the Burlington Beach side at the main entrance as well as an annunciator panel. Johnson is aware that a commercial hood system with an ansul system will be installed in the kitchen. Johnson stated the hood system would have to be sent to the State for review. The 360 loop is very favorable. Contacting the Fire Department for placement of the fire department connection is necessary.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release

Building Permit
Signage / Fencing Permit
Zoning Clearance
Traffic Control Plan
Knox Box
Backflow
Internal Plumbing Plan
Sanitary Sewer Profile