



MEETING: Site Review Committee
SUBJECT: Sigma Pi Fraternity House
ADDRESS: 803 Brown Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: October 23, 2018

IN ATTENDANCE:

Tyler Kent, Planning Director (219) 462-1161
tkent@valpo.us
Mia Zhou, Engineering Dept. (219) 462.1161
amcalpine@valpo.us
Mark Geskey, Utilities (219) 462-6174
mgeskey@valpo.us
Nate McGinley, Public Works Director (219) 462-4612
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Media

PRESENTERS:

Brent Wagner, Wagner Architecture
(219) 531-2468 / info@wagnerarchitecture.net

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed renovation to the Sigma Pi Fraternity House located at 803 Brown Street. 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 has been used as a fraternity house and will continue to be used as a fraternity house. Over the years, there has been a great deal of rough use. The project will be a gut/rehab. Some of the interior spaces will be reconfigured. The footprint of the house will remain the same. A couple of the sidewalls on the upper floors will be extended to make the rooms more useable. The uses from the current to the new stay the same. The reconfiguration of the will allow the addition of one more bedroom. They are not changing the use. However, it is an existing non-conforming use.

STAFF COMMENTS:

MCGINLEY: Public Works is concerned about recycling, solid waste and the City right-of-way. McGinley asked if there are any plans to upgrade or replace the sidewalk. Wagner said he is not aware of any changes. The scope of work for this project is limited to the building. McGinley mentioned the existing sidewalks are 4-ft. The current City standard is 5-ft. McGinley recommended speaking to the owner about possibly replacing the sidewalk. McGinley believes trash and recycling services are being provided and these services will continue. However, the maximum is four (4) totes for either solid waste or recycling. If more than the four totes will be required to service their needs, it will be necessary to contact a private waste hauler.

KENT: As previously mentioned, this is a non-conforming structure/use. During previous discussions with the owner or the individual representing the owner, it was mentioned that the renovation would not add bedrooms. Wagner said on the first-floor plan of the existing in the far back upper right-hand corner there is an area currently serving as an entry into the kitchen and to the upstairs back bedroom. They are proposing to remove doors and hallways that will make this area useable as a bedroom. Wagner said if a bedroom cannot be added, they could look at a

different use for this space. Kent said the zoning for this property is NC-60 which is single family and compounding the non-conforming use is not allowed. Kent asked if they intend to realign the roof line. Wagner said each wing is a cape-style and they want to lift the roof, so it meets the ridge of the existing. Kent asked if square footage is being added to the building. Wagner said they are not adding square footage, they are adding useable space. Kent asked if they are increasing the square footage of the useable floor areas. Wagner said they are not increasing the square footage of the useable floor areas. Kent asked about the number of parking spaces on the site. Wagner is not sure about the number; however, there is off-street parking. Kent conveyed the requirement is 1 parking space per bedroom unit. Providing the number of existing parking spaces is required. Kent asked if this is an improved parking lot. Wagner believes this is just gravel. Kent advised the parking lot will need to be either concrete or asphalt. Kent mentioned the NC Zoning District requires a building lot coverage of 45% and a total lot coverage of 50%. These calculations are for single family. Kent suggested a meeting with Wagner and Thrasher to get a better understanding of the project and to ensure the proposal is increasing the density or impacting the non-conforming use portion of the UDO. Kent mentioned a portion of the alleyway on the north side of the property may need to be dedicated. Kent suggested speaking to Adam McAlpine and Will Rose. **(Note: Per Will Rose, Engineering Department, there is a sewer line located in the alley. Providing an easement or right-of-way dedication for 8.25 feet for the north side of the property will be required.)** Wagner mentioned there is a monument sign (Greek letters identifying the fraternity) on the property. Kent said signage is typically not allowed in a family zoning district; however, if it is not altered, they may be alright.

ZHOU: It appears a right-of way dedication is required on Brown Street. The required right-of-way is 33 ft. from the center line on each side of the street. The current right-of-way is 24.43 ft; therefore, an additional 8.57 ft. will need to be dedicated. Zhou said the Engineering Department can provide a temple for the dedication. Zhou provided no other comments.

GESKEY: Geskey asked if there will be any changes to the water or sewer. Wagner indicated no changes will be made. Geskey conveyed the building currently has backflow protection and it is up-to-date. Geskey presented no other comments.

KENT ON BEHALF OF THRASHER: A State Construction Design Release will be required prior to issuance of a Building Permit. All contractors must be registered with the City prior to issuance of a Building Permit. Signage will require a permit.

ISSUES TO BE RESOLVED:

Right-of-Way Dedication (Brown Street)

Detailed Site Plan

State Design Release

Building Permit

Contractors Registered with the City

Signage/Fencing Permit

Provide Number of Existing Parking Spaces

Possible Easement or Right-of-Way Dedication for Alley