

**MEETING: Site Review Committee****LOCATION: City Hall****SUBJECT: Proposed Housing Dev. - Annex Into the City** **DATE: June 19, 2007****ADDRESS: North Calumet / Storey Gardens****PRELIMINARY SITE REVIEW****IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Jack Johnson, Fire Department	(219) 462-8325
Marv McDaniels, Collections Department	(219) 464-2346
Tony McGinley, Collections Department	(219) 464-2346
Dave Pilz, Engineering Director	(219) 462-1161

Media

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

Stephen Pease, Architect	(219) 464-7957	spease@adsnet.com
Paul Schreiner, Design Construction		schreiner1927@aol.com
Michael Lemke, Design Construction	(219) 462-0220	
Robert Minarich, VLACD/LAC Utilities	(219) 464-3770	r.minarich@VLACD.org

The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss a proposed housing development on the northwest corner of Calumet and Burlington Beach Road. Phillips 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. Phillips stated that this is the second site review for this project.

Pease explained that they are trying to develop an area of affordable housing that is designed with 9 buildings having 4 units each. Each building will have 2, two bedroom units, and 2 1100 square foot three bedroom units. To facilitate ample parking, there are 2 spaces per unit as well as an extra 16 spaces in the center. The north side of the site is now a more open common play area. The drainage is anticipated to run down the sides of the development, to the northeast corner of the property. The truck turn around at the end is the 3-point system.

Phillips stated that the access to the site from Calumet Avenue, crosses a piece of land that is not a right-of-way, but is owned by the utility. A significant water line extends through this area and approval from the Utility Board is necessary. Pease stated that this has already been resolved. Brown added that there is nothing on file regarding this and a petition to the Board is necessary. It was then stated that this had already been done and there are 2 letters in the file dating back to 1986 granting access over the property. Brown conveyed he would check into this matter. Phillips continued and stated that total lot coverage is not an issue since the lots are separate ownership. Setback information will need to be provided. Phillips is aware that it is intended for the lots to extend all the way to the public street. The parking spaces dedicated to each unit will have a crossed shared access agreement because of the lot lines. This will need to be clarified and accomplished through some sort of easement agreement. Variances and setback issues will need to be resolved. Phillips mentioned the possibility of going through the PUD process however; more information is needed. Year round buffer landscaping around the edges of the development is recommended. Particular attention should be on the north, east, and west sides, as this is where it abuts to a residential area. A landscape plan approved by Steve

Martinson will be necessary for the entry area. This can be done as part of the subdivision approval process. A 50 square foot sign is allowed on the Calumet frontage advertising the subdivision. There are now 88 parking spaces which have been provided however the Board of Works and the City Engineer have to approve. It was conveyed that garbage pick up will be individual carts at the end of each island. Phillips stated that the public street is subject to Dave Pilz and the Board of Works approval. The annexation process along with rezoning is 4 1/2 to 5 months. There are no flood plains or wetlands on the property.

Pilz explained it is necessary to apply for annexation before going any further. Pilz inquired as to who would provide the utility service. It was then conveyed that this was in the VLACD service area. Pilz stated that the utility service will be included in the annexation decision and these issues will need to be resolved. The annexation issue will also affect whether or not the road will be public. These issues must be resolved before moving forward. Assuming that the city has jurisdiction, the entrance will need to show improvement and a deceleration lane will need to be provided. This will connect in on the south side with the lane that was constructed for Family Express. There may be a bypass needed on the other side of the street to allow cars to get by any left turns into the site. As this project progresses and assuming it is in the city, a Detailed Construction Plan is needed regarding all the utilities, grating, and dimensions of all the improvements, erosion control, and drainage. The access issue to the site will also need to be resolved. Pilz explained discussions within the staff can begin and comments will be ready since it is assumed a petition will be filed for annexation.

Kent stated that a tree survey will be needed.

Kras explained a Drainage Plan will be necessary to indicate how the storm water will be managed. It was conveyed to Kras that the northeast corner is a natural low area on the site and therefore this is where the water will outlet. Kras stated that there will need to be a positive outlet from the site. As things progress, an Erosion Control Plan will be needed indicating how the sediment from erosion will be managed from the site.

Regarding the access issue, Phillips added that the utilities would have to agree to dedicate part of this land to the city as right-of-way. The Utility Board will be a large part of this and will have to be a co-petitioner. The city will not allow an easement for the access to an entire subdivision.

Johnson stated concerns with being able to get any equipment on the site because of all the landscape islands. The turning radius needs to be checked further to make sure a truck can fit on both sides because of the middle parking. It's recommended that there be an unobstructed width of 26' on both sides. The 2 hydrants at each end is suitable.

Brown conveyed that 2 taps are required for an 8" line. The 2 hydrants are located at each end, the north and south. Since this is within the Wellhead Protection Area, secondary containment for fuel storage is necessary if using any heavy equipment. A rain garden is recommended because of the proposed drainage outlet and the proximity of the lake. John Hardwick will need to be contacted regarding the access issue. Any landscape irrigation system will require the backflow device. The homes are single family residential therefore there are no issues. Each home will have its own meter. Chuck McIntire can be contacted if there are any questions concerning the layout.

McDaniels stated that the VLACD will need to be contacted regarding their sewers.

Minarich added that he has not seen any plan pertaining to this. Phillips conveyed that a copy of the plan will be given.

Pilz stated that this is a good project however many hurdles that need to be resolved.

On behalf of the Building Commissioner, Phillips stated that a State Design Release may be needed. Thrasher can be contacted for questions. Conversations are necessary with the Utility Board, VLACD, John Hardwick, Bill Oeding, and Dave Pilz. Submission of petition for the

annexation and utilities is necessary. Discussion in the Public Works meeting will take place to decide how to proceed, what the issues are, and they will then respond accordingly.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan
- Drainage Plan
- Right-of-way
- Detailed Site Plan
- Detailed Construction Plan
- Sanitary/Sewer
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Utility Board Approval (if needed)
- Variances and Setback Issues
- PUD Process (if needed)