



MEETING: Site Review Committee
SUBJECT: Proposed 4-unit
ADDRESS: 307 Monroe

LOCATION: City Hall
DATE: 5/24/05
ZONING: C-3/R-3
PARKING: 8 spaces
VARIANCES: Parking

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Dave Pilz, Engineering Director	(219) 462-1161
Matt Kras, Stormwater Engineer	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Dave Nondorf, Fire Chief	(219) 462-8325

PRESENTERS:

Eucluydes Azevedo

Email addresses for the above City of Valparaiso Departments can be found at:

<http://www.ci.valparaiso.in.us/>

The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss the proposed plans for changing a 3-unit building into a 4-unit building at 307 Monroe Street. Phillips stated that site review is not an approval. It is meant to be a preliminary discussion of the requirements and issues to be considered by the developer or owner and there may be some cases where it will need to come back before site review or to seek other approvals.

Azevedo advised that he is planning on residing, re-roofing and adding a 20' x 16' addition onto the back of the building. This addition will add another apartment by splitting an existing apartment with this apartment. There are three existing units. There are two apartments on the first floor and one on the second floor. He will put six on the Monroe side and two on the Valparaiso side. There is one efficiency apartment down and a two-bedroom down and a one bedroom up. The proposed apartment will be a one bedroom. The new unit will be 39' x 16'.

Phillips advised that there are a couple of big issues from the planning & zoning standpoint. The property is not appropriately zoned for what he is asking for. The front 75' is zoned properly at R-3. The rear portion of the property is zoned C-3 and this zone does not allow for residential uses due to a moratorium. The portion of the property showing the parking off of Valparaiso Street is not zoned properly for that use since it is being used for the auxiliary purposes as an accessory to the home itself. He will be able to work on the unit itself in the form of remodeling the three existing units. The problem is in adding the fourth unit. He has two options. He can either seek a use variance or seek rezoning. It is grand fathered for the three units on the property and he can put in the parking for three units but adding the fourth unit is a problem. Phillips advised that he not put parking in place for four units until the variance is granted. Azevedo advised that there is gravel parking on the lot now for the three units. This parking can stand as is if he is not going to add another unit. If he does put new parking in the new spaces would need to be 9'x20' and there has to have unfettered access to those spaces. We would need a landscape plan for the parking areas if he does go to four units.

Nondorf asked if he was going to get the inside and Azevedo advised he was not. We would like to see smoke detectors installed per code.

Pilz advised that curb cut permits are dependent on what he decides to do.

Kras stated that regardless of whether he adds a new unit or not he will need to manage the storm water off of the building. He will need to put in some type of detention area or swale to outlet to the road. Erosion control permit will be required.

Brown said that his only concern is that there is a $\frac{3}{4}$ " service now and for four units he should have a $1\frac{1}{2}$ " if he adds another apartment. He can just call the water department when he is ready for that.

Thrasher asked what he would be doing if he keeps the three units only. Azevedo advised that he would only be doing work on the outside. If doing work inside he will need to make sure that he puts in the correct fire separation. If he goes with the four units he would be changing one section of the interior. He would have to make sure that the fire separation is correct if he does the four units. If replacing any windows all the bedrooms would have to have to meet egress.

ISSUES TO BE RESOLVED:

- Landscaping plan
- Erosion control plan
- Parking plan
- Variances
- Building Permit