



MEETING: Site Review Committee
SUBJECT: 1st Presbyterian Church Pavilion
ADDRESS: 3401 North Valparaiso St.

LOCATION: City Hall
DATE: February 22, 2011

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Craig Phillips, Planning Director (219) 462-1161
Tyler Kent, Asst. City Planner (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Susan Gustafson, 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:

Paul Schreiner, Design Construction
462-0220 / schreiner1927@aol.com
Dean Stolpe, Shelter Building Committee
464-3169 / stolpere@comnetcom.net

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 park pavilion for the 1st Presbyterian Church, located at 3401 North Valparaiso Street. 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.

EXPLANATION OF PROJECT: This pavilion will be a purchased package from a fabricator. It will consist of posts, laminated trusses, tongue and grooved roof decking and will sit on a concrete slab. The plan originally submitted has changed. At this time, no fireplace will be installed, but it may be considered for the future.

STAFF COMMENTS:

KENT: No comments.

THRASHER: A State Design Review will be required. The fabricator should be able to supply the necessary information. A building permit is required. There seems to be no impact on parking.

BURKMAN: A soils scientist is needed to determine if wetlands exist and their boundaries need to be delineated. There should be an ADA compliant sidewalk connection along Valparaiso Street. The fence needs to sit far enough back to allow for installation of a sidewalk. A sidewalk waiver is on file. An easement is needed to protect against liability and to guarantee access to the public. The pathway rights along Bullseye Lake Road need clarification. An erosion control permit is required. The Right-of-Way dedication for both Valparaiso Street and Bullseye Lake Road is 30'

half width. All future improvements will require Site Review. Site review is only good for 1 year.

MCALPINE: No comments.

PHILLIPS: Landscaping surface area needs to be maintained at 60%. A calculation showing coverage and green area is needed. The proposed building cannot exceed a maximum of 25% of the footprint of the principle building. The setback needs to be 6' from outside of property. The structure cannot exceed 17' in height as measured at the halfway point between the ridge and eave. A tree survey and replacement plan per Article 11 of the Unified Development Ordinance is required. There are no other zoning issues.

EVANS: No comments.

PILARSKI: Since the church is not requesting sanitary sewer service for the pavilion, there are no issues on this project.

GUSTAFSON: No comments.

JOHNSON: A fire extinguisher will be required.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance