

**MEETING: Site Review Committee****LOCATION: City Hall****SUBJECT: St. Andrews Square 4 Unit Stacked Flats****DATE: January 20, 2015****ADDRESS: 104 Erie Street****PRELIMINARY SITE REVIEW****IN ATTENDANCE:**

Tyler Kent, Planning Director (219) 462-1161
 Tim Burkman, Engineering Director (219) 462-1161
 Adam McAlpine, Engineering Dept. (219) 462.1161
 Ed Pilarski, Water Reclamation Dept. (219) 464-4973
 Vicki Thrasher, Building Commissioner (219) 462-1161
 Mark Geskey, Utilities (219) 462-6174
 Dave Souders, Fire Department (219) 462-8325
 Matt Evans, Public Works Director (219) 462-4612
 Media

PRESENTERS:

Jake Wagner, VJW Limited, LLC
 (219) 405-9832 / jake@vjwlimited.com
 Bill Ferngren, Ferngren Law
 (219) 464-4500 / bill@ferngrenlaw.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 proposed 4-unit stacked flats to be located at 104 Erie 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 project is Phase II of St. Andrew Square. The project is in great demand and has had a waiting list for rentals for over two years. Wagner indicated the last major rain storm caused major flooding problems with the minister's house. Wagner feels this building needs to be demolished. Economically, they would like to wait to tear this building down, but Wagner feels it is time to move forward.

STAFF COMMENTS:

EVANS: Evans mentioned Public Works is concerned with cuts into the rights-of-way with the alley and sidewalk. The sidewalk on the front of the property is already at 5 ft. which is the City's standard. Evans asked if their intent is to repave the alley. Wagner indicated there are no plans to repave the entire alley, but the plan will be to improve the right-of-way into the alley and repair the sidewalk. Evans stated that Public Works would like to be a part of any impacts to the rights-of-way. Evans asked that he be notified prior to construction so that Public Works can visit the site and document conditions. If there is damage caused to the rights-of-way and sidewalk during the construction and repaired by Wagner that will be acceptable to the City. Evans mentioned the alleyway will need to be restored to a usable condition if it is damaged by the heavy equipment. Evans asked about the possible start date for the project. Wagner said at this point he cannot give an exact start date. Evans said that if demolition of the existing building occurs and causes impacts to the sidewalk in a school area there is a concern about making it safe for children walking to school. An ADA ramp would be necessary to allow safe crossing from one side to the other. Wagner fully agreed with this.

BURKMAN: The address will be 104 Erie with the units being numbered 101/102 and 201/202.

Burkman mentioned the angled parking spaces. The UDO spells out the dimensions necessary for angled spaces. Referring to Table 9.301 will be necessary. The perpendicular distance to have the 45 degree parking being proposed is 20.5 ft; however, Note 11 indicates only 16 ft. Wagner said the spaces will be angled so they can meet the requirement. Burkman said the drive aisle behind must be 14 ft. Burkman cautioned that the more the last space at the southern end is angled the more it will start to overhang into the property to the south. Wagner indicated the property to the south is owned by St. Andrews. Burkman said this will need further discussion as more detailed site plans are submitted showing grades. Burkman asked if anything is known about the condition of the existing sanitary lateral serving this site. Wagner indicated this is unknown; however, everything will be pretty much be destroyed during demolition. Wagner said it is in the best interest of everyone to replace as much as they can. Burkman conveyed that the sanitary sewer fee will be based off the 4-unit building being proposed. There is a multiple family rate times four for each of the units and will be calculated as part of the permit fee. Burkman reiterated that the minimum standard width for any sidewalks that are damaged or replaced is 5 ft.

THRASHER: Thrasher mentioned the plans show 2006 International Building Codes; however, we are now using 2012 International Building Codes. A permit for the demolition of the existing structure will be required. A State Construction Design Release will be required prior to issuance of a Building Permit for the new structure. All contractors must be registered with the City. Thrasher said if the units are used as rentals, they must be registered as rentals.

SOUDERS: Souders said that since the building is sprinkled, the Fire Department will need to be involved in the location of the fire department connection. Wagner indicated the building will not be sprinkled. Thrasher interjected that the building must be sprinkled as part of the building code. If a building has three or more units, it must be sprinkled. Souders indicated a Knox Box will be required.

KENT: Kent mentioned a number of variances through the Board of Zoning Appeals were granted for this site in 2005. The variances granted were: 1) A Use Variance was granted to allow for a multiple family use as the zoning was for single family; 2) A variance was granted for the size of the lot. The minimum size at one point was 8,000 sq. ft. The variance was granted for the lot to be 4,356 sq. ft.; 3) a variance was granted to reduce the side yard setback from 6 ft. to 0 ft., the rear yard setback from 25 ft. to 7 ft., the lot coverage from 40% to 90%, the maximum building height of 2-1/2 stories or 35 ft.; 4) A variance was granted to reduce the parking from 2 spaces per dwelling unit to one space; 5) A variance was granted for a sign; 6) A variance was granted to allow for more than one principle residential building on a lot. Kent indicated a landscaping plan will be required. Referring to Appendix B of the UDO for permitted plants lists will be necessary. The landscape plan will need to include the name and caliper size of the plants and trees. The final plans must show the front, side and rear yard setbacks, as well as the lot coverage and the number of total units for the overall development. Kent asked if there will be a basement in this building. Wagner said probably not, but there may be a crawl. Kent stated a Zoning Clearance will be required. Kent asked if there are any provided handicapped parking spaces as currently developed. Wagner said no handicapped parking is being provided. Kent mentioned one handicapped space will be required. Kent complimented the architecture of the building and said it seems to fit with the neighborhood.

MCALPINE: McAlpine requested information concerning the foundation height, particularly the two patios, relative to the flood conditions along the road to ensure there are some safeguards against flooding into these units. McAlpine said that because this is situated so closely to the east and south property lines we need to know what buildings and property exist around this just as we would with any other site plan. What are the proposed grades and what are the existing grades and how they tie together for the additional runoff that will be generated from the building. How will the runoff get to Erie Street or to the alley to the south? McAlpine mentioned a recent study that DLZ is working on which introduces an option for some form of reconstruction of the alleyway to try

to continue directing the flow of water south and east to the alleyway. DLZ observed a high point in the alley. McAlpine said this issue will require further discussion. McAlpine suggested flood vents for the crawl space. McAlpine is open to further discussion as the project develops.

PILARSKI: Since the units within the proposed building will be discharging strictly sanitary waste waters, Pilarski provided not further comments.

GESKEY: Geskey will be contact for water service. Geskey stated that since the building is commercial backflow protection will be required. Geskey indicated that Shaun Shifflett needs to be contacted for the backflow. Contact information was provided.

ISSUES TO BE RESOLVED:

Landscaping Plan

Erosion Control Plan

Right-of-way

Detailed Site Plan

Angled Parking

Handicapped Parking

Backflow Prevention

Site Improvement Permit

State Design Release

Building Permit

Demolition Permit

Zoning Clearance

Knox Box

All contractors must be registered with the City

Rental Registration