



**MEETING:** Site Review Committee  
**SUBJECT:** Apartments-Lakes of Valparaiso  
**ADDRESS:** Lake Superior Road

**LOCATION:** City Hall  
**DATE:** March 10, 2015

## 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
Mike Steege, Utilities	(219) 462-6174
Dave Souders, Fire Department	(219) 462-8325
Media	

### PRESENTERS:

Bob Collins, Weiss Entities, LLC  
 (312) [754-3311/rcollins@weissentities.com](mailto:754-3311/rcollins@weissentities.com)  
 Bob Billick, Weiss Entities, LLC  
 (312) [754-3309/bbillick@weissentities.com](mailto:754-3309/bbillick@weissentities.com)

Email addresses for the above City of Valparaiso Departments can be found at [www.valpo.us](http://www.valpo.us).

The following is a summary of discussion at this meeting:

**OPENING:** The Site Review Committee met to discuss the proposed apartment complex at The Lakes of Valparaiso. 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:** Collins indicated the plans presented are for architectural, structural, mechanical, electrical and plumbing for four different types of apartments at The Lakes of Valparaiso. Collins said that of the four types there are two sets similar within them. There are two types of two story and two types of 2-3-2. The center three stories are served by an internal stairway. All other units are direct access from the exterior. The construction is all wood frame. The buildings have sprinkler fire protection. The exterior materials are cultured stone and cement fiber siding, architectural shingles and vinyl windows. Collins believes they have met all the requirements for the design based on the PUD.

### STAFF COMMENTS:

**BURKMAN:** The grading, erosion control and sanitary sewer connections are all shown on the original, previously approved Volume 1 and Volume 2 plan sets. If there are any deviations from these plans going from building to building, it will be necessary to submit a revised or updated site plan showing any changes. A Site Permit will be required for each building because that is when the sanitary sewer connection fees will be assessed.

**THRASHER:** Thrasher asked if the four buildings will be submitted to the State in a master plan. Collins said the set provided for site review will be the set sent to the State. Thrasher conveyed the Construction Design Release is good for one year and will remain in effect as long as building continues. If, however, the project should become dormant for a year or more, resubmitting the project to the State will be necessary. Thrasher explained that each building will require a Building permit. Thrasher said site plans must be submitted with the Building Permit applications. The detached garages will also require separate permits. There was a discussion concerning addressing the detached garages. Thrasher said without addressing it will be difficult to keep track

of everything for inspection purposes. All contractors working on this project must be registered with the City.

**SOUDERS:** All FDC's on all buildings need to be on the front or address side of the buildings. Knox boxes will be required at the sprinkler rooms and at the common areas or vestibules. The Fire Department is requesting the hinged 3200 series be ordered for this project. The fire alarm panels must be addressable and capable of silencing the horns with a continuing strobe until reset. Souders said providing annunciator panels in the vestibules for all the common areas will be necessary. Souders asked about the plans for the roadway surfaces during construction. Collins said the road will be gravel. Souders stated whatever the roadway surface is, it must be wide enough and capable of supporting a maximum of 80,000 pounds.

**KENT:** Kent asked about the number of units being built in Phase I. Collins believes there are approximately 200 units. Kent asked how long the first phase will take. Billick indicated this is contractor dependent. They are hoping to have some sort of schedule sometime in the next week. Kent conveyed that as they submit for permits they should include a copy of the elevations and landscape plan around each of the buildings. The plans should show the setbacks. Kent stated that as the buildings are built along Pine Creek the trees being removed must be flagged. Collins said not many trees will be removed. They will mainly be doing cleanup of debris and brush. Kent said providing details on the buffer yard along Pine Creek will be necessary. Kent indicated the landscaping around the dumpsters needs to be shown. The site plan must include the name, caliper, size and placement of the trees on the development. Referring to Appendix B of the UDO for permitted plant material is necessary. An internal lighting plan for the overall site for Phase I is required. The lighting plan needs to include the foot candle measurements. Details for the sidewalks and pathway plans must be included on the Site Plan. Kent stated the PUD discusses the Park Impact Fee and possible dedication to the Parks Department. Payment of the Park Impact Fees will be required at the time of Building Permit issuance. Kent mentioned that the Water Agreements with the Utilities Department have not been signed. Contacting Steve Poulos for resolution is necessary. Kent stated that sign permits will be required for all signs. Small directional signs are excluded from the permitting process. Linda Moore, a property owner just south of the drive that will connect to Bartz Road called asking about the pile of dirt behind her property. Ms. Moore was wondering if this is going to be part of the berm. Collins said none of the landscaping has been done. Kent suggested they have a discussion with Ms. Moore.

**MCALPINE:** McAlpine recalled the site plan showing the downspouts not being directly connected to the private storm sewer system and is wondering if this is still the case. Collins stated anything on the paved side of the building will be connected to the storm system; however, it is possible that anything not on the paved side could also be directly connected. Recent experiences have caused them to reconsider dumping it on the surface and causing icing conditions. Collins said it may be hard piped to the storm system. McAlpine questioned if the site plan has been changed. Before it showed a disconnect between the end of the downspouts. Everything went into a main header pipe on the face of the building and then went in one of two directions. Collins indicated this has not changed. McAlpine said it is now connecting directly to the storm sewer on the front of the building. McAlpine stated this is different from the approved site plan. The approved site plan from Randy Peterson shows they are not connected; however, in rare cases Peterson did connect the downspouts, but otherwise he found an open spot to outlet it over the grass to flow toward the catch basin. McAlpine said this is much the same as single family homes where the City does not allow direct connection into the storm sewer and the preference is that it will outlet and overflow. McAlpine said this is something we would look for when looking at the final occupancy and make sure there are no hard connections to the storm sewer. McAlpine said if they want to make an exception to this, they need to let the Engineering Department know before it is done and what the reason for the exception is. McAlpine stated they should follow whatever the line work shows based on the approved plan.

**STEEGE:** Steege provided contact information for Shaun Shifflett concerning the backflow and water meter for each building.

**PILARSKI:** Pilarski said the maintenance facility shows a car wash station and requested a description. Collins said this is an area for tenants to wash their cars and is a spigot on the side of the building. There is no mechanical equipment. Pilarski asked if there was a drain. Collins said there is no drain. Pilarski said the preference is not to have a drain. Pilarski mentioned garages are shown on P1.1, P1.12, P 2.11, P2.12, P3.12, 3B.12 and the plans show floor drains in these garages. Pilarski said these drains must be removed. Floor drains are not allowed in garages.

**ISSUES TO BE RESOLVED:**

Landscaping Plan (with Tree Survey)

Erosion Control Plan

Rule 5 Permit

Right-of-way

Detailed Site Plan

Backflow Prevention

Site Improvement Permit (for each building)

State Design Release (for each building)

Building Permit (for each building and detached garages)

Signage/Fencing Permit

All contractors must be registered with the City

Zoning Clearance

Knox Boxes

Annunciator Panels

Buffer yard details

Internal Lighting Plan

Sidewalk and Pathway Details

Payment of Park Impact Fees

Water Agreements-signatures still required – contact Steve Poulos

Downspouts