



MEETING: Site Review Committee
SUBJECT Off Campus Housing
ADDRESS: 801 Union Street

LOCATION: City Hall
DATE: November 10, 2015

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(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
Mark Geskey, Utilities	(219) 462-6174
Matt Evans, Public Works Director	(219) 462-4612

PRESENTERS:

David Besterman Omicron Delta, Inc.
(219) 242-1759 / dbesterman@frontier.com
Kurt Ulbricht, Omicron Delta, Inc.
(815) 592-0511 / krulbricht@live.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 off campus housing to be located at 801 Union 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: Ulbricht indicated that Omicron Delta has been the owner of record for this site since the mid 60's. Omicron Delta is the housing corporation recognized and registered with the State of Indiana to manage and operate the property. Ulbricht stated the building has been used primarily as a fraternity house. Ulbricht conveyed the structure was evaluated by a professional engineer and the report indicated the building is structurally sound; however, the internal condition is very poor. Ulbricht mentioned that a lot of debris was removed from the interior. There will be no structural changes to the building. Ulbricht stated they have been doing hole patching, replacing drywall, priming, painting and cleaning. They have also repaired door frames and replaced doors. Ulbricht stated they want to find an interim tenant to occupy the building until the fraternity re-establishes their charter. They want to restore the main floor and then the lower level to the point that they will be usable. Ulbricht indicated they have had discussions with Jim Drader, New Creations Men's Center; they have also looked at possible opportunities with the University; and have also advertised for student housing. However, no commitments have been made for any of these possibilities. Ulbricht said that in 2013 the water was turned off, the system was drained and he put anti-freeze in the traps, toilets and sinks. The water was turned on in the spring. Besterman said the discharge from the house goes to the northwest manhole. Ulbricht stated there are two water lines into the building on the Union Street side. Ulbricht conveyed the house has always had a local fire alarm system. This system has been checked out and reactivated. There is also a security system. All three entry/exit doors are monitored; the three hallways are monitored; the windows that open into the back yard are monitored with a motion detector. Ulbricht is aware they will need individual smoke detectors in the sleeping rooms. Ulbricht said the University and national fraternity are both supportive of returning the chapter at the proper time.

STAFF COMMENTS:

EVANS: Evans asked if any work will impact the rights-of-way. Ulbricht said there is a gravel parking lot on what used to be 803 Union Street that will require additional gravel. Evans said Public Works has noted that the sidewalks are damaged; however, with the explanation given concerning the work that will be done it appears the City will not be able to require improvement of the sidewalks. If Omicron does decide to repair the sidewalks the City will not have a problem with repair work being done. Public Works will want to make sure the sidewalk improvements are done to City standards. Evans conveyed that the driveway approach is in the right-of-way and if they plan on improving the approach it will be necessary that it is repaired to City standards. Any sidewalk and approach repair work will require an inspection. Public Works can be contacted at 219-462-4612 for necessary inspections.

THRASHER: Thrasher clarified that no one from the Building Department did a walk-through at this building. Thrasher indicated it will be necessary to schedule an inspection with the Building Department and Fire Department. Thrasher stated that State law requires smoke detectors be interconnected. The smoke detectors must be in every sleeping room and on every level.

Thrasher mentioned that gravel is not permitted for parking lots. The parking lot must be paved. Kent interjected that if and when the parking lot is improved, it must meet the current standards.

KENT: Kent asked if the floor plans will remain the same, with a shared kitchen on the first floor and rooms throughout the building. Ulbricht confirmed this layout. Kent said with regard to a dormitory, sorority or fraternity this is a permitted use within the Residential Transition (RT) District as long as there is a kitchen facility provided for the individuals that are enrolled in an educational institution. There will be no exterior improvements. The parking is located on the east side of the building. If and when the parking lot is paved, it will need to be striped. The requirement for parking is 1.5 spaces for each studio or one bedroom unit and 3 spaces for each 2+ bedroom units. ADA parking requires one ADA parking space for each 25 parking spaces and must be shown on the parking plans. Kent reiterated that in order to use the facility as a dormitory, sorority or fraternity the individuals must be enrolled at the University. Kent asked if there is a local property manager. Ulbricht said he has provided his phone number at the building; however, he lives in Plainfield, IL. Thrasher interjected that this facility must be registered as a rental with the City and there must be a local agent. They must reside in Porter County or a County that is contiguous to Porter County.

BURKMAN: Burkman said replacing the sidewalk on Union Street would be a great improvement. If the sidewalk is replaced, Burkman suggested pushing it back from the curb to create a parkway. This will help with snow plowing. Burkman reiterated the new standards require the parking lot to be paved. From a storm water perspective, gravel becomes as hard as asphalt and there really is not much of a difference in runoff. Working with the Engineering Department concerning this issue is suggested.

MCALPINE: No comments were provided.

PILARSKI: Pilarski stated that the Water Reclamation Department is concerned with what is being discharged into the sanitary sewer. Pilarski said when it comes to anti-freeze contacting the Water Reclamation Department before considering this is necessary. Anti-freeze has a negative impact on the treatment plant. Pilarski stated that since the discharges from the facility will be strictly sanitary in nature, no further comments were presented.

GESKEY: Geskey said the two water services were to provide more flow due to multiple bathrooms. Water Department records indicate there is no backflow protection at this location. Installing backflow protection prior to being occupied will be necessary. Shaun Shifflett will be contact concerning this issue. Geskey provided contact information for Shaun Shifflett.

ISSUES TO BE RESOLVED:

Detailed Site Plan

Schedule Inspection with Building Department and Fire Department
Backflow Prevention
Parking Lot Paved and Striped
ADA Parking
Parking Plan
Interconnect Smoke Detectors
Local Property Manager