



**MEETING:** Site Review Committee  
**SUBJECT:** Gymnasium Addition-Memorial  
**ADDRESS:** 1052 Park Avenue

**LOCATION:** City Hall  
**DATE:** February 23, 2016

## 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
Jon Daly, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612
Media	

### PRESENTERS:

Don Torrenga, Torrenga Engineering  
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 Terry Allsop, Skillman Corporation  
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 E. Ric Frataccia, Valparaiso Schools  
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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 gymnasium addition to Memorial Elementary School located at 1052 Park Avenue. 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:** Torrenga indicated the first page of the plans show the topography and existing conditions. There is a large storm sewer that was installed as part of the Chautauqua Park plan. Torrenga said the topography shows a very dramatic drop off to the school from Milton Street. Milton Street rises as it goes farther to the north. During the improvement project from the last addition to the school there was a very substantial retaining wall installed along Milton Street up to the sidewalks which drop down a number of steps. The retaining wall and steps create a dramatic drop-off. There is existing storm sewer which was put in during the 1950's and upgraded. With the upgrade to the storm sewer system the connection to that storm sewer appears to have been disconnected. The plans and as-builts indicate they did not know what this sewer line serviced and it was capped off. The sewers that drain the interior portion of the school area are all dry wells. This situation will be rectified in Bid Package #2. The existing playgrounds will be removed so the new gymnasium package can be built. Sheet C2 shows the new proposed building addition. This will be the same gymnasium building and the same alternate building for a future music room as discussed during the earlier site review. Bid Package #1 is for the gymnasium only. The grading for this project is very dramatic. The elevation of the gymnasium has been raised higher than the existing building. They are not proposing to do anything to the retaining wall in Bid Package #1. They will re-grade and redirect the storm water around the proposed building and back into the storm sewer system. The sanitary sewer and the water main will be stubbed out for the gymnasium; however, there has been discussion about actually connecting the water main. The last page of the plans show the overall project and what will be included in Bid Package #2. When the project is completed there will be a new soccer field, new

gymnasium, and between the gymnasium and the existing building there will be a proposed building addition. This gymnasium is intended to be free-standing until the proposed addition is built. There will be a new proposed play area with an asphalt-type surface. A dry pond is being proposed in and around the storm sewer system that exists from the Chautauqua Park project. Torrenga said they are proposing to take the storm line that has nowhere to go and run it into the pond and then make a connection into the new storm sewer. With the drop off from Milton Street to the school there will be a new 12 ft. wide concrete walk and then an area that has raised concrete seating for outside classes, etc. The steps will be removed and they will beef up the retaining wall from where it stops at the steps to about half-way past the gymnasium. This will be part of Bid Package #2. There will be an add-on to the building in the southwest corner as well as an addition in the southeast corner. A sidewalk will be added to tie into these buildings. There will be a new area for the flag pole.

#### **STAFF COMMENTS:**

**KENT:** The requirement for parking is two spaces per classroom. Referring to Article 2, Section 2.406 for the dumpster enclosure is necessary. The standards for bicycle parking are 1 bicycle parking space per 10 parking spaces with a maximum of 10 bicycle parking spaces on site. This information is available in Article 9, Section 9.206. If there are any upgrades to exterior lighting, referring to Article 9, Section 9.501 will be necessary. Submitting a landscaping plan for this project is required. Kent understands this will be part of Bid Package #2. If any of the outdoor playground equipment can be reused, contacting Kids Alive or other organizations of this nature is suggested. Kent said it appears there are a number of trees along Milton Street that will be removed. Kent asked if these trees will be replaced along this corridor. Allsop said the landscape plan should be developed in the next few weeks and they will have more information at that time. Kent conveyed there are no real landscaping plan requirements for Public Space because they are usually parks and schools and they typically have a lot of landscaping. Kent indicated he will work with Skillman concerning the overall plan. Frataccia indicated they will be using Stuart Franzen for landscaping. Kent said the landscaping plans can be sent to the Planning Department for review purposes.

**PILARSKI:** Pilarski said it will be necessary to provide an internal plumbing plan. The plan needs to be sent to Yacoub Aljobeh. Pilarski pointed out that Sheet C-4.0 General Specifications for Sanitary Sewers and Storm Sewers, the Porter County Highway Department is cited. This should be changed to the City of Valparaiso.

**BURKMAN:** Burkman said more detail will be needed for the proposed retaining wall. This retaining wall appears to be approximately 5 ft. tall. Torrenga confirmed the retaining wall is 5 ft. tall and its highest point. Burkman stated he is not familiar with what is there now; however, he assumes some sort of railing system will be included. If the total disturbed area is over an acre, a Rule 5 Permit is required. A Site Permit from the Engineering Department is required. Burkman asked if the proposed sanitary sewer shown on the east side of the building will be connected into the school's sewer service. Torrenga said they will be making a new connection into the sanitary sewer main on Milton Street. Burkman said it will be necessary to work with the Utility on how they want the physical connection made. Burkman noted that the elevations of the hard surface play area on the west side of the proposed gym are pretty close to the finished floor elevation for the building. If this can be salvaged, it might be possible to take the temporary diversion swale along the north side of the playground surface area and bring it into the existing storm structure.

**THRASHER:** A State Construction Design Release will be required prior to issuance of the Building Permits. A Building Permit will be required for each building. Any signage referencing the school will require a permit. All contractors working on the project must be registered with the City. Allsop asked if the City requires a 4" minimum insulation for roof systems of the new facilities.

Thrasher indicated they need to follow the ASHRAE standards..

**MCALPINE:** Providing the total of existing and proposed hard surface is necessary. Submittal of the drainage report is required. McAlpine would like to discuss the sewer disconnection that was mentioned earlier. McAlpine indicated there was a dry well on the west side of the basketball court and it did not have an outlet because there was no storm sewer to tie into. Once the City made the storm sewer run through the area a connection was made. This building project will require the structure be plugged so all of the school's water can be sent to the pond. McAlpine said he will provide more information concerning this issue. Providing a grading plan for the whole campus is necessary. The proposed pond appears to be in conflict with the City's storm sewer or at least storing water above the location of an existing easement. It is not typical to build a pond over an easement. McAlpine said if there is a way to work together so the pond is not underneath the easement that will be preferred. McAlpine would like to discuss this further. Maybe the pond could be run along the western side of the basketball court.

**EVANS:** Any damage to the parkways or rights-of-way must be restored to City standards. Inspections will be required and contacting Public Works for these inspections is necessary. If traffic must be restricted for any reason along Milton Street or Park Avenue requests must go through Public Works. The provision mentioned by Burkman during the Cooks Corners site review concerning completion of sidewalks and curb and gutter will also apply to this project. Evans mentioned that any ADA issues with sidewalks can be fixed through mud-jacking, grinding off trip hazards or removing and replacing.

**DALY:** Will the proposed gym addition be tied in to the school. Torrenga said the gym will be stand-alone in Bid Package #1, but it will be tied-in for Bid Package #2. Daly reiterated that we follow the 2014 Indiana Fire and Building Codes. The Fire Department requires a 150 ft. access to any point. Daly is concerned about the west side of the gym and the proposed addition. Allsop said the gym will have a Fire Department Connection and it will be sprinkled. Daly said if the gym is not sprinkled there will be issues. Numbering of the doors on the gymnasium is strongly recommended. Daly believes there is an existing Knox Box, but it will be necessary to add any new keys.

**GESKEY:** Geskey asked if they were installing another water service. Torrenga said the water for the gymnasium will come off the existing water main. Geskey pointed out that Park Avenue has the 12" water main. Geskey requested a copy of the water connection. Fire and domestic must be separated at the right-of-way.

#### **ISSUES TO BE RESOLVED:**

Landscaping Plan (with tree survey)

Erosion Control Plan

Rule 5 Permit

Detailed Site Plan

Site Improvement Permit

State Design Release

Building Permit

Signage/Fencing Permit

Zoning Clearance

Internal Plumbing Plan

Provide the total hard surface (existing and proposed)

Drainage Report

Grading Plan

Inspections for repairs to damaged parkways and rights-of-way

Sidewalks and curb and gutter

Bicycle Parking

Dumpster Enclosure

Numbering of Gymnasium Doors

Fire Department Access