



MEETING: Site Review Committee
SUBJECT: New Beginnings (Alternate School)
ADDRESS: 653 Axe Avenue
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: March 15, 2016

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

PRESENTERS:

Tom Krueger, K2 Construction
(219) 531-5353 / tomkrueger@k2valparaiso.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 the proposed New Beginnings Alternate School to be located at 653 Axe 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: Krueger indicated that a number of people have shown some interest in the building located at 653 Axe Avenue. The current potential buyer is interested in opening an alternative school. The age range for the children will be from Kindergarten to 8th Grade. These children have difficulties attending a regular public school. This program will help them achieve the educational goals. Krueger understands that this will fall under the E occupancy. Krueger mentioned their architect did research down State concerning fire safety. It appears that a sprinkler system will not be required since the building is less than 12,000 sq. ft. The offices will stay the same. There is a lean-to at the rear of the property that will be removed. This will allow for appropriate parking. Bathrooms will be updated. The warehouse area will become training rooms and classrooms.

STAFF COMMENTS:

BURKMAN: Burkman indicated a sidewalk waiver will be required as a condition of permit issuance. This means that sidewalks do not have to be installed at this time; however, if sidewalks are extended down this direction the owner at the time will be obligated to install the necessary sidewalks. Providing dimensions on the parking plan will be necessary. The parallel spaces on the south side just seem to be tight to have access around that area. Parking areas must be paved and striped.

EVANS: Evans asked if parking spaces 9, 10 and 11 encroach on the right-of-way. Krueger believes these spaces do encroach on the right-of-way. Evans mentioned that angled parking might suck the rear in a bit; however, there seems to be quite a distance. This will be one of the issues of having the cars parked in the right-of-way.

THRASHER: Thrasher asked if there were concerns with backing onto the road. Burkman said if

the City ever does a project in this area it will impact these spaces. Burkman asked if 11 spaces are required to support the project. Krueger said 11 spaces are not required; he was trying to maximize the parking. Burkman said it appears there is approximately 30 ft. of space between the edge of the travel roadway and the walk in front of the building. There is adequate space there and this is a lower volume roadway. Since it is being used in this manner currently, Burkman has no problem with leaving it as is for now; however, they need to keep in mind that if the City does a project it may impact or possibly remove these spaces. Thrasher indicated a State Construction Design will be required due to the occupancy change. Installation of additional restrooms must be included in the submittal to the State. The CDR must be received before a Building Permit can be issued. Providing a complete list of contractors is necessary. All contractors must be registered with the City prior to issuance of the Building Permit. Signage will require a permit. Thrasher said if a fire sprinkler system or fire alarm is required, it will be necessary to submit plans to the State. Krueger asked if the State deems a fire sprinkler system is not required could the City of Valparaiso override this decision. Thrasher said this is a State Code and the City cannot override State codes.

KENT: This property is zoned Heavy Industrial (INH). A school is not a permitted use within this zoning district. A Use Variance through the Board of Zoning Appeals will be required. The submittal deadline for the April 19th meeting is March 25th. All property owners within 300 feet must be contacted by Certified/Return Receipt Request letters. Kent said with the students being kindergarten to 8th grade and students will not be driving vehicles, the elementary or middle school standards will be applied for parking. Parking will be calculated at 2 spaces per classroom. Krueger indicated there will be four classrooms. The site will require eight parking spaces. Signage will be calculated at 3 sq. ft. of signage per 1 linear foot of building frontage. Kent asked how trash will be handled. Krueger said they have not gotten to this point. Krueger said if the project moves forward a dumpster enclosure will be incorporated into the project. There is a triangular area on the left side that can be paved for a dumpster enclosure. Kent said referring to Article 2, Section 2.406 for dumpster enclosure standards will be necessary. Kent asked if landscape improvements are being considered. Krueger said at this point no landscaping improvements have been discussed; however, there will be some cleanup on the property. Kent suggested referring to Appendix B of the UDO which will provide the permitted and invasive species lists. There are no plans for exterior improvements to this site. Kent mentioned that during previous discussions, the overall intent was to sell this building and then make improvements to the New Creations structure on Calumet. Is this still the intent? Krueger said there are two potential buyers pending approval of the alternate school use. If this use is approved it will make the purchase feasible. Krueger said the goal is to sell the Axe Avenue building and use the proceeds for improvements to the New Creations Calumet Avenue structure.

DALY: Daly mentioned the 2014 Indiana Fire and Building Codes are followed. The Fire Department conducts annual fire inspections. The Class E occupancy may trigger an inspection by the State Fire Marshall. An emergency and evacuation plan will be required. The offices will still be maintained. Meeting the requirements for fire extinguishers, exit lighting and emergency lighting will be necessary. Daly said a Knox Box is not a requirement, but it is recommended. Krueger said a Knox Box will be installed.

MCALPINE: McAlpine said submitting an as-built survey of the property that includes some grade shots around the perimeter is requested. This as-built survey will allow McAlpine to learn where the water will go. This will provide important information, especially if the entire parking area is paved.

PILARSKI: Pilarski said this site does not have backflow prevention. Contacting Shaun Shifflett concerning this issue will be necessary. It will be necessary to contact Mike Steege concerning sanitary sewer and water lines. Pilarski said a building inspection will be required. Yacoub Aljobe needs to be contacted to setup the walk-through inspection.

ISSUES TO BE RESOLVED:

Detailed Site Plan
Backflow Prevention
State Design Release
Building Permit
Signage/Fencing Permit
Zoning Clearance
Use Variance
Sidewalk Waiver
Dimensions on Parking Plan
Parking Areas Paved and Striped
Provide a Complete List of Contractors
All Contractors Must Be Registered with the City
Dumpster Enclosure
Emergency & Evacuation Plan
As-built Survey
Contact Mike Steege (sanitary sewer and water lines)
Contact Yacoub Aljobey (building inspection)