

**MEETING:** Site Review Committee  
**SUBJECT:** Jones Duplex  
**ADDRESS:** 606 Indiana Avenue  
**PRELIMINARY SITE REVIEW**

**LOCATION:** City Hall  
**DATE:** January 14, 2020

**IN ATTENDANCE:**

Carley Lemmon, Asst. Planner  
(219) 462-1161 / [tkent@valpo.us](mailto:tkent@valpo.us)  
Vicki Thrasher, Building Commissioner  
(219) 462-1161 / [vtrasher@valpo.us](mailto:vtrasher@valpo.us)  
Mingyan Zhou, Engineering Dept.  
(219) 462-1161 / [mzhou@valpo.us](mailto:mzhou@valpo.us)  
Tim Stites, Fire Department  
(219) 462-8325 / [tstites@valpo.us](mailto:tstites@valpo.us)  
Mark Geskey, Water Dept.  
(219) 462-6174 / [mgeskey@valpo.us](mailto:mgeskey@valpo.us)  
Paul Scott, Water Reclamation Dept.  
(219) 464-4973 / [pscott@valpo.us](mailto:pscott@valpo.us)  
Tony Fahel, Water Reclamation Dept.  
(219) 464-4973 / [tfahel@valpo.us](mailto:tfahel@valpo.us)  
Mike Jessen, City Administrator  
(219) 462-1161 / [mjessen@valpo.us](mailto:mjessen@valpo.us)

**PRESENTERS:**

Paul Schreiner, Project Neighbors  
(219) 405-3070 / [schreiner1927@aol.com](mailto:schreiner1927@aol.com)

The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed Jones Duplex to be located at 606 Indiana Avenue . Lemmon 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:** Schreiner stated that the existing building is not repairable. It is in excess of 100 years old. Everything from the foundation on up needs to be repaired. The existing residence will be demolished. The existing garage will remain. Two 1,200 sq. ft. residences are being proposed. The building will be a duplex. Each duplex will have three bedrooms. Schreiner will try to match the level of exterior detail on the new house across the street from this proposed duplex. The front of the duplex will have some stone on the bottom half below the porch. Cement board will be used on the balance of the building.

**STAFF COMMENTS:**

**SCOTT:** Submittal of an internal plumbing plan is necessary. The existing garage appears to have existing floor drains. These floor drains can remain;

however, if the building is demolished and rebuilt, floor drains will not be allowed. Schreiner said the floor drains are probably not flowing anywhere.

**GESKEY:** Water and sewer will be required for each residence. Geskey mentioned that this site may still have a lead water service. The Water Department will change this at their cost, but Project Neighbors will be responsible for the second service. It will be necessary to work with City Hall concerning the sewer. Geskey does not know if two sewer taps will be required. Geskey will be the contact for the water service. Contact information was provided.

**STITES:** Since this is a residential project, Stites provided no comments.

**ZHOU:** Zhou is aware the plans provided are conceptual. It will be necessary to provide a more detail site plan. Zhou mentioned that the Engineering Department has a checklist of requirements. It is available on the website; however, Zhou offered to email the checklist to Schreiner. Once the Engineering Department reviews a more detailed site plan more comments may be provided. A local site permit will be required for the project.

**ON BEHALF OF BRENT DICKSON, PUBLIC WORKS:** There is a north/south, east/west alley. If this alley is damaged during construction, it will be the responsibility of Project Neighbors to repair the damage. Since a roll-off will be needed during construction, it will be necessary to set the City-issued garbage and recycling cans aside or contact Public Works to have the cans removed during construction. If the sidewalk on Indiana Avenue is damaged during construction, it will be the responsibility of Project Neighbors to repair the damage. Will the trees in the front yard remain? Schreiner said the trees in the front yard are healthy and they will remain on the property.

**LEMMON:** The property is zoned NC-60 (Neighborhood Conversation). Per Article 2, Section 2.200 single-family attached is a prohibited use in the NC-60 Zoning District. A use variance will be required. Referring to Article 2, Section 2.300 for the supplemental residential standards will be necessary. Referring to Article 3, Section 3.400, Neighborhood Conversation is recommended. The minimum lot area is 7,000 sq. ft. The lot width is 60 ft. The street yard minimum is 20 ft.; the side yard setback is 6 and they must total 12 ft.; the rear yard setback is 20 ft. The maximum building height is 35 ft. The building coverage is .45 and lot coverage is .50. Parking in the rear must be paved. Schreiner confirmed it will be paved. Lemmon asked if the intent is to use the garage for parking purposes. Schreiner said there will be five parking spaces total and two of the parking spaces will be in the garage. The size of the garage will not be increased at this point. Lemmon indicated the parking requirement for single-family attached is 2 spaces per dwelling unit and there is no loading requirement.

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Per Article 10, Section 10.301, residential, 1 large tree and 1 small tree are required per dwelling unit. There is no requirement for shrubs. Per Article 11, Section 11.201, Residential Design Standards, residences shall be designed such that the primary structure and the windows face a public street. Per Article 11, Section 11.202, the minimum width of a dwelling unit as it faces a street shall be 24 ft.

**THRASHER:** A permit for the demolition will be required. This is a separate permit from the Building Permit to construct. Thrasher asked if the foundation of the existing house will be completely removed. Schreiner confirmed the foundation will be removed. Thrasher mentioned there is a new residential building code in the State of Indiana. CO alarms and arc-faults are required. If a basement is being considered, an egress window is required, whether the basement is finished or not. Thrasher mentioned the code and amendments are available on line. Thrasher requested a detail on the building plans for the separation between the first and second unit. Thrasher needs to ensure this is a UL one-hour fire separation. The stairway will also have to be protected. Thrasher asked how the units will be addressed. Schreiner said he does not know. Thrasher stated it will be necessary to work with Will Rose, Engineering Department, concerning the addressing. Thrasher asked if the units will be rentals. Schreiner said the lower unit will be owner occupied and the upper unit will be a rental. Thrasher said it will be necessary to register the unit as a rental before it can be occupied. The plans must show all room dimensions. A Site Permit will be required with the Building Permit application. Thrasher requested a wall section on the plans.

**ISSUES TO BE RESOLVED:**

- Landscaping Plan
- Detailed Site Plan
- Site Improvement Permit
- Demolition Permit
- Building Permit
- Contractors Registered with the City
- Addressing (work with Engineering Department)
- Submit Internal Plumbing Plan
- Use Variance