



**MEETING: Site Review Committee**  
**SUBJECT: University Promenade**  
**ADDRESS: 1420 Lincolnway**

**LOCATION: City Hall**  
**DATE: August 10, 2010**

**PRELIMINARY SITE REVIEW**  
**IN ATTENDANCE:**

Craig Phillips, City Planner (219) 462-1161  
Tyler Kent, Asst. City Planner (219) 462-1161  
Tim Burkman, Engineering Director (219) 462-1161  
Dick Condon, Water Reclamation Dept. (219) 464-4973  
Chuck McIntire, Water Dept. (219) 462-6174  
Vicki Thrasher, Building Commissioner (219) 462-1161  
Ron DeTorrice, Public Works Director (219) 462-4612  
Jack Johnson, Fire Department (219) 462-8325  
Media

**PRESENTERS:**

**Jeffrey Ban**, Development Visions Group Inc.  
219-662-7710 / jrbandvg@sbcglobal.net  
**Michael Stanula**, Architect, 708-946-0949  
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**Harley Snyder**, HSC, Inc, 219-531-1100  
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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 University Promenade project located at Lincolnway and the future University Drive. Phillips 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:** The project is located in the Eastgate Overlay District in front of Valparaiso University. The site is currently owned by the Cities Redevelopment Commission. At this point the plans are conceptual. The project is a proposed mixed use development with one building located on Lincolnway and the other on LaPorte Avenue. A public plaza on Lincolnway will help prevent crowding of adjacent buildings. A credit union with a drive-through is anticipated on the northwest side. Establishing building positions was well thought out. The intention of University Drive is to dedicate the entire corridor from building front to building front as a right-of-way. The parking in University Drive will ultimately become public parking. The City of Valparaiso will be responsible for the drainage systems, road re-surfacing, and snow plowing. Sewer and water should have the capacity to handle the proposed development. Each building is a total of 3 stories and has approximately 12,000 SF for commercial space on the first floor. The second story of each building begins the first floor of the urban style town homes, and the third story of the buildings is the second floor of the town homes, which include 2 bedrooms and 2 bathrooms, with the exception of 1 unit. At the south end of the buildings there is an option to include a loft above the residential second floor. Each building will be fully sprinkled. The plaza will have gateways to both buildings as well as displaying signage for the University Promenade. The commercial level of the buildings will have high ceilings with open structure. Ceiling heights in the town homes will be approximately 10' with an open concept. It's unknown at this time as to what types of commercial businesses will be located in the buildings. Windows and space with regulated entries will be around the entire 4 sides of the each building. Each unit will include a balcony on the first and second floors, as well as a skylight near or over the stairway. The building material is

masonry with awnings on the ground level windows. The windows near the parking lot side at the rear of the buildings will not have the awnings. The entries are recessed with awnings in order to help identify. The University Drive area will also have the gateway arch. The sloped metal roof makes it possible to accent the building with color. The same metal roofing system will be incorporated on the main floor awnings. Food purveyors are currently not anticipated for the commercial areas although, the idea may be considered.

#### **STAFF COMMENTS:**

JOHNSON: The street and parking lot widths and turning radiuses need to be able to accommodate the Fire Department aerial lateral truck. Fire lanes need to be established on the both sides of each building. The minimum width that's required is 26'. The Fire Department connections need to be placed on the street side of the building. Contacting the Fire Department prior to placement is necessary. Access to each stairwell must be striped. A Knox Box for each building along with enunciator panels is also required. The sprinkler system should be plumbed so that the build outs can be monitored separately for flow. The stand pipes will more than likely need to be completed as soon as possible. The fire alarm and sprinkler systems need to be submitted to the State for review. Elevators in the building are required to be sized to accommodate an ambulance stretcher lying flat. An additional site review is strongly encouraged.

MCINTIRE: Looping this facility from Lincolnway to LaPorte Avenue is advised. More than likely an 8" or 10" line is adequate although, determination is necessary from the Hydraulics Engineer. The site will require 3 fire hydrants located within the green spaces. Placing the domestic and fire services in the green space is recommended. The main has to be on the west side of the road in order to conform. The fire and domestic services must be separate. Backflow requirements are necessary on both the fire and domestic services. Each building will require one backflow device. Depending on the commercial tenants, an additional site review may be necessary. Rather than separate shutoffs, one master meter is advised.

DETORRICE: Solid waste removal will have to be contracted through a third party although, recycling can be provided through the City. The narrow walkway in front of each building is a concern with regards to snow removal.

CONDON: An Internal Plumbing Plan is necessary for review and approval. It was clarified that the sanitary sewer on Lincolnway is located on the north side. On LaPorte Avenue there are 2 forced mains with 1 being dead and the other live. Condon will check into whether there is a sanitary tap located somewhere on Lincolnway. Further discussion took place and this issue will need to be resolved.

PHILLIPS: The mixed use being proposed is permitted in the Commercial General district. The allowable density based on the floor area ratio is acceptable. A 15% landscape surface ratio is required. Seeking a variance of a .7% reduction is intended. The Eastgate Overlay District standards need to be met therefore; pedestrian improvements have to be similar to those that were constructed in front of Uptown East. The sidewalk along Lincolnway must be 10' wide. Planters can be incorporated in order to make up for some of the green space in this area. Modifying the green space within the urban plaza is also a possibility. Parking is adequate as long as University Drive can count towards the parking allowance for the site. Parking is based on an average of 4 spaces per 1,000 SF of buildable area. Since the majority of the parking spaces on LaPorte Avenue are on private property, more than likely these spaces can then be counted towards what's required. The building coverage at 21% is acceptable. A landscape plan will need to be submitted as per the standards in Division 10.300 and Section 11.411 in the Unified Development Ordinance. Pertaining to signage, referring to Section 11.410 for the Eastgate Development Standards is essential. The outside storage and refuse container enclosures need to be followed as per Section 2.406 of the Unified Development Ordinance. The project is scheduled to go before the Board of Zoning Appeals in order to seek variances on August 17, 2010. The main gate will need to comply with the wall signage requirements and is being considered as an architectural element of the site. Additional site reviews are necessary for the individual commercial tenant spaces. A lighting plan will be necessary. Lighting cannot exceed a ½ foot candle at the property lines for adjacent commercial properties. The Eastgate standards have specific requirements for the provision of connectivity between sites.

THRASHER: A State Design Release will be required on the buildings, fire alarms, and the sprinkler systems. A complete submittal to the State is strongly encouraged. The building sign details should also be included in the submittal to the State. Any signage and fencing will also require a permit.

BURKMAN: As the project progresses there will be additional comments. Working with the City is advised in order to make the 8' wide sidewalk compatible as a pathway for the students. An extra 3' of pathway width

is essential. Further discussion is needed regarding the signal at the intersection of University Drive and Lincolnway. Extending the center island at each end of University Drive is recommended. This also will count towards the green space requirement. The issue of the pavement width behind the angled parking spaces will need to be worked out appropriately in order to keep all interests balanced. Widening the island widths is suggested in order to support substantial vegetation. This area also will need to be maintained and is intended to be irrigated. Maintaining the brick walkways is also essential. Further conversation is needed with Public Works regarding the maintenance and plowing of the angled parking spaces. During certain times, parking on University Drive will be prohibited. The Ordinance states what is required for snow clearance. As part of an Eastgate parking study, the entire area can be reviewed to see if any modifications are possible. The maintenance of the proposed decorative lighting also needs to be clarified. Recessing portions of the first floor building frontages to allow for outdoor dining areas is suggested. Considering the idea of a 2 hour time limit for the angled parking spaces on LaPorte Avenue is advised. In terms of storm water management, changing the brick area at the corner of University Drive and Lincolnway with more vegetation is recommended where possible. The plans show numerous first floor access points that do not have concrete walks or stoops indicated and this area will need to be included in the calculations. Special attention is necessary in order to eliminate any elevation or drainage issues with the neighboring properties. Identifying where the runoff enters the site from the adjacent properties is essential. Sidewalks that are shown on the private property should be covered by either an additional right-of-way dedication or an easement dedication. Checking into sanitary service locations is also important. Should a sanitary main be constructed, it must be according to Utility standards and unless it's constructed within the right-of-way, a dedicated easement will also be required. One tap to service each building is sufficient. Planning ahead for exterior grease traps is advised. The jog in the sidewalk located in the NW corner of LaPorte Avenue and University Drive will need to be rectified. The ramps at the intersections must be ADA compliant. Extra lighting on the sidewalks is recommended where the vehicles overhang. Drainage runoff from the site must be managed according to the Eastgate Overlay District standards. All the proposed impervious areas will more than likely require a use for underground storage however; this can be supplemented with surface lot storage. Constructing a vegetated infiltration swale around the grass border of the brick plaza area will manage some of the runoff. Utilizing a concrete gutter pan at the edge of the angle parking and between travel lanes will divert runoff. University Drive will need to be constructed to the Collector Street standards regarding the pavement thickness. Shifting the disabled parking space for 1410 to the northerly end of the 14 space strip is suggested. If allowed, the access to Lincolnway at the east side of 1420 will need to be right turn in, right turn out. Addressing for the site will need to be reviewed.

**ISSUES TO BE RESOLVED:**

- Landscaping Plan (with Tree Survey)
- Erosion Control Plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Internal Plumbing Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Fire Hydrants
- Knox Boxes