



**MEETING: Site Review Committee**  
**SUBJECT: Valparaiso Police Station**  
**ADDRESS: 355 Washington Street**

**LOCATION: City Hall**  
**DATE: 1/30/07**

## PRELIMINARY SITE REVIEW

### IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Jack Johnson, Fire Department	(219) 462-8325
Bill Oeding, Public Works Director	(219) 462-4612
Steve Martinson, Parks Department	(219) 462-5144
Dave Pilz, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Media	

### PRESENTERS:

Bret Dodd, AIA	(317) 255-6060 Ext. 254	bdodd@rqaw.com
Mike Brickner, Police Dept.	(219) 464-4584	mbrickner@valpopd.com
Don McGinley, Project Management	(219) 465-0113	mcinley@netnitco.net
Ken Corneil, Project Management	(219) 465-0113	kcorneil@netnitco.net

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:

The Site Review Committee met to discuss a proposed new Valparaiso Police Station. 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.

Dodd explained that the main block of the building will remain the same and a portion will be demolished by the city. To make sure drainage is being taken care of, Matt Kras is advising. Utilities will remain in place, however, the gas lines will be changed from the interior for the new equipment. Dodd is working with Nipsco on the electric. There will be a new transformer in the southeast corner. A 6" water line will be coming in branching off a 2" domestic line, with a new meter on the inside of the building. The sanitary discharge path will stay the same. The site has been modified to include landscape islands. Because of a tight budget, there is not a landscape plan. As the project progresses, a local landscape contractor will be contacted to do the landscaping. The fire suppression system is staying in the same location. The Sally Port or the addition is not sprinkled. The sprinkler line is located in an isolated area within a storage space of the building. Dodd will speak to the fire chief regarding this situation.

Johnson confirmed that the sprinkler line was not in a sufficient location and needs to be addressed. It also was advised to institute a Knox Box at the front door.

Phillips stated that the site was a permitted use. It was confirmed that the parking lot will be public with designated spaces and will be constructed in the spring. The parking lot will be sufficient for the patrol cars at shift. Total parking is 45 spaces with 3 being handicapped, and additional street parking as well. The proposed parking is the area being demolished. The parking

lot to the north is not within the scope but may be possible parking in the future. It is requested to work with Martinson on landscape materials. Signage is limited to the 6' monument style sign. Any dumpsters on the property must be adequately enclosed and painted to match the predominant color of the building. It was clarified there is an 8" curb to the northwest of the dumpster pad and access will be sufficient. Condition of the current fence on the property will be determined.

Oeding is aware that there will be an entrance off Brown Street and Franklin Street. There is no need for detectable warning strips at the entrance. They are needed however, where the sidewalk meets Franklin Street and at Washington Street. After much discussion, the sidewalk issues need to be resolved with Oeding and Pilz.

McGinley was informed that the construction sign should be 32 square feet, no permit is required, and should be placed 5' from the right of way. It was also mentioned that the erosion control will go up when the demolition starts on the pole barn.

Thrasher was informed that the State Design Release has been submitted and the addition was included. A site improvement permit will also be needed. Sign, building, and fence permits are also required.

Pilz stated he sent comments previous to this meeting and issues have been resolved. The address will be changed to Washington Street instead of Franklin Street. This will be issued with the building permit.

Kras explained that he e-mailed his drainage comments previously. The concerns were the water quality and quantity. The quality issue has been resolved. There could have been more done with the quantity concern, but the runoff is being reduced from the site and is sufficient. Erosion control measures must be in place and maintained.

Pilarski stated that the oil and grease interceptor needs to be sized at a minimum of 1,000 gallons. Site plumbing plans also need to be submitted.

Martinson was informed the completion date is October 2<sup>nd</sup>. The landscape plan is not acceptable. It included plants that are not allowed. The abundant amount of trees along the railroad on city property will need to be removed. It's understood that the landscaping will probably be minimal. The setting of some funds aside and doing as an in-house project was explained. It was also recommended that Martinson walk the site to identify the trees that are currently there. This would satisfy an ordinance requirement.

Brown stated this is a change of ownership and will require the fire system and domestic line to be upgraded to the current code for backflow protection. Dodd will send a set of the plumbing plans showing the backflow prevention to confirm. The use of exterior hydrants will also require backflow protection.

#### ISSUES TO BE RESOLVED:

Landscaping plan (with Tree Survey)  
Erosion control plan  
Right-of-way  
Detailed Site Plan  
Sanitary/Sewer  
Backflow Prevention

Site Improvement Permit  
State Design Release  
Building / Sign / Fence Permits  
Plumbing Plans