



**MEETING: Site Review Committee**  
**SUBJECT: 4 Unit Apartment Complex**  
**ADDRESS: 356 Greenwich Street**

**LOCATION: City Hall**  
**DATE: 1/17/06**

## PRELIMINARY SITE REVIEW

### IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Bill Oeding, Public Works Director	(219) 462-4612
Steve Martinson, Parks Department	(219) 462-5144
Dave Pilz, Engineering Director	(219) 462-1161
Rick Walstra, Comcast Cable	(219) 462-9990 ext. 13

### PRESENTER:

Brett Carney  
 Carney Construction  
 219-405-5818  
 carney.construction@comcast.net

### Media

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 construction of a 4-unit apartment complex at 356 Greenwich Street.

Phillips stated that site review is not an approval. 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. Phillips also explained the new requirement for a site improvement permit in addition to the other items needed to begin construction.

Carney would like to build a new 4-unit apartment building identical to his previous units on 353 S. College and 256 S. College. There is an existing parking area that will be removed on lot.

Phillips noted that there are 4 units, but only 7 parking spaces. A variance is needed for only 7 spaces. Parking spaces must be 9' X 20' as shown. A variance is needed for the square footage of the lot; the lot should be minimum of 9,000 sq.ft. Phillips explained that the set back of 25' was not necessary. Instead, a survey can be taken of the existing nearby building set backs, and an average taken from that is appropriate. Carney must provide those measurements. Kent noted that sidewalk connections are needed to the house.

Pilz had no issues at this time.

Oeding inquired about the sidewalk and curb/gutter on this site. Carney acknowledged that they were new, and he would do his best to not damage them. Carney will replace anything damaged during construction. Oeding also stated concern about construction equipment coming in through the gravel alley and damaging that area. Carney noted that he did minor improvements to the alleys of the previous two buildings and is willing to do the same at this location. The city only salts alleyways; it does not plow them. The tenants might have difficulty getting in and out of parking area during heavy snow. The city provides trash collection and one tote per water meter.

Additional containers are available for \$6 each. Phillips noted that if a dumpster is used in place of the city pick up, additional restrictions are required.

Martinson noted that a tree survey is required. There is a preferred plant list available. If the replacement requirement cannot fit on this lot, trees may be planted on other owned lots or \$200 given to the tree fund per tree. All trees not removed must be protected during construction.

Kras noted that a drainage plan is needed showing how runoff will be contained. The land slopes steeply to the west. The houses across the alley cannot be affected by additional runoff. Kras suggested redirecting down spouts to the front. In regards to storm water, the site must store a small amount of water due to the increase amount of impervious surfaces.

Brown stated the building requires 1 meter per service tap. Backflow protection is required only if it succeeds 4 units.

Phillips requested that Carney meet with Marv McDaniels at the Sewer Department to clear any related issues. Also contact Vicki Thrasher, Building Commissioner as needed.

#### ISSUES TO BE RESOLVED:

- Variances to be approved
- Landscaping plan
- Erosion control plan
- Right-of-way
- Sanitary/Sewer
- Site Improvement Permit
- State Design Release
- Building Permit