



MEETING: Site Review Committee
SUBJECT: 4-Unit Apartment Complex
ADDRESS: 256 W. Lincolnway

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, Stormwater Engineer	(219) 462-1161
Vicki Thrasher, Building Commissioner	(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

PRESENTERS:

David Voss
 405-3695
 (absent)

Media

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:

The Site Review Committee met to discuss a proposed new construction of a 4-unit apartment complex at 256 W. Lincolnway.

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. Phillips also pointed out that there is a new requirement for a site improvement permit in addition to the other items needed to begin construction.

Since the presenter was absent, Phillips began with a description of the project. This is a proposed 4-unit building with 8 parking spaces on site - 4 in garage, 4 in front of garage. It is zoned properly for use. Variances, however, may be necessary for lot square footage.

Kent noted a variance for living in the downstairs area and a variance for dwelling unit square footage has been requested. The building was previously used as a boarding house, but will be turned into a 4-unit complex. Kent requested that the proposed garage match the existing house in paint color.

Pilz had no comments at this time.

Oeding had no comments at this time.

Thrasher noted that a State Design Release is needed before a building permit will be issued due to extensive reconstruction. Construction of the porch and the garage also require building permits.

Martinson stated a tree survey is needed showing existing trees on the property and if any will be removed. The tree replacement requirement must be met or a donation to the tree fund is required in the amount of \$200. The Parks Department has a list of preferred trees and plants. No Norway maple or flowering pear trees may be used.

Kras observed that the current gravel parking lot would change to concrete. If adding any impervious surface area, a detailed plan must show how storm water runoff will be managed.

Brown noted that backflow protection is not required unless they exceed 4 units.

Pilz mentioned for Collections that a new sanitary sewer service might be required.

According to Phillips, the applicant may continue to the site improvement permit stage upon approval of variances. The applicant is encouraged to review minutes carefully to resolve above stated issues.

ISSUES TO BE RESOLVED:

Variances approved

Landscaping plan/Tree Survey

Erosion control plan

Detailed Site Plan

Sanitary/Sewer

Site Improvement Permit

State Design Release

Building Permit