



**MEETING: Site Review Committee**  
**SUBJECT: Valparaiso Baptist Church**  
**ADDRESS: 612 Emmetsburg Ave.**

**LOCATION: City Hall**  
**DATE: May 2, 2006**

## 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

### PRESENTERS:

Stephen Stofko, McMahon Associates  
 (219) 916-9343  
 smstofko@mcmgrp-in.com

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 addition to Valparaiso Baptist Church. 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.

Stofko described the project as a 6,000 square foot addition to be used as the sanctuary. A detention pond will be added to the north end of the property beyond the existing tree line. A parking lot will be added. The lot coverage will increase from 16% to 22%. The shed and a patch of damaged concrete will be removed and green space added.

Phillips indicated that the new addition is within city limits, but the detention basin and a small portion of the parking lot are in the Porter County jurisdiction. Stofko noted that they would be willing to eliminate some of the parking to keep the lot in the city. He also noted that the excess parking was a request from the church due to its growing congregation. Phillips explained that, due to the size of the parking lot, a 5% interior landscape is required. Small islands should be added to the parking area. Phillips will check the distance from the south property line and State Road 130. This project may need to meet the standards of the State Road 130 Overlay District. Since a portion of the project is outside of city limits, this project may require annexation or an inter-jurisdiction agreement. Waste receptacles should be screened, preferable with a wooden enclosure that matches the building. There will be no additional signage.

Thrasher confirmed with Stofko that there is not a sprinkler system planned for this addition. A State Design Release will be needed.

Kras had no concerns as long as the pond is outside of the city limits. Kras did note a few concerns should this property be annexed or an agreement made. Stofko indicated that the pond outlets through the natural discharge to the west. Kras inquired about moving the pond farther east. Stofko explained that the church would like to make future improvements on that land, and

the field is currently used on a regular basis. Kras also inquired about capturing the water from the parking lot and using swails to direct the runoff to the detention pond instead of piping it. Stofko noted that there is a member of the congregation who is willing to lay the pipes at a small cost to the church.

Martinson explained that a landscape plan is required noting the existing trees on the property and what is to become of them. If there are no trees, that should be noted on the landscape plan as well. Martinson also noted that a larger island in the parking area is better than several small islands. It is more beneficial for the trees and plant material. Martinson asked that they work from the list of recommended plant materials. He noted that the Gold Flame Spirea will be on the "Do Not Plant List" in the near future and asked for that to be replaced. The Elm produces quite a bit of weed seed. Stofko also noted that plant material would be added to the detention pond.

Brown explained that the addition will require a 2" service and the old 3/4" service will be abandoned. Backflow protection will be required.

Johnson asked for a Knox Box system to be installed in case of a fire after hours.

Pilz noted that a sewer tap fee and permit would be required due to the water service upgrade to a 2" line.

Stofko mentioned that they might be willing to relocate the pond to an area within the city to avoid confusion or conflict.

#### ISSUES TO BE RESOLVED:

- Annexation or Inter-Jurisdiction Agreement

- State Road 130 Overlay District standards (pending confirmation by Planning Department)

- Landscaping plan (with Tree Survey)

- Sanitary/Sewer

- Backflow Prevention

- Knox Box

- Site Improvement Permit

- State Design Release

- Building Permit