

**MEETING: Site Review Committee****LOCATION: City Hall****SUBJECT: Proposed new office for Langer & Langer****DATE: May 23, 2006****ADDRESS: 452 Lincolnway** (NW corner of Lincolnway & Campbell)**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
Marv McDaniels, Collections Department	(219)-464-2346
Tony McGinley, Collections Department	(219)-464-2346
Tony Reid, Public Works Department	(219) 462-4612
Steve Martinson, Parks Department	(219) 462-5144
Dave Pilz, Engineering Director	(219) 462-1161

**PRESENTERS:**

Betty Lamp, Hamstra Group
(219) 869-0064
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Michael Langer, Langer & Langer
mal.langerlaw@crowne.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 an office building for Langer and Langer. 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.

The proposed 2-story office building is designed according to downtown setbacks according to Lamp. Parking is more than the standard requirement. The intention is to vacate the unused alleyway, which divides the two properties owned by Mr. Langer. Drainage should not be a problem, but final calculations are not yet available.

Phillips commended the design of the building and appreciates the urban placement of the building. Lot coverage is adequate. A landscape plan, including a tree survey, is required. Square footage of the building is needed. A 7' wide buffer is needed along the residential area to the north and west of this property. Phillips is willing to work with the 7' requirement to accommodate lot size. Signage size is limited to 3 square feet of signage per 1' of building frontage along Lincolnway. A monument style sign is limited to 6' in height. Wall signage is also permitted. Parking is based on 1 space per 200 square feet of usable floor space. The vacating of the alley will need to be discussed in greater detail. Any dumpster or service area must be screened and be architecturally compatible with the building. Kent noted that this project must meet the Signature Street Requirements for Campbell. Since the current standard is a 30' setback, a variance will be required. The Planning Department will support such a variance since it directly goes against the city plan for the development pattern for that area. Pilz and Phillips will review the setback requirements.

Pilz explained that a detailed site plan, erosion control plan, and right-of-way dedication along Campbell are required. Information regarding the connection of the sanitary sewer will be provided at a later date. The Board of Works must authorize the alley to be used for private use. To vacate the alley is a very tedious process, and a utility easement may still be required. Langer inquired if permission is given, could it be exclusive to his office. Pilz explained that it would still be public property. Langer stated concern about safety since the primary parking for his office would be on the other side of the alley. In addition, if the public is allowed access, could that public access interfere with construction? His preference is to vacate the alley. Pilz and Phillips both explained that it should not be a problem to vacate, but the process will be very time consuming.

Langer noted that there might be 2 tenants with Langer & Langer being the primary tenant. A sprinkler system will be required in the basement. Thrasher noted that a State Design release is needed prior to obtaining a building permit. A building permit for signage is also required.

Brown indicated that a 6" water main is on Lincolnway. Backflow protection is required on the water meter, fire suppression system, and on the landscape irrigation system, should there be one.

Kras mentioned the need for a detailed drainage plan showing how they plan to manage storm water runoff from the site. An erosion control plan is needed showing how they will minimize the amount of erosion on site.

Martinson explained that a landscape plan is required. A tree survey is also required and may be incorporated into the landscape plan. If there will be a parkway on Lincolnway, Martinson suggested adding a tree to that space. There is a Preferred Plant List and a Do Not Plant List by Martinson that should be followed. Both lists are available on the Park Department's web site at [www.valparaisoparks.com](http://www.valparaisoparks.com).

Pilz suggested narrowing the sidewalk to provide a green strip along the street.

McDaniels noted that the sewer main is located in the alley running east and west with several taps coming off of it to the south.

Johnson noted that the sprinkling of the building would require a Knox Box system. Lamp inquired about having only one stairway in the basement. Johnson explained that the exit requirements are based on the occupancy. If it will be used solely for storage, one stairwell should be sufficient. If it could be used as office space in the future, that could be an issue or occupancy could not be allowed. The sprinkler system in the basement does alleviate some concern for an additional exit.

#### ISSUES TO BE RESOLVED:

- Variance
- Approval to vacate alley
- Landscaping plan (with Tree Survey)
- Erosion control plan
- Right-of-way Dedication
- Detailed Site Plan
- Sanitary/Sewer
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit