



MEETING: Site Review Committee
SUBJECT: University Promenade
ADDRESS: 1420 Lincolnway

LOCATION: City Hall
DATE: January 4, 2011

PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. City Planner	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Chuck McIntire, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Evans, Public Works	(219) 462-4612
Jack Johnson, Fire Department	(219) 462-8325
Adam McAlpine, Engineering Dept.	(219) 462-1161

PRESENTERS:

Harley Snyder, HSC, Inc.
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Jeffrey Ban, Development Visions Group Inc.
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Michael Stanula, Architect
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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:

OPENING: The Site Review Committee met to discuss a review of the University Promenade project. The original site review for this project was August 10, 2010. 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.

EXPLANATION OF PROJECT: Other than trying to incorporate mechanical spaces, the project hasn't changed since the previous site review. There is a slight difference in the perimeter of the buildings. Designated areas for the mechanicals are indicated on the site plan. The NE building on Lincolnway is set 2' lower than the building adjacent to LaPorte Avenue. The grading on University Drive ties LaPorte Avenue with Lincolnway, by means of a small vertical curve in the middle on University Drive. Drainage from University Drive will drain from the south to the north. Catch basins are located in University Drive to catch the drainage. The drainage on the west side of University Drive is being collected by itself, and then is being retained in underground storage chambers. Discharge from University Drive will go directly to the Lincolnway storm sewer. Underground storage chambers will store and retain storm water for the east side areas of the site as well. The 2 existing water mains on LaPorte Avenue and Lincolnway will be connected with an 8" water main. A few hydrants will be coming off of the new water line on University Drive, along with 4" taps which will service the domestic and the fire service for both buildings. The 2 existing water mains on LaPorte Avenue and Lincolnway will be connected to an 8" main. Possibly 2 hydrants will be coming off the new water line on University Drive. Both buildings will be fully sprinkled. Tying into

the sanitary sewer line on Lincolnway is intended; however, the impact of shutting down traffic on Lincolnway is a concern. Matching the existing site lights on Lincolnway is anticipated. The site lights on University Drive are intended to be LED. Lakeshore Landscaping will be doing the landscaping detail. The entire plaza area will be designed with pervious pavers. Detailed discussion took place regarding the placement of trees and tree grates. In the rear of the buildings, east and west of University Drive, there are 2 sanitary sewer lines. One is a dedicated grease line for the units and the other is a domestic waste line. In each commercial space there will be stubs. The idea of providing 1 grease trap for each building had been explained. Ceiling heights have been adjusted to accommodate elevator overrides and framing. Residents will have a controlled lobby area allowing them to go upstairs. Tenants on the commercial level will have access to the interior lobby. A keyed or controlled entrance will be located at the rear of the building. Each entrance will be properly lit with decorative, architectural lighting. Architectural details and materials were stated. Lower windows on the rear of the building were eliminated in order to establish areas for meter banks. Each unit is individually metered. The mechanical system has been redesigned so that no major mechanical will be located on the roof. There will be some residential type of A/C condensers located on the roof which are 30" to 36" in height however; this will not be visible from the street. The placement of an independent screen system may be used in order to hide mechanical equipment. This screen is attached with a frame to the roof system instead of the wall. By eliminating the metal screen at the top of the building, the parapet heights can be raised up in order to blend in from the north and south end. Numerous variances have already been granted through the Board of Zoning Appeals.

STAFF COMMENTS:

PILARSKI: There are some concerns with the connection on Lincolnway and LaPorte Avenue. There are also concerns pertaining to the cut on each road. Comments are deferred to the Engineering and the Public Works Department regarding these issues. A 1,000 gallon oil and grease interceptor is required for each unit that will serve as a restaurant. Contacting Pilarski is necessary regarding the guidelines of the construction. An Internal Facility Plumbing Plan is also required for each building for review. It was clarified that there will be an elevator in each building. The placement of a sump pump in the elevator pit is not advised..

THRASHER: Plan review and Construction Design Releases from the State are required before building permits can be issued. Any issues that result from this meeting also must be resolved.

PHILLIPS: Several variances have been granted since the original meeting took place in August. Verification that the parking had been handled is essential. According to the Eastgate Standards, the sidewalk along Lincolnway must be 10' wide across the frontage. With regard to steps and ramps, access to the building can be the same as a few examples that are downtown, as long as everything is ADA accessible. This may be part of the improvements although; the design must be approved by the Board of Works. A detailed drawing is needed for the dumpster enclosure. In the event that a restaurant is incorporated into the plan, parking will need to be re-examined at that point. Currently parking is compliant with regard to the condominium units along with commercial, office, or retail. Information on the Eastgate area parking will be provided. Additional detail is needed regarding the main archway. If the University moves forward with signage, permission is required. Additional approvals may be needed concerning signage. A PDF set of landscape and architectural drawings is needed. Setbacks are fine. The parking issue on University Drive needs to be addressed; therefore, seeking a variance is recommended. As part of the review process, all issues will have to be resolved before a full permit is issued. Since there are no complex issues it may be possible to handle further concerns with departments individually, rather than having a full site review.

BURKMAN: The pavement cross section should be to the City's Collector Street Standard. The typical section for the University Drive sidewalks is shown flush with the 20' parking strip.

Reducing the vertical rise to 4" is recommended; however, there is no opposition to the 6" rise. ADA ramps are only needed for crossings at University Drive, Lincolnway, and LaPorte Avenue. ADA ramps are also shown at some of the entrances off of University Drive. These should be ADA compliant ramps as far as slope is concerned, but they do not require the detectable warning elements. Cast iron plates with rust inhibitor applied or armor tile plates should be used for the ADA detectable warning plates. 6" thermal plastic crosswalk lines on either side of the crosswalk are preferred in lieu of blocks. ADA spaces should be blue rather than yellow. Hatches between the handicapped spaces should be shown on both University Drive sites. We will require a recordable document stating that the storm water system will be privately owned and maintained. The City requests access rights in order to perform any maintenance and then back-charge the property owner. A 2" gutter pan is preferred. The angled spaces off of LaPorte Avenue will need some conveyance system between the angled spaces and the slope of the roadway as well as a similar gutter pan along this stretch. If the parking along the east lot line can overhang, the spaces can then be reduced to 18' along the east. The spaces in the center are correctly shown at 20'; however, if the front of a vehicle can overhang along the perimeter on the east side, spaces can be reduced to 18'. A full access entrance off Lincolnway is not a major concern. As far as the sanitary sewer connections, we can find out if a tap had been installed on the Lincolnway project. It could be directional bored, although this would still require opening a hole. A curb-to-curb cut may be a possibility. An INDOT Right-of-Way Cut Permit will be required for any work on Lincolnway, as well as a Site Permit which covers our right-of-way cuts and sanitary sewer connections. The Demolition Permit has already been obtained. A sidewalk easement should be granted for portions of the sidewalk that will be within the right-of-way. It appears that a portion of the parking area off of LaPorte Avenue will be outside of the LaPorte right-of-way. Further discussion is needed. Possibly, a LaPorte Avenue Parking Easement and Sidewalk Easement could be handled in one document. There should be no elevation or drainage issues with the adjacent property owners. Discussion regarding decorative lighting is necessary. A curb box set within the existing curb line is preferred. Handrails will be provided for the 2-2 1/2' vertical platform areas along Lincolnway and LaPorte Avenue. A solution for deterring skateboarders from using these platforms is essential. Further discussion is needed regarding tree grates and how this may affect parking. Drainage calculations are needed.

MCINTIRE: Water plans remain pretty much the same as discussed during the last site review meeting. 4 shutoff boxes should be in the sidewalk, rather than in the asphalt. The wet tap on Lincolnway is acceptable. Instead of a wet tap on LaPorte Avenue, we would rather see that shutdown and cut-in. Replacing the main for LaPorte Avenue is anticipated. An 8" x 8" "t" with 2 8" x 6" reducers is needed. The valve should be located on the new 8" line on University Drive. There will be no valve required on LaPorte Avenue. The water main size on Lincolnway is 12", new ductile. LaPorte Avenue is 6" old cast. There must be one 1 meter per building, and then individual following. A separate irrigation meter would be allowed. Working with sewer contractor will allow the domestic meters to sized correctly. A floor drain will be needed for the backflow preventer, a double-check valve is necessary, and a fire sprinkler system is required. We will work with the sewer contractor regarding the storm and sanitary.

EVANS: Further discussion is needed regarding the plant and tree maintenance located in the right-of-way. The tree grates present a challenge for snow removal. The possibility of installing bollards to protect the trees from being hit was discussed; however, this would increase the difficulty for snowplowing. There is also a concern about a large amount of leaf litter falling into the street. Phillips suggested that Lakeshore Landscaping be contacted to look at trees that would minimize the amount of leaf litter. There was further discussion about installing some sort of ornamental iron vertical grate around the trunk to protect the trees from damage by cars and snow plows. The idea of using a small variety type tree was advised. Discussion took place regarding where to pile the snow. Pervious pavers will be placed in the pedestrian public park area.

Recycling services can be provided; however, a waiver will be needed stating that the City would not be responsible for any damage caused to the road by our vehicles. Clarification is needed regarding the previous comments pertaining to the extensive road cuts on Lincolnway and LaPorte Avenue for the sanitary sewer system. .

MCALPINE: A copy of the geo-tech report is requested, as well as a copy of the storm water drainage report. The location and drainage direction of the building downspouts need to be shown. It's important to clarify how much of each building will be directed to each downspout. The City of Valparaiso prefers RCP for all public storm sewers on University Drive. The concrete gutter on University Drive should be 24" in width. Additional contour elevations with a narrative must be provided explaining the runoff along LaPorte Avenue. .

JOHNSON: The elevator needs to be able to accommodate an ambulance stretcher lying flat. Standpipes will not be required. Sprinkler systems must be plumbed to allow for separate monitoring for flow as well as shutoff. The hydrants are acceptable. Contacting the Fire Department is necessary for placement of the fire department connections. Annunciator panels and the Knox Box should be in the main entryway. The trees will create a problem for the Fire Department when responding to a third floor fire. A drawing was given indicating the best way to handle the trees in order to accommodate the use of an aerial truck. Shortening the north side of the south island is strongly advised.

ISSUES TO BE RESOLVED:

- Landscaping plan (with Tree Survey)
- Erosion control plan
- Rule 5 Permit
- Right-of-way
- Detailed Site Plan
- Sanitary/Sewer
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Internal / Facility Plumbing Plan
- INDOT Right-of-way Cut Permit