



MEETING: Site Review Committee
SUBJECT: Shalimar Subdivision
ADDRESS: South Side of 500N between
SR 49 and CR300E

LOCATION: City Hall
DATE: March 22, 2016

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612
Media	

PRESENTERS:

Todd Leeth, Hoepfner Wagner Evans	(219) 464-4961 / tleeth@hwelaw.com
Anil Kothari, Patko	(219) 796-7729 / kothari.anil@gmail.com
Charles Ray, Duneland Group, Inc.	(219) 926-1007 / cray@dunelandgroup.com

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 the proposed Shalimar Subdivision. Kent 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: This is a 58 lot single family residential subdivision on the south side of 500N. The project is east of Memorial Parkway. There will be a new connection to 500N coming in, extending down to the existing pipeline easement which is the southern border of this parcel. Leeth indicated there is regulated drain (Johnson Ditch) to the east. This regulated drain will serve as the outlet for storm water. There will be connectivity anticipated to the north and west between existing subdivision parcel and the petitioner's property, lying between this property and Memorial Parkway.

STAFF COMMENTS:

ON BEHALF OF BURKMAN: There needs to be discussion on how and when the other half of Memorial Parkway will be constructed, and when the existing Memorial Parkway will be fully completed for acceptance with the right-of-way platted. The original agreement stipulated that when additional development occurred to the east, the other portion of the roadway would be constructed. Although this site is separated, we need to have an understanding of how this will all work together. A 40 ft. right-of way dedication is required along the entire Burlington Beach Road frontage. Frontage improvements including pavement widening, curb and gutter and pathway will be required along the entire frontage of the development. Utilities need to be extended along the Burlington Beach frontage of the development. An internal pathway should be considered through the development, most logically along the main corridor. Outlot D should be platted as public right-of-way to prevent a situation from occurring where an alternate developer would not be able to connect to the stubbed roadway/utilities. Discussing the sewer capacity needs for the projected total build-out of the development area will be necessary. Providing information concerning the

proposed force main and wet-well depth to accommodate the desired service area is required. Providing information on how access to the lift station will be accomplished is necessary. Burkman asked if future development to the south will be served by a sanitary main connected directly to the lift station, or should the line between sanitary manhole F and H be lowered to accommodate the future extension? Near station 2+00 providing a sanitary sewer service lateral stub to the west for the existing Kuehl property is necessary. The area where the swale is proposed to be rerouted (crossing under the roadway at approximate Station 2+25) needs to be platted as a Utility and Drainage Easement. On Sheet 5, can the number of sanitary manholes around the loop roads be reduced per the plan markup suggestions sent to Duneland Group on February 2, 2016? A Rule 5 Permit is required. The SWPPP needs to be submitted to the Engineering Department for review. A Site Permit for the subdivision is required. The Engineering Department will provide additional comments as the plans develop further.

MCALPINE: Provide a copy of the 100-year floodplain analysis work for Johnson Ditch. The analysis needs to describe the basis for the floodway/floodplain hatching designations. McAlpine stated that the Engineering Department needs to make a correction to the recorded easement dedicated by Patko near the CR500 culvert. A mistake was made in the legal description. Providing an updated drainage report for the entire development is necessary. This drainage report needs to show how all the eastern ponds will manage storm water for all areas west of Johnson Ditch. A copy of the engineering Department watershed analysis from 2012 is provided as an attachment. Providing a copy of the proposed grading plan showing the lot grades and finish floor elevations is required. An overland Flood route with flow arrow is needed. There is an existing 15" cmp drain at the north end near the entrance drive. What does this drain serve? The City is planning a replacement of the Johnson Ditch culvert in 2017. Current design plans call for this to be 6' high by 9' wide concrete box culvert. A steel casing for water main extension to the east is planned for installation below the concrete box culvert. The plans show a 2.53 acre-foot pond serving an on-site watershed of 34.4 acres. This translates to .074 acre-foot per 1 acre of development. A general rule of thumb with the new drainage standards is 0.30 acre-foot per 1 acre of land development. Please review the sizing of this detention pond and resize/relocate storm water storage as needed. Keep in mind that the ponds must be sized utilizing a stage/storage discharge hydrograph method and not rational method since the size of the development exceeds 5 acres. Compensatory storage is an option for enlarging ponds, but other options should first be explored prior to this option. Any fill work on the west side of the creek will reduce available storage on the east side of the creek for future residential expansion. The engineer will need to provide as-built evidence that all fill work was recaptured in other areas with excavation work. The outlet structure draining the detention pond needs to be redesigned as a standpipe. The City would like to explore the idea of modifying the detention pond release rate for possible channel protection volume requirements. A grading plan for the pump station area is needed. The storm sewer pipe between lots 25 and 26 needs to be extended further south. Coordination work with NIPSCO will be required for the construction of the accel/decel lanes. The Engineering Department is already in discussion with NIPSCO regarding a gas main relocation at the box culvert. All storm structures shall be catch basins with 3' sumps. Shift sanitary manhole H to the south by 15' to better pick up the sewer laterals from the nearby lots. The force main alignment should show the actual intended installation work and not a ground surface line offset. Additionally, an air release structure and valve will be needed at the high point near station 4+00. Provide calculations showing how the pumps and force main have been sized. The base course of the roadways needs to specify the use of limestone aggregate. The plans need to distinguish which roads are local streets versus collector streets since both pavement sections are shown. The underdrain detail needs to provide a total length of 100 ft. with 50 ft. in each direction. The existing detention pond will need to be examined based upon the new adopted drainage standards since the proposed development is intending to utilize this detention pond. Are there any portions

of the overall master development that will not be detained? If so, this flow rate will be direct release and be subtracted from the allowable release rate of the subdivision. Provide illustrative drainage exhibits showing both the on-site and off-site drainage areas. How will the water quality volume and 80% suspended solids be achieved. Please submit a letter with the next design submittal providing a response to each of the comments from Burkman and McAlpine.

EVANS: Public Works is concerned with road construction, curb ramp construction, as well as street drainage. Evans said he has noticed that in subdivisions the main roads do not have enough inlets to get the water off the streets. Evans asked if more inlets may be needed, specifically at lot 14 and 19. This run goes into the temporary turn-around. Evans mentioned inlets at 500N as well. More inlets will provide more opportunity to remove the storm water from the streets rather than having the water rush to a couple of concentrated locations. Evans realizes the plans are preliminary; however, he did not notice curb ramps and wondered if there will be an opportunity to review these. Ray explained they have not done a lot of the details. Ray gave documentation to Engineering concerning questions they have. One of the questions concerns the Kuehl's property. They are not part of this subdivision. Ray said they have dedicated the 40 ft. right-of-way and there is a decel lane but that lane will run through the Kuehl property. McAlpine said the developer will have to secure the right-of-way and get an easement from Kuehl. Ray will be talking to Lauren Johnson concerning an easement to run the water line. Ray said a detail sheet will be provided for water, sewer, storm water and curb ramps. Evans stated the preference for curb ramps is perpendicular. Evans requested the curb ramps be installed by the developer, rather than the builder of individual lots. Evans indicated that we follow the Federal Highway Trap List on the design, construction and post evaluation of curb ramps. Inspections of roadways and curb ramps will be required. Contacting Public Works concerning inspections will be necessary. The City is aggressive in inventorying and maintaining public trees. A diversity of species is necessary. Evans suggested they review the approved species list. A two-year guarantee is required concerning the health of the trees. Trees should be planted according to DNR guidelines. Evans mentioned they have an arborist at Public Works who will be happy to meet with them. Ray said they will be using a landscape architect and he will have the architect contact the arborist. Evans said the City follows the MUTCD concerning signage within a development. Height requirements from the grade to the bottom of the sign and the reflectivity need to meet the MUTCD guidelines. Public Works can be contacted with any questions concerning the signage plan. Public Works will work with the developer to make sure the layout meets the specifications and the final installation will pass. A detail for these signs is required. There was a discussion concerning the main road connection. Evans said the City has two classifications for streets, local and collector. Ray said they show specifications for both street types because he was unsure about what the City will want. Evans said it makes sense to make the main trunk line beefier. Engineering and Public Works will discuss this in-house. If damage to 500N or any of the streets within the neighborhood occurs, it will need to be repaired prior to dedication of public rights-of-way. Evans conveyed that Public Works will take over snow plowing when the roads are dedicated to the City. If the turn-around is still there and has not punched through, the turn-around will have to have hard surface. Evans said it would be good to build it with the road base, tensor, and hard surface. Ray asked if liming could be done without the tensor. Evans said tensor will be required.

THRASHER: Thrasher presented an observation. Home owners who build on the triangular lots often find that they do not have room for accessories such as pools, sheds, etc., and they tend to be upset with the City for allowing this to happen. Ray said they actually put houses on each lot to ensure there will be enough room for homeowners to do everything they want to do. Thrasher said that when the lots are narrow in the back there is no room for pools or sheds especially if there are easements running through the property. Thrasher pointed out that the one lot is 9,500 sq. ft. and by the time the house, garage and driveway are installed there is a very small back yard and this

will limit what the homeowner can do. Lot 58 seems very small. Thrasher said subdivision signs must be installed before occupancy.

KENT: Kent mentioned this project will be going before the Plan Commission in April to apply for primary plat approval for the subdivision. This property is zoned General Residential (GR). Providing a table on the plans that shows front, side and rear yard setbacks and maximum lot widths will be necessary. The gross and net density requirements need to be shown on the plans. Kent said the minimum open space for the subdivision is 10%. The required lot width is 60 ft. The street yard setback is 20 ft.; side yard setback is 6 ft. and the side yards must total 12 ft.; rear yard setback is 25 ft. The maximum building height is 28 ft. Building coverage will be 44%. The total lot coverage will be 50%. The subdivision will be allowed two signs. Signage for the subdivision cannot exceed 50 sq. ft. The plans will need to show an easement for these signs. Providing a copy of the Covenants and Restrictions is required. Referring to Article 6, Section 6.307 for open space requirements is necessary. The open space should provide internal pathways, landscaping and pedestrian pathways/furniture throughout the development. Ray stated a pathway is being considered along the pipeline easement. Kent stated the intent will be to have the connection along 500N to get across SR49. Most pedestrian foot traffic will occur along a connection on 500N. Internal pathways can be put on easements, etc. Sidewalks can be phased in. Referring to Article 10 concerning landscaping requirements is necessary. Pursuant to Section 10.301, the landscaping requirement for on-lot landscaping for each single lot home is 1 large tree and 1 small tree per lot. Pursuant to Section 10.302, front-loaded garages will require 1 small tree or medium to large shrub that is at least 6 ft. in height at the time of planting installed in the front yard of a residential lot for each 10 linear feet of width of the front-loaded garage. Side-loaded garages will require 1 small tree and 4 shrubs, herbaceous perennials, or clumps of ornamental grass planted along the street side of any side-loaded garage that is closer than 10 ft. to the property line. Pursuant to Article 10.303 the requirement for open space landscaping is 10 large trees, 15 small trees and 40 shrubs per acre. If a parking lot is considered within, the requirement for landscaping is 1 large tree per 8 parking spaces, 1 shrub, perennial or ornamental grasses per 4 parking spaces. Referring to Section 10.304 for parking lot landscaping will be necessary. Referring to Section 10.305 concerning street trees is required and providing a street tree plan is necessary. The tree plan must be submitted as part of the primary or secondary plat. Street trees are to be planted within the median or parkway of the public right-of-way. Generally, street trees are to be located 60 ft. on center. Street trees are to be no less than 2" in caliper at the time of planting. Ray indicated all landscaping will be planted by Stu Frazen. Kent said a landscape buffer should be included around the Kuehl property when lots 1 and 2 are developed. Leeth asked why it will be necessary to buffer single family to single family. Kent said as a good neighbor this is something they may want to do. Kent is aware there may be an option to rezone a portion of this property to Campus (CA). If that is the case, a Class A buffer will be required on both sides of the development. A Class A buffer must be 10 ft. wide and include 1 large tree, 2 small trees and 17 shrubs per 100 linear feet. However, if it remains at General Residential no buffer will be required. Referring to Section 10.304 concerning buffer yards will be necessary. Referring to Section 10.305 concerning buffer yard requirements along Burlington Beach Road will be necessary. Burlington Beach Road is an arterial and where residents abut the road, a Class C buffer is required. A Class C buffer will need to be 25 ft. wide, and will include 5 large trees per 200 linear feet, 5 small trees and 45 shrubs per 100 linear feet with a 6 ft. tall wall (masonry, brick, stone or equivalent material) and/or a 5 ft. berm. Referring to Section 10.500 for requirements for open space delineation is necessary. Section 10.600 will provide details regarding tree protection, installation and removal. If trees are being removed from the site providing a tree survey will be required. An 8 ft. wide pathway will be required along 500N. Kent indicated that driveways shall not be less than 20 ft. in length, measured from the property line to the garage. Plans need to include any features being provided, i.e. playground equipment, pools, basketball/tennis courts.

Kent conveyed these types of amenities are highly recommended. Providing an overall layout of Phase 2, 3 and 4 of the subdivision is requested for presentation to the Plan Commission. Kent requested a typical layout be shown on lot 52 and 58, as well as a common lot within the subdivision. The layouts should include a pool, deck or shed. The title page needs to include the number of acres in the first phase. Kent said as the model homes are built-out the developer is required to provide 4 parking spaces. If the developer uses a model home as a sales office, they must provide 10 parking spaces.

DALY: Daly asked about the maximum distance between hydrants. Ray indicated the distance is 300 ft. Daly said the Fire Department and Water Department will work together concerning hydrants. Ray said he will provide Geskey with a copy of the hydrant layout. Daly asked if the temporary turn-around will connect with Memorial Parkway. Ray said the temporary cul-de-sac will be connected to the 2nd phase. The roadway will continue around to the other side of the creek. Daly conveyed the radius for the Fire Department's largest apparatus is 40'-3". Ray suggested enlarging the radius to 50 ft. Daly said this will be acceptable. Daly is concerned about vehicles parking in the turn-around area. Ray said this area is not intended for parking. The hydrant coming from Memorial will be looped from 500N.

PILARSKI: Pilarski asked if the development will include a commercial establishment or club house. Leeth said there will be no commercial establishment or club house in these 58 lots. If there are other uses in the other phases, a site review will be required. Pilarski noted that #14 on the title page note section states that sump pumps are to discharge to drainage swales only. Pilarski asked what this means. Ray said they do not want sump pumps discharging to the front of the lots, usually they run to the rear. The sump pumps will discharge water to a drainage easement or into a drainage system. This will be storm water only.

GESKEY: Geskey provided procedures for the extension of a water service. Geskey will be the contact for extending the water service. The plans for construction need to show the water main going down 500N (plan and profile). The loop area shown on page 6 will require either a flushing station or just continue the water main and tie it back in. Ray indicated this had been discussed and they have decided to tie it in. The flushing station currently at the hospital area will need to be moved to 500N. The construction plans will need to show the road to be used by the vector truck. This road must be able to support 80,000 pounds. Ray indicated the turning radius for the vector truck has been supplied by Steve Poulos. Geskey indicated the turning radius needs to be included on the plans.

ISSUES TO BE RESOLVED:

- Landscaping Plan (with tree survey)
- Erosion Control Plan
- Rule 5 Permit
- Right-of-Way
- Detailed Site Plan
- Site Improvement Permit
- Signage/Fencing Permit
- Zoning Clearance
- Discuss Memorial Parkway
- Pavement Widening, Curb & Gutter and Pathway
- Plat Outlot D as Public Right-of-way
- Extend Utilities Along Burlington Beach Road
- Discuss Sewer Capacity
- Force Main Size and Wet Well Depth
- Submit SWPPP
- Provide Copy of 100-year Floodplain Analysis

Provide Updated Drainage Report for Entire Subdivision
Provide Grading Plan
Provide Overland Flood Route with Flow Arrows
Provide Grading Plan for Pump Station Area
Coordination with NIPSCO for Accel/Decel Lanes
Provide Calculations for Sizing of Force Main and Pumps
Provide Illustrative Drainage Exhibits for On-site and Off-site Drainage Areas
Roadway and Curb Ramp Inspections
Include Table on Final Plans Showing Front, Side, Rear Yard Setbacks and Maximum Widths
Provide a Copy of the Covenants and Restrictions
Plans Need to Show an Easement for Subdivision Signs
Provide Street Tree Plan
Provide Overall Plan of Phase 2, 3 and 4 of the Subdivision
Show Layout on Lot 52 and 58
Show Layout of Common Lot Within the Subdivision
Provide a Copy of the Hydrant Layout to Water Department
Construction Plans Need to Show Water Main on 500N
Move Flushing Station at Hospital Area to 500N
Title Page – Include Number of Acres in First Phase
Detail Sheets – Water, Sewer, Drainage, Subdivision Signs, Curb Ramps
Two Year Guarantee for Trees