



**MEETING: Site Review Committee**  
**SUBJECT Roosevelt Rd. Minor Subdivision**  
**ADDRESS: 1301, 1303, 1305 Roosevelt Rd.**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: October 4, 2016**

**IN ATTENDANCE:**

Taylor Wegrzyn, Planning Dept.	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Matt Evans, Public Works Director	(219) 462-4612
Media	

**PRESENTERS:**

Tom Krueger, K2 Construction  
 (219) 531-5353 / [tomkrueger@k2valparaiso.com](mailto:tomkrueger@k2valparaiso.com)  
 Bill Ferngren, Ferngren, Ferngren Law Offices, LLC  
 (219) 464-4500 / [bill@ferngrenlaw.com](mailto:bill@ferngrenlaw.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:

**OPENING:** The Site Review Committee met to discuss the proposed 3-lot single family residential minor subdivision located on Roosevelt Road. Wegrzyn 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:** A petition has been filed for a variance to development standards for a proposed 3-lot subdivision. The property is located at 1307 Roosevelt Road directly west of the Valparaiso High School soccer field. Currently there is a home at 1307 Roosevelt and there is land situated to the north of this home. They are proposing to divide the entire parcel into 3 lots. The property is zoned General Residential (GR), which requires a 60 ft. lot frontage. The northern most two lots, lots 2 and 3, are 53 ft. in width. Otherwise the property complies with all the zoning requirements. Krueger presented some preliminary home designs. These homes are similar to the homes in the area.

**STAFF COMMENTS:**

**MCALPINE:** There are no drainage requirements. Once the individual homes are built the individual site plans will show floor elevations, swales and where water will be directed. McAlpine said his understanding of the area is that everything pitches toward the west.

**BURKMAN:** The existing home which is lot 1 and has a current address of 1307 Roosevelt. The next home to the north (north of lot 3) is addressed 1309. There is not enough room to squeeze in two more address. Burkman is proposing that the existing home address be changed to 1301 (lot 1). Lot 2 will be 1303 and lot 3 will be 1305. Engineering will work with the post office concerning the addressing. Ferngren said this will work well as the existing home is currently not occupied. Will Rose will work through Ferngren regarding a letter from the owner agreeing to the address change. Burkman assumes this project will go through the minor subdivision process. Burkman stated the plan will need to contain the Board of Works Certificate since there is a 40 ft. right-of-way dedication along Roosevelt Road which is so noted on the plan. Burkman asked about the purpose of the two 20 ft. x 5 ft. access easements. Krueger said the surveyor did this to define the

driveway area and more to provide a concept. Burkman conveyed that frontage improvements (curb and gutter) will be required as the lots build out. Sidewalks will need to be 5 ft. wide. The GIS shows a 10" sanitary sewer line right out in front these properties. Discussing sewer connections with Valparaiso City Utilities will be necessary.

**WEGRZYN ON BEHALF OF KENT:** The property is zoned General Residential (GR). The minimum lot size is 6,000 sq. ft. Lot width is 60 ft. Street yard setback is 20 ft.; side yard setback is 6, totaling 12 ft.; rear yard setback is 25 ft. The building height is 25 ft. The building coverage is 44%; lot coverage is 50%. The character of the homes being built should be similar to those in the neighborhood. A variance will be needed for lot widths. The lot split will need to be reviewed and approved by the Plat Committee.

**EVANS:** Public Works is concerned with cuts into the rights-of-way. Evans indicated that all of the sidewalk will need to be replaced. Evans conveyed that the driveways need to be thicker than the sidewalk so that they do not get damaged by vehicles. Referring to the City Standards for proper thicknesses is recommended. Inspections will be required for the sub-grades as well as the sidewalk prior to pouring. Contacting Public Works for these inspections will be necessary.

**PILARSKI:** Since this project is strictly residential in nature and does not include an industrial facility or commercial establishment, the Water Reclamation Department has no comments on this project.

**GESKEY:** The water main is right out in front of these properties. Sewer tap permits will be issued through City Hall. Contacting Geskey for a water service to each parcel will be necessary.

#### **ISSUES TO BE RESOLVED:**

- Right-of-Way
- Detailed Site Plan
- Zoning Clearance
- Variance (lot widths)
- Sidewalks
- Permission Letter for Addressing
- Minor Subdivision Process
- Inspections – Public Works