



MEETING: Site Review Committee
SUBJECT: Grace Point Church
ADDRESS: 2590 Morthland Drive
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: March 28, 2017

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
tkent@valpo.us	
Adam McAlpine, Engineering Dept.	(219) 462.1161
amcalpine@valpo.us	
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
epilarski@valpo.us	
Mark Geskey, Utilities	(219) 462-6174
mgeskey@valpo.us	
Jack Johnson, Fire Department	(219) 462-8325
jjohnson@valpo.us	
Media	

PRESENTERS:

Pat Gross, DJ Construction
 (574) 533-1645 / pat@djconstruction.com
 Matthew Schuster, Jones Petrie Rafinski
 (574) 606-6915 / mschuster@jpr1source.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 parking and storm water improvements for Grace Point Church located at 2590 Morthland Drive. 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: Schuster said they are proposing a church in the middle section of the building. Cross Fit and the Medical office will remain. The existing truck dock on the north side will be removed to create more parking spaces. Storm water improvements will also be made on the north side of the building. They are working on a shared parking agreement with the school to utilize parking spaces on the school property. Gross said they have been working on different ideas and options over the last 3 or 4 years. Currently the church is operating out of a school; however, they have grown to the point where they need a permanent home. The middle section is approximately 19,000 sq. ft. They will be building an auditorium space, classrooms for kids, restrooms and a café area. They may offer some weekly classes, but the main assembly will be done on Sunday morning. Cross Fit and the medical offices do not operate on Sunday, so the parking lot will be utilized by the church. They will be submitting for site review for the church next week. They already have a State Construction Design Release for the church.

STAFF COMMENTS:

JOHNSON: They are adding asphalt and building access for the Fire Department. The handicapped parking spaces appear to be at the entrances. This serves as a quasi-fire lane. Johnson said he spoke with Geskey concerning a hydrant in front of the building. Geskey believes there is a hydrant. Johnson conveyed that if there is not a fire hydrant at the front of the building, he strongly recommends they install a hydrant close to the building. Since the interior of the building will be site reviewed separately, Johnson highly recommends installation of a Knox Box and Fire Alarm Annunciator Panel.

PILARSKI: The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. There is not enough information to provide appropriate comments. Pilarski said it will be necessary to provide a floor plan and an internal plumbing plan for review. These plans need to be sent to Yacoub Aljobeh, Pretreatment Coordinator. Contact information was provided. Pilarski asked if the church has purchased the entire building. Gross said this is correct. Pilarski asked if Cross Fit and the medical offices ever move, will the church consider expanding. Gross said this is a possibility. The church will consider moving their administrative offices to the far north end of the building.

MCALPINE: McAlpine conveyed the grading plans do not show how the east pond drains to the west pond. McAlpine suggested they speak further about this issue after the meeting. A drainage easement from the school will be required prior to issuance of permits.

ON BEHALF OF BURKMAN: A public access easement must be provided across the portion of the driveway that connects to the existing frontage road, allowing cross access from and onto the existing U.S. 30 driveway. Providing a copy of the shared parking agreement with the school for the Engineering file is necessary. Will that agreement run with the land should the school corporation choose to divest itself of that property? There needs to be an agreement about this issue. At a previous site review on this property, a sidewalk waiver was discussed in anticipation of a future pathway project. This sidewalk waiver will obligate the property owner to participate in the cost of the construction. Plans for the U.S. 30 Corridor have since developed further and the pathway portion of the project along this property's frontage will be constructed next year (2017). As a result, a payment-in-lieu of construction will be required at the time permits are to be issued. Submitting an estimate for an 8-ft. concrete pathway along the frontage of this property for review will be necessary. Once agreed upon, the amount would be assessed at the time of permit issuance. If the disturbed area exceeds an acre, a Rule 5 Permit will be required. A Site Permit will be required.

KENT: Kent indicated that he has reviewed the landscape plan. Kent asked if they are considering landscaping on the west side of the building. Gross mentioned they are adding sidewalks to connect the parking lot and the church will be doing some landscaping. Schuster said they will be improving the backside of the building as well. The overgrown vegetation on the west side of the building will be cleaned up. Kent conveyed the final plans will need to include the elevations of the proposed improvements to the exterior of the façade. Details for the dumpster enclosure will be required. Kent said since the City is in the process of installing the pathway along U.S. 30, it makes sense to have a sidewalk connection from the pathway to the parking lot to direct people to the building. Kent mentioned that once the parking agreement has been finalized, it will be necessary to have it recorded at the Porter County Recorder's Office. A Zoning Clearance will be required. Kent said it will be necessary to review the site review minutes from November 17, 2015 for the Planning Department comments. These comments still apply to this project.

ON BEHALF OF EVANS (PUBLIC WORKS): Evans prefers that construction traffic come off U.S. 30 rather than West Street. West Street is not constructed for heavy trucks.

ON BEHALF OF THRASHER (BUILDING COMMISSIONER): It will be necessary to provide the interior plans for the church build-out.

GESKEY: Geskey said it appears no changes will be made to the domestic and fire services or the sanitary sewer. Gross confirmed no changes will be made. Geskey provided no comments on the project.

ISSUES TO BE RESOLVED:

Landscaping Plan (with tree survey)
Erosion Control Plan
Rule 5 Permit

Right-of-Way
Public Access Easement
Provide a Copy of the Shared Parking Agreement with School
Record Shared Parking Agreement
Payment-in-lieu of Pathway Construction
Cost Estimate for 8-ft. Pathway
Drainage Easement from the School
Detailed Site Plan
Site Improvement Permit
State Design Release
Building Permit
Signage/Fencing Permit
Zoning Clearance
Building Elevations
Dumpster Details
Knox Box
Fire Hydrant (at front of building)
Provide Floor Plan and Internal Plumbing Plan (send to Yacoub Aljobeh)