



**MEETING: Site Review Committee**  
**SUBJECT: Central Elementary School**  
**ADDRESS: 305 Franklin Street**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: May 16, 2017**

**IN ATTENDANCE:**

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

**PRESENTERS:**

Loretta Pazak, Torrenga Engineering, Inc.  
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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 additions and renovations to Central Elementary School located at 305 Franklin Street. 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 school project is smaller than the other schools. There will be an addition at the front of the building on Franklin Street. There will be a parking area for two buses at a time. The boiler room will be demolished. There will be a trash dumpster area available at the northwest side. There is a parking lot being proposed; however, this may be an alternate plan. There will be a sprinkler system in this building. The interior of the building will be renovated. Throckmorton indicated the front addition is mostly for new security access and ADA access. This addition has a stair and a lift. The vestibule will be secure. A mechanical yard will be built and enclosed by a brick wall.

**MCALPINE:** McAlpine asked if the fence line will be shifted to the east? Pazak said the fence in front of the rain garden will remain the same; however, it will be cut for the new entrance. The fence to the south side will remain. They will be installing fencing around the parking lot. McAlpine conveyed that silt fencing should not be trenched in at the rain garden. McAlpine suggested using a silt log.

**BURKMAN:** Burkman asked about the sanitary sewer change. Pazak explained one sanitary sewer will be coming out on the north side of the building and will have a grease trap for the

kitchen waste. This line will go east towards Franklin and connect to this sewer. Pazak said there is another sewer coming out of the south side of the building. This line will also go east. Pazak believes this is a 12" line. Burkman said since it will be necessary to trench across the street for these lines, backfilling with floatable fill is required. Either matching the pavement section that exists on Franklin or the City standard pavement section, whichever is greater is necessary. Burkman requested an updated set of plans showing this for review by the Utility. Burkman said the plans show the existing sewer to be a clay line. Burkman indicated it will be necessary to check with the Utility on the appropriate connection. Once the updated plans are received and reviewed with the Utility, Burkman will contact Pazak directly. Burkman commented that the bump-outs for the buses are a great idea. Since the bumps are in the right-of-way, it will be necessary to match the City standard pavement section, which requires 12" of stone. Burkman said the sidewalk needs to be carried through the driveway being replaced on the north side of Erie Street coming into the south parking lot. The contractor must coordinate with Public Works for lane restrictions or lane closures for the work being done in the street. A Site Permit will be required for the right-of-way cuts and erosion control.

**THRASHER:** A State Construction Design Release is required prior to issuance of building permits. Thrasher mentioned that since this project only has the small addition it may be possible to work off one permit. All contractors must be registered with the City prior to issuance of permits. Any changes to signage will require a permit.

**KENT:** Kent asked who will be using the new parking spaces. Pazak said it will probably be used by staff. Pazak said they currently use a parking lot on the north side. If this lot is full then they park on the street. Kent asked if ADA parking will be provided in the new lot. Pazak said at this point there will not be any ADA spaces in the new lot. Pazak said there is one ADA space in the north parking lot. Kent asked if this parking space is van accessible. Pazak is unsure; however, the area is being restriped, so it can be striped for a van. Kent conveyed the calculation for ADA parking is 1 ADA space for each 25 regular parking spaces and at least one must be van accessible. Kent conveyed the new sign must be setback 5 ft. from any property line, utility easements, sidewalk and street. Kent asked if the intent is to have the brick material match the existing. Throckmorton indicated they will match the brick and stone as close as they possibly can. Kent indicated a Zoning Clearance will be required.

**DALY:** The City follows the 2014 Indiana Building and Fire Codes. Daly asked if they will be changing, eliminating or adding hydrants. Pazak indicated no changes will be made. Daly asked if the Knox Box will be move. Throckmorton said the Knox Box will remain in its current location. Daly asked about the length of the project. Katsouros said the project will last 13 months and the facility will be unoccupied by students. McCall indicated that students from south of U.S. 30 will occupy the new building on Heavlin Road and the remaining students left from Central will go to Hayes-Leonard. Van Keppel said he will meet with Daly to go over what will occur during the school year. Every building will be occupied either by contractors or students and protection will be required in every building. Daly indicated the Fire Department needs to be involved in the placement of the Fire Department Connection. Daly requested the doors be numbered. A horn strobe needs to be installed by the Fire Department Connection.

**PILARSKI:** The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. Sheet AE410 shows an elevator. The elevator appears to be hydraulic. Pilarski could not see where a hydraulic oil tank would go. Pilarski asked for clarification on whether the elevator is hydraulic or electric. Throckmorton said the elevator is hydraulic. There is an elevator machine room next to it on the ground floor. Throckmorton indicated they typically install a sump pit, but there is no sump pump. The State has an amendment that allows them not to put a sump pump, but they install a pit to collect any water that may seep in. The water can then be pumped out. Pilarski expressed concern with hydraulic fluid getting into the sump pit. Throckmorton stated the sump pit is not connected to the sanitary sewer. Pilarski noted that an exterior grease trap is

shown. Pilarski indicated they will need to contact Yacoub Aljobeh, Pretreatment Coordinator, for discussion on the sizing of the grease trap. Contact information was provided. Sheet P-501 does not show the isometrics. Providing an updated Sheet P-501 will be necessary.

**GESKEY:** Geskey is aware they are installing a new 6" fire service. Geskey will be the contact for this installation. Contact information was provided. Geskey indicated he will reserve comment on the sanitary sewer that is being added. Geskey requested revised plan be emailed to him.

**EVANS:** Evans said Burkman covered his comments concerning the road and sidewalk. There is an inspection schedule. Evans can provide the schedule if needed. Contacting Public Works for the inspections is necessary.

**STAFF COMMENTS:**

**ISSUES TO BE RESOLVED:**

Landscaping Plan (with tree survey)

Erosion Control Plan

Detailed Site Plan

Site Improvement Permit

State Design Release

Building Permit

Signage/Fencing Permit

Zoning Clearance

Provide an Updated Sheet P-501 Showing Isometrics

Contact Yacoub Aljobeh for Grease Trap Sizing

Contact Public Works – Inspections