

MEETING: Site Review Committee
SUBJECT: Phi Kappa Psi Fraternity
ADDRESS: 814 Union Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: May 7, 2019

IN ATTENDANCE:

Tyler Kent, Planning Director
(219) 462-1161 / tkent@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Adam McAlpine, Engineering Director
(219) 462-1161 / amcalpine@valpo.us
Tim Stites, Fire Department
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Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Mark Geskey, Water Dept.
(219) 462-6174 / mgeskey@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Scott Rodseth, HLR
(847)697-6700 / srodseth@hlreng.com
Mike Vaughn, Hagerman Construction
Nick Piekarski, HLR

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed Phi Kappa Psi Fraternity House to be located at 814 Union 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 project will be a design-build. The property is being purchased from Valparaiso University. Phi Kappa Psi will be selling their existing property to the University. In a previous conversation between Hagerman Construction and the Building Department, access to the site will be gained from the west. The access road is shown on the drawings. Rodseth indicated an easement with the University is being prepared for the access road. In Hagerman's coordination with the City, it is understood that there are sanitary lines running through Lynwood. It is anticipated that the sanitary sewer will run through the access road to connect to this sanitary on Lynwood. It is not currently shown on the drawings. This design will be submitted as part of the access road design. Rodseth said the Storm Water Report has been prepared. The report considered the City of Valparaiso's requirements. Rodseth conveyed that they have been in contact with NIPSCO about burying the overhead lines

along Union Street. There are fiber optic lines that cross the site. Valparaiso University is in the process of relocating these lines. This relocation will take approximately seven or eight weeks to complete. This building will sleep 39 students. The kitchen will be industrial-sized and located on the main floor. The kitchen will offer meal service to students. The kitchen can be locked down. There will be a live-in director housed in an apartment on the first floor. This room can also double as an ADA accessible bedroom, if a required by a student. Rodseth said there is a door through the library that opens into this bedroom and provides access to the bathroom and shower. The building will be two-story. There will be four-lofted bedrooms. There are 3 triple bedrooms, 15 double bedrooms and 1 single bedroom for a total of 19 bedrooms.

STAFF COMMENTS:

THRASHER: Thrasher asked how many individuals will be sleeping in the lofted bedrooms. Rodseth said two people will sleep up top and the bottom area will be an open area. Rodseth mentioned there is no plan to increase the occupancy in the lofted bedrooms. The triple bedrooms will remain as triples. The number of roommates will not change. In the bedrooms on either wing of the house there are pocket doors that can go between the rooms. These rooms are setup to sleep two each; however, if the students want to they can sleep three on one side and put more desks on the other side, but the occupancy remains unchanged. Thrasher asked if the first-floor unit designated for the director became an ADA bedroom where would the director sleep. Rodseth said the director's office and the living room would be turned into a studio apartment. Thrasher asked if the access for the ADA bedroom would be through the library. Rodseth confirmed this. Thrasher said normally access needs to be through a corridor and not from one room into another. Thrasher said if there is a need to provide an ADA bedroom, the ingress/egress needs to be considered. Thrasher conveyed a Construction Design Release from the State of Indiana is required prior to issuance of Building Permits. Submittal to the City can be done at the same time the project is submitted to the State. All contractors must be registered with the City. Submittal of a complete list of contractors is necessary. If there is signage, a Sign Permit will be required. Thrasher said since there will be a commercial kitchen, it will be necessary to contact the Porter County Health Department. The commercial hood system must be submitted to the State for review.

KENT: The property is zoned Campus. This project falls under the University's Campus Zoning designation. It will be necessary to follow the University's design standards for the overall development. Colored building elevations/architectural elevations are required as part of the Building Permit submittal. The final plans will need to identify the materials being used for the exterior of the building.

Following the VU Campus standards will be necessary. The requirement for parking is 1 space per bedroom. Kent is aware there will be 39 residents and the plans show 23 parking spaces provided on site. Kent asked how the fraternity will address overflow parking. Rodseth explained overflow parking will be addressed via the basketball court. It will be sized to support an additional 5 vehicles on either side. There are rules in place within the organization that certain students will take precedence over other students for having vehicles and if students need to find parking off-site that is what they will have to do. Kent advised that students parking off-site can cause issues in the surrounding neighborhoods. Kent asked if there is an agreement with the University where students are to park on campus if they are not parking on this site. Rodseth explained there are multiple University buildings east of this property and parking available beyond this. The students that are part of the fraternity do qualify as commuter status and are eligible to receive parking permits should they be required. Kent requested a detailed plan showing the proximity of the parking lots to the fraternity house and the type of parking lot they are, i.e. commuter, on campus. If vehicles are parked in the front parking spaces facing the basketball court, is there a plan to install a driveway so the vehicles are not driving in the grass to access the basketball court. Rodseth said the plan is to have the curb that separates the parking lot from the basketball court be mountable curb and therefore the stall that is essentially at center-court is striped out so if there was a need for overflow parking it will become the ingress/egress of the area. Kent said it is necessary to make sure someone is not parking in the hatched-out area causing vehicles to drive on the grass. Rodseth if this happens, because of the basin and the proposed landscaping there will be several things blocking access to the court in general. There is grading in the area to allow a vehicle access to the Doppler Radar. Rodseth indicated that VU required an easement to allow for a pickup truck to drive there 4-5 times a year for maintenance purposes. Kent indicated the final plans will need to show the setbacks. Referring to the Valparaiso University development standards will be necessary. Kent asked how trash will be handled. Rodseth said there is a dumpster enclosure. Submittal of a detailed set of plans showing the materials being used for the dumpster construction is required. For multi-family developments the enclosure needs to be built of brick with a mandoor and front gate. Kent asked about overall lighting on the site. Rodseth said there will be lighting and spotlights from the building. Kent requested a Photometric Plan. Bicycle racks are needed as part of the development. Rodseth mentioned there is a bicycle storage room. Kent said this will suffice. A Landscape Plan is required for the site. The Landscape Plan will need to include the common and Latin name for plantings and the number of trees and shrubs planted on site. The size and caliper must also be included. It

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will be necessary to follow the University's development standards for landscaping. The height of the structure must be shown on the final plans. The percentage of green space for the individual lot needs to be shown on the final plans. The minimum requirement is 10%. The final plans need to include the gross floor area ratio and net floor area ratio calculation. The maximum for gross floor area ratio is .601 and the maximum for the net floor area ratio is .667. There is a requirement within the development standards for the Campus District for a bufferyard between the residential property and the parking lot to screen the parking lot from the adjacent residents. This can be a berm, hedge or wall that is at least 4-1/2 ft. high. Kent asked about the mix of students. Rodseth usually the mix is about the same at each level, but seniors do move out and live in apartments. Rodseth said hopefully the new facility will promote staying in the facility. Kent asked if the fraternity will follow the standard that prohibits freshman and sophomores from having vehicles on campus. Rodseth said if this standard needs to be implemented, they will implement it. Rodseth mentioned that there is street parking in front of their existing property along with the parking lot and they have not had to enforce this standard. Kent conveyed that as you get closer to campus parking gets to be more of a demand in the area. Kent said it may make sense to angle the parking spaces facing the back of the residence to the south. This will make it easier to get in and out of the spaces and it also may help alleviate some of the light shining into the back of the property. Zoning Clearance will be required.

STITES: The Fire Department follows the 2014 Indiana Fire and Building Codes. All initial inspections required during the construction process must be scheduled through the Building Department. Contacting Stites before the placement of the Fire Department Connection will be necessary. The initial hood inspection needs to be scheduled through the Building Department. Stites asked how far the building is located off the road. Vaughn said it is approximately 40-50 ft. off the road. Stites asked if the parking lot on the back side is at the same grade or lower than the building. Rodseth said the plans show four steps going down and this is the extent of the grade change. They will be hauling a fair amount of material off the site. Stites needs to know the width of the driveway. Rodseth said it is planned to be 24 ft. wide. The size has not been locked down so changes can be made if necessary.

MCALPINE: A Site Permit and Rule 5 Permit will be required for the project. Erosion control and storm water management measures will be reviewed by the State of Indiana and the Valparaiso Engineering Department. A clean-out within 5 ft. of the building will be required for the sewer connection on Union Street. Submittal of a copy of the access agreement for the drive on the property to the west will be required. Rodseth said they are fronting the capital for the drive and

it will be the same thickness as the parking lot, or more as needed. McAlpine asked about the rectangle just east of the basketball court. Rodseth explained that it is a potential pavilion and it has been factored into the storm water calculations as impervious. McAlpine indicated it may be necessary to relocate this pavilion to a different area based on some site alterations that might need to happen with the grades. There is a great deal of drop that happens to the east and the building to the east is much lower. The grades as shown don't suggest that a lot of the water makes its way to the detention pond. It appears to shed east. There is a structure, but it is a structure on grade and much of the water would just shed directly east unless there is some berming or swaling to try to get the water to the detention pond. McAlpine wants to see some revised consideration for directing the water south. The catch basins need to have a 3 ft. sump. The outlet from the detention pond outlets southeasterly toward a building. This water needs to be carried south to Lynwood Avenue and the overflow from the detention pond will need to be piped to Lynwood Avenue. McAlpine advised if they do not have property rights to run the pipe to Lynwood, it will be necessary to secure a drainage easement on the east side. McAlpine said this appears to be a platted right-of-way. If this is an unimproved right-of-way, they would have permission to run the pipe through the area. McAlpine advised that there needs to be some water quality measures to help filter the runoff water. The City's storm water drainage standards require some means of cleansing the runoff either through vegetated swales or through other measures. McAlpine advised that when the sorority housing was built, they installed some water quality hydro-dynamic separators immediately adjacent to their pond. Piekarski explained that there is a filtration trench at the bottom of the basin and the catch basins in the parking lot have hoods on them to separate materials. McAlpine believes some of these measures can help satisfy the requirement. McAlpine suggested some further discussion. McAlpine said he needs to see more grades and dimensions for the overall site, i.e. how far off the road the building is set, the depth and width of parking stalls, the interior dimensions of the parking lot and how traffic circulates. At the southern end of the parking lot there seems to be an awkward arrangement of a few parking stalls and it might be difficult for people to exit. The roof drains from the building will need to be directed to the detention basin. The northwest corner of the site sheds off-site without making its way to the detention pond. Therefore, some measure, possibly a depressional area with a rain garden could be installed in the area. This water could possibly be tiled and re-directed to the south toward the detention pond.

SCOTT: Sheet 200 shows a grease trap and Note 5 says to refer to civil sheets for continuation. Scott asked what type of grease trap is being installed.

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Rodseth said the civil drawings are being prepared by the architect and the type of grease trap is not known. Scott advised that it will be necessary to submit a copy of these drawings to the Water Reclamation Department for review. Scott provided no other comments.

MCGINLEY: McGinley will need to review the access drive plans. McGinley needs to see the cross section of the asphalt where it meets Lynwood and how the access drive will tie-in to Lynwood. If the burial of the overhead lines takes place, McGinley advised there are two poles and three guide wires that are now buried within the sidewalk. McGinley said he would like to have the sidewalk replaced because sections of the sidewalk may be damaged. The existing sidewalk appears to be 6 ft. wide and McGinley has no issues with the existing sidewalk where it would remain. McGinley mentioned that PROWAG standards require the installation of an ADA ramp at the intersection because it is a protected crossing. This will allow a north-bound crossing at Union Street where the carriage walk ties into the existing walk. Rodseth asked if this will line up with the existing Stop Sign. McGinley said Public Works will grind out the existing stop bar. The stop bar will be installed behind the location of the ADA ramp. Rodseth mentioned the crossing at the sorority is at this intersection and it is a blended transition. McGinley confirmed that it is a blend transition; however, the sidewalk is angular and when the ramp is installed Public Works will adjust the stop bar and work with VU if the stop sign needs to be removed. Public Works will paint the sidewalk crossing. McGinley indicated that he will not make this mandatory, but if the sidewalk is torn out for the utilities, installing the ramp at that time makes sense. McGinley conveyed that because of the size and nature of the facility Public Works will not provide trash or recycling services.

GESKEY: Geskey indicated they have spoken to Hagerman concerning the sanitary sewer coming into the building and it is acceptable. The domestic water coming into the building is shown as 2-1/2" pipe. The City does not have 2-1/2" meters or pipe. It will need to be a 2" or a 4" pipe. A 4" can be installed with a 3" meter. The domestic water will require backflow protection. The contact for the backflow is Shaun Shifflett. Contact information was provided. Geskey will be the contact for the domestic water and fire service.

ISSUES TO BE RESOLVED:

- Landscaping Plan
- Erosion Control Plan
- Rule 5 Permit
- Detailed Site Plan
- Backflow Prevention
- Clean-out Within 5 ft. of Building on Union Street

Site Improvement Permit
Submit Copy of Access Agreement for Drive
State Design Release
Submit Commercial Hood System to the State
Building Permit
Contractors Registered with the City
Submit a Complete List of Contractors
Contact Porter County Health Department
Signage/Fencing Permit
Provide A Detailed Plan Showing Proximity of Parking Lots to the Fraternity
and Type of Parking Lot
Show Setbacks on Final Plans
Show Height of Structure of Final Plans
Show Percentage of Green Space on Final Plans
Show Gross Floor Area Ratio & Net Floor Area Ratio Calculations
Provide Detailed Plan for Dumpster Enclosure Showing Materials
Provide a Photometric Plan
Bufferyard Between Residential Property and Parking Lot
Zoning Clearance
Submit Civil Plans to Water Reclamation
ADA Ramp