

**MEETING:** Site Review Committee      **LOCATION:** City Hall  
**SUBJECT:** Hawthorne Hills Subdivision      **DATE:** May 7, 2019  
**ADDRESS:** West Side of SR 49 Between Burlington Beach Road & 600N

## PRELIMINARY SITE REVIEW

### IN ATTENDANCE:

Tyler Kent, Planning Director  
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Vicki Thrasher, Building Commissioner  
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Adam McAlpine, Engineering Director  
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Nate McGinley, Public Works Director  
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### PRESENTERS:

Todd Leeth, Hoepfner Wagner Evans  
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Ed Recktenwall, Olthof Homes  
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The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed Hawthorne Hills 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 project has been through the City Council for annexation and a rezoning process with a conceptual site plan. The project is ready for subdivision through the Plan Commission. The project has been fully engineered through Manhard Consultants. The Annexation Agreement provided for split zoning. The west side of the property has 21 lots zoned Suburban Residential and the east side has 57 lots with villa homes in the General Residential Zoning. This is exactly what the concept plan envisioned. The total lot count is 78. Silhavy Road has an offset to add traffic calming devices. There are six outlots with storm water detention within these areas. Drainage calculations have been submitted.

### STAFF COMMENTS:

**THRASHER:** Thrasher asked if these will be all single-family detached. Leeth confirmed. Thrasher asked if addresses will be on the plat. Kent said they will be on the secondary plat. Thrasher presented no other comments.

**KENT:** Kent mentioned that as part of the Annexation Agreement, the annexation will not go into effect until January 1, 2020 due to State statutes and the upcoming census. Because of this, an agreement between the County and the developer was signed last month allowing for the City to have jurisdiction over the property. Therefore, the City standards will apply to this subdivision. Kent said the Annexation Agreement will be made part of these minutes. As part of the Annexation Agreement, there was an understanding that there would be a City/County joint site review. Kent advised that he spoke to Mr. Bob Thompson, County Planning Director, yesterday about the request for the joint site review meeting. Mr. Thompson feels this meeting is not necessary; however, he does want Adam McAlpine and Mike Novotny to meet to discuss the drainage in detail. If Mr. Thompson is available, he will attend the meeting as well. Kent requested that McAlpine setup the required meeting and coordinate the meeting with Recktenwall. Kent asked if there is any language on the plat that discusses the dedication of the outlots to the property owner's association and when this will occur. Recktenwall said this will occur at the time of the final plat. There will be language on the plat that will convey the lots to the association and it is secondarily stated in the covenants. Kent was unsure if there was a threshold of 50% of the build-out that released the dedication. Recktenwall said that typically they turn it over immediately upon completion of any improvements that are planned. Kent asked if there will be language within the covenants that covers the maintenance of the detention pond, that if the property owner's association did not maintain the pond, the City would then have the right to go in and perform maintenance. Recktenwall indicated this language is included in the covenants and restrictions. On outlot B there is an existing tree line between the Suburban Residential and General Residential zoning. Kent asked if this tree line will remain as is. Recktenwall explained that the plan is to leave it as is. They are proposing a trail heading south out of the General Residential section; however, they will try to work around trees and vegetation. Kent asked if the covenants and restrictions will cover the maintenance of the bufferyard. Recktenwall stated this is all covered by Article 10 and it will be maintained by the property owner's association. Kent indicated the setbacks along SR49 are: side yard setback is 15 ft. and the rear yard setback is 30 ft. Two subdivision signs will be allowed, and the maximum square footage is 50 sq. ft. Recktenwall mentioned subdivision signs are not being proposed now. Kent said if they consider subdivision signs they could be located in any of the outlots, maybe outlot A. If they want to place a sign on lot 1 or 2, they need to be mindful of the requirement

for an easement. The lot size in the General Residential zoning is 6,000 sq. ft., with a 60 ft. width. The street yard setback is 20 ft.; side yard setback is 6 ft. and should equal 12 ft.; rear yard setback, other than those within 600 ft. of SR49 is 25 ft. The building height is 28 ft. Building coverage is 44% and total lot coverage is 50%. The minimum lot size for Suburban Residential is 12,000 sq. ft. with a 90 ft. lot width. The street yard setback is 25 ft.; side yard setback is 8 ft. and must equal 20 ft.; the rear yard setback is 30 ft. The building height is 28 ft. Building coverage is 30% and total lot coverage is 40%. The public hearing for primary plat will be on May 14, 2019 in front of the Plan Commission. Kent suggested McGinley attend the meeting McAlpine and Recktenwall will be having concerning traffic calming measures. The meeting is scheduled for this afternoon at 1:00 p.m. Kent advised that the Landscape Plan has not been reviewed. It will be sent to the City horticulturist to make sure the plant material is acceptable. Kent will provide any comments they may have. The property owners will be responsible for installing their on-lot landscaping. Recktenwall explained they have a process in place where Olthof collects a cash bond from the property owner, then Olthof provides an inspection to ensure all required plantings are installed. Once the inspection is completed the cash bond is released. Kent indicated a copy of the Landscape Plan will be sent to Matt McBain, Public Works, so he can review the street trees. There is a requirement of 20% for each type of material.

**STITES:** Stites requested the street signs be installed as soon as possible. Thrasher interjected that occupancy is not allowed until the street signs are installed. Kent believes there may be a Hawthorne Hill subdivision in the County and suggested Recktenwall speak to Will Rose.

**MCALPINE:** A Site Permit and Rule 5 Permit will be required. McAlpine mentioned that he will be meeting with Recktenwall later today to discuss traffic calming and placement of the two locations. This was a condition of the Annexation Agreement. McAlpine asked if there is a reason the roads are 50 ft. rights-of-way rather than 60 ft. Recktenwall said they match the Valparaiso street standards. McAlpine stated that all connecting street rights-of-way should be 60 ft. Kent interjected the street rights-of-way should be 50 ft. McAlpine said he likes the way the pathway circulates and provides access for the residents. However, the portions that stub-out to State right-of-way seem to serve no value unless they are connected; however, he is unaware of the discussions that have taken place about the landscaping and berming, or if there is even a desire to connect a rear yard pathway. Kent said the location of the Dunes-Kankakee Pathway has not been determined. McAlpine would rather see this area as grass. If this pathway were an internal circulating pathway it is interesting as long people do not mind people walking behind their homes, but if this is not the

case, McAlpine thinks this should be eliminated. Kent asked what portions McAlpine was talking about. McAlpine said the areas east of Tulip Street. At the northeast corner it is the 80 ft. extension that terminates at the right-of-way. Kent said there may be a future development to the south and it could connect into these parcels. McAlpine indicated that all rear yard storm sewers and pond areas are to be maintained by home owner's association. This will all be spelled out within the plat documents. There is standard language that has been used at Pepper Cove and Mistwood on how Engineering likes to allow for the provision for the City to come in and perform maintenance as needed. As the plans develop, floor grades for each lot will be required to see how everything ties together. McAlpine mentioned that he has reviewed the drainage report and this area is sensitive regarding storm water management for off-site areas. McAlpine conveyed that he has a drainage report prepared by McMahan that he will provide. This report can illustrate how much water is coming from the areas to the north. There was no mention of off-site within the drainage report. There are two dead-end sewers in the northwest corner and he is aware of the reason for this. One serves Hawthorne North and the other serves Hawthorne Hills development. McAlpine said this will be revisited after he has an opportunity to speak to City Utilities. Recktenwall said there is a very significant ridgeline they are managing. McAlpine said the plans show a location for 8" sanitary running east/west south of lots 21-22. The lines do two 90-degree bends and they are in rear yard areas. McAlpine wonders if the lines can be straightened so there are no 90-degree bends and the easement areas can be widened. If the line was to run between lots 22-23 and 22 could shift to the south, there could be two 45-degree bends with a wide easement that allows for City Utilities to take care of the area. The storm water drainage report is still being reviewed. McAlpine mentioned that he made a comment that pond 3 should drain to pond two; however, once he looked at the contours it looks like it naturally drains to the west. McAlpine made a general comment that easements will be required as needed for all ponds to outlet water into drainage systems. McAlpine conveyed that when looking at the drainage report some of the curb numbers appear to be low. It appears they did not take into consideration the hard surface of the roadways. Providing pipe sizes and calculations for the pipe is necessary. McAlpine mentioned that consideration needs to be given to water quality for the ponds. McAlpine asked if the ponds are wet bottom. Recktenwall said ponds 2 and 3 will be dry and pond 1 will be wet. Further discussion on achieving water quality will be needed. McAlpine said street names and addresses need to be coordinated with Will Rose, Engineering Department. McAlpine said this project is being circulated through the Engineering Department and more comments will be provided.

**SCOTT:** Scott is aware these will be single-family homes and there is no community center. Scott provided no comments.

**MCGINLEY:** The final plans will need to show the locations for the proposed ADA ramps for the sidewalks. The locations of stop signs and street signs throughout the subdivision need to be shown on the final plans. Signs are to City and MUTC specifications. McGinley mentioned that he is not a fan of the bump-outs because of snowplowing; however, he does understand why they are there. He is not recommending any changes. There are outlots situated near the bump-outs and these will provide a place to pile snow.

**GESKEY:** Geskey said he has no comments until the next set of drawings with Plan and Profile are available.

**ISSUES TO BE RESOLVED:**

- Landscaping Plan
- Erosion Control Plan
- Provide Pipe Sizes and Calculations
- Contact Will Rose for Addressing and Street Names
- Rule 5 Permit
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Design Release
- Building Permit
- Contractors Registered with the City
- Contact Porter County Health Department
- Signage/Fencing Permit
- Zoning Clearance
- Show Proposed Locations for ADA Ramps on Final Plans
- Show Location of Street Signs and Stop Signs on Final Plans