

MEETING: Site Review Committee
SUBJECT: Jefferson Square
ADDRESS: 303 Jefferson St./308 Chicago St.
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: September 10, 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
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Mingyan Zhou, Engineering Dept.
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Tim Stites, Fire Department
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Paul Scott, Water Reclamation Dept.
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Mike Steege, Water Dept.
(219) 462-6174 / msteege@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Scott Roth, Roth Architect, Inc.
(847) 475-4750 / sdroth@rotharchitects.com
J. Christopher Lannert, Lannert Group
(630) 8851-8338 / tlg@lannert.com
Dave Faganel, Faganel Builders
Chris Marbach, Marbach-Palm

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed Jefferson Square to be located at 303 Jefferson Street and 308 Chicago 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 is a classic infill site. The aerial photo shows the transition of the business areas and the residential areas starting to emerge growing out of the downtown area. Lannert said they took several pictures on-site and off-site. The challenging part of this site is that from the high point along the alley to the low point which is the southwest corner there is over 15 ft. of grade change. This makes it difficult to have a driveway and an access that works. The color-coded map shows that the lighter the color the higher they are in terms of the 15 ft.; the darker the color the lower they are. There is 4,535 sq. ft. of coverage for the building and another 17,500 sq. ft. for paving (existing driveways, sidewalks and parking). Almost half of the site is covered with structure. With this in mind and a couple of different iterations of what would potentially happen with access points both on Chicago Street as well

as Morgan and Jefferson, they selected an access point on Jefferson, which is one-way to the south and exiting to the east on to Valparaiso Street as a secondary means of ingress/egress. The street between Jefferson and Chicago has not been connected. They did not want to encourage through traffic and because of the grade change. The other feature that helps is that this is an internally oriented plan. The good side is to the outside and the bad side is looked at from the patio. The inside is not really a bad side because of the courtyard and a strong amenity feature within the village square of possibly a fire pit or gazebo. The units have two-car garages behind them, and the units also have an upper deck. Roth said the internal function of this block is the focal point for the roof decks on the top floor. The exterior elevations respect the architecture around all the lots and the character of the City. The floor plans show how to get up to the roof deck. Optional elevators are being proposed for each unit. The main floor living is approximately a half story out of the ground from the front. The side elevation shows how the grade works from the high to the low. The garages will be at the back of the units at grade. There will be steps up to a covered porch at the front of the units. Lannert said this will be a seven-lot subdivision divided into duplexes and an additional single lot (Lot 8) facing Jefferson. The middle access point is Lot 9 (common open space). There will be a zero-side yard after the foundation is built for the duplexes. There will be 6 ft. side yards with 12 ft. between buildings. The front yards vary from 15 ft. down to 5 ft. This is a by product of the grade from the adjacent streets. The public sidewalk will be replaced on Morgan and Chicago. The wall in front will be approximately 2-1/2 ft to 3 ft. high. They will plant the parkway and behind the wall. Faganel said they have tried to contact the owner of the southwest outlot. A three-unit building could be built on this outlot. Marbach mentioned the site is currently 48% covered and the new design will not be any more than the 48% . The site is just over the one-acre requirement for storage and discharge for the development. A bowl will be created in the middle to capture internal runoff towards the center of . It will be difficult to discharge the runoff due to the grades. The only possible outflow might be to the intersection of Morgan and Jefferson and depends on whether the requirements will be strictly enforced.

STAFF COMMENTS:

STEEGE: Steege asked if a water line will be run to connect Jefferson and Chicago. The plan will be to go from Jefferson along the driveway, parallel north to south, find a spot in the center for a hydrant, and connect. They will be connecting the sanitary sewer to the manhole between Lots 6 and 7. Steege agreed with this and provided no other comments. It will be necessary to contact Mark Geskey for the water installation and Shaun Shifflett for meters. Contact information for Geskey and Shifflett was provided.

SCOTT: Submittal of an internal plumbing plan for at least one of the units will be required. The plan needs to show the basement. Scott conveyed floor drains are not allowed in the garages. Scott mentioned that if elevators are included and they are hydraulic with a sump pit, an oil minder will be required.

MCGINLEY: Public Works is concerned with trash, recycling and rights-of-way. The units will be serviced for trash and recycling. McGinley said trash and recycling will have to be picked up internally. It will be necessary to drive Public Works equipment on what is considered private drives. Lannert said trash and recycle totes will be kept in the garages. McGinley indicated there will need to be an understanding that Public Works equipment will be travelling on private drives. McGinley is aware that sidewalk will be updated on the Morgan and Chicago sides. McGinley requested they also consider installing sidewalk on Valparaiso. McGinley will provide wheel-base information for the Public Works vehicles.

STITES: The plans show a 12 ft. wide drive. Stites is not certain a Fire Department vehicle could maneuver into the center of the site to the proposed fire hydrant. Stites said there is access around the complete perimeter of the site; therefore, a fire hydrant in the center of the site isn't necessary. Stites asked what type of fire pit they are considering. Lannert said it will be a gas fire pit. Stites advised that since there is no burning in Porter County, a gas fire pit is acceptable.

ZHOU: Zhou is interested in the storm water quality control both during and after construction. This project is slightly over one acre; therefore, a Rule 5 Permit is required. Submittal of a detailed Storm Water Pollution Prevention Plan to the Engineering Department for review is required. Zhou will provide comments, if necessary. Zhou asked if there will be post-construction Operation and Maintenance Manuals. Marbach said this will part of their plan when submitted.

THRASHER: Thrasher asked if there will be two (2) one-hour walls. Roth said there will be a two-hour wall. The plumbing will run up through the floors instead in the wall. The existing grade will be used or altered so there will not be a four-story situation so that sprinkler systems will not be required. There will be separate utilities for every building. Residential permits will be required. Contractors must be listed on the application and registered with the City before permits can be issued. Thrasher prefers the existing building be demolished as soon as possible. A separate permit will be required for the demolition. Kent interjected that this home is on the Porter County Interim Report. Depending on the last report, whether it is a contributing or an outstanding structure, there may be a 45-day or 60-day demo delay. It will be necessary to present the project and reason for demolition to the Historic Preservation Commission.

MCALPINE: A Site Permit for each unit covering right-of-way cut and utility connections will be required. McAlpine reiterated the need for a Rule 5 Permit.

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Easements will be required for the water and sewer utility extensions that run into this development through Lots 6, 7 and along the common space area. McAlpine suggested this item be kept open for discussion. McAlpine is aware that sidewalks will be replaced on Morgan and Chicago Street and asked about Valparaiso Street. Lannert indicated they are trying to squeeze a sidewalk in at the front of their building adjacent to a curb. McAlpine said since they will be cutting in a driveway on Jefferson and removing a carriage walk, new sidewalk should be installed. Where driveways are being removed, curb will have to be reconstructed. McAlpine conveyed that Engineering is looking at the criteria for storm water management in two different ways. There is creditability for both ways. The project is over the one-acre threshold, but immediately adjacent to the Central Business District where underground or on-site detention is not required. In addition, the project is in a combination sewer area. Even if underground detention could be installed, taps cannot be made into the combination sewers with a pipe. This is not legal. It would be necessary to daylight the pipe and drain out over the surface of the ground. McAlpine said it may make better sense to come up with on-site water quality measures. This would save a significant amount of cost. McAlpine suggested using the common space area for water quality measures and the areas between the units for depressional storage with water quality treatments. McAlpine said this issue will be discussed internally. Providing a design for the retaining wall with tie-backs and structural considerations is required. It will be necessary to pay close attention to the grading plan, particularly where this property meets with the existing adjacent properties. Appropriate addresses have been assigned by Will Rose, Engineering Department.

KENT: Kent appreciates that they reached out to the Banta neighborhood with a public meeting. This property has a rich history in the community being tied to the University and located in the downtown area. It was a restaurant for many years as well as having housed different business. Ten or fifteen years ago it was evident that a lot of money would be required to make the building functional as a restaurant or retail space. Unfortunately, it is time for the building to be demolished. Kent asked that they reach out to see if there are any materials within the building that have any significance that could be recycled for use somewhere else or internally on this project. However, it may be at the point where there is no historic significance left.

The property is zoned Residential Transition. At the time the property was assessed a zoning district in 2009, we looked at that segment of properties. There are properties across the street that were converted to office space and the use of this property was an office or commercial. It was a transition area

between the single-family residential district and the downtown. Hence the zoning. Within the zoning criteria, single-family attached units can be required to be developed with a townhome format with bulk standards of not less than three units and not more than six units to be attached to any one building. Kent is aware a variance will be sought from this standard to allow for two units rather than the three to six. Parking shall be accessed from an alley way. The parking for this development will be accessed from an internal courtyard. A variance will be required for this as well. Per Table 3.301A, the single-family attached zoning standards for density is a minimum open space requirement of .15, gross density is 9.648 and net density of 11.351. The requirement for lot area per unit is 2,500 sq. ft. The minimum lot width is 25 ft. The front yard setback is 10 ft.; the building separation is 15 ft.; the rear yard setback is 20 ft.; maximum building height within the district is 28 ft. The building coverage within the zoning district is 65% total and includes all hard surfaces. The requirement for parking is two spaces per dwelling unit. Referring to Table 9.210 is necessary. Per Article 10, Table 10.301 the standard for on-lot landscaping is 12 large trees, 24 small trees and 200 shrubs per acre. Per Table 10.303, the open space landscaping standard, specific to the minimum requirement of 15%, is 10 large trees, 15 small trees and 102 shrubs per acre. Kent is aware that variances will be sought for these standards. However, with the plans submitted Kent thinks standards can be met and variances may not be needed. Kent will meet with Lannert concerning this item. As part of the subdivision process, street trees are required. Street trees should be planted 60 ft. on center within the medians. The front entrance location requirement is met. The minimum width per dwelling unit facing the street is 24 ft. A variance from this standard is being submitted. Kent mentioned that photos for the Neighborhood Launch Project, Columbus, Ohio were sent to Lannert. The project is relatively similar to this project, but on a much larger scale with a mixture of housing units and types. Kent suggested they look at the landscape design, specifically from a street standpoint, trying to integrate as much landscaping as possible within the streetscapes. The landscaping will act as a buffer. Kent suggested integrating some type of decorative fence material or wrought iron along with the wall to dress it up. This will be a very nice infill project for downtown. Variances will be presented at the September 17, 2019 Board of Zoning Appeals meeting. The meeting will take place at 7:00 p.m. at temporary City Hall. The timeframe for submittal of the project to the Plan Commission for subdivision needs to be discussed. This will be a two-phase project. The first phase will be the primary plat of the subdivision. It probably makes sense for the secondary plat to be done as an as-built. Once the building is up, it will be necessary to come in to ask for secondary plat approval of the units. Kent advised that the secondary plat must be

approved no later than 18 months after the primary plat approval. However, the Plan Commission can grant an 18-month extension for secondary plat approval. Kent will work with Attorney Todd Leeth as the project moves forward. Kent mentioned the 45 to 60-day demolition delay. An email will be sent confirming what the delay period will be. The delay period starts from the day of the Demolition Permit submittal to the Building Department. As part of the primary plat, it makes sense to have some type of agreement for access into the development for Public Works to pickup trash and recycling. This alleviates the residents having to pull the totes out to the street. McAlpine interjected that if we move forward with easements, the access agreement needs to include the utility heavy vehicles, outside of the limits of the easement. Kent said as part of the primary plat process, it will be necessary to provide Covenants and Restrictions. Maintenance of green space areas, any detention areas, impervious surfaces and exterior walls should be included. The maximum square footage for a monument-style sign is 50 sq. ft.; however, a smaller sign, integrated into the building, might make more sense.

ISSUES TO BE RESOLVED:

- Landscaping Plan
- Erosion Control Plan
- Rule 5 Permit
- Submit Detailed Storm Water Pollution Prevention Plan
- O & M Manuals
- Easements for Water & Sewer Extensions
- Provide Design for Retaining Wall
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit (for each unit)
- Building Permit (for each unit)
- Contractors Registered with the City
- Demolition Permit
- Signage/Fencing Permit
- Zoning Clearance
- Access Agreement for Service Vehicles (Public Works and Utility)
- Covenants and Restrictions (include for primary plat)
- Variances
- Internal Plumbing Plan for One Unit (include basement)
- Oil Minder for Hydraulic Elevators