

MEETING: Site Review Committee
SUBJECT: Glendale Development
ADDRESS: 701, 703, 705 Glendale Blvd.
PRELIMINARY SITE REVIEW

LOCATION:
DATE: January 26, 2021

IN ATTENDANCE:

Carley Lemmon, Asst. Planner
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Vicki Thrasher, Building Commissioner
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Bill Laird, Engineering Dept.
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Tim Stites, Fire Department
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Matt Zurbriggen, Engineering Dept.,
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Will Rose, Engineering Department
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Mark Geskey, Water Dept.
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Hanna Seats, Water Reclamation Dept.
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Tony Fahel, Water Reclamation Dept.
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Brent Dickson, Public Works Dept.
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PRESENTERS:

Adam McAlpine, McAlpine Consulting LLC
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Bob Coolman, Coolman Communities
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The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the Glendale Development to be located at 701, 703 and 705 Glendale Blvd. Lemmon 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 new development on Glendale Blvd. The development is in cooperation and coordination of Bob Coolman and Mark Forszt. The project is the construction of 14 paired patio units for a total of 28 units, and it will be an apartment complex. It is situated north of Glendale Blvd. and west of Calumet Avenue and it is just west of Walgreen's. It is approximately 3-3/4 acres. There are two homes on the property. The property does have dense woods. There are two driveways that front Glendale. There is

a 21" diameter sanitary sewer running roughly along the eastern 1/3 that collects a large tributary area to the north. Then it becomes a 24" sanitary sewer when it gets to Glendale and flows to the west. There is an existing sidewalk fronting the property. There is an outbuilding behind the eastern building. The site generally slopes from northeast to the south/southwest. McAlpine mentioned the border will be 25 ft. on the west, north and east sides of the development. The setback to the buildings is actually 27 ft. and provides a cushion. The zoning is Urban Residential, and it matches the zoning to the east of Walgreen's. The zoning to the north is General Residential. A landscape buffer is being planned for this area. There are three retention basins on the south side. Most of the time they will be open grassy depressional areas; however, when it rains, they will work in tandem to store the water and then release it into the inlet presently on the north side of Glendale. McAlpine said that 2/3's of the development will tie into a new sanitary sewer line on the west side. A new structure will be installed over the existing sewer manhole and a little less than 400 ft. of pipe will be run to the north and another manhole will be installed. The far eastern units will tie into the 21" sanitary sewer. There is a water main which will loop around the private driveway and tap into the main on Glendale for the west drive entrance and tap in near the east entrance. Hydrants are shown mid-block on both sides. McAlpine said the plan is to pitch the east side of the driveway to the west so that the stormwater will go to the intake structures, drain to the south and into the detention basins. Coolman mentioned the apartments are meant for empty nesters. The apartments will be approximately 1,450 sq. ft. on either side of the duplex structures. Each unit will have two bedrooms and two bathrooms. The unit on the right-hand side will have a study in the back corner and the unit on the left-hand side will have a sunroom. The one-car garages will be oversized and will provide enough space for storage along the inner wall. The driveway will provide parking for two cars on either side approaching the front of the building with the driveway coming from the guest parking spot. This provides three parking spaces per unit on site. Additional off-street, angled guest parking is provided on either side of the loop. This is a 22 ft. wide street on a 25 ft. wide base. (It is not really a street it is a driveway.) It is comparable to a driveway into any apartment complex. If needed, more guest parking can be provided. There will be no street parking. The east ¼ was originally four lots. The east lot is fairly heavily wooded; however, most of the trees are scrub. There are a lot of nice trees on the site. Coolman knows the UDO requires a tree survey. Coolman does not believe they will be able to put enough trees on site to meet the requirements of the ordinance. He believes there is the possibility to make a \$10,000 payment to the Tree Fund. He would like to make the \$10,000 payment to the Tree Fund rather than going to the expense of the tree survey. Coolman

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mentioned a Landscape Plan will be submitted. Coolman shared a CAD drawing of a small cottage he designed and built for the University. He conveyed that the same architectural components (i.e., brick fronts, pent roofs over the garage doors with porches between the two sides, one car garages) will be used for the apartments. They will also use the same color scheme. Coolman indicated that because these are duplexes and not anything larger and they are all on one floor, the buildings do not need State plan approval. Plans will be submitted to the City for approval.

STAFF COMMENTS:

LAIRD: Laird understands that the plans are still fairly conceptual. Laird conveyed that the site plan needs to include the dimensions (width and length) for the parking stalls. Laird asked if there will be sidewalks through the interior of the development. McAlpine stated there are no plans for sidewalks, just the drive and the driveway leading into the units. Coolman interjected that because of the density it will be a very low use and they are not anticipating that there will be a need for interior sidewalks. Laird asked if curb and gutter is being proposed for the interior drive and parking lot perimeters. McAlpine stated they are not planning curb and gutter along the driveway. The approaches will be asphalt flared out at the Glendale. It will taper back to 22 ft. wide, edge to edge. McAlpine said it will be elevated and pitched to the interior. The west side will be approximately 6" lower than the east side. McAlpine feels the 22 ft. will open up the travel lane. Curb and gutter would tighten the road up. Laird said it will be necessary to show storm sewer structure sizes, rims, inverts, and the storm sewer pipe sizes. Laird mentioned that a grading plan was not included in the site review submittal. The grading plan needs to show elevations at proposed driveways, proposed top of foundation, first floor and lot corners. Grading and drainage design for all impervious areas must be included on the plan. It will be necessary to show the location of any drainage swales. The plan needs to show pond calculations, design, grading and pond outfall. Coolman commented that this is one lot and the ownership will remain with MJF Development. They are not anticipating that these will ever be split into condominiums or sold off as individual units. They will remain as rental property. They will approach it this way in terms of doing the grading plan. They will identify elevations on the individual units. This will all be done as any other apartment complex where they identify all of that in the initial submission. Laird stated that since more than one acre of land is being disturbed, a Rule 5 Permit will be required. A detailed Stormwater Pollution Prevention Plan (SWPPP) must be submitted. The proposed Post-Construction Stormwater Management BMP's need to be able to remove at least 80% TSS after construction is done. Please provide information that this goal can be achieved. A Post-Construction BMP Operation and

Maintenance Manual signed by the property owner is required. The Site Permit, Right-of-Way Permit and Sanitary Sewer Permit are obtained through the Engineering Department. Laird conveyed that a 10 ft. right-of-way dedication is required for the north side of Glendale Blvd. McAlpine said their records show there is a 60 ft. right-of-way along Glendale and that there was a previous 10 ft. right-of-way dedication. Rose stated this dedication was not found and it is not represented at the County. McAlpine stated the right-of-way will be dedicated. **ROSE:** Rose stated one street name will work best for this development. Rose requested they submit possible street names for review.

ZURBRIGGEN: The high-water mark must be no less than 25 ft. from any building or structure. The lowest grade for all residential shall be a minimum of 2 ft. above the 100-year pond elevation or 2 ft. above the emergency overflow. Reviewing Chapter 6, Section C of the Engineering Technical Standards Manual in its entirety for other detention basin requirements will be necessary. An emergency overflow route plan must be included in the plan.

THRASHER: Thrasher confirmed that this will be considered as one and two family and it will not need to be submitted to the State. There is a 10 ft. separation between the buildings which is typical. The 10 ft. is a minimum, unless they plan to put in fire rated separation walls and eliminate windows, etc. on the side. Thrasher cautioned them to be mindful of this 10 ft. separation requirement. Demolition permits will be required for the existing structures if there are plans to take them down. Thrasher is aware that there are no future plans to make these condos, but it is necessary to think about this when they are designed out. Sometimes when they are sold off the first thing the owners try to do is to turn them into condos. Thrasher asked if there will be a 2-hour wall between units. Coolman confirmed that it will be a 2-hour wall. Thrasher mentioned that two 1-hour walls is preferred. Coolman said this is exactly what is being planned. There will be no plumbing in these walls. Thrasher conveyed that utilities all need to be separate. Electric or gas should not be run from one unit to get to another unit. It appears the sanitary sewer is one tap; however, normally that would be two, one for each unit. This is what we like to see, to avoid problems in the future. Thrasher is assuming trash pickup will be by a private hauler. Coolman confirmed. Thrasher conveyed that often parking becomes an issue in this type of development. There always seems to be a greater need for parking than what is anticipated. Thrasher said if there is room to put in more parking, it should be considered. A Building Permit will be required for each building. Thrasher asked Bill Laird if a Site Permit will be required for each building. Laird confirmed. Thrasher stated a Site Permit Application will need to be submitted with the Building Permit Application.

Thrasher conveyed that the owner will have to register the property as a rental prior to any occupancy permits being issued.

STITES: Access is the only issue the Fire Department has. It appears that McAlpine did use the directions Stites provided for the Fire Department trucks. Stites is aware the main will be looped. Stites requested that signs and address numbers be put up as soon as possible. Thrasher interjected that they are required to post the placards on site. Stites said he is aware this is supposed to be done, but a lot of times it is not. Thrasher said she will make sure the placards are posted. Coolman said they do not know if these will be built in one phase or two. Either way they will not be built one at time.

GESKEY: Geskey mentioned that there has been a meeting with Mike Steege and discussion about what needs to be done. The water pipe needs to be 8" ductile iron. The Water Department is still checking the C900 pipe; however, this ends in approximately another year. Then it will be put into their specs. The contractor chosen will enter into a contract with Geskey and Geskey will enter into a contract with the developer. All price, materials, construction, and meters will be paid for in one payment. Providing Plan and Profile is required for an NOI to the State. This must be completed 30-days prior to beginning construction. The sanitary sewer needs to be tied in individually to each unit. A clean-out is required within 5 ft. outside of the building.

FAHEL: Submitting an internal plumbing plan for each type of unit within the development is necessary. The units appear to be similar; however, if there are any differences Fahel wants to see a plumbing plan for each type of unit.

Coolman said as far as the plumbing is concerned the units are all identical.

DICKSON: Dickson asked if the streets will be private. McAlpine confirmed they are private driveways that wrap around. Public Works will not be responsible for snow removal. Trash and recycling will be handled by a private hauler. Dickson asked if they need the specs for the curb cuts for the sidewalks going into the development. Coolman said the entrance geometry and sidewalk ramps going across the entrances will meet the City standards for entrances off of a road of this nature.

LEMMON: Lemmon stated it will be necessary to discuss the tree survey with Beth Shrader, Planning Director. This property is zoned Urban Residential (UR). Single family attached is a permitted use within this district. Article 3 covers the residential design standards. The minimum open space ratio is .15; Gross Density is 9.648; Net Density is 11.351. The minimum area for a parcel proposed for development is 25,000 sq. ft. Lemmon mentioned that Table 3.603C (twin home or duplex lots) was used to determine the required setbacks. The street yard setback in the front is 20 ft. The side yard setback total is 5 ft. and 10 ft. The required rear yard setback is 25 ft. The maximum building height

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is 32 ft. Referring to Table 3.603C is recommended. Alternative Standards, Section 3.606: There are alternative standards to allow a use of this type. A proposed pattern of development is permitted, if it complies with the density, open space, setback requirements if it were platted with lots that would meet the minimum requirements of Section 3.600. Lemmon asked how they will address the front yard/back yard in the middle. It looks like some front yards will be facing front yards and some back yards to front yards. Are there any plans to make it visually appealing? McAlpine said these will be open grass areas where they will be adding trees and shrubs. It looks like there is available area outside of the location where pipes will go where they can add landscaping. Referring to Article 5, Section 5.302 for the residential sign standards will be necessary. It will be necessary to refer to Article 8, Section 8.206 for the Private Street Standards. Article 8, Section 8.213 will provide the Sidewalk Standards. Lemmon asked if they intend to add any sidewalks throughout the development. McAlpine said the only sidewalk they will be doing is along the frontage of Glendale. Currently, it is a 4 ft. sidewalk. The existing drive approaches will be removed, and two new drive approaches will be installed and utility work. The existing 4 ft. walk will be replaced with a 5 ft. sidewalk along the Glendale frontage. There will not be sidewalks in the interior of the development. Lemmon conveyed the requirement for single-family attached parking is two (2) spaces per dwelling unit. Will the driveway and garages provide the required parking? Coolman explained the development plan provides 3-1/2 parking spaces per unit. Lemmon asked if the angled parking on the interior of the development is for visitor parking. Coolman confirmed. Table 9.404A provides the requirement for driveway access. Lemmon asked if there will be any exterior lighting throughout the interior of the development. Coolman said they do plan interior lighting; however, he does not know exactly what type of lighting they intend to provide. Generally, in most of their developments they have dusk-to-dawn post lights in front of each unit. However, these tend to get damaged. Coolman said another option would be dark sky lights on the garage fronts as well as porch lights. Residential landscaping requires 14 large trees, 28 small trees and 238 shrubs per acre. Referring to Article 10, Table 10.301 for landscape requirements will be necessary. From previous comments, it will be necessary to have further discussion concerning the landscaping. Lemmon asked if they intend to incorporate street trees along the private road. Coolman commented that he does not like any project that does not have street trees. They will look at street trees as part of the landscape plan. The east side of the development will require a Class A bufferyard. A Class A bufferyard must be 10 ft. wide with 1 large tree, 2 small trees, and 17 shrubs per linear foot. No berm, wall or fence is required. Coolman said this will actually be much denser than the requirement.

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They intend to keep everything they can. It will be necessary to refer to Article 11, Section 11.200 for Residential Design Standards. Lemmon conveyed that the lots need to be combined through the Plan Commission or Plat Committee. A Zoning Clearance for the development will be required. Coolman asked for clarification concerning the Zoning Clearance. Lemmon said it will be similar to what was done for St. Paul Square. It is the Planning Department review of the project to ensure it meets the standards. It will be part of the Building Department submittal.

ISSUES TO BE RESOLVED:

- Landscaping Plan
- Discuss Trees and Tree Survey with Beth Shrader
- Erosion Control Plan
- Rule 5 Permit
- Right-of-Way Dedication
- Grading Plan
- Submit SWPPP
- Operation and Maintenance Manual
- Detailed Site Plan
- Site Improvement Permit
- Right-of-Way Permit
- Sanitary Sewer Permit
- Building Permit
- Demolition Permit (if existing buildings are razed)
- Register Property as Rental Prior to Occupancy
- Submit Internal Plumbing Plan
- Submit Plan and Profile
- Clean-out within 5 ft. of Building
- Contractors Registered with the City
- Signage/Fencing Permit
- Zoning Clearance