

**MEETING: Site Review Committee**  
**SUBJECT: Kossis Building**  
**ADDRESS: 707 Lincolnway**  
**PRELIMINARY SITE REVIEW**

**LOCATION: Zoom**  
**DATE: July 6, 2021**

**IN ATTENDANCE:**

Carley Lemmon, Asst. Planner  
(219) 462-1161 / [clemmon@valpo.us](mailto:clemmon@valpo.us)  
Vicki Thrasher, Building Commissioner  
(219) 462-1161 / [vthrasher@valpo.us](mailto:vthrasher@valpo.us)  
Bill Laird, Engineering Dept.  
(219) 462-1161 / [blaird@valpo.us](mailto:blaird@valpo.us)  
Matt Zurbruggen, Engineering Dept.,  
(219) 462-1161 / [mzurbruggen@valapo.us](mailto:mzurbruggen@valapo.us)  
Nate McGinley, Water Dept.  
(219) 462-6174 / [nmcginley@valpo.us](mailto:nmcginley@valpo.us)  
Tony Fahel, Water Reclamation Dept.  
(219) 464-4973 / [tfahel@valpo.us](mailto:tfahel@valpo.us)  
Tim Stites, Fire Department  
(219) 462-8325 / [tstites@valpo.us](mailto:tstites@valpo.us)

**PRESENTERS:**

Peter Kossis, Owner  
(312) 623-1658 / [pkossis7@gmail.com](mailto:pkossis7@gmail.com)  
Diane Kossis  
Randell Peterson, Abonmarche  
(219) 688-0341 / [rpeterston@abonmarche.com](mailto:rpeterston@abonmarche.com)  
Ben Mammina, BVM Design Group  
(708) 533-4479

The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed to be located at . 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:** Kossis stated he is not the owner per se. They do have a contract to purchase based on City approval. The project will be a three-story building at the corner of Lincolnway and Garfield. There will be retail and potentially a restaurant on the ground floor, offices on the second floor and three apartments on the third floor. Kossis will be living in one of the apartments. The site will have 31 parking spaces and there will be trash collection. The site will also have green space. This is conceptual and not a lot of details are shown. The construction will be concrete walls with Styrofoam on the outside. There will be steel and concrete floors between the first and second floors and the second and third floors. The building will have an elevator and two (2) stairwells. Peterson said this site used to be a gas/service station. Utilities are near by as shown on the Utility Plan. Colored 3-D renderings of the building were provided.

**STAFF COMMENTS:**

**LAIRD:** There are some concerns with line of site at the intersection with the way the building is placed on the site. Can the building be adjusted to allow better visibility at the intersection? Kossis mentioned the project is in the Eastgate Overlay District and the placement is actually required by ordinance. The building can only be a certain number of feet away from the curb line. It is as far away from the curb as possible. Lemmon interjected that this is correct. Lemmon stated there may be some zoning issues if the building was moved. Laird indicated that there are permits required through the Engineering Department for the project. A Right-of-Way Permit and a Site Permit with Erosion Control need to be submitted with the Building Permit package. These permits will be approved by the Engineering Department.

**ZURBRIGGEN:** What will be the use of the green space be (patio, just green space)? Kossis state that right now it is just green space, but they do want to have the opportunity for a patio. Zurbriggen said a few months back there was discussion concerning storm water, runoff rates, etc. Engineering likes the layout of the site with the exception of the line of site. But will still be interested in how they will utilize the green infrastructure. Zurbriggen suggest using some permeable pavers. Maybe there could be some creative ways to try to reduce the runoff from the site to try to get close to the .5 CFS per acre runoff rate. Mammina stated that they did discuss this internally. One option was using perforated pipe instead of traditional solid wall pipe to provide runoff into the ground. Permeable pavers were also discussed, but they tend to have a very short life span and fail over time. They are still looking at different options. They just wanted to get through site review to ensure that everything else will be allowable. Zurbriggen suggested meeting after site review to discuss this issue. Zurbriggen reiterated that anything that can be done to reduce the runoff will be in their best interests. Kossis said they probably won't be able to meet the .5 CFS. They want to make sure they capture the water from the parking lot and are not overflowing the neighbors to the north. The parking lot will be sloped to the middle and then it will be piped to the storm sewers. They can also capture water in the green space. Zurbriggen said that nothing will be approved today. This meeting is to provide City staff the opportunity to make comments concerning the project.

**MCGINLEY:** McGinley stated that his department looks at the water and sewer services. As shown, he is fine with the sanitary sewer service exiting north to the alleyway where the 12" clay sewer is located. However, it will be necessary to remove a section of the existing main and install a new wye. There is a 6" main on Garfield on the east side. McGinley has a concern with a 6" fire flow coming off a 6" line. McGinley suggested a flow test on this main to ensure the 6" will

carry the type of fire flow that will be needed. If the 6" cannot carry the flow needed, it may be necessary to come off the 10" on Lincolnway. This conversation can be continued off line. The plans show a 6" behind the 2" domestic line separated. Recently, Utilities has allowed the domestic to come off of the fire line. McGinley explained that the fire line will come off the City main and then just before the edge of the right-of-way there will be a tap with the domestic. There will be a valve on the fire line and a curb stop on the domestic line so either one can still be isolated. McGinley mentioned that the plans did not show a hydrant and deferred comments to the Fire Department. Shaun Shifflett, Metering Department, indicated backflow will be required for this project. It will be necessary to contact Shifflett concerning the meter requirements. The contact information for Shifflett is (219) 462-6174, Ext.1322, or [sshiffleff@valpo.us](mailto:sshiffleff@valpo.us).

**STITES:** Stites stated that there is a hydrant across the street on Greenwich and Lincolnway. It will be necessary to ensure the fire flow is sufficient for the facility. All initial inspections required through the construction phase will be scheduled and coordinated through the Building Department. After occupancy, the facility will be subject to annual fire inspections. Before installing any fire protection equipment, it will be necessary for fire protection contractors to contact Stites.

**FAHEL:** Water Reclamation is concerned with what is being discharged into the sanitary sewer. Fahel asked if there is a basement in the building. Kossis said there is no basement. Fahel stated submittal of a detailed internal plumbing plan will be necessary. Fahel conveyed that a detailed floor plan and internal plumbing plan will be required for any type of restaurant going into the building. Will the elevator be electric or hydraulic? The elevator will be hydraulic. Fahel stated an oil minder with a sump pit will be required.

**THRASHER:** The project must be submitted to the State of Indiana for a Construction Design Release prior to issuance of the Building Permits. All contractors working on the project must be registered with the City. Signage will require a separate permit. Thrasher asked if any of the apartments will be rented. Kossis confirmed two apartments will be rented. Thrasher said it will be necessary to register the apartments with the City as rentals. The City has a rental ordinance. The apartments must be registered before they are occupied. Thrasher asked if a site review will be required for the restaurant. Lemmon said the restaurant will require a separate site review. Thrasher stated the restaurant will have to work with the Porter County Health Department.

**LEMMON:** This property is located in the Commercial General Zoning District (CG) as well as the Eastgate Overlay District. Mixed use is a limited use in the Commercial General Zoning District. There must be different types of uses on each floor and at least one of the uses must be residential. 30% of the floor area

should be devoted to the residential use. Lemmon stated that the plans submitted show approximately 42% is residential. The residential units must have at least 75 sq. ft. of public/private outdoor recreational activity space in the form of a balcony, rooftop area or ground level space as noted. For the nonresidential and mixed-use standards, it will be necessary to refer to Table 3.301B. This table will provide the Landscape Ratio, Gross Floor Area Ratio and Net Floor Area Ratio. Landscape requirements are in Article 10. On-lot landscaping appears in Table 10.301. The requirement for Commercial General is 9 large trees, 18 small trees and 50 shrubs per acre. The zoning to the north is NC-60 (residential) and the zoning to the west is Residential Transition (RT). Lemmon will send the buffer yard requirements for both of these zoning districts. Lemmon conveyed that if the bufferyard is 15% of the site there is a reduction allowed. Information concerning the reduction will be provided. Because the property is in the Eastgate Overlay, there are several requirements. The setbacks and building spacing are located in Section 11.402. For primary streets, it is not less than 15 ft. from the curb line at the drive lane and no more than 27 ft. For secondary streets (Garfield) the setback is not less than 10 ft. from the curb line at the drive lane and not more than 15 ft. If using the different materials proposed, it can be increased. The side yard setback is 5 ft. Architectural design standards for new construction can be found in Section 11.404. This section includes information on using traditional architecture and natural materials and colors as proposed. It appears that most of what is being proposed will meet the standards. Planning will have to double check some transparency percentages to ensure the required percentages are met. Parking requirements are in Section 11.407. The parking needs to be to the rear and side of the building and the section provides required setbacks. Kossis asked if the City has any concerns regarding the parking they are providing. Lemmon said so far it looks good, but the calculations will be double checked. The only thing that might be an issue at some point would probably be landscaping; however, Planning can work with them on this issue. Kossis mentioned that the rendering submitted shows a canopy over the entrance. This canopy actually goes over the sidewalk. Kossis asked if the City will have an issue with this overhang. Thrasher said the building cannot encroach over the property line. Thrasher said more detail on the construction and how much it encroaches is needed. Kossis said it probably encroaches 6 ft. to the south and will cover the sidewalk. Lemmon will discuss this with Shrader. Kossis asked if a public hearing is necessary. Lemmon explained that the reason a public hearing will be needed is if there is a Board of Zoning Appeals petition filed. Lemmon stated that Section 11.409 covers lighting requirements. Information on the size and type is provided. A Photometric Plan will be required later in the development

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process. Information pertaining to signs can be found in Section 11.410. This section provides all the signage allowances for Eastgate. Landscaping and screening requirements are in Section 11.411. This section provides more of the Eastgate standards for screening. Lemmon stated a Zoning Clearance will have to be submitted. All in depth Planning notes will be provided.

**ISSUES TO BE RESOLVED:**

- Landscaping Plan
- Erosion Control Permit
- Right-of-Way Permit
- Detailed Site Plan
- Backflow Prevention (contact Shaun Shifflett)
- Site Improvement Permit
- State Design Release
- Building Permit
- Contractors Registered with the City
- Register Apartments as Rentals
- Restaurant to Contact Porter County Health Department
- Signage/Fencing Permit
- Flow Test
- Detailed Internal Plumbing Plan
- Detailed Floor Plan for Restaurant
- Detailed Plumbing Plan for Restaurant
- Oil Minder with Sump Pit for Elevator
- Zoning Clearance