

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: June 25, 2018
RE: City Engineer Report – June 25, 2018 Special Meeting

(1) ULP Hotel Development – Sensitive Areas Development Plan

- a. The council will consider Resolution No. 18-33 to approve the Sensitive Areas Development Plan. The Sensitive Areas Ordinance (#212) requires this drawing(s) be developed due to existing slopes and woodlands on this site, and requires the city council to approve these plans before commencement of any development. In May of this year, council approved the Amended PUD Plan with several conditions (Resolution 18-25), which included approval of this document.
 - i. The Sensitive Areas Development Plan (Sheet 3) is attached. It shows the existing conditions of the site, the location of identified woodland areas, steep and critical slopes, and associated buffers.
 - 1. The slope areas and woodland areas identified match what was provided in the initial PUD Plan. This drawing meets the criteria for a development plan as described in Ordinance #212.
 - 2. Note: The tree protection fencing detail is included on Sheet 4 of the Plans (Site Demolition Plan).
 - ii. The Site Grading and Erosion Control Plan (Sheet 5) is attached. It shows the proposed development of the site, and shows the final grading contours. It identifies visually how the development is located within the slope areas of the site, as well as the limits of grading required for the development.
 - 1. The outer construction limit line is identified, with all the site area inside shown to be impacted by the project. This is consistent with the previous versions of the PUD Plan. The drawing meets the criteria for a site plan and grading plan as described in Ordinance #128.
 - iii. The Sensitive Areas Development Plan, and the Site Grading and Erosion Control Plan are consistent with the previously approved PUD plan, show the necessary information, and are ready for consideration by council.
 - 1. The section of sensitive slopes shown at the north corner of the site are the result of years of erosion around an existing culvert under the gravel path, which outlets water into the railroad right-of-way. The proposed project eliminates this culvert, diverting that water into the on-site detention system instead. The main entry drive will be located in this area, which will stabilize this erosion area, and also repair the erosion on the hillside of the railroad property.



2. The section of steep slopes at the southeast corner of the site are impacted by the proposed site work. The sidewalk connection in this corner is being constructed using stairs and tall retaining walls which minimize the encroachment of the construction area adjacent to the slopes. The retaining walls allow the existing slopes in the area to be matched into the sides of the walls, eliminating a more significant footprint needed for grading alone.
3. The woodland areas to be removed are shown and the buffer line around woodland areas to remain (trees in the railroad right-of-way) is identified. Consistent with the approved PUD Plan, work on the site will encroach into the woodland buffer running along the railroad property. Based on the square footage of the woodland removal areas (35,300 square feet), there are 176 replacement trees to be planted (1 tree per 200 square feet of removed woodland). This is correctly identified on the Plans and will consist of new trees planted on the site (approximately 30%), and trees that will need to be planted off-site (approximately 70%). According to Ordinance No. 212, the off-site woodland area is to be approved by the City Tree Board or its designee.
4. The Critical Root Zone is outlined for trees to remain during construction, and a tree protection fencing detail is included in the Site Demolition Plan (4-foot high chain link fencing).
5. The impact to trees and woodland areas around the site are minimized as much as possible given the location and size of the building, drives, sidewalks, parking lots and necessary utility work to support the hotel.

(2) ULP Hotel Development – Stormwater Pollution Prevention Plan (SWPPP) and Construction Site Runoff (CSR) Permit

- a. The council will consider Resolution No. 18-34 to approve the Stormwater Pollution Prevention Plan (SWPPP) and issue a Construction Site Runoff (CSR) permit.
- b. Ordinance No. 155 requires that development disturbing one acre or more is required to develop a SWPPP and obtain a CSR permit from the City (in addition to the State NPDES erosion control permit) prior to grading work occurring. In May of this year, council approved the Amended PUD Plan with several conditions (Resolution 18-25), which included approval of the SWPPP and issuance of the CSR permit.
- c. The CSR application form and supporting SWPPP materials and drawings have been submitted and reviewed. Attached is the CSR application form and permit review checklist. These SWPPP materials meet the requirements and show the information outlined in Ordinance No. 155.
- d. Prior to issuing a CSR permit for this site, the \$400 CSR permit fee will need to be paid (based on the fees established in Resolution No. 15-54), the certification statements officially signed by the owner's and their contractor, and an on-site visit will occur to verify that all of the initial erosion control measures and tree protection fencing has been installed as shown.

(3) ULP Hotel Development – Building Permit

- a. If the council approves the Sensitive Areas Development Plan, the Stormwater Pollution Prevention Plan and authorizes issuance of the CSR permit, an initial building permit may be issued to authorize remaining tree removals, the removal of the buildings on the site, and grading work on the site. This authorization is limited only to the property owned by the developers. At this time, the proposed easements shown for off-site work have not been prepared, signed and recorded as actual easements.
- b. Based on discussion with the developer, a request will be forthcoming for a second building permit authorizing utility work and possibly the construction of the building foundation, once the design and construction details of these components have been finalized, reviewed and back checked by staff from University Heights and Iowa City. It will also include final design of the on-site stormwater detention structure, approval of the stormwater management plan, and verification of off-site easements for utility work.
- c. Another building permit authorizing construction of the actual building and remaining site features is anticipated once the actual building design is completed and submitted for review and approval.

Please feel free to contact me if you have any questions about these or any other items.

JDB