



INDIANA 46383

TELEPHONE: 462-1161

MEETING: Site Review Committee
SUBJECT: Home-n-Clature
ADDRESS: 360 S. Campbell

LOCATION: City Hall
DATE: January 15, 2013

PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Tyler Kent, Asst. City Planner	(219) 462-1161
Adam McAlpine, Engineering Dept.	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Matt Evans, Public Works	(219) 462-4612

PRESENTERS:

Amanda Snider, Home-n-Clature
(219) 697-2548 / Amanda@MyHomenclature.com
Todd Dickard, CBRE/Bradley
(219) 879-6200 / todd.dickard@cbre.com

Email addresses for the above City of Valparaiso Departments can be found at www.valpo.us.

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss a proposed furniture store to be located at 360 S. Campbell. 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: Snider stated the space she intends to lease is approximately 18,000 sq. ft. Currently her company is located in Munster and she wants to move to the Valparaiso area. The business involves the restoration and repair of furniture and mostly retail sales. Snider stated the area is currently Heavy Industrial and she will be appearing before the Board of Zoning Appeals for a use variance. Signage is being proposed for the front of the building. Snider indicated she has been working with Brent Wagner concerning the façade in order make sure what is being done stays in line with what the city is striving for. Snider is hoping to be in the building in the next 60-90 days.

STAFF COMMENTS:

JOHNSON: Johnson indicated that a site inspection was performed. This inspection uncovered several questions concerning the project as a whole and the plans do not provide any information to answer these questions. Comment was made that all the tenants would be able to use this loading dock and this presents concerns. There is also the issue concerning work being done without permits. Johnson indicated he has spoken to Steve Sutton with RASK concerning the fire suppression system. The system was originally a dry system; however, someone has tampered with the dry check valve and made it a wet system with no monitoring, fire department connection or notification inside or outside the building. Johnson said there could be a broken sprinkler head in the building flowing water and it could not be detected. These are all items that need to be repaired. The sprinkler system needs to be brought up to current code. There needs to be a fire department connection, the system needs to be monitored and there must be notification both inside and outside the building. Johnson said there are portions of the building that are not

covered by the sprinkler system. This needs to be addressed. These areas either need to be covered or fire walls must be constructed. Johnson needs more details concerning where the furniture restoration will be done and what the process entails, i.e. hot work, painting, etc. Johnson pointed out there are different code requirements for painting, staining and hot work operations. A fire alarm system will be required. An annunciator panel will be needed at the front entrance. A Knox Box will also be required. Johnson indicated there are several concerns with the building to the north that need to be addressed. Dickard said CBRE/Bradley is doing everything they can to gather pertinent documentation concerning this site. Dickard clarified that Snider will be leasing the former TBR space and the loading dock area. Dickard stated that eventually a ramp will be constructed into the loading dock area of the building. Dickard indicated that only the 27,000 sq. ft. upper floor and Snider's operation will be able to access the common dock area. Johnson stated ensuring the building Snider's space will connect to is protected by a fire protection system is necessary. Dickard stated that what needs to be done will be done. Dickard stated that five of the six gas fire heaters are functioning.

GESKEY: Geskey indicated that backflow protection is already in place at this location. Geskey has no other comments.

PILARSKI: Pilarski stated there is not enough information on the plans to be able to provide comments. Submitting an internal plumbing plan is necessary. Pilarski stated the plans need to show the connection point to the City sewer main from this building. Pilarski also requested the plans indicate what portion of the building will be used for retail and what portion will be used for manufacturing. Once more information is provided other comments can be made. Dickard asked what should be done if an internal plumbing plan cannot be located. Both Pilarski and Thrasher stated it will be necessary to develop an internal plumbing plan.

MCALPINE: McAlpine stated a sidewalk waiver form will be required for the Boundary Street road frontages.

KENT: Kent indicated architectural drawings (received yesterday) are required. A use variance and a variance for the sign location will be heard by the Board of Zoning Appeals tonight. Kent asked about the number of parking spaces located at the front of the building. Dickard indicated there are approximately 2 or 3 dozen spaces available. Dickard indicated there is a lot that is also part of this site. Providing a total count of parking spaces is necessary so that as other units are developed there is a parking plan for the development. Kent indicated the dimensions for a parking space are generally 9' x 18'. This information can be found in the Unified Development Ordinance. A landscape plan for the front of the building is necessary. Kent stated a site review will be necessary for New Creations. New Creations will also have to go through the use variance process. Kent reiterated that prior to anyone moving into the building either he or Vicki Thrasher should be contacted concerning any other construction occurring on site so that proper procedures are followed for permit approval or variance requirements. Kent will provide the uses permitted in this district. Kent asked how garbage collection will be handled. Snider stated there will be one dumpster. Kent will provide the standards for dumpster enclosures (Article 2, Section 2.306). A dumpster must be enclosed using materials similar to that of the building. Landscaping is required around the enclosure. A Zoning Clearance is required prior to building permit being issued.

THRASHER: Thrasher asked if the restrooms shown are existing. Snider indicated they are existing and no changes are intended. Thrasher indicated the restrooms will have to be handicapped accessible. Thrasher said technically this is a change of use. Thrasher will be willing to work with the architect concerning what must be sent to the State for review. At a minimum the work being done on the sprinkler system and the fire alarm system must be sent for review. Thrasher expressed concern about the common loading dock. Thrasher feels this was not the original intent and does not know if it is permitted to be done the way it is shown. Thrasher said there will have to be some type of separation between Snider's unit and the common loading area. The loading area may have to be completely separate from Snider's project. Snider's use is not a major issue. The issue is the common loading area and trying to connect it to a building that has a

factory type designation. Fire sprinkler systems and fire alarm systems must be brought up to code. Thrasher feels that based on square footage and use the entire building should be evaluated as to what will be necessary for the spaces. Thrasher requested clarification on what the plans are for the tank. At this point verifying that the tank is safe is not possible. Dickard indicated at this time there are no plans concerning the tank. Thrasher has concerns about the safety of the tank and its proximity to Snider's unit. Thrasher stated the tank should be removed or repaired. Thrasher reiterated that she will work with the architect concerning what must be reviewed by the State. This must be resolved before a Building Permit will be issued. Thrasher stated the three things that need to be done in order for Snider to proceed with her unit are the common area should be restored to what it was originally, an evaluation of the fire sprinkler system and alarm system is needed and an evaluation of the tank for safety purposes is needed. Thrasher said that as the plans move forward to tie the buildings together, the common area will be treated as a separate project. At that time if changes are required to Snider's unit to make the connection work they would be addressed at that time. Proceeding in this manner will not hold Snider up on her unit.

EVANS: As this project does not impact rights-of-way, Evans has no comments for this unit. However, Evans suggested that consideration should be given to improving the sidewalk running along Campbell Street. Evans pointed out the stairs shown prohibit accessibility to those with disabilities. Evans stated that consideration should be given on how to improve the rights-of-way with the sidewalks and approaches into overhead doors, etc.

ISSUES TO BE RESOLVED:

- Dumpster Enclosure
- Landscaping Plan (for dumpster)
- Detailed Site Plan
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Sidewalk Waiver
- Knox Box
- Internal Plumbing Plan
- Fire Sprinkler System Evaluation
- Fire Alarm System Evaluation
- Water Tank Evaluation
- Annunciator Panel
- Total Count of Parking Spaces
- Variance for Use and Sign
- Handicapped Accessible Restrooms