



INDIANA 46383

TELEPHONE: 462-1161

MEETING: Site Review Committee
SUBJECT: Fro Play
ADDRESS: 605 McCord

LOCATION: City Hall
DATE: June 4, 2013

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Asst. City Planner (219) 462-1161
Taylor Wegrzyn, Asst. City Planner (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Chuck McIntire, Water Dept. (219) 462-6174
Vicki Thrasher, Building Commissioner (219) 462-1161
Media

PRESENTERS:

Chasity Walker, Fro Play
(219) 309-4550 / classychasy@gmail.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 self-serve frozen yogurt shop to be located at 605 McCord. 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: Walker indicated she plans on opening a frozen yogurt shop. There will be approximately 20 seats. A 12' x 36' patio is also being considered for the west side of the building. North Star Stone will be doing a seat wall.

STAFF COMMENTS:

THRASHER: Thrasher stated that since new construction is being done a Building Permit will be required. All contractors working on the project must be registered with the City. Any plumbing work must be done by a licensed plumber. This information will be necessary before issuance of a Building Permit. A permit for signage will be required.

BURKMAN: Burkman asked if the building is being leased or purchased. Walker stated the building was purchased in March 2011 or 2012. Burkman pointed out that when a Building Permit is pulled City ordinances require the right-of-way be brought up to City standards. The standard for McCord is 30 ft. from the center line. It appears the right-of-way is only 20 ft.; therefore, a 10 ft. right-of-way dedication will be required. This provides the City with required space for any improvements on McCord. A sidewalk waiver will be required. Burkman indicated the City is looking at creating additional parking spaces along the south side of McCord. The area will be paved and angled spaces will be created. Burkman mentioned that if Fro Play is short on required spaces possibly there would be a way they could contribute to this parking. This can be discussed later.

KENT: Kent asked if there were any plans for the lot along Calumet Avenue. Walker stated they have no immediate plans for this lot. Kent stated the parking requirement for the shop is 1 space for each 75 sq. ft. of usable floor area. The parking standards can be found in Article 9, Table

9.201. This calculation should not include restrooms or storage areas. Providing this calculation is necessary. The useable floor areas for each tenant space are also required. These calculations should not include restrooms or storage areas. All calculations are needed to insure adequate parking is available on site for the uses. The parking calculations must be provided prior to occupancy. If sufficient spaces are not available, some of the area to the west could be blacktopped for additional spaces. If this is necessary, providing a landscape plan around the parking lot for the additional spaces will be required. Kent mentioned that if a dumpster is placed on site, a dumpster enclosure will be required. Referring to Article 2, Section 2.406 of the Unified Development Ordinance concerning dumpster enclosure will be necessary. Also, landscaping will be required around the dumpster enclosure. A Zoning Clearance is required. Kent requested the grass in the front lot be mowed. Kent asked if improvements will be made to the front of the building. Walker stated North Star Stone will be doing stone work and there will also be new windows. Kent stated building elevation drawings of the face of the building showing the improvements being proposed will be required. Referring to Article 11 of the Unified Development Ordinance concerning standards is necessary.

PILARSKI: Pilarski indicated an internal plumbing plan showing what is tied into the sanitary sewer will be required. The plans should be sent directly to Pilarski.

GESKEY: Geskey stated a backflow protection device is required. Shaun Shifflett should be contacted concerning the backflow protection. Contact information for Mr. Shifflett was provided.

ISSUES TO BE RESOLVED:

- Right-of-Way
- Detailed Site Plan
- Backflow Prevention
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Internal Plumbing Plan
- Front Building Elevations
- Sidewalk Waiver
- Parking Calculations
- Landscape Plan (if additional parking is installed and around dumpster enclosure if installed)