



**MEETING: Site Review Committee**  
**SUBJECT: Good To Go Valpo**  
**ADDRESS: 54 Lincolnway**

**LOCATION: City Hall**  
**DATE: August 27, 2013**

### PRELIMINARY SITE REVIEW

#### IN ATTENDANCE:

Taylor Wegrzyn, 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
Dave Souders, Fire Department	(219) 462-8325
Matt Evans, Public Works	(219) 462-4612
Media	

#### PRESENTERS:

Nada Karas, Lucrezia  
 (219) 405-8962 / [nada@goodtogobylucrezia.com](mailto:nada@goodtogobylucrezia.com)

Email addresses for the above City of Valparaiso Departments can be found at [www.valpo.us](http://www.valpo.us).

The following is a summary of discussion at this meeting:

**OPENING:** The Site Review Committee met to discuss a proposed deli/restaurant/wine bar to be located at 54 Lincolnway. Wegrzyn 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:** Karas indicated that she is the owner of Lucrezia Restaurant in Chesterton and Crown Point. This is an adjunct project and is a deli. This will be a "to go" concept. It will feature some of the most popular items from Lucrezia. There will be two deli cases, one for the Lucrezia items and the other will feature Boar's Head deli meats and domestic and imported cheeses. Good To Go will also feature fresh olive oil coming from different parts of the world. A grocer's license was not available; however, there was a 112 license available and allows for beer and wine that can be consumed on site. There will be no cooks at the site. Karas also hopes to make some sandwiches and box lunches for events going on at the park. There will be no late hours.

#### STAFF COMMENTS:

**THRASHER:** Thrasher asked if any walls are being added. Karas said the only additional wall that will be added will be for another bathroom. Karas explained that the existing bathroom is not handicapped accessible; therefore, an additional bathroom will be needed. A hand sink will be added and an existing sink will be moved. Thrasher stated that due to the plumbing changes, it will be necessary to submit the project to the State for review. There will be no cooking on site. Thrasher explained that since there is only one exit the occupant load cannot exceed 49 and this includes everyone in the building. The Construction Design Release will be required before issuance of a Building Permit. Thrasher provided information concerning the submittal of the project to the State and said State Review would take approximately three weeks; however, the Building Permit application can be submitted. All contractors working on the project must be

registered with the City. A Sign Permit is also required.

**SOULDERS:** Souders indicated the occupant load must be posted. The address must be visible at the front of the building. Fire extinguishers, emergency lights and exits must also be maintained. Souders said that although the space does not require a Knox Box, he strongly recommends one be installed. The website for purchasing a Knox Box is [www.knoxbox.com](http://www.knoxbox.com). Once the Knox Box is installed contacting the Fire Department will be necessary.

**EVANS:** Evans said this project does not impact the public rights-of-way; therefore, Public Works has no comments.

**WEGRZYN ON BEHALF OF KENT:** Signage will be based on the building frontage facing Lincolnway. The allowable signage will be 3 sq. ft. of signage per linear foot of building frontage. Signage must meet the standards of Article 5 as it relates to the downtown design standards. An application for outdoor dining can be submitted in March; however furniture and barriers cannot be installed until April 1<sup>st</sup> of each year and must be removed no later than October 31<sup>st</sup> of each year. Façade funding is available. An application is required for the façade program. Any exterior renovations will need to meet the standards of Article 11, Section 11.600 of the Valparaiso Unified Development Ordinance.

**MCALPINE:** McAlpine asked if anything will be stored in the basement. Karas said if the basement is used for storage they would store items such as baskets, wrapping paper and bottles. McAlpine explained the reason he questioned basement storage is because Gil Drugs has had issues with water in their basement. McAlpine suggested anything stored should be elevated. Karas indicated this basement is a dry basement. McAlpine requested that Karas contact the Engineering Department if there is ever a problem with water as Engineering is trying to solve the problems on Washington Street.

**PILARSKI:** Pilarski said that food establishments in Valparaiso are required to install a 1,000 gallon oil and grease interceptor; however, based on the description of the project, it seems reasonable that a smaller size oil and grease trap under the three compartment sink would make sense. In order to evaluate this issue, more information is required. Pilarski provided a step-by-step procedure on applying for a waiver of the municipal utility requirement. The information should be sent directly to Pilarski.

**GESKEY:** A new water line will not be installed. Geskey stated that Water Department records do not show backflow protection at this site. Since this is a commercial building and plumbing changes are being made, a backflow will be required. Geskey provided contact information for Shaun Shifflett. Karas stated she thought there was existing backflow. Geskey suggested Karas contact Shifflett to confirm the existing backflow. Geskey indicated that even though it might be in place annual inspections have not been done.

#### **ISSUES TO BE RESOLVED:**

Detailed Site Plan

Backflow Prevention

State Design Release

Building Permit

Signage / Fencing Permit

Zoning Clearance

Knox Box

All Contractors Must Be Registered With The City

Oil and Grease Interceptor/Trap