



**MEETING: Site Review Committee**  
**SUBJECT: Medical Office to Salon**  
**ADDRESS: 505 Silhavy**

**LOCATION: City Hall**  
**DATE: 02/27/07**

**PRELIMINARY SITE REVIEW  
 IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Tyler Kent, Asst. Planner	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Daryl Brown, Water Department	(219) 462-6174
Jack Johnson, Fire Department	(219) 462-8325
Steve Martinson, Parks Department	(219) 462-5144

**PRESENTERS:**

Dick Bowers, LMM Corp.  
 (219) 462-0232  
 wheelerbowers@verizon.net

Media

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:

The Site Review Committee met to discuss a proposed salon that was previously a medical office.

Phillips 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.

Bowers explained that the proposed salon would like to add 3 sinks in the vicinity that was previously used as the office reception area. The prior site plan has changed. The new location for the sinks will be on the other side of the wall. The wall with the double doors will then be removed. In one of the exam rooms that previously had a sink, a tub will be installed. In the furnace room, a 40 gallon water heater will need to be added. The general use of the building is not changing, primarily the clientele.

Phillips stated that 120 square feet of signage is allowed. Bowers conveyed that the existing sign will be used for the business. Phillips clarified that the panel change will require a Sign Permit.

Kras was informed that the only changes were interior; therefore there are no engineering issues.

Thrasher is aware that there will not be any structural changes or additional electrical receptacles. A State Design Release is required if there are more than 5 plumbing units. A Building Permit is required.

Johnson is aware an existing Knox Box is in place that is intended for the entire building. Please get in touch with the City dispatch with local contact information in the event of an after hour emergency.

Brown stated there are no issues concerning backflow for this building.

**ISSUES TO BE RESOLVED:**  
 Building / Sign Permits