



MEETING: Site Review Committee
SUBJECT: Porter County Substance Abuse
ADDRESS: 65 S. Valparaiso Street

LOCATION: City Hall
DATE: August 4, 2015

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Taylor Wegrzyn, Planning Dept. (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Adam McAlpine, Engineering Dept. (219) 462.1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Vicki Thrasher, Building Commissioner (219) 462-1161
Mark Geskey, Utilities (219) 462-6174
Media

PRESENTERS:

Beatrice Owen, PCSAC
219-462-0946 / bowen@portercountysac.org

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 the proposed Porter County Substance Abuse Council to be located at 65 S. Valparaiso Street. 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: Owen explained that she is the Director for the Porter County Substance Abuse Council. The council is a coalition of members in the county working to reduce substance abuse. The council has existed in Porter County for 27 years. The council is State mandated and federally funded. The council currently has 65 members. Owen mentioned the site is an older home. The space being occupied by PCSAC was once the Hookah Lounge. This facility will provide a space for meetings. Owen said there is also a space that can be used by the community. Owen mentioned there are parking spaces at the front of the property and a parking lot next door. Owen said they are moving from a location on Morgan Blvd.

STAFF COMMENTS:

THRASHER: Thrasher asked about the specific work that will be done inside the building. Owen stated they will be doing general cleanup, adding a French door for one of the offices, painting and repairing ceiling tiles. No walls will be added. Thrasher mentioned that since there is only one exit the occupant load will be limited to 49 people. Owen said there is ADA access and the bathroom is handicapped accessible. Thrasher recommended a walk-through of the site needs to be scheduled with the Fire Department before the facility is opened. A Sign Permit will be required.

BURKMAN: Burkman asked if there is an existing ADA parking space. Owen said there is no ADA parking space currently, but this will be added. There will be no exterior site improvements. Burkman provided no other comments.

WEGRZYN FOR KENT: This property is zoned Residential Transition (RT). The plans do not indicate the usable square footage of the building so it is not possible to calculate the total number of parking spaces required. Providing the total square footage of the building that will be used for PCSAC is necessary and can be emailed to tkent@valpo.us. This calculation should not include

areas used for storage or restrooms. The parking lot will need to be striped and meet the required ADA parking space(s). Although bicycle parking is not required, providing bicycle parking is strongly recommended. Article 9, Section 9.206 refers to the standards for bicycle parking. The calculation for allowable signage is 1 sq. ft. of signage per one linear foot of building frontage. Each side of the building that abuts upon a public way shall be considered a separate building frontage; however, the surface area of signage attributable to each frontage must face such frontage. Referring to Article 5 for the applicable sign standards is required. Wegrzyn mentioned Owen can continue to work him concerning signage issues. If consideration is being given to exterior renovations now or in the future referring to Article 11 is necessary.

MCALPINE: McAlpine presented no comments on this project.

PILARSKI: Pilarski mentioned the drawing submitted does not show the kitchen space. Pilarski asked for clarification about the use of the kitchen space as well as what will be done with the appliances. Owen stated the kitchen area will be used as a breakroom. Pilarski mentioned there was an oil and grease trap installed when the space was the Hookah Lounge. Pilarski stated this will be a box underneath the three-compartment sink. Pilarski said PCSAC is considered a change of use. Pilarski asked if the grease trap will be removed. Owen said since they will not need the grease trap it will be removed. Pilarski asked if the area will be used strictly for warming purposes. Owen said it will be used mainly for warming; however, once or twice a year they may have a family type meal. Pilarski said in lieu of having an actual plumbing schematic, he will join the Fire Department in the walk-through. Thrasher interjected that if the kitchen is used for more than a warming kitchen, it will require a hood system.

GESKEY: Geskey indicated this site is known as 401 Indiana. Wegrzyn said that Beacon shows multiple addresses. Geskey said there is only one account for this building and this account does not show backflow protection on the water line. Geskey explained that this is a commercial building as well as a change of occupancy and will require installation of backflow. Contact information for Shaun Shifflett was provided. Geskey suggested Shifflett be contacted concerning any questions concerning the backflow.

ISSUES TO BE RESOLVED:

Detailed Site Plan

Backflow Prevention

Signage/Fencing Permit

Zoning Clearance

Walk-through for Fire Department, Building Department and Water Reclamation Department

Provide Usable Square Footage of Building

Restripe Parking Spaces

Bicycle Parking

Zoning Clearance