



MEETING: Site Review Committee
SUBJECT: Lily's Hookah Palace
ADDRESS: 902 Calumet Avenue

LOCATION: City Hall
DATE: October 27, 2015

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Taylor Wegrzyn, Planning Dept.	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Chad Dutz, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612
Media	

PRESENTERS:

Ali Al Khatib, LNZ, LLC
 (312) 491-3064 / alialkhatib1214@yahoo.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 the proposed Lily's Hookah Palace to be located at 902 Calumet Avenue. 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: This project will be a cigar lounge. Liquor and food will be served. Khatib explained they have changed the floor plan originally submitted. The kitchen as shown on the plans will be moved to other side of the building.

STAFF COMMENTS:

EVANS: Evans said since there are no impact to rights-of-way, Public Work has no comments.

THRASHER: Thrasher stated a Building Permit will be required. Providing a floor plan showing what currently exists and a floor plan showing what is being proposed is necessary. Thrasher asked about a hood system. Khatib confirmed there will be a hood system. Thrasher conveyed it will be necessary to submit to the State of Indiana for a Construction Design Release concerning the hood system. The mechanical contractor installing the hood system will be familiar with this process. Thrasher explained that since this is a hookah lounge according to the State and City no one under the age of 21 may enter or work in this building. Applying for an exemption from the City is necessary. The fee for this exemption is \$50.00. A sticker will be provided and must be placed on the door indicating the building is a smoking establishment. Thrasher indicated it will be necessary to contact the State of Indiana to see if they have any additional requirements concerning a smoking establishment. If entertainment is being considered, it will be necessary to apply for an Entertainment Permit from the State of Indiana. Thrasher conveyed it will be necessary to contact the Health Department for an inspection. Thrasher said no pre-construction inspection by the Building Department will be necessary.

DUTZ: Dutz strongly encouraged the installation of a Knox Box. The Fire Department will conduct an annual maintenance inspection.

KENT: Kent stated there is a requirement for 1 parking space for each 75 sq. ft. of usable floor area. Restrooms and storage areas should not be included in this calculation. Providing a site plan showing the parking spaces located on the site is necessary. Parking spaces must be striped. The maximum total amount of signage allowed is 3 sq. ft. of signage per 1 linear foot of building frontage for this tenant space. A Sign Permit is required.

MCAPLINE: McAlpine indicated a 10 ft. right-of-way dedication along Calumet Avenue is necessary. Currently there is a 30 ft. width of right-of-way on the east side of Calumet Avenue; however, a 40 ft. width of right-of-way is required. McAlpine explained this can be done by hiring a land surveyor to draft a legal description. The City has standard documents to be used for this dedication. The dedication will then be accepted by the City's Board of Works.

PILARSKI: Pilarski explained the Water Reclamation Department is concerned with what is being discharged into the sanitary sewer. The site plan for this project indicates 2 bars and a kitchen. Pilarski asked for an explanation about the kitchen equipment. Khatib stated they will have a grill, fryers, salad tables and freezers. The menu will be small and they will be serving lunch and dinner. Pilarski conveyed that establishments in the City of Valparaiso that prepare and serve food are required to install a 1,000 gallon oil and grease interceptor. However, with the explanation provided this site may qualify to use a smaller unit. Contacting Yacoub Aljobeh, Pretreatment Coordinator, to further discuss this issue will be necessary. Pilarski provided contact information for Aljobeh as well as a diagram for the 1,000 gallon unit and a copy of chapter 51 of the City of Valparaiso's Code of Ordinances.

GESKEY: Geskey stated the Water Department records do not show backflow protection. Since this is a commercial occupancy change installation of backflow protection is required. Geskey provided contact information for Shaun Shifflett.

ISSUES TO BE RESOLVED:

Right-of-Way Dedication (10 ft.)

Detailed Site Plan (must show parking spaces)

Floor Plan (needs to show what is there now)

Floor Plan (needs to show what is proposed)

Backflow Prevention

State Design Release (hood system)

Building Permit

Signage/Fencing Permit

Contact Health Department

Contact Yacoub Aljobeh (grease trap)

Knox Box

Smoking Exemption (from the City)

Contact State of Indiana concerning requirements the State may have for smoking

Entertainment Permit from State of Indiana (only if planning on having entertainment)