



MEETING: Site Review Committee
SUBJECT: Uptown Car Wash
ADDRESS: 1603 Lincolnway
PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612

LOCATION: City Hall
DATE: May 10, 2016

PRESENTERS:

Pete Miler, Uptown Car Wash
(219) 613-4490 / uptowncarwash@hotmail.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 Uptown Car Wash to be located at 1603 Lincolnway. 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: Uptown Car Wash has been operating Uptown Car Wash at 1509 Lincolnway for approximately six years. Miler is in the finally stages of acquiring 1603 Lincolnway, the old Dodrill building. The building will not be changed. The business is being moved to a bigger and better location. The current location at 1509 Lincolnway is too small ten months out of the year. There will be no structural changes, everything will remain the same. The siding may be removed and replaced with stucco or brick. One or two overhead doors will be installed on the east side of the building. Landscaping improvements will be part of the project. Miler said some faucets may be removed. This is a hand wash operation and there are no large pieces of equipment that will need to be moved. Miler is purchasing both parcels.

STAFF COMMENTS:

EVANS: The improvements to sidewalks done by the City are in good shape and this project will have to impact to the sidewalks. Evans provided no other comments.

BURKMAN: Records indicate the property line for 1603 Lincolnway runs to the center line of the road. The Unified Development Ordinance states that permits will be issued only if the land lying between the existing right-of-way and the proposed right-of-way is dedicated to the City. This suggests that there is no right-of-way. The required right-of-way corridor through this area of Lincolnway is 80 ft. (40 ft. on either side). 40 ft. will be from the center line to behind the sidewalk. Having a surveyor prepare a Dedication of Public Right-of-Way will be necessary. Burkman provided a template for this document. There will no changes to the water meter size.

THRASHER: Thrasher asked if anything is being done to the south end of the building. Miler said it will remain the same. The north end of the building will be used for the car wash operation. No sinks will be added. Miler said this is a large open garage area. Thrasher asked if all receptacles are GFI protected. Miler is unsure about this protection. Thrasher conveyed that it will be

necessary to ensure GFI protection is done as part of the permits. The overhead doors and the electrical work will require a Building Permit. All contractors working on the project must be registered with the City. A permit will be required for signage.

KENT: This property is located within the Eastgate Overlay District. There are guidelines and regulations concerning architecture, site design layout, etc. Referring to the standards for the appropriate materials that can be used to re-face the building will be necessary. If improvements are to be considered to the parking circulation areas, the parking spaces will need to be striped. One ADA parking space is required for each 25 parking spaces. No improvements will be made to outside lighting. Kent said there are certain guidelines for signage in the Eastgate Overlay that will need to be followed. A copy of the standards was provided. Prior to any construction on the exterior of the building, it will be necessary to provide building elevations showing the current conditions and the changes that are being proposed. Changes must be compliant with the Eastgate Overlay standards. Kent mentioned the Façade Grant Program will reimburse 50% of project costs, with a maximum grant of \$25,000 for façade improvements. Reimbursement of architectural fees is also part of the Façade Grant. There are no funds available for 2016; however, applications for 2017 will be accepted in March. A copy of the Façade Grant application was provided.

DALY: The City follows the 2014 Indiana Building and Fire Codes. Daly asked if the building will be split into suites. Miler indicated the building is already split. There are two main entrances that lead to four separate businesses. Miler said he may have the first and second areas on the east side and may rent out the other side. Daly conveyed that appropriate addressing be on the building and/or the doors. Suite numbers need to be included as well. The Fire Department conducts annual fire inspections. The Fire Department will check for proper emergency lighting, exit lighting, cover plates, etc. All doors should have key locks or panic hardware. Storage under the stairway is prohibited. Installing a Knox Box is recommended.

PILARSKI: Pilarski asked if Uptown Car Wash will be moving out of the location at 1509 Lincolnway on December 31, 2016. Miler confirmed the complete operation will be moved to 1603 Lincolnway. Pilarski conveyed that the current location is in compliance with the municipal code, specifically Chapter 52. Since no internal plumbing plan was provided, a facility inspection will be necessary.

GESKEY: Geskey asked if there will be any changes to the water service coming into the building or to the water meter size. Miler said no changes will be made to the water service or the water meter. This building currently has backflow protection. Geskey provided no other comments.

ISSUES TO BE RESOLVED:

Right-of-Way Dedication

Detailed Site Plan

Building Permit

Contractors Must Be Registered With The City

GFI Protection

Signage/Fencing Permit

Knox Box (recommended)

Inspection of Facility (contact Pilarski)

Appropriate Addressing (include suite numbers)

Doors (key locked or panic hardware)

Building Elevations (show current conditions and proposed changes)