



MEETING: Site Review Committee
SUBJECT: Classic Cuts Barbershop
ADDRESS: 9 Washington Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: February 27, 2018

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
tkent@valpo.us	
Carley Lemmon, Asst. Planner	(219) 462-1161
clemmon@valpo.us	
Vicki Thrasher, Building Commissioner	(219) 462-1161
vthrasher@valpo.us	
Yacoub Aljobeh, Water Reclamation	(219) 464-4973
yaljobeh@valpo.us	
Mike Steege, Utilities	(219) 462-6174
msteege@valpo.us	
Tim Stites, Fire Department	(219) 462-8325
tstites@valpo.us	

PRESENTERS:

Jose Escalera-Martinez, Owner
 (847) 997-1016 / j.escaleramartinez7@gmail.com

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed Classic Cuts Barbershop to be located at 9 Washington 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: A sink will be added in front of the bathroom. The previous use for this site was a flower shop. There will be no exterior improvements.

STAFF COMMENTS:

THRASHER: Thrasher asked about the two doors shown on the plan. Escalera explained that the door in the bathroom leads out to the alley and the door near the proposed sink leads to a storage area. A Building Permit will be required for the new sink and a State-licensed plumber must be used for the installation. The plumber must also be registered with the City. The Building Permit must be obtained before any work can be done on the inside. Signage will require a permit. Escalera said he will not be putting up any building signage, but will be putting a decal in the window.

LEMMON: Lemmon asked if the decal will be placed on the inside of the window. Escalera said he is unsure and will have to speak to a graphic designer. Lemmon conveyed that the calculation for any exterior signage is 3-sq. ft. of signage for each linear foot of building frontage. Ground signs are not permitted in the downtown area. If the window decal is placed on the inside of the window, this is not regulated by the City.

KENT: Kent conveyed that the windows should not be completely covered with signage. Kent said the building owner had reached out to the City regarding a façade improvement grant. Kent asked if Escalera knew if the owner was still pursuing this. Escalera did not know. Kent asked Escalera to have the owner contact him to about moving forward with the improvements to the exterior of the building.

STITES: The City follows the 2014 Indiana Building and Fire Codes. Annual inspections will be

required. The fee for the inspection is \$40 annually. Stites will be the inspector for the initial inspection as well as the annual inspection.

STEEGE: Steege asked if there will be any external water or sewer work for this project. Escalera indicated everything will remain the same. Steege presented no other comments.

ALJOBEBH: Aljobeh asked if anything other than normal sanitary waters will be discharged. Escalera indicated only sanitary waters will be discharged. Aljobeh presented no other comments.

ISSUES TO BE RESOLVED:

Detailed Site Plan

Building Permit (for sink)

Signage Permit (for building signage)