

MEETING: Site Review Committee
SUBJECT: Lil Coffee Cabin
ADDRESS: 3538 Calumet Avenue
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: March 5, 2019

IN ATTENDANCE:

Carley Lemmon, Planning Dept.
(219) 462-1161 / clemmon@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Adam McAlpine, Engineering Director
(219) 462-1161 / amcalpine@valpo.us
Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Dick Condon, Water Dept.
(219) 462-6174 / dcondon@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Jeff Conti, Coffee Cabin
(219) 680-6913 / jeff@coffeecabin.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed Lil Coffee Cabin to be located at 3538 Calumet Avenue. Lemmon 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 is a new franchise opportunity. Conti indicated that he is a general contractor and will be doing the work for this project. Conti mentioned that he is licensed with the City of Valparaiso. The project is a full-scale coffee shop, serving gourmet coffee.

STAFF COMMENTS:

MCGINLEY: McGinley indicated that since the project is in an existing strip mall, there are no comments concerning right-of-way or sidewalks. Public Works is responsible for collecting solid waste and recycling. McGinley advised that Public Works does not service this strip mall. It will be necessary to contract with a private hauler. Conti said this service is already being provided by the strip mall owner. McGinley provided no other comments.

THRASHER: The plans indicate that a water heater, mop sink, hand sink and triple-compartment sink will be added to the project. Conti confirmed that these additions are required by the Health Department. Thrasher advised the number of additions is over the allowable exemptions from the State for plan review by

the State of Indiana. Thrasher explained that the State Building code states if more than five drainage fixture units are added, the project must be submitted to the State for plan review. It will be necessary to submit the existing and proposed plans to the State of Indiana Homeland Security Department. Thrasher will provide information concerning submittal to the State. A Construction Design Release from the State will be required prior to issuance of a local Building Permit. Thrasher said it appears there will be 44 seats and asked about the number of employees. Conti said there will be 2 employees and possibly 3 on a weekend if the shop is busy. Thrasher mentioned the occupant load will have to be 49 or less at all times, otherwise the occupancy will change to an assembly. Thrasher is aware that Conti is working with the Health Department. All contractors working on the project must be registered with the City. Signage will require a permit. Conti mentioned the Sign Permit has been submitted.

ON BEHALF OF THE FIRE DEPARTMENT: The Fire Department follows the 2014 Indiana Fire and Building Codes. All inspections required through the construction process will be scheduled through the Building Department. The facility will be subject to annual inspections by the Fire Department.

LEMMON ON BEHALF OF TYLER KENT: The property is zoned CG, Commercial General. Lemmon asked if a dumpster enclosure will be added. Conti said they will be using the existing. Lemmon said if a dumpster enclosure is considered referring to Article 2, Section 2.406 of the Unified Development Ordinance for design standards will be necessary. Lemmon mentioned the Sign Permit has been submitted. The allowable signage is 3 sq. ft. of signage for each linear foot of building frontage. The parking requirement is 5 spaces per 1,000 sq. ft. of useable floor space. One van accessible space is required. One bicycle parking space is required for every 10 parking spaces. Lemmon is aware there is a shared parking agreement. Thrasher said it will be necessary to provide the total number of parking spaces for the overall development as part of the Building Permit. Lemmon asked if any exterior improvements are being considered. Conti indicated the new owner (Dean's Landscaping) wants to re-do the outdoor seating area for El Salto. The owner also wants to remove the landscaping island to make an outdoor seating area for Coffee Cabin. Lemmon advised the proposed outdoor seating area for Coffee Cabin cannot be located in the landscape median due to the landscape requirements. Lemmon suggested the outdoor seating area be moved to either the west or south side. Lemmon suggested Conti contact Tyler Kent concerning the outdoor seating area. Kent can be reached at (219) 462-1161 or tkent@valpo.us.

CONDON: Condon asked if any changes to the water or sewer are being considered. There will be no changes to the sewer or water. Condon mentioned

that a backflow preventer will be required and contacting Shaun Shifflett will be necessary. Contact information for Shifflett was provided.

MCALPINE: A Site Permit will be required for the outdoor patio space. McAlpine said that depending on where it is sited, ADA accessibility must be considered. McAlpine asked if there is a ramp around the perimeter. Conti said there are several ramps that enter the Chandana Retail Center and the sidewalk is level throughout. The sidewalk would take people onto the patio. Anyone in a wheelchair would have access to the patio via the sidewalk. However, this may change if the patio location changes. McAlpine said an accessible ramp needs to be installed somewhere near this store. Conti said there is a ramp in front of this store right next to a handicapped parking space. McAlpine is concerned with the location of the columns relative to the location of the tables for someone in a wheelchair. The Site Permit will cover erosion control. Conti indicated the patio is not part of this site review. It will be done by the owner later. McAlpine said if the patio is done later, the owner will need to pull a Site Permit. McAlpine suggested further discussion concerning the patio. McAlpine said the plan shows two designated mobile pickup spaces. McAlpine asked if each tenant has the authority to designate specific spaces for their use or are they all common for all tenants. Conti conveyed that the owner did not have a problem with the designated spaces.

SCOTT: Scott asked if there will be food preparation at this site. Conti said there is no actual food preparation. Scott presented a Petition for Waiver of a Waste Interceptor. The waiver needs to be completed and returned to the Building Department. Conti asked if a grease trap under the sink will be acceptable. Scott said a grease trap is acceptable Scott mentioned he does have an internal plumbing plan.

ISSUES TO BE RESOLVED:

- Detailed Site Plan
- Backflow Prevention (contact Shaun Shifflett)
- Site Improvement Permit (for patio by owner)
- State Design Release
- Building Permit
- Contractors Registered with the City
- Provide Total Number of Parking Spaces
- Signage/Fencing Permit
- Petition for Waiver of Waste Interceptor (complete and return)