

MEETING: Site Review Committee
SUBJECT: Select Physical Therapy
ADDRESS: 1300 Lincolnway
PRELIMINARY SITE REVIEW

LOCATION: Zoom
DATE: January 27, 2022

IN ATTENDANCE:

Beth Shrader, Planning Director
(219) 462-1161 / bshrader@valpo.us
Carley Lemmon, Asst. Planner
(219) 462-1161 / clemmon@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vthrasher@valpo.us
Bill Laird, Engineering Dept.
(219) 462-1161 / blaird@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Matt Zurbriggen, Engineering Dept.,
(219) 462-1161 / mzurbriggen@valpo.us
Nate McGinley, Water Dept.
(219) 462-6174 / nmcginley@valpo.us
Tony Fahel, Water Reclamation Dept.
(219) 464-4973 / tfahel@valpo.us
Mike Jessen, City Administrator
(219) 462-1661 / mjessen@valpo.us

PRESENTERS:

Michael Alexander, RVA Architects
(610) 992-7208
malexander@rvaarchitects.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed expansion of Select Physical Therapy to be located at 1300 Lincolnway. 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: Sheet D1 shows the existing conditions. The suite shown on the left is the current suite that Select Physical Therapy occupies. The right shows the tenant space that is unoccupied. The plan is to expand approximately 700 sq. ft. from the left side into the tenant space on the right side. Sheet A1 shows the area of expansion in the northeast. There is a left-to-right partition that zig-zags north up to the jog on the outside of the building. The project will be fit out for the same use (outpatient physical therapy unit). There will be an expanded open gym with two evaluation rooms on the north and a new reception with charting and case work on the lower right. Everything else on the left will have finish upgrades to match whatever new paint, wall base and carpet

that will be installed on the new work. Sheet A2 shows the extended ceiling. Carpet and flooring will be replaced to match. There is a proposition to have the hallway at the south end replaced. The carpet is very worn and if they have the means they want to change this out to tile.

STAFF COMMENTS:

LAIRD: Will there be any proposed site work exterior to the building (sidewalks, ADA ramps, parking)? Alexander stated there is no exterior work being proposed. They may swap out a sign. Laird said if there is no exterior site work, Engineering has no comments on the project.

MCGINLEY: Will there be any external changes to either the existing water service or the existing sanitary sewer service to the facility? Alexander stated no changes are planned. There will be a hot pack and cold pack proposed in the breakroom/laundry room wall. Typically, there is a floor drain associated with the hot pack. McGinley stated that since there are no external changes planned to either the water service or the sanitary sewer service, he has no other comments related to this project.

FAHEL: It appears there will be quite a bit of internal plumbing work. Alexander stated the only internal plumbing work being done is the drain for the hot pack. Everything else is case work, wall partitions, doors, finishes, and lighting fixtures. Fahel asked if any pharmaceuticals will be kept on site. Alexander said not to his knowledge. He does not believe there are any pharmaceuticals in the current tenant space, and none were discussed with the renovation and with the expanded scope there would not be any change. Fahel requested an internal plumbing that shows any changes being made to the internal plumbing. Alexander said there is an MPE set. Alexander said there is no plumbing work other than the floor drain for the hotpack.

STITES: All initial inspections required during the construction phase must be scheduled and coordinated through the Building Department. It will be necessary for fire protection contractors to contact Stites before beginning any fire protection work. After occupancy has been granted, this facility will be subject to annual fire inspections.

THRASHER: Thrasher advised that the Building Department has received the permit application for this project. The project has been submitted to the State for the Construction Design Release, but it has not yet been received by the Building Department. It will be necessary to submit the Construction Design Release and a list of contractors before the permit can be issued. Thrasher conveyed that all contractors must be registered with the City. Any changes to signage will require a separate permit. If the expansion into the new unit requires removing or moving more than 20 heads for the sprinkler system, it will be

necessary to submit this portion of the project to the State for a Construction Design Release.

SHRADER: The parking for this area is controlled by the PUD that was passed last year. A shared use parking table is used, and it is based on the useable floor space. Shrader stated that she does not anticipate any issues; however, it will be necessary to submit the calculation for useable floor space for the entire space (existing plus proposed). This calculation should not include restrooms, space dedicated exclusively to storage, or mechanical rooms. Shrader requested this information be submitted by email to her or Carley Lemmon. Shrader asked if the plans submitted only show the new buildout or is the plan set for the existing plus the buildout. Alexander stated the set shows the existing suite plus the proposed buildout.

LEMMON: As previously mentioned, this property is zoned PUD. It has its own set of standards and requirements. However, it also falls within the Eastgate Overlay District. Office is a permitted use in this PUD. If any new signage is being considered, it will be necessary to be mindful of the requirement that the signage calculation is 3 sq ft. per 1 linear foot of building frontage for this PUD. Lemmon advised if any exterior building improvements are considered, it will be necessary to be mindful of what was granted by the PUD document. Lemmon stated a copy of the PUD document can be sent to Alexander. The Planning Department can also assist with any questions. Alexander requested a copy of the PUD document.

ISSUES TO BE RESOLVED:

- State Design Release
- Building Permit
- Contractors Registered with the City
- Fire Protection Contractors Must Contact Stites Before Beginning Work
- Submit Internal Plumbing Plan
- Signage/Fencing Permit
- Provide Useable Floor Area Calculation