



MEETING: Site Review Committee
SUBJECT: Valpo Vienna
ADDRESS: 3 Napoleon Street

LOCATION: City Hall
DATE: March 22, 2011

**PRELIMINARY SITE REVIEW
IN ATTENDANCE:**

Tyler Kent, Asst. City Planner (219) 462-1161
Tim Burkman, Engineering Director (219) 462-1161
Ed Pilarski, Water Reclamation Dept. (219) 464-4973
Chuck McIntire, Water Dept. (219) 462-6174
Vicki Thrasher, Building Commissioner (219) 462-1161
Matt Evans, Public Works (219) 462-4612
Jack Johnson, Fire Department (219) 462-8325
Media

PRESENTERS:

Patrick Truax, Valpo Viennas,
219-510-3592 / pat@pattruax.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 a proposed family restaurant. 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 is an affordable family-style restaurant to target downtown lunch and dinner traffic. The kitchen equipment will be electric rather than gas. The hours of operation will be 10:30 a.m. to 7:00 p.m. The kitchen will be an island-style which will allow those cooking and serving customers to face the customers.

STAFF COMMENTS:

PILARSKI: An inspection of the restaurant was conducted last week. An internal plumbing plan is required. Dimensions on the grease trap are needed.

BURKMAN: The existing water meter will not be upsized. If outdoor dining is being considered, minimum widths on the sidewalk need to be kept open to meet ADA requirements. The request for dedicated parking spaces for the restaurant and a 12-15 minute parking space for take out customers will be referred to the Traffic & Safety Committee for review; however, it is very unlikely that dedicated parking spaces would be granted in the downtown area. The 12-15 minute parking might be considered. A letter concerning the parking requests should be submitted to the Engineering Department for submittal to the Traffic & Safety members..

TRASHER: This building is connected to the neighboring building. The building dimensions are 18' x 56'. The address needs to be clarified. A Building Permit will be required for construction of the interior walls. If more than 100 lineal feet of wall is added, a Construction Design Release from

the State will be required. Currently the bathroom is not ADA compliant; however, if the project is sent down State, the bathroom will be required to meet ADA requirements. The kitchen hood must be submitted to the State of Indiana for a Construction Design Release. This is considered a "B" occupancy. An occupancy change will not be required. A fire separation between the restaurant use and the residential use was strongly recommended. An inspection by the Fire Department and the Building Departments is suggested before construction begins. The door swings for the service area are acceptable since they are not being used by the public. A Sign Permit is required.

KENT: The restaurant is a permitted use within the Central Business District. Per the Standards of 2.406 of the UDO, the refuse containers will have to be screened by an opaque wall. This can either be constructed out of fence or materials that match the existing building. The UDO can be found at www.valpo.us. Signs are not permitted above the roof top. Window signage is allowed, but can be no more than 25% of the total window glass. Blade signs are also permitted. An application for outside dining will be required and should be submitted to the Planning Department. A plan showing where outside tables will be located is needed. If the outside dining area will be fenced off, this needs to be shown on the plan. The application for outside dining will have to go before the Board of Works and needs to be submitted as soon as possible for processing.

MCINTIRE: The backflow is being installed by Mr. Weiler; however, he is not a certified tester. It was suggested that Shaun Shifflett be contacted for a list of certified backflow testers. Even though a new unit is being installed, it will still need to be tested. The backflow will have to be tested every six months and the reports will be filed with the Water Department.

EVANS: Public Works can provide recycling services, and should be contacted at 462-4612 with any questions regarding recycling services, where to place containers, and the pick-up day. Recycle containers need to be placed at the curb side for pick-up. A list of acceptable items for recycling can be found on the City website under Public Works.

JOHNSON: The hallway will be open to the public to provide access to the washrooms. A suppression system in the commercial hood will be required for any grease frying. All cooking should be done under the kitchen hood. A Class K fire extinguisher will be required for the kitchen. Depending of the dimensions of the building, a regular extinguisher may be required for the front and back of the building. A Knox Box is recommended; however, if the fire suppression system will be monitored, a Knox Box will be required.

ISSUES TO BE RESOLVED:

- Detailed Site Plan
- Backflow Prevention
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Zoning Clearance
- Knox Box
- Fire Extinguishers