



**MEETING: Site Review Committee**  
**SUBJECT: Valpo's Own Child Care Center**  
**ADDRESS: 1115 Calumet Avenue**

**LOCATION: City Hall**  
**DATE: September 30, 2008**

**PRELIMINARY SITE REVIEW  
 IN ATTENDANCE:**

Craig Phillips, Planning Director (219) 462-1161  
 Tyler Kent, Asst. Planner (219) 462-1161  
 Dave Pilz, Engineering Director (219) 462-1161  
 Jack Johnson, Fire Department (219) 462-8325  
 Ed Pilarski, Water Reclamation Dept. (219) 464-4973  
 Vicki Thrasher, Building Commissioner (219) 462-1161

**PRESENTERS:**

Rose Miracle, owner of Valpo's Own Child Care Center  
 219-405-5244 / tommymiracle@msn.com

Email addresses for the above City of Valparaiso Departments can be found at [www.valpo.us](http://www.valpo.us).  
 The following is a summary of discussion at this meeting:

The Site Review Committee met to discuss a proposed location for a child care facility located on Calumet Avenue which was the former Egolf Lighting building. Phillips 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.

Phillips stated this location is entirely different from the two possible locations that were originally intended. Several departments responded that they had no issues with these original sites, although this may not be the case with 1115 Calumet Avenue. The change in location could affect this site review.

Miracle explained that she came upon this site the evening before site review. The restroom situation is favorable at this location since having 2 toilets per room is essential. A playground can be located on the side, yet towards the front of the facility. The exact area belonging to the owner was explained. The current house does not go along with this property. In reference to the tent, Miracle said they wouldn't be anywhere near it since it's placed close to the road. Phillips said he noted there was some partial gravel at this location. Miracle commented the children's playground will have bark in place of the gravel as well as being fenced in.

Thrasher is aware the entire building will be used for day care. Currently the building is used for retail space therefore; an occupancy change will require the floor plan to be reviewed and approved by the State. The State inspector will inspect the building before the license can be issued. This matter needs to be resolved before a building permit can be issued for the anticipated interior work. Any signage and fencing will require a permit as well. A commercial hood may be required for cooking. Miracle pointed out that the food preparation basically consists of just warming up food and there isn't any frying of grease.

Phillips said from a zoning standpoint, child care in a commercial district requires a special exception which must be granted prior to occupancy. Miracle has currently been working to put the application together. Interior and exterior construction can begin before the special exception is granted since this is a retail location. The two building fronts on Calumet Avenue, between Harrison Blvd. and Evans Avenue, determine the front setback line. Chain link fencing is allowed. It's important to be on the October 21<sup>st</sup> BZA agenda for a special exception. A legal description of the property, drawings, and permission from the property owner to apply for the special exception is necessary. A copy of the surrounding property owners

list must be submitted. Notification to all the surrounding property owners is required no later than October 10<sup>th</sup>. Tyler Kent can assist with questions about the application. The complete application materials and payment are needed as soon as possible. A 6' tall monument style sign is allowed. Changing the sign panel on the existing sign is acceptable. Wall signage is the same and any signage will require a permit. Garbage and refuse need to be contained and away from the front yard areas. Delineating the parking is necessary prior to occupancy. The playground area must be complete and fenced before occupancy as well. More than likely a State Design Release may be needed to start the interior construction. Phillips advised working through Vicki Thrasher regarding this. Thrasher clarified that cosmetic changes are permitted although structural changes are not.

Pilarski expressed concern as to what will be discharged into the sanitary sewer from the facility. A building interior plumbing plan is needed for review and approval. The facility includes a kitchen area therefore; the types of equipment that are used, specific entrees being provided, and the time they are served, will determine whether or not an interceptor or grease trap is needed. Miracle conveyed that the grease trap from the former facility will move to this location. Pilarski commented the size must be indicated on the interior plumbing plan.

Johnson stated that the building is sprinkled and has an alarm system therefore; a Knox Box will need to be installed near the front door. Information is available online with the Knox Box Corporation and Johnson can assist with regards to this. In a project such as this, the State is more involved.

#### ISSUES TO BE RESOLVED:

- Special Exception from BZA
- Interior Plumbing Plan / Equipment and Food Preparation
- Sanitary / Sewer
- Detailed Site Plan
- Backflow Prevention
- Site Improvement Permit
- State Approval
- State Design Release
- Building Permit
- Signage / Fencing Permit
- Knox Box
- Zoning Clearance