



**MEETING: Site Review Committee**  
**SUBJECT: Storefront Remodel**  
**ADDRESS: 1409 Lincolnway**

**LOCATION: City Hall**  
**DATE: May 22, 2007**

**PRELIMINARY SITE REVIEW  
 IN ATTENDANCE:**

Craig Phillips, Planning Director	(219) 462-1161
Matt Kras, Storm water Engineer	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Vicki Thrasher, Building Commissioner	(219) 462-1161

**PRESENTERS:**

Bob McCasland, McCasland Leasing  
 (219) 548-8095  
 bob\_mccasland@hotmail.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 storefront remodel on Lincolnway.

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.

McCasland explained that his project is to do a façade on his building, move the monument sign, and to redesign the front of his building at 1409 Lincolnway. This will then place it up to code with the Eastgate Overlay District. Some parking spaces will be lost but McCasland intends to take advantage of the incentives from the redevelopment commission.

Phillips stated that he did a thorough review of the project prior to the meeting. Since this is a façade renovation, there are not a lot of site issues. Any changes to the front of the parking lot may have to comply with the standards of the Overlay District. There will be funds that will offset this through the grant that will be provided. In terms of the design, it was recommended to use earth tones such as browns and bricks. The maximum for the exterior insulation finishing system (EIFS) is 30%. This is calculated by taking the building dimensions but subtracting the windows and doors, using just the surface of the wall. The roof has a parapet which is necessary. Phillips conveyed that the city would like to work with McCasland on placing a decorative cornice over this area in order to give it more detail. It was encouraged to use a solid canvas awning over the doors, windows, or over the entire front. The building wall minus the doors and windows must be 40% brick or stone. One wall sign and one projecting sign are allowed. The maximum size for a wall sign is 1 square foot per linear foot of building frontage. This allows 30 square feet to work with. If choosing to use a projecting sign, the maximum of 16 square feet is allowed. If replacing the current sign, a 6' tall monument style sign is allowed. The maximum square footage is 24 square feet and must be set back 15' from the curb. If the sign is larger than what is allowed a variance may be needed. The requirement for landscaping is 3' in all directions from the sign. If any of the parking is redone in the front between the sidewalk and the parking, placing a row of shrubs according to the standards is recommended. The money received from the redevelopment commission for the loss of parking and signage can be used for site improvements. Phillips stated that McCasland is eligible for the façade loan, site improvement grant, parking waiver if it becomes an issue, and possibly the partial drainage waiver. The sign company and the architect or

designer must contact the city beforehand to make sure the requirements are met. Phillips was encouraging about this project.

Thrasher stated that a Building Permit is needed as well as a Sign Permit for signage.

Kras conveyed that there are no drainage issues. Since there will not be any additional parking, it was encouraged that any vegetation or green space added to the site is beneficial from the storm water standpoint.

Johnson stated that he previously spoke to McCasland regarding the Knox Box requirements and the information was given pertaining to this.

#### ISSUES TO BE RESOLVED:

Building / Sign Permits