



**MEETING: Site Review Committee**  
**SUBJECT: Juiced**  
**ADDRESS: 108 Lincolnway**

**LOCATION: City Hall**  
**DATE: October 18, 2011**

**PRELIMINARY SITE REVIEW  
IN ATTENDANCE:**

Craig Phillips, Planning Director (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

**PRESENTERS:**

Diane Mattingly, Juiced  
(219) 242-8789 / iamark77@gmail.com  
Diane Worstell, Worstell Real Estate Consultants  
(219) 462-4545 / worstellrentals@aol.com  
Brandon & Amy Mattingly

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:

**OPENING:** The Site Review Committee met to discuss a proposed juice bar located at 108 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.

**EXPLANATION OF PROJECT:** This project is a proposed juice bar that will serve fresh juices, smoothies, coffee and tea. Fresh, gluten-free bakery items will also be offered. The business would be operated by Diane, Brandon, and Amy Mattingly. Other employees would be hired if there was a need. Mattingly is hoping this will be something the surrounding community will be interested in.

**STAFF COMMENTS:**

**PILARSKI:** Chapter 51 of the Municipal Code in the City of Valparaiso requires restaurants to install a 1,000 gallon oil and grease interceptor; however, based on the information presented, it seems appropriate the Municipal Code requirement be waived. By the same token, it does not appear that an oil and grease trap would be necessary based on the items being offered; therefore, an application for a waiver of the Municipal Code is required. A copy of Chapter 51 of the Municipal Code was provided. The application is basically a letter. Contacting Pilarski before the required letter is written is necessary.

**THRASHER:** Thrasher asked who the previous tenant had been. Mattingly stated the last tenant was a pet store, Bark and Meow. Thrasher asked if the plan presented was what was currently in the space, or if it was what was being proposed. Mattingly stated it represents what is being proposed. Walls will be removed and two smaller walls will be built. A stove, refrigerator/freezer, sinks, counter tops, a bar area, chairs, and new flooring will be installed. It appears that it is

necessary to go upstairs to enter the space and there is no handicapped accessibility. Thrasher will have to check into this further since handicapped accessibility may be a requirement. The restroom is existing and is not accessible. A public restroom is required. Mattingly said there is a doorway that leads to a landing which turns left to the restroom or right to the stairs. The other exit leads to the alley and also has steps. Worstell stated the building had been built in 1875. There have been several different tenants in the space, i.e. a coffee and tea market, a small coffee shop, three beauty salons, and finally the pet shop. There will be no changes to plumbing. Thrasher stated that if this project is sent down state, it will have to be compliant with accessibility standards. Thrasher asked if the stove would be commercial or residential. Mattingly stated she had planned on using a residential stove. Even though it will be a residential stove, it will still require a commercial hood which will have to be sent down State for review and will require a State Construction Design Release. Mattingly stated there would be no frying. She plans on using the stove for baking and warming. Thrasher suggested that Mattingly check into the State requirements for a hood since hoods are usually sent down State for review. Thrasher asked if there was an alarm system. Worstell stated the building is sprinkled. A Knox Box is required. If one already exists, keys for the building will be needed before occupancy. Thrasher suggested contacting Jack Johnson with the Fire Department concerning the Knox Box. A building permit is required. A sign permit will also be required.

**BURKMAN:** Burkman is aware there will be no exterior improvements. Burkman asked about outdoor dining. Mattingly said outdoor dining may be considered in the future. Phillips said the entrance to this space is to the rear of the alcove and therefore, there is no building frontage on the Lincolnway side of the building. Phillips further stated that application for outdoor dining is made through the Planning Department. First-time applicants are required to appear before the Board of Works. The Board of Works meets on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month. Proof of Liability Insurance is also required. Application and approval are necessary prior to placing tables or chairs outside. The application for outdoor dining is available on the website, [www.valpo.us](http://www.valpo.us). Burkman stated there were no other comments.

**PHILLIPS:** The proposed use of the space is a permitted use in the downtown area. Due to public parking downtown, there is no parking requirement associated with the project. Phillips asked if there was any wall signage for the previous tenant. Worstell stated that signage was placard type signage located on the pillars outside the spaces. She does not allow big signs on the building. She believes signs could be 2 ft. x 3 ft. Mattingly asked if a projecting sign would be allowed. Phillips said a projecting sign is possible if it is allowed by Worstell. Phillips stated there are regulations governing this. The sign must be at least 8 ft. above the sidewalk and cannot project more than 45" over the right-of-way. The square footage allowance is 8 sq. ft. for a blade/projecting type sign. It must be professionally designed and installed. There is a limited amount of signage allowed for this set of units based on the frontage of that part of the building. The maximum is 3 sq. ft. per linear foot of building frontage and must be divided amongst the tenants that share the space. The placard signage should not present a problem. Dumpsters will not be visible from the public street. They will be off of the alley entrance and will be limited to small roll away dumpster or maybe carts.

**MCINTIRE:** McIntire confirmed that water for this building comes from 51 Franklin Street. McIntire further stated the domestic meter would have to be upgraded to include backflow protection. It will be necessary to contact Shaun Shifflett concerning this matter. Contact information for Mr. Shifflett was provided.

**ISSUES TO BE RESOLVED:**

Detailed Site Plan

Backflow Prevention

State Design Release for Hood (as necessary)

Building Permit

Signage/Fencing Permit

Zoning Clearance

Knox Box

Contact Pilarski – Municipal Code Waiver

Accessibility Issues