



MEETING: Site Review Committee
SUBJECT: Convert Restaurant to Apartments
ADDRESS: 454 Greenwich

LOCATION: City Hall
DATE: January 8, 2013

**PRELIMINARY SITE REVIEW
 IN ATTENDANCE:**

Tyler Kent, Asst. City Planner	(219) 462-1161
Taylor Wegrzyn, Asst. City Planner	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Water Dept.	(219) 462-6174
Vicki Thrasher, Building Commissioner	(219) 462-1161
Jack Johnson, Fire Department	(219) 462-8325
Media	

PRESENTERS:

Paul Schreiner, Project Neighbors
 (219) 405-3070 / schreiner1927@aol.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 conversion of a restaurant space to apartments located at 454 Greenwich. 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 the conversion of an existing restaurant space to apartment units. Currently there are two units upstairs. The restaurant portion will be converted to two additional units.

STAFF COMMENTS:

BURKMAN: Burkman asked for clarification concerning the size and condition of the sanitary sewer. Schreiner is unsure of the size of the sewer, but indicated there has never been a sewer issue concerning this building. Schreiner stated a water line was replaced approximately six years ago. Burkman requested an explanation concerning how parking will be handled. Schreiner indicated an application for a variance for parking is being submitted to the Board of Zoning Appeals.

THRASHER: Thrasher asked for clarification concerning a room located at the back of the building. Schreiner stated this room was the dishwashing room and the walk-in freezer room for the restaurant. Schreiner indicated this area will be used for tenant storage. The access to this room will be from the rear of the building. Thrasher stated submitting this project to the State of Indiana for plan review is necessary. Thrasher indicated this building is a Class I structure and will require a sprinkler system. A Building Permit is required.

KENT: Kent stated this property is zoned Residential Transition (RT). The parking standard for this zoning district is 2 spaces per unit for a total of 12 spaces. The variance will be varying the requirement from 12 spaces to 0 spaces on site. Kent requested clarification on how trash would be handled since City service will not be available. Schreiner stated a dumpster will be used. Kent stated the dumpster enclosure must match the materials used for the building and referring to Article 2, Section 2.310 is necessary. Landscaping around the dumpster is required. Providing a landscape plan for the dumpster is necessary. Kent asked if any work was planned for the façade. Schreiner indicated the building had been tuck pointed and painted approximately 18 months ago. Kent stated there is a standard within the RT District that multi-family units within the RT District must look like a single family home. Schreiner stated this would present a

challenge. Kent said he included this as part of the variance request. A Zoning Clearance will be required prior to the Board of Zoning Appeals approving the parking variance. Kent asked Schreiner to explain the parking agreement that had existed with VU concerning the parking lot on the east side. Schreiner said when his organization initiated Maria Elena's, they recognized parking would be an issue; however, VU was eager to have an eatery close to the campus. The University agreed to share the parking lot across from the soccer field with the restaurant. Schreiner indicated this agreement most likely will not be renewed; however, they have not attempted to renew it for this purpose. Kent explained that within the Residential Transition District usually the first floor is a mixed use so the standards for mixed parking can be applied; however, when the use is multi-family the mixed use standard no longer applies. This is the reason the variance for 12 parking spaces is required. Kent stated the City is concerned with this parking issue and it must be addressed with the Board of Zoning Appeals. Kent asked if other than apartments any businesses had been considered for the first floor. Schreiner indicated there had been other ideas taken into consideration, but there doesn't seem to be any interest and his organization wants to do something with the first floor.

PILARSKI: Pilarski is aware the kitchen equipment and appliances will be removed from the first floor. Pilarski indicated an oil and grease interceptor exists on the north side of the building. Pilarski stated this oil and grease interceptor must be properly cleaned. The waste manifest needs to be submitted to Pilarski. Decommissioning the oil and grease interceptor is strongly recommended. Pilarski recommended digging up the interceptor and removing it from the site.

GESKEY: Geskey indicated the engineer responsible for the sprinkler system needs to contact Geskey at 462-6174, ext. 1319 in order to get a flow test for accurate data for the purpose of engineering the fire protection system. Geskey is aware there is existing backflow protection for the building and that it will need to remain. Geskey asked if the units would be metered individually. Schreiner indicated most likely it would be one common meter. Geskey indicated that if they intend to have individual meters a service for each meter will be required. Schreiner asked if the units upstairs could continue to function on their own meter. Geskey indicated the Water Department would prefer one meter per service. Geskey stated a second service will be required for the sprinkler system. This service will have to be sized by an engineer and the size will depend on the flow data for this area, height of the highest sprinkler head, etc.

JOHNSON: Johnson indicated that code requires an alarm system attached to the fire protection system to provide notification to the building occupants; however, this building provides challenges. Johnson confirmed the units all have separate exits and there are no common areas. Johnson asked if there was a common area in the basement. Schreiner indicated the basement is for the utilities and the tenants will not have access to this area. Johnson stated the Fire Department needs to be contacted concerning placement of the annunciator panel. A Knox Box is required and needs to be placed on the front of the building. Johnson said a fire department connection will probably be required for the building and will need to be placed on the street side. Johnson conveyed that landscaping should not be planted in front of the fire department connection.

ISSUES TO BE RESOLVED:

Landscaping Plan (tree survey)

Detailed Site Plan

Backflow Prevention

State Design Release

Building Permit

Signage / Fencing Permit

Zoning Clearance

Cleaning of Oil and Grease Interceptor

Decommissioning of Oil and Grease Interceptor

Waste Manifest (sent directly to Pilarski)

Fire Sprinkler System

Alarm System

Knox Box

Variance (Parking/Façade)