



**MEETING: Site Review Committee**  
**SUBJECT: Comedy Club**  
**ADDRESS: 155 Lincolnway**

**LOCATION: City Hall**  
**DATE: June 3, 2013**

**PRELIMINARY SITE REVIEW  
 IN ATTENDANCE:**

Tyler Kent, Planning Director	(219) 462-1161
Taylor Wegrzyn, Planning Dept.	(219) 462-1161
Tim Burkman, Engineering Director	(219) 462-1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Vicki Thrasher, Building Commissioner	(219) 462-1161
Mark Geskey, Utilities	(219) 462-6174
Dave Souders, Fire Department	(219) 462-8325
Media	

**PRESENTERS:**

Bob Craig, Disposable Productions, LLC  
 (219) 684-2006 / [redrunner65@gmail.com](mailto:redrunner65@gmail.com)  
 Rob Dolliver  
 Matt McCann

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 comedy club to be located on the upper floor at 155 Lincolnway. 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:** Craig indicated they want to use the space at 155 Lincolnway as a comedy club. There will improv comedy and standup comedy. There will also be other comedy related performances.

**STAFF COMMENTS:**

**GESKEY:** Geskey indicated Water Department records do not show a water service for 155 Lincolnway. Geskey is unsure if 155 Lincolnway is fed from 153 Lincolnway or 157 Lincolnway. This needs to be clarified. Geskey suggested making an appointment with Shaun Shifflett and provided contact information.

**PILARSKI:** Pilarski provided no comments.

**KENT:** Kent asked if improvements to the exterior of the building are being considered. Craig stated no exterior improvements are planned. Kent advised that signage is based on the first floor store front. This space is currently occupied by Locks of Fun. Kent suggested taking the measurement for the Locks of Fun store front and multiple it by 3 and then subtract the square footage of the signage for Locks of Fun. This will give the square footage remaining for the comedy club signage. Kent provided a copy of the sign ordinance and referring to Article 5, Section 5.301 of this ordinance is necessary. Kent advised that signage cannot be placed above the second floor. It must be placed between the top of the windows on the first floor and the bottom of the windows on the second floor. Kent asked how trash will be handled for this site. Craig indicated they would be sharing a dumpster. Kent said if this location does not work out and they look into other locations they need to keep in mind that public assembly uses are permitted on the second floor but not on the first floor along Lincolnway. Referring to Article 2, Section 2.515 concerning this issue is advised.

**BURKMAN:** Burkman provided no comments as it appears all work will be interior work.

**THRASHER:** Thrasher stated since this is an occupancy change, plans must be submitted to the State of Indiana for plan review. This type of occupancy will require a sprinkler system and fire alarm system. Thrasher explained that any occupancy on the second floor without direct grade access requires a sprinkler system. Thrasher suggested they consult an architect to see if there are alternative means. Thrasher mentioned the City has a Fire Safety Grant Program that will help offset the cost of installing sprinkler systems and fire alarms. Thrasher will provide information concerning this grant program and encouraged them to apply for a grant as quickly as possible. Thrasher stated that because this is an assembly use it has stricter fire safety requirements because of the number of people in the space. Thrasher indicated the occupant load for the second floor is typically 30 people for an assembly; however, Thrasher pointed out the occupant load for this space will be limited as there is only one exit. Craig pointed out there is an emergency egress on the back wall. Thrasher stated it must be an egress door. The hatch shown on the plan is not considered egress. The standards of the building code must be met for egress. Thrasher reiterated that a design professional should be hired to help them through the code change requirements. Craig asked if there would be a change to requirements if they were to find a space on the first floor. Thrasher stated a sprinkler system may or may not be required depending on the square footage and exiting. Thrasher stated a Building Permit will be required for the work. All contractors working on the project must be registered with the City. A permit for signage will be necessary.

**SOUDERS:** Souders indicated that a sprinkler system and alarm system will require the installation of a Knox Box. Souders stated the exit stair must be sprinkled. All exit lighting, emergency lights and extinguishers must be in place. A walk-through by the Fire Department will be required before occupancy. Souders mentioned that the Fire Department operates under the International Fire Code, 2006 Edition with the 8 amendments and referring to Chapter 903 will provide information on sprinkler systems and fire alarms. NFPA 13 will also provide information.

**ISSUES TO BE RESOLVED:**

Detailed Site Plan

State Design Release

Building Permit

Signage/Fencing Permit

Zoning Clearance

Sprinkler System/Fire Alarm System

Knox Box

Origin of Water For The Site (153 Lincolnway/157 Lincolnway?)

All Contractors Must Be Registered With The City

Fire Department Walk-through