



MEETING: Site Review Committee
SUBJECT: Valparaiso First Insurance
ADDRESS: 9 Franklin Street

LOCATION: City Hall
DATE: June 17, 2014

PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Tyler Kent, Planning Director (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

PRESENTERS:

Stephen Pease, Architect
(219) 464-7957 / spease@adsnet.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 the proposed Valparaiso First Insurance to be located at 9 Franklin. 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 old Binder Building and is located at 9 Franklin Street. Pease indicated the owner wants to place his insurance business in the north side at the back end of building. The owner anticipates retail going in the front on the Lincolnway side. The top two floors are apartments and will remain apartments. The first floor will be totally gutted. Pease indicated the owner wants to restore the façade close to what it was in the 1920's. Pease said new windows will be cut in and where some of the store front windows are located now they want to add draping canopies to the outside and want these to extend at least 3 or 4 ft. over the sidewalk if possible. Both the north and east facades will be brick and cultured stone. Pease said either a wood or stamped metal cornice will be added at the top of the building as shown on the elevations. Pease said at one time there was a painted Coca-Cola sign located at the southeast corner of the building and the owner wants to replicate this sign using his logo. Pease mentioned the owner wants to add a chiming clock to the corner and also wants to add two or three street lights to the sidewalk. The lights will match what is currently on Lincolnway. If possible, the owner is requesting the installation of window wells in the basement. Pease indicated the owner wants to install solar collectors on the roof.

STAFF COMMENTS:

THRASHER: Submitting plans to the State for review will be necessary. Thrasher pointed out the rear door opens out onto the sidewalk and is an encroachment onto a public sidewalk. Thrasher asked if this door could be recessed. Pease stated this is an existing door and will be used as the handicapped access point for the back. Pease indicated the slope for the ramp is at minimum now. If the door is recessed, the slope will be steeper and will not meet code. Thrasher said this will require further discussion with Engineering. A Construction Design Release is required prior to issuance of Building Permits. All contractors working on the project must be registered with the City. Thrasher asked for clarification concerning the upstairs area. Pease said the stairway will be taken out and moved to the back. The plan will be essentially the same as it is now. Signage will

require a permit. Thrasher pointed out the City has a Fire Safety Grant Program for the downtown area. If a fire alarm system or sprinkler system is being considered, there is funding available to help offset the costs. Thrasher said fire alarm systems are usually covered 100% and sprinkler system grants depend on the system. Thrasher stated that installing a Knox Box is strongly recommended by the Fire Department. Thrasher suggested discussing the placement of the Knox Box with the Fire Department. Thrasher mentioned addressing. Pease stated they would like addressing be for Franklin Street. This should be discussed with the Engineering Department.

BURKMAN: Burkman stated Engineering will be agreeable to the additional street lights as long as they are LED and match the downtown lights and the lights that are in front of Chase. Burkman said if the owner is interested in doing this, he must provide the poles and installation and the City will allow tie-in to our system and accept energy and maintenance responsibilities going forward. This ensures the lights will remain on and they come on at the same time as the others. Burkman indicated the City is not in favor of the request for window wells. The window wells will encroach on the sidewalk and the City wants the sidewalks to remain as they are today.

KENT: Kent asked if the EIFS currently located on the building will be removed. Pease confirmed it will be removed. Kent asked if the door on the east elevation will be recessed. Pease confirmed the door will be recessed as shown on the plans. Kent requested clarification concerning the materials to be used on the cornice. Pease indicated they are considering a stamped metal; however, if this is cost prohibitive, wood and/or plastic may be used. Kent advised wood is preferable. Plastic is not permitted in the downtown area. Kent asked if the solar panels will be visible from the street. Pease said the cornice will project upward and will probably shield the panels from view. Providing more detail and a sketch for the signage being proposed will be necessary. Kent indicated signage must be placed within the sign band above the first floor windows and below the second floor. Submitting a variance request for the proposed sign on the southeast corner may be required. As part of the variance request, providing details will be necessary. Kent requested information concerning how far the clock will project. If it projects into the public way, this will be an issue for the Board of Works. Pease stated they do not anticipate it projecting any further than the turret is now. The allowable signage for this project is based on the store front. The building face allows for 3 sq. ft. of signage for each linear foot of building frontage. The allowance for side of the building is 3 sq. ft. for each linear foot of building frontage. The maximum allowed is 132 sq. ft. per building frontage. Kent asked if the owner will be requesting a façade grant. Pease indicated this has not been discussed. Kent mentioned there is money available at this time. Pease said they may consider a façade grant for the Franklin side of the building. Providing details on how far the awnings will project into the right-of-way is required. Approval from the Board of Works may be necessary. Pease asked if there is a maximum allowed. Kent will research this issue.

PILARSKI: Since this project is for the remodel for office and retail space, Pilarski provided no comments.

GESKEY: Geskey stated Water Department records indicate there is no backflow protection at this site. Bringing this up to code is required. Geskey provided contact information for Shaun Shifflett.

ISSUES TO BE RESOLVED:

Detailed Site Plan
Backflow Prevention
State Design Release
Building Permit
Signage/Fencing Permit
Zoning Clearance
Knox Box

Awning Details
Clock Details
All Contractors must be registered with the City
Possible Variance for Signage

*THIS PROJECT WAS SUBMITTED AS 23 LINCOLNWAY. AFTER THE MEETING IT WAS DECIDED THE ADDRESS WILL BE 9 FRANKLIN STREET.