



MEETING: Site Review Committee
SUBJECT: Interior Remodel & Build-out
ADDRESS: 157 Franklin Street

LOCATION: City Hall
DATE: March 15, 2016

PRELIMINARY SITE REVIEW

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Jon Daly, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612
Media	

PRESENTERS:

Bret Dodd, RQAW
 (317) 815-7200 / bdodd@rqaw.com
 Dimitrios Katsourus, DCK Construction, Inc.
 (219) 796-5589 / dckconstruction@gmail.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 interior remodel and build-out of the retail space to be located at 153 Franklin Street. 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 building was originally a jail constructed in 1976. The building was purchased by the Kalymnos family for redevelopment. The initial plan had been for a restaurant with a retail component. Kalymnos sold a retail building on U.S. 30 and will relocate this store to 157 Franklin on the lower level. The Home Décor Accent Center will be eliminated and office spaces are being proposed. Dodd said the first phase was the exterior redevelopment of the building. The second phase was the restaurant. The third phase is the build-out of the upper floors for leasable space and the retail component in the lower level. The total occupant load will be approximately 610 people. The leasable spaces will be right around 1,000 sq. ft. There will be approximately 3 or 4 components per floor on the upper levels. Dodd said they want to get this project started as soon as possible. Dodd mentioned that when the project was originally site reviewed it was a non-sprinkled building; however, with the mixed use occupancy the building will now be fully sprinkled. Kent asked if the elevator is working. Katsourus stated they are ready to go and will be used. Dodd said there are two elevators. .

STAFF COMMENTS:

EVANS: Evans asked if plantings will be added to the parkway (area between the sidewalk and the curb). Dodd said the plans submitted show what was originally approved. Katsourus stated no additional trees will be added. Evans conveyed there is a two-year guarantee on the trees. Thrasher interjected the trees were planted more than two years ago. Evans stated there may be some trees that are distressed or may not have survived. Evans indicated that if there are trees that do not leaf out they need to be replaced. Evans mentioned the drawing details for the plants show burlap that was left on the plants. The DNR does not allow baskets or burlap be left on the

root ball when they are planted. Leaving a basket or burlap on the root ball can actually cause the trees to die. Evans requested baskets or burlap be removed from anything new that is planted. Evans asked if the sidewalk along Michigan Street was improved during the exterior redevelopment. Katsourus stated the Michigan Street sidewalk was improved. Evans presented no further comments.

THRASHER: Thrasher confirmed that the CDR and Building Permit application have been received. Thrasher asked for clarification about the basement use. Dodd indicated this use will be a retail component. Thrasher asked if this was included in the submittal to the state. Dodd confirmed that it was included. Thrasher said once the permits are issued, she will need the additional releases for the sprinkler system and fire alarm. Dodd said cad drawings have been sent to the fire protection contractor. Thrasher will require copies of the plans for the fire alarm system and sprinkler system. Submitting a list of contractors who will be working on the project is necessary. All contractors must be registered with the City. Contractors must be registered before the Building Permit will be issued. Signage will require a permit.

KENT: This property is located in the Central Business District (CBD). Kent conveyed that internally lit signs are not permitted. Signs may be lit with goose neck lighting or some type of halo lighting (backlit). Kent said the landscaping and dumpster enclosure are installed. Kent requested that contact information for the property manager be provided. Kent explained that on a number of occasions we receive calls concerning available office space and having a contact to allow us to reach out to the manager. Providing a name, phone number and email address will be sufficient and can be sent to Kent via email. Kent asked for clarification concerning the number of tenants per floor. Dodd said it could be as few as one or as many as five. It will all depend on what tenants are looking for. Kent asked if they are considering "For Lease" signs. The allowable square footage for this type of sign is 32 sq. ft.

DALY: Daly conveyed that the 2014 Indiana Fire and Building Codes are followed. Daly requested that suite numbers be assigned to the tenant spaces. Kent said it will be necessary to work through Will Rose in the Engineering Department concerning this issue. Thrasher said Rose may be able to provide a range of numbers to be used per floor. Providing Rose with a PDF of the floors will be helpful. Daly said the Fire Department will conduct annual fire inspections for the entire building. Horn and strobe placement will be very important. It will be necessary to make sure the emergency lighting and exit signs are sufficient. Daly conveyed an elevator permit will be obtained from the State. Placing the keys for tenant suites in the existing Knox Box will be necessary.

MCALPINE: McAlpine indicated there are no new comments from the Engineering Department. All approvals were granted at the site work phase. The as-built survey from Rensberger does not have any information about the storm sewer. McAlpine requested an as-built survey of everything that was installed. The landscaping plan shows a robust plan, but McAlpine is not sure if it shows what has been installed or what is being intended for installation. Dodd mentioned there is an underground detention system. This system ties into the storm sewer at the corner of Michigan and Monroe. Dodd believes this was an old brick storm sewer that they replaced. McAlpine suggested they ask Rensberger to show what is obvious on the surface. Then ask Rensberger to use the engineering site plans and generally put in where the chambers are located. McAlpine said this will be beneficial for the City to have exactly what was installed and where it was installed. McAlpine requested permission for City Utilities to televise some of the storm sewers. Dodd said this needs to be coordinated with Katsourus.

PILARSKI: Pilarski said the Water Department has no comments on the plans submitted. Backflow prevention has been installed and issues mentioned during the first site review have been resolved. Pilarski conveyed the Sewer Department has no comments. The Water Reclamation Department is concerned with discharges into the sanitary sewer. Pilarski requested a description of the type of businesses that will be possible tenants in the building. Dodd said

there will retail and typical business offices. Pilarski conveyed if anything in the medical field is considered contacting the Water Reclamation Department will be necessary. There are a number of surveys connected with the medical field that would need to be completed. Pilarski said the minutes from 2012 indicated the elevator will not be connected into the sanitary sewer. Pilarski asked if this is still true. Dodd confirmed the elevator will not be connected into the sanitary sewer. There will be a high water alarm. The elevator is strictly electric. There are no Hydraulics.

DODD: Dodd mentioned there is a radio antenna on the top of the building and believes it to be part of the dispatch system. Thrasher suggested contacting the County concerning this issue. Daly conveyed he was meeting with the County and he will mention this antenna.

ISSUES TO BE RESOLVED:

Detailed Site Plan
Building Permit (application has been received)
Signage/Fencing Permit
Zoning Clearance
Fire Alarm Release
Sprinkler System Release
Copies of the Fire Alarm and Sprinkler System Plans
All contractors must be registered with the City
Name, phone number and email for property manager
PDF of the floor plans for addressing purposes
As-built survey of the storm sewer