



MEETING: Site Review Committee
SUBJECT: Smoochie Pooch
ADDRESS: 705 Calumet Avenue
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
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325

LOCATION: City Hall
DATE: December 20, 2016

PRESENTERS:

Brett Wilson, Smoochie Pooch
 (219) 771-1162 / info@smoochie-pooch.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. 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: Wilson indicated that Smoochie Pooch is based out of Portage. They have a salon in Valparaiso located on Silhavy Road. They have found a larger facility that fits their needs. The new site has its own parking lot. Wilson said they are not doing any construction. They will only be painting. The attorney's office is located on the right hand side of the drawing. This is an existing office. There is a parking lot located on the south side with seven spaces and there is an additional five spaces at the back. Old Town's Banquet facility parking lot is behind this. There is plenty of accessible parking. They want to move their current grooming space from the 503 Silhavy location to 705 Calumet Avenue.

STAFF COMMENTS:

BURKMAN: Burkman is aware there will not be any changes to the site and asked if they will be making any changes to the sewer. Wilson said that to his knowledge all the plumbing in the building was upgraded within the last few years. Wilson mentioned that water and a drain have been stubbed in the room in front of the bathroom. The plumbing already exists and they will not be doing anything to the plumbing at all. Burkman presented no other comments.

KENT: Kent asked if any exterior work is being considered. Wilson said nothing is being done to the outside of the building. Kent mentioned that if they are considering painting the exterior earth tone colors are permitted. The requirement for parking is 5 spaces per 1,000 sq. ft. of useable floor space. Bathrooms and storage areas are not included in this calculation. It will be necessary to provide at least one ADA parking space. All parking spaces must be striped. Wilson indicated the parking spaces are striped. The calculation for signage is 3 sq. ft. of signage for each linear foot of building frontage facing Morgan Blvd. Kent asked if there will be a monument style sign. Wilson is unsure about the signage. Kent mentioned a monument style sign is permitted within this corridor. A permit will be required for signage. If landscaping is considered, it will be necessary to refer to Article 10 of the Unified Development Ordinance for the appropriate standards.

DALY: Daly asked if dogs are left overnight. Wilson said they do not keep dogs overnight. Daly mentioned that the address is already on the door and needs to be kept on the door. The Fire Department conducts annual inspections. The emergency and exiting lighting will be inspected to make sure it works properly. Fire extinguishers must meet code. Daly said that although a Knox Box is not required it is being recommended.

PILARSKI: Pilarski indicated the Water Reclamation Department is interested in what is being discharged into the sanitary sewer. The plan does not provide enough information for specific comments. Therefore, it will be necessary to submit an internal plumbing plan. Pilarski said providing a description of the grooming process taking place is necessary. Pilarski indicated these items need to be sent to Yacoub Aljobeh, Pretreatment Administrator. If any further information is required, Mr. Aljobeh will contact Smoochie Pooch. Mr. Wilson asked why the description of the grooming process is necessary. Pilarski said the description needs to be updated to include any changes.

GESKEY: Geskey asked if there will be any water or sewer service changes outside coming into the building. Wilson said there will be no changes. Geskey mentioned the backflow is up to date for this building. Geskey provided no further comments.

ISSUES TO BE RESOLVED:

Detailed Site Plan

Signage/Fencing Permit

Knox Box (recommended)

Internal Plumbing Plan

Updated Grooming Process Description