



MEETING: Site Review Committee
SUBJECT Clawdia's Beauty Salon
ADDRESS: 253 Washington Street
PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325
Matt Evans, Public Works Director	(219) 462-4612
Media	

LOCATION: City Hall
DATE: February 28, 2017

PRESENTERS:

Dave & Clawdia Murray, Owners
 (219) 771-4422 / daveandclawsllc@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 Clawdia's Beauty Salon to be located at 253 Washington 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 property is owned by GR Investments (Stan and Kelly). Murray indicated they rented the first floor. In the last two or three months, the entire area has been completely remodeled (drywall, floors, drop ceiling, electrical upgrade). The area was setup for a salon based on Murray's needs. There will be four (4) style chairs, 2 bathrooms, kitchen breakroom and a bridal makeup room. The four style chairs will be opened at various times during the day/week. There is also an office. This site was previously the Carpenter's Union Hall.

STAFF COMMENTS:

EVANS: Evans asked if there are any improvements that will impact the public rights-of-way, i.e. areas outside the building. Murray said they are hoping to add a deck over the concrete steps and a handicapped access ramp. Evans said Public Works does not get involved with improvements on private property. If the handicapped ramp ties into anything that is within public space, Public Works will want to work with them to ensure work is done to City standards.

MCALPINE: McAlpine indicated that he has no comments on the project since everything appears to be within the interior, with the exception of the ramp.

ON BEHALF OF THRASHER: It appears that all the remodel work was completed without permits. A Building Permit will be required. Submitting plans showing what the conditions were prior to the remodel and what changes were made after the remodel will be necessary. Depending on the scope of work, a State Construction Design Release may be required. Not enough information was provided at site review to make this determination. Signage will require a permit. Please work with the Building Department concerning any of these issues. The salon cannot open for business until the permitting issues are resolved.

KENT: The property is zoned Central Place (CP). It is just south of the downtown area and is a transition area between the commercial corridor of U.S. 30 and the downtown area. Kent asked if there will be any exterior improvements outside of the deck and ramp. Murray said there will be no

other exterior improvements. The allowable signage is 3 sq. ft. for each linear foot of building frontage facing Washington Street. A permit will be required for the deck and ramp. It will be necessary to pay attention to the setback requirements for the deck and ramp area. This parcel is relatively tight as the building encompasses most of the parcel. It will be necessary to work with the Building Department to secure the permits and approvals. Kent mentioned the façade grant program. This program will match up to \$25,000 for eligible exterior improvements. The project will have to meet the downtown design guidelines. Kent will have to check if this parcel is eligible for the façade grant program.

DALY: The City follows the 2014 Indiana Building and Fire Codes. Daly indicated a final inspection by the Building and Fire Departments will be necessary. The exit lights, emergency lights and fire extinguishers must meet code. Daly noted the travel distance for fire extinguishers is no more than 75 ft. Fire extinguishers must be mounted in a visible location and no more than 5 ft. up to the top. One extinguisher may be sufficient. Doors must be key-locked from the inside. Thumb locks and turn-style locks are not permitted. Although not required, a Knox Box is recommended. Daly asked if the address is posted at or near the front door. Murray stated the building is addressed. The Fire Department will do annual inspections.

PILARSKI: Pilarski mentioned that the Water Reclamation Department is interested in what is being discharged into the sanitary sewer. Pilarski asked if the kitchen is a warming kitchen. Murray confirmed it will be a warming kitchen. Pilarski asked if there is a storage area for hair products and beauty care products. Murray said there is a large closet used to store these products and each style chair has a locked cabinet. Pilarski recommended that the Building Department, Water Reclamation Department and the Fire Department conduct a walkthrough of the site.

GESKEY: Geskey asked if there will be any changes to the water or sewer coming into the building. Murray indicated there will be no changes. Geskey noted that Utility records do not show backflow protection in this building. Backflow protection is required. Contacting Shaun Shifflett concerning this issue will be necessary. Contact information was provided.

ISSUES TO BE RESOLVED:

Detailed Site Plan

Backflow Prevention

State Design Release

Building Permit

Submit Plans Showing Conditions Before Remodel

Submit Plans Showing Changes Made After Remodel

Signage/Fencing Permit

Inspection by Building and Fire Departments

Knox Box (recommended, not required)

Site Walkthrough (Water Reclamation Department, Building Department and Fire Department)

Zoning Clearance