



**MEETING: Site Review Committee**  
**SUBJECT: Deserving Designs**  
**ADDRESS: 1515 Roosevelt Road**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: March 28, 2017**

**IN ATTENDANCE:**

Tyler Kent, Planning Director	(219) 462-1161
<a href="mailto:tkent@valpo.us">tkent@valpo.us</a>	
Adam McAlpine, Engineering Dept.	(219) 462.1161
<a href="mailto:amcalpine@valpo.us">amcalpine@valpo.us</a>	
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
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Mark Geskey, Utilities	(219) 462-6174
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Jon Daly, Fire Department	(219) 462-8325
<a href="mailto:jdaly@valpo.us">jdaly@valpo.us</a>	
Matt Evans, Public Works Director	(219) 462-4612
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Media	

**PRESENTERS:**

Margaret Boyce, Deserving Designs  
 (219) 771-4102 / [deserving.designs@gmail.com](mailto:deserving.designs@gmail.com)

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 the proposed Deserving Designs to be located at 1515 Roosevelt Road. 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:** Boyce said this location will be used for selling gently used furniture and household goods to benefit the needy in our community. Boyce wants to partner with Housing Opportunities to redo their apartments with furniture that will stay with the apartments and helping the homeless as they move on to their first home. They will be opened Tuesday through Saturday. The proceeds will help in the community. This is a non-profit organization. Deserving Designs will be staffed by volunteers.

**STAFF COMMENTS:**

**JOHNSON:** Johnson asked for clarification concerning the changes that will be done inside the building. Tudor-Miller said except for painting and cleaning the floors nothing is being done on the inside of the building. Johnson asked if the back of the building has always been storage and will remain as storage and will not be open to the public. Tudor-Miller confirmed this. Johnson needs to know the height of the storage racks. Tudor-Miller mentioned the ceiling at the back is very high. The Fire Department is concerned with the fire load and how furniture will be stored. Johnson asked if there is a fire alarm system. Tudor-Miller said there is no fire alarm system; however, at one time Martin Security did have a system in the building and a system could easily be installed. Johnson said some type of alarm system is highly recommended. This will allow a little more leeway in storage. It will be necessary to keep aisles clear. Johnson said the Fire Department will be happy to help with layout. Johnson recommended a Knox Box. Johnson explained that a Knox Box will contain the building keys and the Fire Department will have a key to

the Knox Box. If there is an emergency, the Fire Department can gain access to the building without breaking windows or doors. The website is [www.knoxbox.com](http://www.knoxbox.com). Johnson mentioned that the appropriate address needs to be at the front door. A flammable liquids cabinet will be required if they work with anything that is not water-based. There appears to be a fire wall between the storage area and the occupied space. Johnson asked about the condition of this wall. Tudor-Miller said it is the same as it has always been. Johnson suggested an inspection walk-through with the Fire Department. Contacting the Fire Department at 462-8325 to setup the walk-through inspection will be necessary. Questions can be directed to the Fire Department.

**PILARSKI:** The Water Reclamation Department is concerned with what is being discharged into the sanitary sewer. Pilarski said the plans show a repair shop. Pilarski asked for an explanation of the types of repairs that will be done. Boyce said they will be doing reupholstering, touch up painting, etc. Pilarski assumes there will be a paint and varnish storage area. Normally, Pilarski would request an internal plumbing plan for review and approval; however, in this case, Pilarski suggested an on-site inspection prior to opening. Pilarski requested they contact Yacoub Aljobeh, Pretreatment Coordinator to schedule the inspection. Contact information was provided.

**ON BEHALF OF BURKMAN:** A 40-ft. right-of-way dedication is required along the property frontage. Burkman provided an example for the right-of-way dedication. A sidewalk waiver is required. Burkman explained the waiver states that sidewalks are not required to be installed at this time, but that any time the City chooses to require the installation, the owner will have to do so at their expense. The right-of-way dedication and sidewalk waiver must be received prior to occupancy. Since no exterior changes are being made, Burkman provided no other comments.

**KENT:** Kent mentioned the plans show improvements to the exterior of the building. Tudor-Miller said they may paint the outside; however, there will be no physical changes. The changes shown on the plan were done when Leo's Bike Shop was a tenant. Kent conveyed the property is zoned General Residential. This property is currently considered a legal non-conforming use. There is a clause in the Unified Development Ordinance that states if the building has been vacant for over 180 days, it loses its non-conformity. Providing information on how long the building has been vacant is necessary. This can be discussed in a phone call. This is considered a commercial use and the requirement for parking is 5 spaces per 1,000 sq. ft. of usable floor space. Storage areas and restrooms are not included in this calculation. Kent conveyed a variance was granted in July, 2014 allowing for a maximum of 72 sq. ft. of signage on this property. This amount of signage will be allowed. One of conditions on the sign was that it could not be internally lit. Currently there is gooseneck lighting that shines down on the sign. Kent can be contacted concerning questions about signage. Kent reiterated that a walk-through needs to be scheduled with the Fire Department, Building Department and Water Reclamation Department.

**GESKEY:** Geskey asked if there will be changes to the water service coming into the building or the sanitary sewer going out of the building. Tudor-Miller confirmed there will be no changes. Geskey presented no other comments.

#### **ISSUES TO BE RESOLVED:**

On-site Walk-through (Fire Department, Building Department, Water Reclamation Department)

Alarm System

Right-of-Way

Sidewalk Waiver

Detailed Site Plan

Signage/Fencing Permit

Knox Box

Zoning Clearance