



**MEETING: Site Review Committee**  
**SUBJECT: Elements Wine Bar Expansion**  
**ADDRESS: 23 Washington Street**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: October 17, 2017**

**IN ATTENDANCE:**

Tyler Kent, Planning Director	(219) 462-1161
<a href="mailto:tkent@valpo.us">tkent@valpo.us</a>	
Carley Lemmon, Planning Dept.	(219) 462-1161
<a href="mailto:clemmon@valpo.us">clemmon@valpo.us</a>	
Vicki Thrasher, Building Commissioner	(219) 462.1161
<a href="mailto:vthrasher@valpo.us">vthrasher@valpo.us</a>	
Tim Burkman, Engineering Director	(219) 462-1161
<a href="mailto:tburkman@valpo.us">tburkman@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
<a href="mailto:epilarski@valpo.us">epilarski@valpo.us</a>	
Mark Geskey, Utilities	(219) 462-6174
<a href="mailto:mgeskey@valpo.us">mgeskey@valpo.us</a>	
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
<a href="mailto:mevans@valpo.us">mevans@valpo.us</a>	
Media	

**PRESENTERS:**

Michelle Prosser, Elements Wine Bar  
 (219) 309-1660 / [michelle@elementswinebar.com](mailto:michelle@elementswinebar.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 Elements Wine Bar expansion to be located at 23 Washington. 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:** In between Elements Wine Bar and the vacant tenant space there is a non-load bearing wall that Prosser wants to remove to create one large space. A service bar will be added. Behind this it is plumbed for a bathroom; however, there is no bathroom. Prosser wants to move a dishwasher currently located behind the bar into this area.

**STAFF COMMENTS:**

**THRASHER:** Thrasher asked if an additional sink will be installed. Prosser said right now it will be a seating area. A sink may be added, but not at this time. Thrasher mentioned that currently Elements is small enough to be considered a B occupancy. However, once it is made larger it becomes an A2 occupancy. This will require submittal to the State of Indiana for an occupancy change. There are also additional fire safety requirements involved. Thrasher mentioned that the door swings need to go out not in. The drawing provided does not show the amount of seating. Thrasher said it appears the occupant load can be over 100. Once this threshold is hit, there is a requirement for a sprinkler system. Prosser indicated her current seating is for 25. Thrasher

suggested looking at ways to keep the occupant load under 100; however, the project will still need to go down State for the occupancy change. More detailed information concerning seating is required. Prosser asked what the difference is if the occupancy is over 100 or under 100.

Thrasher explained that code requires a sprinkler system when there is more than 100 occupants in an A2. Thrasher conveyed there is a Chapter 34 review that an architect can submit that beefs up other fire safety components of the building to work around the fire sprinkler system requirement. The City did at one time have a Fire Safety Grant Program that helped offset the cost of a sprinkler system, but this would require the entire building to be sprinklered. However, there is no money in the fund. A Building Permit will be required. Prosser asked if one of the exits on Jefferson could be eliminated. Thrasher said the occupant load only requires two exits. Thrasher will provide the information necessary for submittal to the State. This process usually takes approximately three weeks if the submittal includes everything required. Thrasher conveyed she will work with Prosser concerning the demolition. Any additional signage will require a permit.

**KENT:** The calculation for signage is 3 sq. ft. of signage for each linear foot of building frontage facing a right-of-way. The maximum amount of signage allowed is 132 sq. ft. Kent asked if any exterior improvements are being considered. Prosser said no exterior improvements will be done. Kent asked about plans for outdoor dining. Prosser said she wants to enclose the area so that patrons would have to enter the bar and exit through the center door to enter the patio area. Thrasher interjected it will be necessary to maintain the exits. The exits cannot be closed off. Kent conveyed the outdoor dining program will be revised. Kent suggested Prosser wait to purchase additional fencing, etc., until the program is amended. Kent indicated the existing bushes and flowers for the current outdoor dining area need to inside the fence not on the outside.

**DALY:** The maximum travel distance between fire extinguishers is 75-ft. Depending on the current location of the fire extinguisher, either another extinguisher will have to be added or the current extinguisher will have to be relocated to meet code. Thumb latches for the doors are not permitted. Aisle widths must be maintained per code. Daly said an occupancy sign will be required. The Fire Department will conduct annual inspections. Daly recommended a smoke detector. Prosser mentioned there are four smoke detectors.

**ALJOBEBH:** The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. Aljobeh asked if there will be any changes to the plumbing. Prosser said there will be no changes. Aljobeh asked if there will be food preparation. Prosser said the food will stay the same.

**GESKEY:** Geskey asked if there will be changes to the water service entering the building or the sanitary sewer system leaving the building. Prosser said no changes will be made. Geskey conveyed the backflow is up-to-date and good. Geskey provided for other comments.

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

- Detailed Site Plan
- State Design Release (occupancy change)
- Building Permit
- Signage/Fencing Permit
- Occupancy Sign