



MEETING: Site Review Committee
SUBJECT: Excel Machine Technologies
ADDRESS: 908 Washington Street
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: October 31, 2017

IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
tkent@valpo.us	
Carley Lemmon, Planning Dept.	(219-462-1161
clemmon@valpo.us	
Vicki Thrasher, Building Commissioner	(219) 462.1161
vthrasher@valpo.us	
Adam McAlpine, Engineering Dept.	(219) 462.1161
amcalpine@valpo.us	
Yacoub Aljobeh, Water Reclamation	(219) 464-4973
yaljobeh@valpo.us	
Mark Geskey, Utilities	(219) 462-6174
mgeskey@valpo.us	
Jon Daly, Fire Department	(219) 462-8325
jdaly@valpo.us	

PRESENTERS:

Dave DeFries, Excel Machine Technologies
 (219) 405-7119 / Defriesdave@gmail.com

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed remodel for Excel Machine Technologies to be located at 908 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: DeFries has been given 30 days to relocate Excel Machine Technologies. He has decided to move the company to a building he owns at 908 Washington Street. The partitions in Section B will be removed to make a large room. The false front that was installed to cover the roll-up door will be removed. DeFries said the back part of the building will remain the same. DeFries uses Section D for personal storage and Section C is a rented space and used for cold storage. The 3-phase electric will need to be turned on.

MCALPINE: There does not appear to be much in the way of site improvements. However, a previous request was made to pave the parking areas. Currently they are gravel and this is not permitted. It will be necessary to pave and stripe the parking areas. DeFries indicated this will not be a problem; however, he will not be able to pave and stripe until next summer. He wants to wait until all the heavy machinery is moved into the building so that the pavement will not be torn up. McAlpine said that once the pavement improvements are made it will be necessary to see how drainage will be managed. DeFries indicated the site is flat; however, the water does drain a little to the south. There is a ditch between the buildings that goes to the alley and to the railroad property and out to the street. DeFries said there are never any puddles.

THRASHER: Thrasher asked if Building A will be used. DeFries said he has no plans for this building now. Thrasher asked if B, C and D are all one building. DeFries said the building was purchased in 1940 and it is the same as when it was purchased. Thrasher realizes this is an old building and is trying to figure out the occupancy classification. Thrasher mentioned that typically

there would be a requirement for separation between the different spaces. Thrasher asked how the building is constructed. DeFries said there is a concrete floor and masonry on all but the south side of Section D. The south side of Section D is wood frame. Thrasher indicated that since the building is existing there is not much that can be done to require the building be brought up to code. The uses for the building appear to be industrial in nature and Thrasher said there is no problem with this. New electrical, new walls or façade improvements will require a Building Permit. Cosmetic improvements will not require a permit. DeFries said he will paint the building. Thrasher conveyed a Building Permit and Site Permit will be required for the parking lot paving.

KENT: One (1) ADA parking space will be required for each 25 regular spaces. The calculation for signage is 3-sq. ft. of signage for each linear foot of building frontage facing Washington Street. Signage will require a permit. Window signs are allowed and do not required a Sign Permit. The sign for the tattoo parlor needs to be removed. Kent mentioned the disabled van on the property needs to be removed. Painting the building is highly recommended and using earth-tone colors is permitted. Kent asked if doors are being removed or replaced on the exterior. DeFries said the false front will be removed and the garage door will be rolled back down.

DALY: The City follows the 2014 Indiana Building and Fire Codes. Daly requested suite numbers be assigned. Thrasher interjected that there are already suite numbers (A, B, C and D). The suite numbers need to be posted on the appropriate doors. Daly requested the address be posted on the main door. Any emergency lights and exit signs must be in working order. Fire extinguishers must be to code with no more than 75ft. of travel distance. Any welding areas will require a portable fire extinguisher (minimum of 2A20BC). This extinguisher is required within 30-ft. of a welding area. Weeds and grasses that could possibly catch fire need to be cut down. Storage must be 24" from the ceiling. Combustible storage is prohibited in electrical rooms or equipment rooms. Although not required, a Knox Box is recommended. Daly also recommended smoke detectors for the building.

ALJOBEH: The Water Reclamation Department is interested in what is being discharged into the sanitary sewer. Aljobeh requested an internal plumbing plan. DeFries indicated there is only the two bathrooms. Nothing else is connected. There will be no chemical storage. Aljobeh conveyed an ASPP (Accidental Spill Prevention Plan) for the old location is on file; however, it will be necessary to update the ASPP for the new location. Once DeFries has moved to the new location, it will be necessary to contact Aljobeh for a site visit. Contact information was provided.

GESKEY: Geskey asked if any changes to the sanitary sewer are being considered. DeFries said there will be no changes. Geskey conveyed that Water Department records indicate there is no backflow prevention on the water service. It will be necessary to bring the water service up to date. Geskey provided contact information for Shaun Shifflett. DeFries asked if the backflow could be postponed until next summer. Geskey indicated this installation cannot be delayed and explained this is interior plumbing.

STAFF COMMENTS:

ISSUES TO BE RESOLVED:

Pave Parking Areas	Contact Aljobeh for a Site Visit
Remove Tattoo Parlor Sign	Building Permit (new electrical, walls or façade improvements)
Remove Disabled Van from Property	Building Permit (parking lot paving)
Detailed Site Plan	Signage/Fencing Permit
Post Suite Numbers on the Doors	Knox Box (recommended not required)
Post Address on Main Door	Smoke Detectors (recommended)
Backflow Prevention	
Update the Accidental Spill Prevention Plan	