



**MEETING: Site Review Committee**  
**SUBJECT: Great Clips**  
**ADDRESS: 2270 Morthland Drive**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: January 29, 2019**

**IN ATTENDANCE:**

Tyler Kent, Planning Director (219) 462-1161  
[tkent@valpo.us](mailto:tkent@valpo.us)  
Vicki Thrasher, Building Commissioner (219) 462.1161  
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Adam McAlpine, Engineering Dept. (219) 462.1161  
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Paul Scott, Water Reclamation (219) 464-4973  
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Mark Geskey, Utilities (219) 462-6174  
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Tim Stites, Fire Department (219) 462-8325  
[tstites@valpo.us](mailto:tstites@valpo.us)  
Nate McGinley, Public Works Director (219) 462-4612  
[nmcginley@valpo.us](mailto:nmcginley@valpo.us)

**PRESENTERS:**

Brittany Fitzsimmons, Great Clips  
(708) 254-0786 / [fitzsimmonsbrittany@yahoo.com](mailto:fitzsimmonsbrittany@yahoo.com)  
James Boyle, Owner  
(708) 528-1422 / [jayboyle@greatclips.net](mailto:jayboyle@greatclips.net)

The following is a summary of discussion at this meeting:

**OPENING:** The Site Review Committee met to discuss the proposed Great Clips to be located at 2270 Morthland Drive. 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 project is a basic hair cutting facility. There will be two wash stations and seven work stations. There will be a saw cut for the handicapped bathroom. The plumbing for the hair stations will run above ground. The facility will have a washer and dryer. There will be a new electrical service.

**STAFF COMMENTS:**

**MCALPINE:** All work appears to be within the interior. McAlpine provided no comments on the project.

**MCGINLEY:** McGinley mentioned that if they plan to use City services for solid waste and recycling pickup, it will be necessary to contact Public Works. McGinley knows there is currently rear service pickup for totes to a couple of the existing facilities but does not know if these are City totes. Fitzsimmons said these are not City totes. McGinley conveyed the City does not typically service strip malls and does not believe the City will service this area; however, he suggested Fitzsimmons contact Public Works to double check. No other comments were provided.

**THRASHER:** Submitting this project to the State for plan review will be necessary. Thrasher indicated it will be necessary to include the details for the demising wall in the plan submittal. The plans need to show plumbing and that air will not be recirculated by the mechanical system. The State Construction Design Release will be required prior to the issuance of the local Building Permit. All contractors working on this project must be registered with the City. A Sign Permit will be required.

**KENT:** The property is zoned Commercial General (CG) and a hair salon is a permitted use. Kent asked if there will be any exterior improvements. Fitzsimmons indicated no exterior improvements are being considered. The allowable signage is 3 sq. ft. of signage per 1 linear foot of store frontage. The requirement for parking is 5 spaces per 1,000 sq. ft. of useable floor area. Kent asked if there is a parking agreement between the users. The property is owned by Weiss and it will be necessary to speak to them. Kent is assuming there is a parking agreement. Kent conveyed that one ADA van accessible parking space is required.

**STITES:** The Fire Department follows the 2014 Indiana Fire and Building codes. All initial inspections required during the construction phase of the project need to be scheduled through the Building Department. The facility will be subject to annual inspections by the Fire Department. Stites conveyed that the pipe dryer pipe needs to be solid, rigid pipe.

**GESKEY:** Geskey asked if there will be an oil and grease separator. There will not be an oil and grease separator. It is not required. There will be a hair trap. Geskey conveyed an internal plumbing plan needs to be submitted to Paul Scott. Geskey asked if there will be any changes to the water or sewer outside the building. The general contractor indicated there will not be any changes. Geskey conveyed the backflow protector is due for inspection in February.

**ISSUES TO BE RESOLVED:**

Detailed Site Plan

Backflow Inspection (February)

State Design Release

Building Permit

Contractors Registered with the City

Signage Permit