

**MEETING: Site Review Committee**  
**SUBJECT: Shear Envious**  
**ADDRESS: 2502 Beech St., Unit 50**  
**PRELIMINARY SITE REVIEW**

**LOCATION: City Hall**  
**DATE: May 21, 2019**

**IN ATTENDANCE:**

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

**PRESENTERS:**

Nicole Moorhouse, Owner  
(219) 510-3647 / [ntugman29@yahoo.com](mailto:ntugman29@yahoo.com)

The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed hair salon to be located at 2502 Beech Street, Unit 50. 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:** Moorhouse owns a salon in Warsaw and wants to open a salon in Valparaiso. The tenant space is vacant. Plumbing will be added for shampoo bowls. There is an existing HVAC system, but it does need to run farther back into the building. Electrical will be needed for the stations. It will be necessary to cut concrete for the shampoo bowls. This work will be done by a plumber.

**STAFF COMMENTS:**

**MCGINLEY:** Public Works is concerned with City right-of-way and trash and recycling. Since this is an existing retail space, McGinley presented no comments concerning right-of-way. Public Works does not serve this facility for trash and recycling. They use a private waste hauler. McGinley suggested Moorhouse contact the landlord about which private waste hauler is being used.

**ON BEHALF OF VICKI THRASHER, BUILDING COMMISSIONER:** A Building Permit will be required, and a full set of plans must be submitted with the application. Plans must be submitted to the Indiana Department of Homeland

Security Plan Review Division for a Construction Design Release. All contractors working on the project must be registered with the City. Signage will require a permit. If nails are being done, a source capture system is required to exhaust the nail station area. Moorhouse said nails will not be done at this facility.

Thrasher mentioned that beauty salons require mechanical exhaust.

Recirculation of air is prohibited. Any questions should be directed to Thrasher at [vthrasher@valpo.us](mailto:vthrasher@valpo.us), or 219-462-1161.

**KENT:** This property is zoned Business Park (BP). A beauty salon is considered a service in this zoning district. Kent asked if there is any other type of service business located in this area. Moorhouse said there is no service business in the vicinity. Kent mentioned signage cannot be visible from the outside of the office building. Moorhouse indicated that window signage will be utilized. The parking requirement is 5 spaces per 1,000 sq. ft. of useable floor area. Kent mentioned there is a shared parking agreement between the other uses.

**STITES:** The Fire Department follows the 2014 Indiana Fire and Building Codes. All inspections required during the construction phase need to be scheduled through the Building Department. The facility will be subject to annual fire inspections. Stites indicated a fire extinguisher will be required. Any questions may be sent to Stites via email.

**GESKEY:** Geskey asked if there will be any changes to the water or sewer coming into the building. Moorhouse indicated that no changes are being considered. Geskey presented no comments on the project.

**MCALPINE:** Since all the work is internal and there are no site improvements being done, McAlpine presented to comments on the project.

**SCOTT:** Scott said submittal of a more complete plumbing plan showing the drain lines, water lines, floor drains, etc. is required. Kent interjected the internal plumbing plan will need to be submitted as part of the Building Permit.

**ISSUES TO BE RESOLVED:**

- Detailed Site Plan
- Backflow Prevention
- State Design Release
- Building Permit
- Contractors Registered with the City
- Signage/Fencing Permit
- Fire Extinguisher
- Submit Internal Plumbing Plan