

MEETING: Site Review Committee
SUBJECT: Chunky's Tacos
ADDRESS: 1603 Lincolnway, Suite 1
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: July 16, 2019

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 Director
(219) 462-1161 / amcalpine@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Paul Scott, Water Reclamation Dept.
(219) 464-4973 / pscott@valpo.us
Nate McGinley, Public Works Director
(219) 462-4612 / nmcginley@valpo.us

PRESENTERS:

Eric Herrera, Chunky's Tacos
(773) 383-2840 / chunkystacos@gmail.com
Benjamin Jacobi
Gabrielle Lenihan

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the proposed Chunky's Tacos to be located at 1603 Lincolnway, Suite 1. 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 space was the office for the carwash. They will be using the space for a kitchen to expand the Chunky's Tacos food truck into a permanent location. Plumbing for a three-compartment sink, two-compartment sink, hand washing sink, floor drain, and grease trap will be added. A gas line will also be installed. A Type 1 hood system has already been installed. A State Release has been received for the hood system. There will be seating and a counter.

STAFF COMMENTS:

MCGINLEY: Public Works is concerned with City right-of-way improvements and trash and recycling. Since the work for this project is internal, there are no comments concerning City right-of-way. McGinley asked if a private waste hauler will be used for trash and recycling. Herrera said they will probably work

with the owner of the carwash to use their private waste hauler. McGinley provided no other comments.

THRASHER: Thrasher asked for clarification concerning the hood system. Jacobi said they have a release from the State and the hood was installed by a contractor. Thrasher stated the hood was installed without a local permit and it also requires an inspection. Thrasher said she does not have a copy of the State Release. It will be necessary to inspect the hood installation. Thrasher said the State does not perform inspections. The amount of plumbing being added will necessitate the submittal of the entire project to the State for plan review. Thrasher asked if the entrance goes directly to the outside. Jacobi said the entrance off Lincolnway goes to a small partition with two entry doors. Thrasher asked what the space next to them is used for. Herrera said the space is used by Cotton and Coils. Thrasher mentioned the work done to separate the spaces was done without the necessary permits and was not inspected. Thrasher said there needs to be a one-hour separation between Chunky's Tacos and the business next door. It will be necessary to ensure the wall separating the two businesses is fire-rated drywall. If it is not, it will have to be removed and fire-rated drywall will have to be added as part of this project. Thrasher asked if there is only one restroom and if it is handicapped accessible. Jacobi confirmed there is only one restroom and state it is not handicapped accessible. Thrasher said having the restroom handicapped-accessible is typically a requirement when improvements are made to a space. Herrera asked if would be necessary to make the restroom handicapped accessible if it was for employees only. Thrasher explained that public-restrooms are required for a restaurant. The code requires two restrooms (one female and one male). Thrasher said the contractor they hire to make the internal improvements and/or the architect/design professional they hire to design the space and submit to the State for plan review should be familiar with code requirements. However, the Building Department can provide a copy of the codes. A local Building Permit is required. All contractors working on this project must be registered with the City. A licensed plumber will be required for the additional plumbing work. Working with the Health Department for necessary permits and inspections is required. Thrasher asked if there is a unit/suite number for this address. Will Rose, Engineering Department, indicated the spaces are addressed as Suites 1, 2, 3, 4. Thrasher said this is the unit farthest west and should be Suite 1. Thrasher indicated a Sign Permit will be required. Thrasher asked if there will be seating. Jacobi said they will seat 22. Thrasher stated this will be considered a B occupancy.

KENT: The property is zoned Commercial General (CG) and a restaurant is a permitted use in the Zoning District. It is located within the Eastgate Overlay

District. Kent asked if there are plans for any exterior improvements to the building. No exterior improvements are being considered. Kent mentioned that he noticed plywood on the exterior. Jacoby said they will be installing new windows. Kent said the allowance for signage is 1 sq. ft. of signage per one linear foot of building frontage. Kent mentioned that Cotton and Coils has used the majority of the signage allowance. It will be necessary to work with Cotton and Coils to have them reduce their signage. Lemmon interjected that the bottom panel of the monument-style sign is meant for a second tenant; however, it does have vape shop signage. Kent conveyed no additional signage can be added to the site without a tenant in the location removing some of their signage. Herrera asked about vinyl window signage. Herrera said one window will be a vinyl sign with Chunky's and the other window will be a vinyl sign with Tacos. The vinyl signs will be no more than 20" from the top of the window. Kent asked that they submit a plan for the window signs. Jacoby said they will not have exterior signage until they are opened. Kent indicated there are several uses on this site. Herrera will have to provide parking calculations at the time of Building Permit application. Submitting a table of existing uses which will need to include Chunky's Tacos is necessary. The parking requirement for a restaurant is one (1) parking space per 75 sq. ft. of useable floor area. Kent will need to know the required parking for 714 Auto Sales. This parking is calculated as one (1) parking space per 1,000 sq. ft. of useable floor area for the office use and one (1) parking space for each 15 cars for sale. The parking requirement for Cotton and Coils is five (5) parking spaces per 1,000 sq. ft. of useable floor area and the requirement for Uptown Carwash is three (3) parking spaces per 1,000 sq. ft. of useable floor space, but he will have to check on this. Kent will need to know the square footage of each tenant space. The parking at this site is very tight. The parking lot will need to be restriped. Kent mentioned that he visited the site and it was difficult to make a turn through the lot with all the vehicles that are parked. There are box trucks and other vehicles parked that appear to be unrelated to the uses within the site. These will need to be removed. There needs to be connectivity and the ability to drive through the parking lot. There is a requirement for one (1) ADA parking space for 25 regular parking spaces. The ADA space must be van accessible. The ADA space must be striped prior to occupancy. Kent asked if they plan on having exterior lighting in the parking lot or on the building. Jacoby said there is existing lighting. A Zoning Clearance will be required and should be submitted as part of the Building Permit application. Kent asked if there is an existing dumpster enclosure on the site. Jacoby said there is a dumpster, but it is not enclosed. Kent said this will need further review. Typically, when a new tenant goes into a site, a dumpster enclosure needs to be built at the time of the new occupancy. Kent asked if there is an office space on

the west side of the building. Herrera said there is an office space directly north of Chunky's Tacos. The back door to their space on the north side connects to the car wash lobby and office space. Kent asked if the office space and lobby were being removed. Herrera said office space and lobby will remain, but they are being shifted. Thrasher asked if the only way to access the car wash space is through the Chunky's Tacos space. Typically, you do not exit or access between spaces. This will probably have to be removed as part of the requirement for separation. Thrasher indicated exiting will have to be checked during inspection.

MCALPINE: McAlpine indicated a right-of-way dedication is required along the frontage. The property ownership is shown to the centerline of Lincolnway. Lincolnway is an 80 ft. corridor; therefore, a 40 ft. right-of-way is required on either side of the centerline. McAlpine provided a copy of the necessary right-of-way dedication. The dedication will need to be signed by the property owner and notarized. The form needs to be returned to McAlpine for presentation to the Board of Works for acceptance. Kent asked if the dedication includes the parking lot to the west. McAlpine confirmed that it includes both parcels. Thrasher stated the right-of-way dedication will be required before permits can be issued.

STITES: The Fire Department follows the 2014 Indiana Building and Fire Codes. Stites asked who installed the hood system. Herrera said the hood contractor is R & P. Stites said the contractor should have contacted the Fire Department prior to installing the hood. R & P needs to contact Stites via email. Herrera said he will have the fire suppression contractor contact Stites too. The fire suppression contractor is Triple A Valley. Additional comments may be provided after Stites visits the site.

SCOTT: Submittal of an internal plumbing plan is necessary. The plan needs to be sent to the Pretreatment Coordinator. Contact information was provided. Scott indicated a Grease Trap Waiver Form will be sent to Herrera for completion. Thrasher said permits will not be released until Water Reclamation has approved the waiver.

ISSUES TO BE RESOLVED:

Right-of-Way Dedication (requires property owner's signature)
Detailed Site Plan
Ensure Separation Wall is Fire-rated
ADA Accessible Restroom
State Design Release (for building design)
Building Permit
All Contractors Registered with the City

Plumbing Installed by a Licensed Plumber
Contact Porter County Health Department
Signage/Fencing Permit
Parking Requirements for Overall Site
Provide Square Footage of Each Tenant Space
Restripe Parking Lot
ADA Space Striped Prior to Occupancy
Zoning Clearance
Submit Internal Plumbing Plan
Submit Grease Trap Waiver Form