

MEETING: Site Review Committee
SUBJECT: Golden Thread
ADDRESS: 2600 Roosevelt Road
PRELIMINARY SITE REVIEW

LOCATION: City Hall
DATE: November 5, 2019

IN ATTENDANCE:

Tyler Kent, Planning Director
(219) 462-1161 / tkent@valpo.us
Vicki Thrasher, Building Commissioner
(219) 462-1161 / vtrasher@valpo.us
Mingyan Zhou, Engineering Dept.
(219) 462-1161 / mzhou@valpo.us
Tim Stites, Fire Department
(219) 462-8325 / tstites@valpo.us
Mark Geskey, Water Dept.
(219) 462-6174 / mgeskey@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:

Hannah Minix, Owner
(219) 816-1260 / hannahmtattoos@gmail.com

The following is a summary of discussion at this meeting.

OPENING: The Site Review Committee met to discuss the Golden thread tattoo parlor to be located at 2600 Roosevelt Road. 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: Minix said there will be no improvements to the building. No walls will be moved, or sinks added. The building was move-in ready.

STAFF COMMENTS:

SCOTT: Submittal of an internal plumbing plan is required. Scott requested a spill prevention plan and a list of chemicals that will be on the site.

MCGINLEY: Public Works is concerned with trash and recycling services, sidewalks and driveways. This is an existing building and no upgrades are proposed. McGinley stated the City does not typically offer trash pickup and recycling to businesses and asked if there is a private waste hauler for the building. Minix stated there is a private waste hauler used by the building. McGinley presented no other comments.

GESKEY: This building already has water and sewer. Geskey asked if there will be any changes to the water or sewer. Minix stated there will be no changes. Geskey presented to other comments.

STITES: This business will be subject to annual fire inspections. It will be necessary to contact the Porter County Health Department.

ZHOU: The Engineering Department is concerned with site improvements and asked if any outside work is being proposed. Minix said no site work will be done. Zhou said it will be necessary to check with Will Rose to confirm that all necessary right-of-way exists. McGinley interjected that the appropriate right-of-way should have been met with the installation of the round-about.

KENT: Kent asked which tenant space Golden Thread will be utilizing. Minix said she will be moving into the space that was used by Department of Family Services. The calculation for signage is 3 sq. ft. of signage for one linear foot of tenant space frontage. A Sign Permit through the Building Department will be required. The requirement for parking is 2.5 parking spaces per 1,000 sq. ft. of useable floor area. Kent said there appears to be ample parking within the shopping center. ADA parking appears to be compliant.

THRASHER: Thrasher reiterated a Sign Permit will be required. Thrasher asked if suite numbers are posted on the door. Minix confirmed that the suite numbers are posted. Thrasher commented that no other permits will be required.

ISSUES TO BE RESOLVED:

Submit Internal Plumbing Plan
Spill Prevention Plan
List of Chemicals on Site
Contact Porter County Health Department
Signage/Fencing Permit