



Board of Public Works and Safety

Agenda Item

Cover Sheet

MEETING DATE: May 15, 2018

☒ New Item for Discussion

☐ Previously Discussed Item

☐ Miscellaneous

ITEM #: 4

INITIATED BY: Patty Johnson

☒ Information Attached

☐ Bring Paperwork from Previous Meeting

☐ Verbal

☐ No Paperwork at Time of Meeting



Street Department

TO: Board of Public Works and Safety

FROM: Patty Johnson

DATE: April 25, 2018

We received an encroachment permit from MacInnis Construction, Inc. for 813 and 817 Conner Street. They are requesting to set a dumpster in two (2) parking spaces in front of these addresses as well as temporary closure of the sidewalk during the façade work. Attached you will find their encroachment permit application, detailed information of the project from Heather MacInnis and a map. Heather has applied for a miscellaneous permit from INDOT. They will approve their permit upon the City's approval of this permit. I have asked Heather to attend this meeting. Please feel free to contact me if you have further questions. Thank you



NOBLESVILLE STREET DEPARTMENT

1575 Pleasant Street Noblesville, IN 46060
phone: 317-776-6348 www.cityofnoblesville.org/street

RECEIVED APR 23 2018 Noblesville Street Department	Date Stamp Office Use Only
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APPLICATION - ENCROACHMENT PERMIT

PERMIT NUMBER: ENCR-0308-2018

1. ENCROACHMENT LOCATION INFORMATION

Address or Location of Encroachment: 813 and 815 Conner

Subdivision or Development Name: _____

2. CONTRACTOR/UTILITY APPLICANT INFORMATION

Contractor/Utility name: MacInnis Construction Inc

Contact Name: Heather MacInnis

Address: 354 N 10th St

City: Noblesville

State: IN

Zip: 46060

Phone: 317-517-6958

Fax: _____

Email: macinnisconstructioninc@gmail.com

Subcontractor name: Best Way Disposal

Phone: 317-484-3365

3. OWNER INFORMATION

Property owner's name: Jay and Anne Merrell

Phone: 317-696-8626

Email: jmerrell@idicomposites.com

4. ENCROACHMENT INFORMATION

a. Please describe proposed work: Dumpster placement in 2 parking spaces in front of 813 and 815 Conner

b. Location of Work: ☐ Street ☐ Alley ☐ Sidewalk ☒ City Right-of-Way ☐ Easement

c. Type ☐ Cut ☐ Bore ☐ Trench ☒ Other

d. Type of Construction: ☐ Water ☐ Gas ☐ Electric ☐ Telephone ☐ CATV ☐ Sewer ☒ Other

e. ☐ New Construction ☒ Existing Construction

f. Surface Type: ☐ Concrete ☒ Asphalt ☐ Brick ☐ Gravel/Dirt/Grass

☐ Other (explain): _____

g. Total width of traffic portion of street or road affected by permit (in feet): 10 Length (in feet): 24


h. Number of Traffic Lanes: _____ Road Closed?: ☐ Yes ☒ No If yes, duration: _____

i. Estimated Project Start Date: May 28th, 2018 Estimated Project Completion: August 3, 2018

1/2016 It is understood that Dumpster not permissible for duration of project. Please advise as to when / how long it would be permitted

TERMS AND CONDITIONS FOR ENCROACHMENT PERMIT

1. It is understood that any permit by virtue of this request is revocable at the discretion of the City of Noblesville and that the same shall be voided if the terms and conditions below are not fulfilled by the applicant. The applicant hereby agrees to observe all requirements of the Encroachment Standards Ordinance, the submitted drawings, Noblesville Standards, and all other applicable local/county/state/federal laws and regulations.
2. The undersigned shall notify the Designated Department a minimum of 48 hours prior to the time that work is to be performed. The undersigned will furnish placards identifying equipment, flashers, barricades, and/or other warning devices at the construction site. When two-way traffic is confined to one lane, flagging personnel shall be required and must follow Chapter XVII of the Title 29, Code of Federal Regulation, Part 1926, known as Safety & Health Regulations for Construction.
3. In cases where the work authorized by the permit will cause major interference with traffic flow on streets, the applicant shall provide a uniformed traffic officer when requested by the Designated Department to provide traffic control at the construction site. Work shall not be performed on any major arterials, streets, and thoroughfares during rush hours or peak hours of vehicular traffic flow, unless in case of emergencies.
4. The applicant shall not create a hazardous or unsafe situation at construction sites, which would cause injury or damage to vehicular and pedestrian traffic. The permittee shall not leave unattended open cuts unprotected overnight or during weekend periods. Permission to use temporary steel plates or any authorized substitutes shall be requested at open cuts or construction sites. The Designated Department shall be notified of these steel plates or substitutes by the applicant.
5. All construction equipment and/or vehicles left unattended for any length of time shall be parked in locations as to not create hazardous and unsafe situations to vehicular and pedestrian flow. The construction equipment and/or vehicles shall be parked in such a manner as to not restrict sight distance to vehicular traffic.
6. The applicant shall hold harmless and indemnify the City of Noblesville from, for and against any claim of any person in tort, contract, or otherwise arising out of the act or omissions of the applicant, their agents, representatives, servants, contractors, and the latter's subcontractors, whenever such acts or omissions or any rights or performance or exercise thereof, of the applicant arise under this permit from alteration, modernization, replacement, operation, maintenance, change or removal of any part or portion of the public right-of-way, or facility thereof.
7. The applicant shall stipulate the type of materials and method of repair utilized to close any open cuts, subject to the Designated Department's approval. All work shall be done to the details and specifications of the Encroachment Standards Ordinance & Noblesville Standards.
8. The applicant shall begin work within 45 working days from the date of application approval, and work must be completed within 60 working days of the application issuance. Any construction and/or work not completed by this date shall be grounds to nullify and void this permit. Re-application would then be required.
9. The applicant shall be required upon completion of construction and/or work to notify the Designated Department for inspection and verification. The construction and/or work shall be inspected prior to being accepted by the City of Noblesville as being complete.
10. Upon the completion of all open street cuts, permanent patches shall be in place no later than 20 working days from the temporary patch inspection date. Any construction work or repair measures utilized to close any open cuts made under this permit that are found to be unsatisfactory shall be corrected within 10 working days by the applicant. The applicant shall be responsible to maintain and repair any and all open cuts granted by this permit for a period of one year upon final acceptance, unless the City of Noblesville and/or other utilities, contractors, or subcontractors or other parties remove, damage, modernize, replace, change any part or portion of the public right-of-way or facility or thereof granted under this permit.



Signature of Applicant

4-23-18

Date

317-517-6958

Telephone Number

Heather MacInnis

Name printed

MacInnis Construction Inc.

Company Name

OFFICE USE ONLY

Traffic Control Personnel: ☐ Yes ☐ No

Uniform Police: ☐ Yes ☐ No

Number of Personnel Necessary: _____

Steel plates or any other authorized substitute to be used?: ☐ Yes ☐ No

Work Completed Date: _____

Approved By: _____ Date Approved: _____

INSPECTORS

Final Inspection: _____ Time: _____

Permit Complete: _____ Time: _____

Thanks for taking the time to speak with me today.

Below is a description of the projects and questions that I would like to have answered, so that we know how best to proceed.

Description of existing conditions:

813 Conner - existing use is 2 story building with lawyers offices on both floors. Has (1) non-ADA bath in back of building on first floor. Footprint of building is approx. 15'W x 52'L - total square footage is therefore 1560

817 Conner - existing use is insurance office on first floor that will remain. Second floor is adjoined with second floor of 813 by one opening in masonry wall and was part of the lawyers offices. The second floor has a non-ADA bath and a kitchenette in the back of the building. Footprint of building is approx. 16'W x 52'L - 832 sq.ft. on each floor or 1664 total.

Description of remodel work to interior:

813 Conner - remodel first floor to add dining space and an ADA bath to service the Uptown Café which exists in the adjacent building to the west (809 Conner) - this will require adding an opening in the masonry wall dividing the two spaces (there is none existing).

The second floor will remain joined to the second floor of 817 Conner and both will become one large apartment - this will also require adding at least one more opening in the masonry wall dividing 813 and 817 on the second floor to accommodate new apartment layout.

The Nationwide insurance office in first floor of 817 will remain as is.

All new electrical, plumbing and HVAC (trunks, at least . .not sure about furnace and AC unit) will be required. A new kitchen and bathroom(s) will need to be constructed in the apartment on the second floor. There is an existing stair in the front and the back of the buildings that will service the apartment. The apartment layout is yet to be determined. Access to egress windows in bedroom(s) will be considered during planning.

Description of work to exterior:

Although plans have not yet been drawn up for the facades of 813 and 817, the general idea is that the storefront material for both buildings will be replaced to match more closely the original design of these historic buildings (much like what we did on the remodel of the Uptown Café at 809 - approx. 7 years ago). Awning, bay window, wood door, paneling (all on 817), aluminum storefront with brick below (on 813) will be removed and replaced with glass and painted aluminum storefront system to go the full height of the storefront opening . . from steel beam across fronts of buildings (that hold up second floor) to sidewalk level.

The second floor windows on the front of 817 will be replaced with taller ones to fill the original opening, which has been bricked in to suite smaller existing windows. Both buildings will get new paint schemes.

Timing:

The façade work will happen simultaneously with the interior work, however demo for that portion can start later than the demo for the interior. The customer is ready to start interior demo now - so we could use a dumpster sometime in the next few weeks. The bulk of the interior reconstruction and all of the façade work can only happen after we have permits from the city and we'll need all of our drawings done before we can apply for permits. So we may not have those until early summer.

We expect the whole project - interior and exterior work to start in, perhaps, June and carry through September, but that is just a guess at this point. We would need to close the sidewalk for the demo of the façade and the installation of the new material. The demo, new framing for storefront and temporary boarding up would take a few days. Then there would be a lag while the storefront is being fabricated (may be a few weeks). Then we'd need another day or two to close the sidewalk again for install of storefront.

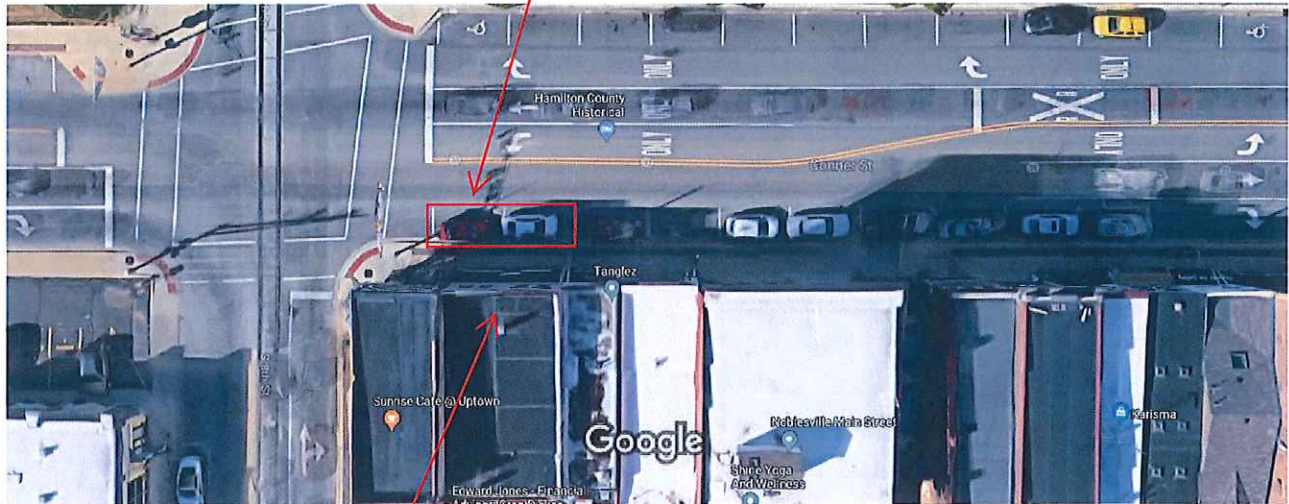
I don't thing the demo of the interior, which can happen now, would require closing of the sidewalk, but tell me if I'm wrong there. The guys would just need to walk from the front door across the sidewalk with waste material to deposit into dumpster that would be sitting in the parking spaces along the curb on 32.

That's as much detail as I have at this point. Please call me at the number below if you have any questions. Thanks again for your help.

- Heather MacInnis

Google Maps

We are requesting these two spaces, but will accept others in this row of spaces, if these are not convenient or conflict with other city projects



813 and 815
Conner

Imagery ©2018 Google, Map data ©2018 Google 20 ft

MacInnis Construction, Inc.

317-517-6958

Heather MacInnis