

DEPARTMENT OF ENGINEERING
PUBLIC WORKS – STORMWATER MANAGEMENT
CITY OF PLYMOUTH, INDIANA
900 OAKHILL AVENUE - P.O. BOX 492
PLYMOUTH, IN 46563

PHONE 574-936-3614
FAX 574-936-3017

TRC MEETING NOTES:

DATE: June 27, 2023

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AGENDA ITEMS:

- 10:00 – Midwest Mercury Broad Band (Virtual)
- 10:20 – Star Plymouth, LLC (Virtual)
- 10:35 - Market Development Corp – Ralph Booker
- 10:45 – Amendment to R-1 Zoning – Ralph Booker (Agenda item added at meeting)
- 10:50 – 11th Road IMI Kuert Concrete – Discussion (Dennis Manuwal)

ATTENDANCE:

See attached Attendance Sheet for 2023-06-27

MEETING NOTES:

Midwest Mercury Broad Band:

Project Summary:

- Construct an office building with an adjacent outdoor storage lot.
- There will an entrance for access to the office and an entrance for the outdoor storage lot (two entrances).
- The outdoor storage lot will contain small, large and potentially truck and trailer equipment.
- The building is being designed so it does not require a fire sprinkler system.
- Vehicles are parked within the building only during the repair of said vehicle.

Planning:

- Building setbacks are 50' Front Yard, 25' Side Yard and 25' Rear Yard.
- Lot coverage is restricted to 70% hard surface.
- The number of signs for the location is unknown at this time. Developer referred to Article 6 of the Plymouth Zoning Ordinance for reference.
- Exterior lighting will need to be addressed per the Plymouth Zoning Ordinance.
- The number of parking spaces shall accommodate every employee on the largest shift.
- Two handicapped parking spaces are shown on the proposed plans.
- The area in the outdoor storage lot where vehicles will be parked can be gravel but must be paved with a 1-year of construction.
- Developer indicated landscaping will meet City requirements.

Emergency Services:

- Nothing to address.

Transportation:

- Driveway cuts require a permit issued by the Street Department. The permit fee is \$100.00 per driveway permit, two driveways are being designed.
- If needed, street cuts 4' wide (max.) and no more than 24' in length will be \$500.00 plus asphalt costs. Larger street repairs must be performed by a qualified paving contractor, who's cost above the \$500.00 base permit fee shall be paid by the person making the application. Street cuts shall be saw cut.
- If potholing of existing utilities are required in a paved area contact the Street Superintendent (574-936-2017) to obtain a Street Cut Permit for a pothole. Typically, there is a charge of \$100.00 per pothole up to a 1'x1' area.

Utilities:

- A 1-1/2" domestic water service size is being requested. Water service connection fee is \$1,000.00.
- A water backflow device will need to be installed in an accessible location. Backflow devices are to be inspected annually by an IDEM licensed inspector of your choice with reports provided to the Plymouth Water Department.
- Sanitary sewer service connection fee is based on the water meter size therefore the connection fee would be \$9,947.00.
- The floor drains within the shop area will need to be connected to a sediment / oil separator prior to entering the sanitary sewer main.
- The Utility Superintendent will provide the applications for water and sanitary sewer connections.

Drainage:

- A completed drainage and Storm Water Pollution Prevention Plan (SWPPP) application and review fees are required prior to being reviewed.
- The application will be sent to the developer for their use.

General:

- A request for an address was made during the meeting and PIDCO board member, Fred Webster, authorized the request to create an address for the proposed development.

Star Plymouth, LLC:**Project Summary:**

- The Star Plymouth, LLC. developers are on the BZA agenda for July 5, 2023 for the reconsideration of previous meeting discussions.

- Star Plymouth, LLC. developers have asked to attend the June 27, 2023 meeting to discuss their options and to get TRC's input.
- The developer is looking to subdivide and market the open area to the west of their building, south of the Dollar General. A delay in the constructing sidewalks along the Kingston roadway is desired to avoid sidewalks being placed in areas that may conflict with proposed entrances to the marketable area.
- Fencing and/or barricades are being proposed around the potential subdivided area to prevent vehicle and truck traffic from further affecting the failing asphalt within this area.
- The church that is currently located within the developers building will be moving out at the end of July.

Planning:

- A minor plat will be required to subdivide the area located on the south-west corner of the property. The subdivide may also require a variance per Ralph Booker.

Emergency Services:

- Nothing at this time.

Transportation:

- If the proposed subdivided property were to vacate and relocate the entrance from Kingston there would be a \$100.00 driveway permit fee with the permit obtained from Street Department.

Utilities:

- The Star Plymouth, LLC. development is currently over-served regarding City utilities. The City would like to help guide the developer in properly terminating and disconnecting unused or unneeded City utilities. Contact the Utility Superintendent Donnie Davidson 574-936-3017 for more information.

Drainage:

- Drainage is a concern for the developer and they are working with their team to best address the needs of the area and its drainage system.

Market Development Corp.:

Project Summary:

- Market Development Corp. is interested in constructing three 2-story apartment buildings containing a total of 36 apartments and a standalone office building.
- The apartments will consist of 1-, 2- and 3-bedroom apartments.
- In order to construct such a development, they are asking to re-zone the parcel from C-1 to R-4.
- The proposed design has access to the property from Berkley St. and from E. Jefferson St.

- Senior living is not the marketed demographics.

Planning:

- With the adjacent entrances in the area combined with the nearby traffic light the proposed entrance / exit from E. Jefferson St. will need to be evaluated to determine the affects the additional traffic could have at that location. This access location is being discouraged.
- Sidewalks will be required along E. Jefferson St. and Berlkey St.
- Parking shown on the presented plan is not adequate. Adequate parking that meets the Plymouth Zoning Ordinance shall be designed and constructed to prevent residences and/or visitors from parking on adjacent private properties not owned by the development.
- Parking spaces shall be 10'x20' with appropriate bidirectional traffic aiseways between them. Refer to the Plymouth Zoning Ordinance for more information.
- The plan set shall include a landscaping plan that follows the Plymouth Zoning Ordinance.

Emergency Services:

- The developer and the designer shall ensure the City's 40' ladder truck can maneuver through and around the development.
- Plans shall show vehicle tracking to ensure emergency service vehicles can maneuver within the development.

Transportation:

- Driveway permits are \$100.00 per driveway and permits may be obtained from the Street Department.

Utilities:

- Information previously provided.

Drainage:

- An existing drainage basin that serves the Martins Supermarket is currently located on the developments proposed parcel and will need to be incorporated into the developments drainage facilities or relocated elsewhere. Drainage calculations will need to address this.
- It was noted there are existing private manhole structures that are located within the proposed development that may be connected to the Martins Supermarket infrastructure. These structures will need to be evaluated to determine if their removal will adversely affect the function of the private system.
- The designer will need to follow the City's drainage and SWPPP ordinances and complete all the applications and checklist in order to avoid delays.

Amendment to R-1 Zoning – Ralph Booker:

Project Summary:

- Ralph Booker is proposing an amendment to the R-1 zoning to add agriculture limited.
- The wording of the amendment was not provided and is still being adjusted.

11th Road IMI Kuert Concrete – Discussion:

Project Summary:

- IMI Kuert Concrete is interested in constructing a permanent facility at their current 11th Road location.
- The discussion indicated a favorable response.

END OF MEETING

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TRC MEETING ATTENDANCE SHEET:

June 27, 2023

AGENDA ITEMS:

WWTP Meeting Room
900 Oakhill Av

10:00 A.M.

- 10:00 – Midwest Mercury Broad Band (Virtual)
- 10:20 – Star Plymouth, LLC (Virtual)
- 10:35 - Market Development Corp – Ralph Booker
- 10:50 – 11th Road IMI Kuert Concrete – Discussion (Dennis Manuwal)

ATTENDANCE:

CITY ATTORNEY:	Sean Surrisi	<input checked="" type="checkbox"/>
CITY ENGINEER:		<input type="checkbox"/>
ZONING ADMINISTRATOR:	Dennis Manuwal	<input checked="" type="checkbox"/>
STREET DEPT SUPT:	Jim Marquardt	<input checked="" type="checkbox"/>
UTILITY DEPT SUPT:	Donnie Davidson	<input checked="" type="checkbox"/>
WATER DEPT AST SUPT:	Mike Vollrath	<input type="checkbox"/>
WASTEWATER & SEWER AST SUPT:		<input type="checkbox"/>
GIS:	Chris Marshall	<input checked="" type="checkbox"/>
POLICE CHIEF:	Chief Bacon	<input type="checkbox"/>
FIRE CHIEF:	Steve Holm	<input type="checkbox"/>
FIRE INSPECTOR:	Rod Miller	<input checked="" type="checkbox"/>
PARK SUPERINTENDENT:	Mike Hite	<input type="checkbox"/>
PLAN COMMISSION:	Ralph Booker	<input checked="" type="checkbox"/>
	Doug Feece	<input type="checkbox"/>
	Fred Webster	<input checked="" type="checkbox"/>
	Mark Gidley	<input type="checkbox"/>

OTHER ATTENDANCE NAME	COMPANY	E-MAIL
<i>Jeff Kuntzer</i>	<i>SRKM Arch.</i>	<i>jeff@srkmarchi.com</i>
Matthew Moilanen (Virtual)	Midwest Commercial Construction	matthew@mwcc.biz
Perry Pelton (Virtual)	Midwest Commercial Construction	perry@mwcc.biz
Matthew Parrinello (Virtual)	Mustard Street Management, LLC	mattp@starmsm.com
Scott Cresswell (Virtual)	Mustard Street Management, LLC	scottc@starmsm.com