

**DEPARTMENT OF ENGINEERING**  
**PUBLIC WORKS – STORMWATER MANAGEMENT**  
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**TRC MEETING NOTES:**

**DATE:** September 27, 2023

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**AGENDA ITEMS:**

9:00 – Water Street Townhomes – Kevin Berger, Brent Martin

**ATTENDANCE:**

See attached Attendance Sheet for 2023-09-27

**MEETING NOTES:**

*Previous notes from the April 25, 2023 TRC meeting have been added for clarity and have been adjusted as needed due to recent discussions.*

**Water Street Townhomes – Kevin Berger, Brent Martin:**

**Project Summary:**

- The developer has partnered with the City to develop the existing City parking lot located on the north-west corner of E. Garro St. and Water St.
- The development will contain a combination of residential townhomes and a commercial space, no garages are planned.
- The townhomes will front Water St. and the commercial space will front E. Garro St. and will contain two apartments above the commercial space.
- The building containing the townhomes will be platted on a separate parcel then the parking. The parking will be City owned and controlled and will contain a combination of development parking and City parking.
- Portions of the funding for the project is through a grant money with City contributions.
- Each unit has the ability to be split off from the rest of the development in the future.
- The developer will be presenting the proposed plan to the Plymouth Board of Zoning Appeals (BZA) at their October 7, 2023 meeting to ask for a variety of variances.

**Planning:**

- The second floor of the townhomes overhangs the first floor on the west side of the townhomes.
- ❖ **Previous TRC notes:**
  - The parcel zoning is C-2 and is also part of a Downtown Neighborhood Overlay District.
  - The development will be classified as mixed use.

- The developed area currently contains several parcels and should be re-platted through the Plan Commission.
- The Plymouth Plan Commission meets on the first Tuesday of the month in the City Council chambers. Applications to be placed on the Plan Commission agenda are due on the 15<sup>th</sup> of the month prior to the meeting. If the 15<sup>th</sup> on the month falls on a weekend the application is due on the Friday prior to the 15<sup>th</sup>.
- Refer to the Plymouth Zoning Ordinance for landscaping requirements unless a variance is obtained.
- If a variance from the Board of Zoning Appeals (BZA) is required the BZA meets on the first Tuesday of the month in the City Council chambers. Applications to be placed on the BZA agenda are due on the 15<sup>th</sup> of the month prior to the meeting. If the 15<sup>th</sup> on the month falls on a weekend the application is due on the Friday prior to the 15<sup>th</sup>.
- Exterior and parking lot lighting need to be 90-degree cutoff and designed so no more than 1-foot candle crosses the property line. Refer to the Plymouth Zoning Ordinance for parking light lighting requirements.
- The plan set also needs to include a landscape plan.

### **Emergency Services:**

#### ❖ Previous TRC notes:

- Emergency access to the property will be very limited and is not ideal.

### **Transportation:**

- The asphalt along the east side of the alleyway will be saw cut to accommodate a constructed concrete channel to divert stormwater away from the proposed parking lot.
- Detail 5/C1.5 from the plans indicated a trench drain detail section. This detail will allow the collected runoff from the townhouse roofs to be discharged under the sidewalk, located on the west side of the townhomes, and drain into the parking lot. The City has experienced maintenance issues with this type of drain system. If the maintenance of said drain is the responsibility of the developer and remains located on the developer's property and remains private the City would not be responsible for maintenance.
- On the provided plan set there is a dumpster located within the proposed City parking lot that will be for the occupants of the new development. Existing businesses and residences within the buildings that front N. Michigan St. will be provided space within the proposed City parking lot to place their trash receptacles. No discussion took place to determine if the provided space would allow for the permanent storage of the trash receptacles or just temporary.
- A discussion took place regarding the steps that lead from the sidewalk area to the roadway along Water St. Currently the steps are not in bad shape but would need handrails installed. If the City will be responsible

for the installation of handrails or the removal and replacement of the steps the Street Department will need to know this so it can be provided for in the budget.

- If cutting into the roadway there is a \$500 permit fee plus the cost of materials.

❖ Previous TRC notes:

- During the April 25, 2023 TRC Meeting reducing parking space sizes was not desirable.
- Maintenance of the sidewalk and lawn area between the development and the roadway will be the responsibility of the developer.
- If a tree is removed the Plymouth Tree Committee will typically require the removed tree be replaced.

**Utilities:**

- The Utility Superintendent will provide information of the approved inlet / manhole castings that need to be used within and around the development.
- Manholes placed and turned over to the City will need to be 48" diameter minimum.
- The discussion indicated the City will be responsible for installing the sanitary sewer. This City will need a profile of the designed sanitary sewer in order to obtain quotes and install the system.
- The developer will be responsible for the staking of the sanitary sewer infrastructure.
- The developer is responsible for the installation of their stormwater system and the connection into the City stormwater system.

❖ Previous TRC notes:

- City water service will be tapped off the main located along Water St. Tap fees for each water service tap is material cost plus labor but the minimum is \$1,000. Credit will be given for the existing home the developer will be removing although it is recommended a new service be installed. Service size will be 1" from the main to the meter. Standard meters size is typically 3/4".
- It was suggested and approved by the developer to install separate services for the corner commercial space and separate services for each of the second-floor apartments. This will allow all spaces to be metered and controlled separately.
- Meter pits will be located within the grass area between the roadway and sidewalk.
- Sanitary sewer connection fees will be \$1,715 per unit. Credit will be given for the existing home the developer will be removing.
- Sanitary sewer connection material shall be SDR 35 with a locate wire. Developer is responsible all sanitary lateral connections.
- If a food service prep business will be located in the commercial portion of the development a grease trap is required and is to be located on the outside of the building. The grease trap must be 1,000 gallons.

- A backflow preventor shall be installed on the water service for the commercial portion of the building.

### **Drainage:**

- A proposed concrete channel located on the east side of the alleyway will be constructed to collect the runoff stormwater from the alleyway and the runoff from the existing buildings fronting onto N. Michigan St. The stormwater collected in the concrete channel will drain into a constructed rain garden at the south end of the alleyway. Calculations should support the proposed stormwater system to ensure it will not be overloaded and impact neighboring properties. Calculations have not been received at the time of the meeting
- Currently stormwater from the alleyway flows to E. Garro St. then flows along the north curb line until it enters the City's stormwater system with little to no impact to nearby businesses. As presented at the meeting any flow from the alleyway / rain garden that would exceed the capacity of the rain garden will flow into the developments stormwater system that will be tied into the City's stormwater system to the south of the E. Garro St. centerline potentially causing brief flooding conditions along the south curb line of E. Garro St. Calculations of this area are needed and/or a redesign of the alleyway stormwater system needs to be considered.
- Calculations shown on the plans addresses retention requirements (25 gallons per 100 square feet) but do not address detention requirements as indicated in Section 3, II and Section 3, IV of the stormwater ordinance. Most other developments are required to meet the 24 hour / 100-year storm. The designer should be using the Manning Formula to determine how much stormwater flow is being generated by the site to determine if the drainage system that is being designed will handle the stormwater flow and if not, how is the surrounding area affected.

### **❖ Previous TRC notes:**

- Currently the stormwater from the entire curbed parking lot, except for the entrance, drains to and is collected in the south-east corner of the parking lot and is release through a controlled outlet.
- If the developer is eliminating the existing stormwater collection system, then the developer must address the stormwater from the existing hard surface area plus any additional hard surface that is added to the site.
- There is a concern about the stormwater from the buildings that face N. Michigan St. entering the parking lot and potentially overloading the stormwater system.
- There was a question in regards to who will own and maintain the stormwater collection system.
- The drainage for the site needs to be designed based on a 24 hour / 100-year storm event with a release not to exceed current release rate. Please see [www.plymouthin.com](http://www.plymouthin.com) for more information.

## General:

- The developer plans to use stepped curbs to address grade issues. Prior to the design of the current parking lot stepped curbs existed along E. Garro St. At the request of City officials, the stepped curbs were to be removed due to tripping hazard.
- The development has established a benchmark located on the fire hydrant located near the south-east corner of the property. Designer will provide the information to the City for future reference.
- Due to the administration change at the end of the year it would be beneficial to outline who is responsible for the different aspects of this project and how will payments be made and by whom.
- After Meeting Note: The developer shall avoid self-assigning addresses and should obtain addresses through the City. See the Engineering Department to make a request for addresses.

### ❖ Previous TRC notes:

- Ground penetrating radar indicated various areas of debris are located beneath the surface
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**END OF MEETING**

