

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
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TRC MEETING NOTES:

DATE: March 28, 2023

AGENDA ITEMS:

9:00 – Pilgrim Lane, Proposed Drive Through Restaurant - Mitchell Harvey (Teams)
9:20 - Plymouth Plaza, 310-410 Kingston Road - Matthew Parrinello (Teams)
9:40 – The Plymouth Tree Farm, Minor Subdivision – Ralph Booker

ATTENDANCE:

See attached Attendance Sheet for 2023-3-28

MEETING NOTES:

Pilgrim Lane, Proposed Drive Through Restaurant - Mitchell Harvey:

Project Summary:

- The developer is interested in constructing a proposed restaurant with drive through on an empty parcel located on the south side of Pilgrim Lane between the existing Arby's Restaurant and the recently constructed Goodwill Store.
- The restaurant will contain indoor seating along with small exterior patio.
- Construction completion is estimated to be mid-summer 2023.

Planning:

- Parcel zoning is C-3 and conducive to this type of restaurant.
- Existing design includes 28 parking spaces and is adequate. A 130 square foot green space is needed midway along the East parking area.
- Per zoning requirements, the minimum lot width is to be 150 feet but the lot was previously platted at 110 feet therefore no variance is needed.
- Per zoning requirements, the parking located on the East side of the property needs to be located a minimum of 10 feet from the property line.
- Lot coverage: The hard surface (buildings, parking, drives and sidewalks) are not to exceed a lot coverage greater than 70%.
- Exterior and parking lot lighting need to be 90-degree cutoff and designed so no more than 1-footcandle crosses the property line.
- The development will need an Indiana state design release prior to receiving a local building permit.
- 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 15th of the month prior to the meeting. If the 15th on the month falls on a weekend the application is due on the Friday prior to the 15th.

Emergency Services:

- Access to the property is limited but having the open parking lots to the East and West of the property will help if emergency access is needed.

Transportation:

- A driveway permit will be required, See the Street Department for a permit application.
- The culvert used for the ditch crossing will need to be reinforced concrete pipe (RCP) and sized based on the Utility Superintendents recommendation.
- If potholing is necessary within the roadway the contractor will need a potholing permit issued by the Plymouth Street Department (574-936-2017). Typically, there is a charge of \$100.00 per pothole (area less than one square foot). If the roadway is cut to accommodate utility or other types of installations there is a \$500 street cut permit plus the cost of materials.

Utilities:

- The city water and sanitary sewer utilities are located in the grass area on the south side of Pilgrim Lane.
- Water and sanitary sewer connection fees are based on the water meter size required.
- When sizing the water service needs the designer will need to consider if lawn irrigation will be present.
- 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.

Drainage:

- The drainage for the site needs to be designed based on a 24 hour / 100-year storm event with a release not to exceed a 10-year undeveloped rate. Please see www.plymouthin.com for more information.

General:

- None

Plymouth Plaza, 310-410 Kingston Road - Matthew Parrinello:**Project Summary:**

- The new owner of the building would like to renovate the building to accommodate self-served climate controlled indoor storage. Only the old dental area will not be renovated as storage units.
- During the process a new roof will be repaired / constructed, new interior LED lighting will be installed and the exterior of the building will be painted.

- The developer hopes to start repairing / re-constructing the roof within 2-3 weeks to prevent any additional water damage.
- Storage unit's sizes will vary from a 5'x5' to 10'x30'.
- The plan is to have the facility staffed by two employees.
- At this time there isn't any plans to place a fence around the property.
- The current fire suppression system will be inspected and renovated by a qualified installer to ensure the building is adequately protected.

Planning:

- A variance use will need to be obtained from the Board of Zoning Appeals (BZA).
- If a fence is desired at a later date that too will need a variance through the BZA.
- If a variance from the 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 15th of the month prior to the meeting. If the 15th on the month falls on a weekend the application is due on the Friday prior to the 15th.
- Building permits or demolition permits can be applied for through the City's website.
- Contractors will need to be registered with the City. This can be done through the City's webpage.
- The development will need an Indiana state design release prior to receiving a local building permit.

Emergency Services:

- The fire suppression system will adequately cover each unit and any hallways associated with the building.

Transportation:

- Nothing to address.

Utilities:

- Several water service meters are located in the building. Each service will need to be properly terminated, see the Utility Superintendent for more information.

Drainage:

- The drainage system for this development contains some old and some new drainage infrastructure. A portion of the drainage infrastructure was repaired and/or replaced during the recently constructed Dollar General located at the corner of E. Jefferson St. and Kingston Rd.

General:

- None

The Plymouth Tree Farm, Minor Subdivision – Ralph Booker:

Project Summary:

- The owners of the property would like to divide off the north area of their property to be used as agriculture.

Planning:

- Nothing to address.

Emergency Services:

- Nothing to address.

Transportation:

- Nothing to address.

Utilities:

- Nothing to address.

Drainage:

- Nothing to address.

General:

- None

END OF MEETING

DEPARTMENT OF ENGINEERING

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PLYMOUTH, IN 46563

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

March 28, 2023

WWTP Meeting Room

900 Oakhill Ave

9:20 - Plymouth Plaza, 310-410 Kingston Road - Matthew Parrinello (Teams)

9:40 – The Plymouth Tree Farm, Minor Subdivision – Ralph Booker

Sean Surrisi [X]

[X]

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Keith Hammonds [X]

$$[X]$$

Dennis Manuwal [X]

$[X]$

Jim Marquardt [X]

$$[X]$$

Donnie Davidson [X]

$$[X]$$

Mike Vollrath [1]

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[]

Chris Marshall [X]

$$[X]$$

Chief Bacon []

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Steve Holm [X]

$$[\mathbf{X}]$$

Rod Miller []

[]

Mike Hite []

[]

Ralph Booker [X]

$$[X]$$

Doug Feece []

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Fred Webster [X]

$$[X]$$

Mark Gidley []

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