

**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: August 12, 2025**

=====

**AGENDA ITEMS:**

9:00 – 2155 N. Oak Drive, Drive and Shine Preliminary Design

9:20 - 326 S. Sixth Street, Location - Address Confusion (Discussion)

**ATTENDANCE:**

See attached Attendance Sheet for 2025-8-12

**MEETING NOTES:**

**2155 N. Oak Drive, Drive and Shine Preliminary Design:**

**Project Summary:**

- The Drive and Shine franchise is interested in the site at 2155 N. Oak Drive to develop a new car wash and oil change facility.
- Drive and Shine and their designer attended the TRC meeting to gather additional design information and feasibility of their project prior proceeding with full design plans.
- The car wash and the oil change facility will be separate buildings with a possible 8'x10' building structure near Oak Drive that will house needed vacuum equipment.
- Per Drive and Shine all buildings will remain under the same ownership.
- The development of this site would be potentially in 2026.
- The existing home to the south of the proposed site will be removed.

**Planning:**

- Under the current C-3 zoning a car wash would be considered automotive adjacent and would require a variance of use. There are discussions currently taking place about changing the zoning ordinance that would classify a car wash as a by-right use within the C-3 zoning as apposed to a variance of use.
- The property has two front setbacks along the north and the east side. Check to ensure the correct setbacks of 30' are being used.
- Currently there is a narrow access easement along the northern edge of the property for the adjacent property to the west of the proposed development. Access to this western property will need to be maintained across or through the proposed development. This may require the existing access easement to be removed and relocated.
- There is a proposed vacuum building near Oak Drive will have to obtain a variance due to it being located within the front yard setback.
- ProPEL US 30, Discussions took place about INDOT looking at the US 30 corridor to make the roadway safer. It is unknown when INDOT will reconfigure

or eliminate access from US 30 onto Oak Drive near the developed site. It may be beneficial to alter the proposed driveways for the proposed site to ensure anything INDOT may do within this intersection will not impact access to, and flow within, the developed site.

- The city is currently looking at the Oak Drive corridor from US 30 south regarding future improvements that may possibly include bike lanes and sidewalks. The city would want to coordinate with the development to obtain some sort of sidewalk or bike lane spaces either through easements or right-of-ways.
- Due to the new development, sidewalks will be required along the front of the property adjacent to Oak Drive. This sidewalk will likely need to be placed on the developers property due to the narrow Oak Drive right-of-way.
- The developer will need to look at some of the turning radiuses within the development to make sure any proposed vehicles will be able to make the turns without damaging the vehicle or the development property.
- The site is currently made up of multiple parcels. The city would like to see all parcels used for the development combined into a single parcel.
- Send plans to the Plymouth Building Commissioner at the same time the plans are sent to State. Before a local building permit can be issued the Building Commissioner needs to receive the State design release, favorable approval of drainage and stormwater designs and all connection, drainage and stormwater fees must be paid.
- Depending on who pulls the permits for the project all contractors and sub-contractors must be listed on the permit and registered with the city. If so choose sub-contractors may work under a general contractor's permit but still need to be listed on the permit and registered with the city.
- The Building Commissioner will not release occupancy permits until all inspections are complete, and the Engineering Department as-builts are received and reviewed.

### **Emergency Services:**

- Nothing to address at this time.

### **Transportation:**

- The preliminary design includes two driveways for the site and the existing site already contains three driveways. With the existing three driveways being removed and two newly relocated driveways being installed no driveway permits are required. The city will require any curbs, gutters and asphalt to be restored to match the existing.
- If the development will be cutting the street to install or access utilities there they will need to obtain a street cut permit from the Street Department.
- For better safety it would be best if the developments drive could line up with the access drive located on the east side of Oak Drive.

### **Utilities:**

- Everything located within the easement located in the middle of the property is private. This private easement contains a private storm sewer that drains the development located on the east side of Oak Drive and contains a 2" poly water service that feeds the building located to the west of the proposed development. During the proposed development the storm sewer and water service will likely need to be relocated.

- Water main located under Oak Drive is a 12" diameter cast-iron pipe.
- Existing water service supplying to the existing building is a 1" diameter service with a  $\frac{3}{4}$ " water meter.
- Sanitary sewer located under Oak Drive is 24" in diameter.
- There will be an upcharge in utility connection fees if the existing service to the property needs to be increased in size. The developer will receive credit for the existing connection and charged for the connection upsize.
- The existing building located to the west of the proposed development uses a sanitary sewer grinder pump with a force main. The force main is located along the northern property line between the development and US 30 than connects into the city's sanitary sewer located on Oad Drive.

#### **Drainage:**

- It is the recommendation of the city to make the sites drainage independent of any other privately owned storm sewer in the area.
- The city has a new stormwater and water quality ordinance that can be found on the city's website [www.plymouthin.com](http://www.plymouthin.com). Please direct any question to the City Engineers Office.

#### **General:**

- 

#### **326 S. Sixth Street, Location - Address Confusion (Discussion):**

#### **Project Discussion:**

- The home currently located at the southern end of Cromer St. at some point in the past started using the address of 326 S. Sixth St. The use of this address is unsafe from an emergency service standpoint and makes it very confusing for any location-based deliveries. Per old city records the home at this location was originally supposed to be 401 Cromer St.

#### **Conclusion:**

- Due to the issues mentioned above the members of the TRC requested the homeowner to be contacted and informed of the problems with the errored address and advise the address needs to be changed to 401 Cromer St.

#### **END OF MEETING**

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

[illegible]