

**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: February 24, 2026**

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**AGENDA ITEMS:**

9:00 – Jacobs Estates, Property Annexation

9:20 - Habitat Project, James McLaughlin

**ATTENDANCE:**

See attached Attendance Sheet for 2024-7-9

**MEETING NOTES:**

**Jacobs Estates, Property Annexation:**

**Project Summary:**

- Art Jacobs provided a minor subdivision plat to split off a 3.32-acre area from the rest of his property. The 3.32-acre area will later be annexed into the City of Plymouth once the plat is approved.

**Planning:**

- Minor discrepancies were observed on the minor subdivision plat and the preparer of the plat has been previously notified of the discrepancies. Correction shall be made and resubmitted.

**Emergency Services:**

- Nothing to address currently.

**Transportation:**

- Nothing to address currently.

**Utilities:**

- Nothing to address currently.

**Drainage:**

- Nothing to address currently.

**General:**

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## **Habitat Project, James McLaughlin:**

### **Project Summary:**

- Once changes to the plans are made based on TRC comments the developer / designer will replat the development as a major subdivision.
- The landowner, Habitat for Humanity, will be re-plating the currently vacant lots and right-of-way areas near the east side of the Neidlinger Park subdivision to optimize the land usage to create additional buildable residential lots.
- The owner will need to vacate any dedicated right-of-way that is no longer necessary, reconfigure a new alley right-of-way and provide utility easements when necessary.
- The developer will extend the Dora Lane roadway including the sidewalks south to Berkley Street. The developer will also extend the Berkley Street roadway and sidewalks from Dora Lane east to access the potential lots that will be accessed from Berkley Street.

### **Planning:**

- Any city dedicated streets and alleyways will need to be vacated prior to reusing the area for lot development.
- Lots 4, 5, and 6 do not meet the length to width ratio and will need to be adjusted.
- The proposed alleyway will be paved.
- Refer to section 4.1 of the Plymouth Subdivision Ordinance for street design principles, cul-de-sac placement and driveway locations.
- There is a concern about the proposed right-of-way (ROW) width of Dora Lane. Original 1996 plat indicates a 70' ROW but the developer is proposing to reduce the width. Minimum right-of-way width shall not be less than 60-foot per the Plymouth Subdivision Ordinance.
- The designer needs to ensure the buildable area of all the lots will accommodate a house, garage and off-street parking without blocking the pedestrian sidewalk.
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### **Emergency Services:**

- Emergency services should take priority for access to the proposed homes. Designer needs to ensure emergency services can navigate the area.

### **Transportation:**

- The Dora Lane extension will allow for temporary parking on the east side of the roadway only. Signs may need to be added on the east side of the roadway to indicate the temporary parking and also on the west side to indicate no-parking.
- For safety, driveways accessing individual lots will need to maintain a 70-foot distance from any intersecting roadway. This will most likely affect lots 1 and 7.
- The proposed alleyway located on the east side will potentially be straightened out to eliminate the zig zagged property line. The proposed alleyway will need to be wide enough to accommodate vehicles navigating from individual lots into the alleyway without requiring the vehicle to leave the alleyway paved surface.
- Transition from alley to roadway shall provide suitable radius for proper navigation of the alleyway by passenger and snow removal vehicles. 20-foot was recommended during the meeting.
- The width of pavement for Dora Lane shall be 27-foot in width with 24-inch curb/gutter on each side. Rolled curbs shall not be placed in this area.

- The designer shall provide a right-of-way section of Dora Lane and Berkley Street for better understanding how the roadway, curb area and sidewalks will be constructed.
- Per the current design larger vehicles entering the proposed dead-end streets will be forced to back out of the street and into the intersection.
- Street lighting will need to be placed along the extension of Dora Lane with spacing based on the existing section of Dora Lane.

**Utilities:**

- The developer will extend the water main along Dora Lane to the intersection of Dora Lane and Berkley Street then east along Berkley Street to the dead end of the roadway terminating in a flush hydrant. The extension of water main shall also extend west connecting into the existing water main to create a “loop” in the water main system. There may be a potential for a shared cost savings for the water main that is located along Berkley Street.
- The developer is responsible for the water service to each home / home site. The developer / contractor shall work with the City Water Department for proper placement of all water service components.
- The developer will extend the sanitary sewer mains to serve the proposed lots. Sanitary sewer service laterals will be installed prior to any road construction. Laterals will be extended into each lot and marked for future connection.
- The present plans will need to be altered to include extending the sanitary sewer main from the Dora Lane / Berkley Street intersection east to accommodate sanitary service laterals to each home. This sanitary sewer main shall terminate at a 4-foot diameter sanitary sewer manhole.

**Drainage:**

- The storm drain system shall be extended south, refer to the original storm water design for the area.
- Grading and drainage plans were not indicated on the plans and will be addressed as plans develop.
- Final contours and lot grading will need to be provided.

**General:**

- Once the plat is reconfigured and approved for the area the developer should reach out to the City to assign addresses for each lot.

**END OF MEETING**

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**TRC MEETING ATTENDANCE SHEET:**

**February 24, 2026**

**AGENDA ITEMS:**

**WWTP Meeting Room**

**9:00 A.M.**

**900 Oakhill Ave**

9:00 – Jacobs Estates, Property Annexation

9:20 - Habitat Project, James McLaughlin

**ATTENDANCE:**

MAYOR:	Robert Listenberger	[ ]
CITY ATTORNEY:	Jeff Houin	[✓]
CITY ENGINEER:	Dan Sellers	[✓]
ENGINEER TECH.:	River Watson	[✓]
ZONING ADMINISTRATOR:	Dennis Manuwal	[✓]
STREET SUPERINTENDENT:	Jim Marquardt	[ ]
UTILITY SUPERINTENDENT:	Donnie Davidson	[✓]
WATER ASST. SUPERINTENDENT:	Mike Vollrath	[ ]
GIS:	Chris Marshall	[✓]
POLICE CHIEF:	John Weir	[ ]
FIRE CHIEF:	Steve Holm	[ ]
FIRE INSPECTOR:	Rod Miller	[✓]
PARK SUPERINTENDENT:	Mike Hite	[ ]
PLAN DIRECTOR:	Ty Adley	[✓]
	Doug Feece	[ ]
	Fred Webster	[ ]
	Mark Gidley	[ ]

OTHER ATTENDANCE NAME	COMPANY	E-MAIL
DEAN BYERS	HEFF	byers.michael@onsi.com
Tim B. Hoyer	Street	
Mike Delp	Habitat	
Art Jacobs	Jacobs Family	ASAJacobs@fourwing.net
James McLaughlin	Wightman	jmcLaughlin@gowightman.com
Dan Yerks	Wightman	dyerks@gowightman.com

*Wightman*