

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

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**TRC MEETING NOTES:**

**DATE: April 12, 2022**

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**AGENDA ITEMS:**

9:00 A & M Home Services, Inc. - Parcel Development

9:30 RL Freight Service LLC

**ATTENDANCE:**

See attached Attendance Sheet for 2022-04-12

**MEETING NOTES:**

**A & M Home Services, Inc.:**

**Project Summary:**

- Jared McQueen with A & M Home Services was in attendance regarding the development of a parcel located on the north-east corner of Pioneer Drive and Jack Greenlee Drive.
- A & M Home Services is interested in constructing a total of two buildings on the parcel to eventually house their business. A single building will be built first to address their immediate need with the second building to follow.
- Both buildings will be pole construction with shingle roofs.
- A & M will be completing the interior themselves.
- Building #1 will be 60'x112', Building #2 will be 60'x162'.
- Small piles of excavated concrete may be present on the property from time to time.

**Planning:**

- The parcel fronts 3 roadways therefore it has 3 front yard setbacks.
- In an Industrial Zoning the front yard setback is 50 feet, rear yard is 25 feet and the side yard is 25 feet.
- Per the Building Commissioner the proposed pole type construction is acceptable.
- Parking requirements are one space per employee on the largest shift plus one space per business vehicle stored on-site.
- Parking areas mentioned above must be either concrete or asphalt within a year.
- The proposed non-public gravel turnaround area is permitted (Keith & Ralph).

- Refer to the Plymouth Zoning requirements for the number and size of signs that are permitted without a variance.
- Outdoor lighting needs to be 90-degree cutoff and lighting must not project outside the parcel boundaries.
- Chain-link fences are limited to 7 foot tall and barbed wire or razer wire is not allowed.
- Once complete a copy of Sate approved building plans will need to be given to the Plymouth Building Commissioner.
- If a variance is needed applications will need to be received by the City Office on or before the 15th of the month prior to the meeting. Meetings are held on the second Tuesday of each month unless this day falls on a holiday or an election day.

#### **Emergency Services:**

- It was mentioned that if vehicles are to be stored inside the buildings and the building are 5,000 square foot or more the building may need to be sprinkled. Building Commissioner to look into the matter.

#### **Transportation:**

- There are two drives being proposed. Each drive will require a permit through the Street Department. A driveway permit fee is \$100.00.
- Culverts under each drive should be designed to handle the drainage flow and constructed of reinforced concrete pipe (RCP).
- If the street is cut to accommodate utility or other types of installations there is a \$500 street cut permit plus the cost of materials.
- Proposed driveway is to be placed a minimum of 50' away from the edge of pavement of any cross street. Measurements are taken from the edge of the roadway pavement to the leading edge of the driveway.

#### **Utilities:**

- Due to the proposed parcel development being partially within the wellhead protection area secondary containment is requires when storing chemicals on site. Annual on-site inspections are required
- The Utility Superintendent handed the owner of A & M an industrial survey that will need to be completed and returned to him.
- It was recommended the installation of the domestic water service be oversized to accommodate any future needs but with a meter size that meets the current need.
- Once the project is further along and the design consultant determines the utility demand the Utility Superintendent will have a better idea as to tap fees.

**Drainage:**

- The developer will need to have a drainage plan and a Storm Water Pollution Prevention Plan (SWPPP) prepared that meet the requirements of the City's Stormwater Ordinance and any additional requirements due to the new IDEM Construction Stormwater General Permit (CSGP).
- The plans should include the proposed design along with any future building / hard surface plans.

**General:**

- An address will need to be obtained from the Plymouth Engineering Office.

**RL Freight Service LLC:****Project Summary:**

- RL Freight Services is interested in constructing a maintenance facility on a 5.67 Acre parcel located at the north-west corner of Gary Drive. Parcel number: 504125000017001020
- The proposed facility is in the early stages of development and no plans have been created as of yet.
- There is a concern about Marshall County's drainage tile that is located on the property along with a high-pressure natural gas line that crosses the property.

**Planning:**

- The developer was directed to the Marshall County Surveyor to address the concern about building near the Marshall County owned drainage tile.
- The TRC members were unsure who owns the high-pressure gas line or who to talk to about setback requirements. The members suggested to talk to the Marshall County Surveyor or the Marshall County Planning Director to see if they have any information.
- Zoning is Industrial.
- Parking requirements are one space per employee on the largest shift plus one space per business vehicle stored on-site.
- Parking areas mentioned above must be either concrete or asphalt within a year.
- A proposed non-public gravel area would be permitted.
- There is a 50' front yard setback and a 25' rear and side yard setback.
- Once complete a copy of State approved building plans will need to be given to the Plymouth Building Commissioner.

**Emergency Services:**

- It was mentioned that if vehicles are to be stored inside the buildings and the building are 5,000 square foot or more the building may need to be sprinkled. Building Commissioner to look into the matter.

**Transportation:**

- There is a single drive being proposed. A driveway permit fee is \$100.00.

**Utilities:**

- Due to the proposed parcel development being within a wellhead protection area secondary containment is required when storing chemicals on site. Annual on-site inspections are required.

**Drainage:**

- The developer will need to have a drainage plan and a Storm Water Pollution Prevention Plan (SWPPP) prepared that meet the requirements of the City's Stormwater Ordinance and any additional requirements due to the new IDEM Construction Stormwater General Permit (CSGP).
- The plans should include the proposed design along with any future building / hard surface plans.

**General:**

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**END OF MEETING**

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

DATE: April 12, 2022

### WWTP Meeting Room

900 Oakhill Ave

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