

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: July 12, 2022

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AGENDA ITEMS:

- 9:00 Minor Subdivision – James Stone
- 9:15 Plymouth Library Site Improvements
- 9:30 Minor Subdivision – Zach Faylor

ATTENDANCE:

See attached Attendance Sheet for 2022-07-12

MEETING NOTES:

Minor Subdivision – James Stone:

Project Summary:

- James Stone is interested in dividing the parcel the existing home located at 2312 W. Jefferson St. sits on from the remaining property to the north of the existing home.
- The remaining property north of 2312 W. Jefferson St. will be combined with the property that surrounds 2280 W. Jefferson St. and will include the parcel the home at 2280 W. Jefferson St. is located on.

Planning:

- Per Keith, the newly created parcel surrounding the home located at 2312 W. Jefferson St. will meet all the setback requirements after the parcel has been divided.
- The Minor Subdivision Plat will need to be presented to the Plymouth Plan Commission for approval. The next Plan Commission meeting will be on August 2, 2022. Deadline to be placed on the August 2, 2022 Plan Commissions agenda is July 15, 2022.

Emergency Services:

- Nothing to address.

Transportation:

- Nothing to address.

Utilities:

- Nothing to address.

Drainage:

- Nothing to address.

General:

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Plymouth Library Site Improvements:**Project Summary:**

- The Plymouth Library will be renovating the interior of the building and is interested in renovating the exterior landscape and sidewalks within the City Right-of-Way on N. Center St. and W. Garro St.
- The exterior improvements will include a raised curb area between the west side of the library building and the alleyway that will include a series of small trees.
- Interior and exterior renovations are expected to take 12 -16 months from the time works begins.
- The contractor will be looking for places to stage equipment, materials and worker vehicles. The design team asked about the parking lot south of the police station and west of the library. It was noted the matter would need to be taken up with the Board of Works and Public Safety for their approval.

Planning:

- State design release plans need to be sent to the Building Commissioner in digital format.
- There is an existing 2-hour fire barrier wall located near the midpoint of the building.
- Contractors will need to be registered with the City of Plymouth. Contact the Building Commissioner or go to https://public.mygov.us/plymouth_in for more information.
- Local building permits can be applied for online at https://public.mygov.us/plymouth_in.

Emergency Services:

- The design team has already been in communication with the Plymouth Fire Department.

Transportation:

- Trees located in the proposed raised curb area located on the west side of the library building must remain small and maintained to prevent interference with traffic using the alleyway.
- The proposed raised curb area located on the west side on the library building shall remain completely on the library property and shall not infringe into the alleyway.

- Any partial or full street closers must be brought before the Board of Public Works and Safety for their approval.

Utilities:

- Discussion took place regarding the existing trench drains located on the east and south side of the library building. The design team and the City would prefer the trench drains be removed and replaced with solid pipes discharging directly to the roadway as they do now. Cleanouts will be placed on the solid pipe near the building.
- The grease trap referenced on the drawings will be eliminated and is no longer needed.
- A fire hydrant flow test was requested during the meeting and the design team will coordinate the test with the sprinkler designer.

Drainage:

- Nothing addressed.

General:

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Minor Subdivision – Zach Faylor:

Project Summary:

- Mr. Faylor is interested in subdividing an existing residential property into 2 two parcels in order to build a home for himself.
- There is a potential of the divided properties each having their own driveway or a shared driveway with ingress / egress easements recorded with each deed.

Planning:

- When subdividing each property must have a minimum of 50' of road frontage.
- Each parcel must be a minimum of 210' in width at the building line.
- The Minor Subdivision Plat will need to be presented to the Plymouth Plan Commission for approval. The next Plan Commission meeting will be on August 2, 2022. Deadline to be placed on the August 2, 2022 Plan Commissions agenda is July 15, 2022.

Emergency Services:

- Nothing to address.

Transportation:

- Nothing to address.

Utilities:

- Nothing to address.

Drainage:

- Nothing to address.

General:

-

END OF MEETING

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TRC MEETING ATTENDANCE SHEET:

DATE: July 12, 2022

AGENDA ITEMS: _____

WWTP Meeting Room

9:00 A.M.

900 Oakhill Ave

9:00 Minor Subdivision – James Stone
9:15 Plymouth Library Site Improvements
9:30 Minor Subdivision – Zach Faylor

ATTENDANCE:

CITY ATTORNEY:

Sean Surrisi

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CITY ENGINEER:

[]

ZONING ADMINISTRATOR:

Keith Hammonds

[]

STREET DEPT SUPT:

Jim Marquardt

[✓]

UTILITY DEPT SUPT:

Donnie Davidson

[✓]

WATER DEPT AST SUPT:

Mike Vollrath

[]

WASTEWATER & SEWER AST SUPT:

Larry Hatcher

[]

GIS:

Chris Marshall

[✓]

POLICE CHIEF:

Chief Bacon

[]

FIRE CHIEF:

Steve Holm

[]

FIRE INSPECTOR:

Rod Miller

[✓]

PLAN COMMISSION:

Ralph Booker

[]

Doug Feece

[]

Fred Webster

[✓]

Mark Gidley

[]

OTHER ATTENDANCE:

NAME	COMPANY	E-MAIL
Steven Buras	P.P. Library	Stevenb@plymouthlibrary.org
James Stone		james@stoneexcavating.com
Zach Faylor		Faylorzach@gmail.com
Tyler Kasey	Arkos Design	tkk@arkosdesign.com
Chris Eberhart	Arkos Design	CME@arkosdesign.com