

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: September 24, 2024

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AGENDA ITEMS:

- 9:00 – Habitat for Humanity - Replat
- 9:20 - Murphy USA, Ashley Pritchett - CEI
- 9:40 – Plymouth Zoning Amendment, Ralph Booker (Added Item, 9/24/2024)

ATTENDANCE:

See attached Attendance Sheet for 2024-9-24

MEETING NOTES:

Habitat for Humanity - Replat:

Project Summary:

- Habitat for Humanity currently owns several parcels with the Neidlinger Park 1st Section, and they are looking to re-plat the area near Illinois St. and Dora Ln.
- Habitat for Humanity will sell parcels within the development to offset the costs associated in the further development of the area.
- Any remaining parcels will be utilized for Habitat for Humanity development.
- The re-plat of the PUD will not alter previously established setback requirements of the original intended use.
- The parcel north of the Bowen Center’s North Building will be re-platted to remove a portion of the lot near the S-W corner and will add the portion to the Bowen Center’s lot. This is being done due to a parking / pavement encroachment onto the northern lot.
- Habitat for Humanity will be looking into grant opportunities to extend the development near the S-E corner.

Planning:

- The developer will need to extend the sidewalks per the Plymouth Zoning Ordinance.
- Individual driveways for each Habitat for Humanity developed lot will access directly onto the alleyway. See the Plymouth Street Department for driveway applications.

Emergency Services:

- Nothing to address currently.

Transportation:

- Any proposed roadway infrastructure will be constructed to City standards and ultimately dedicated to the City of Plymouth

Utilities:

- Per the designer all lots within the proposed re-plat area are serviceable by City utilities.
- Any proposed utility infrastructure will be constructed to City standards and ultimately dedicated to the City of Plymouth.

Drainage:

- Nothing to address currently.

General:

- When requesting addresses for existing or new parcels the owner of the parcel must request the address. Addresses may be requested at the time of the development or may be requested prior to the development of each parcel.

Murphy USA, Ashley Pritchett - CEI:**Project Summary:**

- Murphy USA located at 2301 N. Oak Drive is proposing to demolish the existing fueling center building, canopy and remove the underground fueling tanks.
- Once the demolition is complete the fueling tanks, fueling center building and canopy will be reconstructed.
- The fueling center building will be a prefabricated structure that will be set with a crane.
- The extent of the concrete curb that surrounds the development will not be adjusted.
- At this stage of the design, it is unknown if additional signs will be added above the zoning limits.
- This is a 2025 project possibly starting in the 2nd quarter of 2025 with the anticipation of being complete within 3-months following the start of construction.

Planning:

- Permits required: Demo Permit, Building Permit and State Design Release. City permits may be applied for online at: <https://www.plymouthin.com/topic/index.php?topicid=47&structureid=12>.
- Contractors will need to be registered with the city.
- Zoning is C-3 with 30' front yard setbacks and 20' rear and side yard setbacks. The maximum lot coverage is 70%.
- The Building Commissioner will need to review the development's site plan, building plan, structural plan, lighting plan, landscaping plan and signage plan.
- The site is approximately 4,700' from an airport therefore if the contractor will be using a crane during the building process the designer / contractor will need to contact Bill Sheley at the Plymouth Municipal Airport (574-935-5152) for guidance.
- Per the provided site plan the parking spaces are drawn and identified as 9'x20' spaces. The city requires a parking space of 10'x20' unless a variance is obtained.
- Variances will need to be taken to the Board of Zoning Appeals (BZA). The BZA meets on the first Tuesday of each month at 7:30pm Eastern time. Items placed on the BZA agenda must be delivered to the City Office by the 15th of the month

prior to the meeting. Meetings may be moved if the 1st Tuesday falls on a holiday or an election day.

- The Plymouth Zoning Ordinance may be found at:
https://www.plymouthin.com/egov/documents/1715881511_67911.pdf

Emergency Services:

- Nothing to address currently.

Transportation:

- For the most part the existing entrances and exits to the property will remain unchanged.

Utilities:

- The designer will need to determine if the existing sanitary sewer and water services are adequate to serve the new infrastructure and report the findings to the Plymouth Utility Superintendent.
- During demolition care must be taken to protect all utility services in and around the area.
- It was mentioned that the sanitary sewer service from existing building ties into the Walmart private sewer.
- The public sanitary sewer main serving Walmart's private sewer is 15" in diameter.
- Water service to the existing building is 1" in diameter, K-Copper, with a 5/8" x 3/4" meter.

Drainage:

- Per the design no additional hard surface is being proposed. Erosion control measures will need to be implemented during the demolition / construction process to prevent sediment from leaving the property.
- Designer to add a note to the plans that no additional hard surface will be added without addressing the additional drainage.

General:

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Plymouth Zoning Amendment, Ralph Booker:

Project Summary:

- The Plymouth Zoning Subcommittee has proposed amendments to the setback requirements within the zoning ordinance. An example of the changes has been provided in the meeting note attachments.

END OF MEETING

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TRC MEETING ATTENDANCE SHEET:

September 24, 2024

AGENDA ITEMS:

WWTP Meeting Room

9:00 A.M.

900 Oakhill Ave

9:00 – Habitat for Humanity - Replat
 9:20 - Murphy USA, Ashley Pritchett - CEI

ATTENDANCE:

CITY ATTORNEY:	Jeff Houin	[✓]
CITY ENGINEER:	Dan Sellers	[✓]
ZONING ADMINISTRATOR:	Dennis Manuwal	[✓]
STREET DEPT SUPT:	Jim Marquardt	[✓]
UTILITY DEPT SUPT:	Donnie Davidson	[✓]
WATER DEPT AST SUPT:	Mike Vollrath	[]
WASTEWATER & SEWER AST SUPT:		[]
GIS:	Chris Marshall	[✓]
POLICE CHIEF:	Chief Weir	[]
FIRE CHIEF:	Steve Holm	[]
FIRE INSPECTOR:	Rod Miller	[]
PARK SUPERINTENDENT:	Mike Hite	[]
PLAN COMMISSION:	Ralph Booker	[✓]
	Doug Feece	[]
	Fred Webster	[✓]
	Mark Gidley	[]

OTHER ATTENDANCE NAME	COMPANY	E-MAIL
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