

**DEPARTMENT OF ENGINEERING**  
**PUBLIC WORKS – STORMWATER MANAGEMENT**  
**CITY OF PLYMOUTH, INDIANA**  
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**TRC MEETING NOTES:**

**DATE: November 12, 2024**

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**AGENDA ITEMS:**

- 9:00 – Centennial Crossing, Burke Richeson
- 9:20 - Plumblee Dentistry Building and Parking Expansion
- 9:40 - AK Industries Replat - Ralph Booker
- 10:00 - Contractor Registration, City

**ATTENDANCE:**

See attached Attendance Sheet for 2024-11-12

**MEETING NOTES:**

**Centennial Crossing:**

**Project Summary:**

- The developer of the Centennial Crossing Development is interested in closing out the project and dedicating utilities and certain areas of the roadway to the City.
- The developer hopes to finalize the dedication within the next few weeks.
- The plan is to attend the November 25, 2024 Board of Works meeting for dedication.

**Planning:**

- Nothing to address at this time.

**Emergency Services:**

- Nothing to address at this time.

**Transportation:**

- Pavement markings need to be refreshed.
  - Due to daily temperatures a Memoranda of Understanding (MOU) will be created by the developer to refresh the pavement markings in the spring of 2025 when temperatures are suitable. Pavement markings and materials shall be per City requirements
- Street lighting and associated electrical are not completely within the public right-of-way. Easements are needed for all areas where street lighting, associated electrical wiring and control systems are located on private property.
- The Street Department needs a set of technical specifications for the street light base, street light poles and street light fixtures.
- The damaged street sign located at the intersection of Plymouth-Goshen and Elk Run Dr. needs repaired or replaced prior to dedication.

**Utilities:**

- Sanitary Sewers, Storm Sewers and Water distribution systems appears to be in order.
- Dedication of the storm sewer will only include the portions of the storm sewer system that fall within the dedicated city right-of-way. Storm sewer systems that are located outside a dedicated right-of-way will be the responsibility of the developer / owner.
- The City would like a color coded map of the development indicating the portions of the development that will be dedicated and the portions that will remain private.
- The City will need a breakdown of the utility asset costs.

**Drainage:**

- Drainage as-builts and calculations are still being reviewed.

**General:**

- The development contains 256 residential units.
- Speeding traffic within the development has been reported. Additional measures to slow traffic may be implemented if needed.

**Plumlee Dentistry Building and Parking Expansion:****Project Summary:**

- The Plumlee Dentistry Building located at 1400 N. Oak Dr. has started preliminary sitework to construct a 2-story building addition on the north side of the existing building. The parking lot will also be expanded to accommodate the additional dentistry space.
- An existing parking lot light pole located on the south side of the building will be relocated to better serve the additional parking area.
- No additional signs will be added.

**Planning:**

- New parking spaces are required to be 10-foot x 20-foot.
- One 130 sq ft landscaping island is required for every 15 parking spaces.
- If there is a need to go before the Board of Zoning Appeals and/or Plan Commission applications must be received by the Clerk's Office on the 15<sup>th</sup> of the month prior to the meeting.
- Per the Plymouth Zoning Ordinance a 5-foot-wide sidewalk is required along Oak Drive and Pidco Drive unless the Plan Commission grants an exception from the requirement.

**Emergency Services:**

- Designer shall ensure the City's ladder fire truck can navigate the proposed parking lot without damaging the fire truck.

**Transportation:**

- Nothing to address at this time.

**Utilities:**

- Existing sanitary sewer and water will utilize the existing connections. The connections will connect to the main and will enter the basement of the new addition similar to the existing building.

**Drainage:**

- Storm drainage has been added to the site to accommodate the building addition and the added parking lot addition.
- Drainage is still under review.
- Dan to provide example of bond form.

**General:**

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**AK Industries Replat - Ralph Booker:****Project Summary:**

- AK Industries owns 6 parcels that will be combined into a single parcel.

**Planning:**

- The prepared plat shall include the Plymouth Building Commissioner, Dennis Manuwal, on the plat with a place for his signature.
- Since no exterior boundary lines will be altered the Plymouth Building Commissioner is able to sign the plat once prepared.
- Note: The homeowner located on the south-east corner of Jim Neu Dr. and Stanley Dr. appears to have a discrepancy with the survey and their privacy fence located south of their home.

**Emergency Services:**

- Nothing further was addressed.

**Transportation:**

- Nothing further was addressed.

**Utilities:**

- Nothing further was addressed.

**Drainage:**

- Nothing to address at this time.

**General:**

- The property located on the south-east corner of Jim Neu Dr. and Stanley Dr. appears to have placed their privacy fence within the Stanley Dr. right-of-way at some point in the past.

**Contractor Registration, City:****Discussion Summary:**

- Discussions took place regarding the registration of all contractors and subcontractors that do any type of work in Plymouth jurisdictional area.
- All agreed contractors and subcontractors need to be registered. Donnie, Jim and Dennis will work on setting up the registration within the online permit system (MyGov).

**END OF MEETING**

