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: May 26, 2026

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AGENDA ITEMS:

9:00 – Vanvactor Farms Retail - Kevin Roberts, Innovative Engineering & Consulting

ATTENDANCE:

See attached Attendance Sheet for 2026-05-26

MEETING NOTES:

Vanvactor Farms Retail:

Project Summary:

- The owner of 2940 Miller Dr. is interested in developing the adjacent two parcels (50-41-36-000-016.000-020 & 50-41-36-000-017.000-020).
- Proposed added retail space would be 19,200 square feet and will face U.S. 30 (North).
- The planned development will add retail space, alter existing parking areas and add new parking and drive areas.
- The site will contain a reconfigured loading dock approach and accommodations for two drive-thru areas.
- Existing site alterations will relocate the existing storm drainage systems.
- To access the western side of the development a new driveway will be added from Miller Drive. A properly sized culvert will be added to accommodate the ditch crossing.
- A mountable concrete island is being proposed near the new drive to accommodate truck traffic.
- Pavement preservation will be carried out in the existing parking area along with new pavement markings. See Plymouth Zoning Ordinance for parking space and aisleway sizes.
- A 5-foot-wide sidewalk is being planned along the north side of Miller Dive.
- Various signage within the development will be added to aid in traffic flow.

Planning:

- The designer shall review the site's traffic flow to ensure internal design elements do not hinder visual sighting.
- The proposed mountable concrete island shall be designed and installed to accommodate heavy vehicle traffic.
- The proposed 5-foot-wide sidewalk along Miller Drive shall provide for an ADA compliant access across the development's driveways. It was

suggested the driveway crossing contain pavement markings for better visibility.
- It was suggested that a sidewalk be added to connect the roadside sidewalk with the internal development sidewalk.
- To enhance the one-way traffic flow discussion took place about adding angled parking on the north side of the proposed retail area.
- As plans develop the designer will need to review the entrance / exist lighting near the new western drive.
- For online local building permitting go to https://app.govwell.com/plymouth
- Before a local building permit can be obtained the Building Commissioner will need a copy of the developments State Design Release including plans, drainage and SWPPP design approval, and all applicable review / application / connection fees paid.
- It is recommended the 4-parcels that containing the full development be re-plated into a single parcel.
- Due to the high-water table in the area it is recommended the developer have soil samples performed in the area before designing foundations.

Emergency Services:
- The designers will need to determine if a fire suppression system is required.
- After Meeting Note: Emergency Key Boxes are required. Requirements can be found on the city website under the building department.

Transportation:
- A driveway permit will be required for the new western entrance / exit.
- The proposed sidewalk along Miller Drive shall not hinder roadway stormwater runoff.

Utilities:
- The designer / developer will need to determine water supply needs, including fire protection needs. Also will each tenet area be metered individually or will there will be a single development meter with separate individual private tenant meters.
- Utility connection fees are based on water meter size.
- Grease traps are required for all food service spaces. Grease traps are to be 1,000 gallons in size and are to be located outside of the building.
- Each commercial space will require a water backflow preventer. Backflow preventors are required to be inspected yearly with results sent to the Plymouth Water Department.
- Directional drilling is acceptable for the installation of utilities provided the Marshall County Surveyor and the DNR approve the installation.
- Fire flow test can be provided upon request.

Drainage:
- Refer to https://www.plymouthin.com/department/index.php?structureid=39 for drainage and stormwater requirements.
- For stormwater quality standards refer to Chapter 7 & 8 of the Stormwater Technical Standards Manual https://www.plymouthin.com/egov/documents/1775051550_08717.pdf.

- The designer / developer shall consult with the Marshall County Surveyor and the DNR when working within the nearby ditch right-of-way or floodplain area. This includes the installation of any stormwater drainage piping.

General:

- For online building and drainage permitting go to https://app.govwell.com/plymouth
- Addresses are assigned by the City of Plymouth upon request. It is encouraged that addresses be assigned early to avoid conflicts or confusion. The property owner may contact (574) 936-3614 or gis@plymouthin.com to request addresses.

END OF MEETING

AGENDA

CITY OF PLYMOUTH

TECHNICAL REVIEW COMMITTEE

Tuesday – May 26, 2026

TECHNICAL REVIEW COMMITTEE **WWTP Meeting Room**
9:00 A.M. **900 Oakhill Ave; Plymouth, IN**

Agenda

9:00 – Vanvactor Farms Retail - Kevin Roberts, Innovative Engineering & Consulting

Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/288786447523934?p=ojZBwuAVm4SNa8ayAY
Meeting ID: 288 786 447 523 934
Passcode: q3eW7nS9

If you are handicapped and need special accommodations, please contact the ADA Coordinator at 574-936-2948.

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TRC MEETING ATTENDANCE SHEET: May 26, 2026

AGENDA ITEMS: **WWTP Meeting Room**
9:00 A.M. **900 Oakhill Ave**

9:00 - Vanvactor Farms Retail - Kevin Roberts, Innovative Engineering & Consulting

ATTENDANCE:

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

OTHER ATTENDANCE NAME	COMPANY	E-MAIL
Kevin Roberts (Virtual)	Innovative Engineering & Consulting	kroberts@innovativeeci.com