

Technical Advisory Committee

Meeting Minutes

June 1, 2023

Call to Order

Members Present: Ryan Crum, Mark Witsman, Steve Gipson, Erik Pullum, Chad Coughenour, Ethan Spalding, Josh Earl

Members Absent: Chief Paul Casey, Brandon Wilch, Dereck Shelton

Approval of Minutes

Mr. Pullum made a motion to approve the May 4, 2023 minutes. Mr. Earl seconded. The motion passed unanimously.

Old Business

No old business

New Business

Aspen Storage's request for review and approval of a Development Plan for an expansion of Ameri-Stor Self-storage at 8789 N 600W

Mr. Earl and Mr. Pullum both noted that sprinklers are needed for the building.

Mr. Witsman referred to his memo (attached) and specifically called out points two and three in the memo.

Mr. Crum stated that landscape plans need to be submitted. He also noted that the Board of Zoning appeals approved a Special Exception and Variances for one-story buildings, and that is not what is shown on the plans. Staff and the petitioner need to meet to discuss this issue.

Mr. Coughenour made note of the following:

- 1) The special flood area shown does not match the FEMA map,
- 2) Petitioner must appear before the County Drainage Board to do work in the easement,
- 3) The outlet pipe into the ditch isn't labeled.

Mr. Witsman made a motion that once the noted revisions are made, this development plan be placed on the Plan Commission agenda. Mr. Pullum seconded. The motion passed unanimously.

Olthof Homes' request for review and approval of a Development Plan & Secondary Plat for Section 1 of Alexander Ridge, located along the southside of CR 900N, approximately 1/2 mile east of CR 600W

Mr. Witsman referred to his memo (attached), called out a number of points, and asked for a Teams meeting to talk through specific issues.

Mr. Crum referred to the approved PUD document and noted that basements are required to be offered on all lots with suitable soil. Mr. Witsman asked that sewer laterals be shown on the construction drawings.

Mr. Crider noted locations where speed limit signs need to be added.

Mr. Crum referred to the memo sent by Planning Staff (attached). He and Mr. Witsman encouraged the petitioner to meet with the owner of the neighboring parcel to discuss the following: (1) sidewalk placement; (2) property lines; (3) a drain.

Mr. Spalding made a motion to approve the development plan contingent upon the revisions being made. Mr. Pullum seconded. The motion passed unanimously.

Cornerstone Companies' request for review and approval of a Development Plan & Secondary for Phase II of McCord Square, located at the northeast corner of CR 600W & 2nd Street

Mr. Witsman referred to his memo (attached).

Mr. Crider noted locations where stop signs are needed. He also noted that on page C6, the cleanout in the parking lot should be a Type 2 so plows don't hit it.

Mr. Crum referred to the memo sent by Planning Staff (attached). Landscaping concerns and alternatives were discussed. Mr. Crum asked that the crosswalk be shown on the Phase 1 plans if it isn't already.

Mr. Crider noted that on Page C3, #13 in the Keynotes is mislabeled.

Mr. Pullum made a motion to send the plans to the McCord Square Review Board once the revisions are made. Mr. Earl seconded. The motion passed unanimously.

Announcements

The next meeting will be July 6, 2023, if needed.

Adjournment

There being no further business, the meeting was adjourned.

McCordsville

ESTD  1988

INDIANA

June 1, 2023

Ameristor

Re: Aspen Self Storage Expansion

The Planning and Building Dept. has reviewed the Development Plan & Re-Plat submitted for the Ameristore/Aspen Self Storage Expansion and has the following comments that need to be resolved:

Re-plat:

1. Please add the following language to the Plat:
 - a. The privacy fence shall be maintained in a manner that ensures its structural integrity and maintains the screening purpose by replacing boards that are damaged, warped, or missing. Upon notification by the Town of a fence issue the property owner shall have thirty (30) days, subject to extreme conditions, to make the repair.
 - b. The Special Exception for the temporary outdoor storage is extended (and area expanded as shown on the Concept Plan) for a period of up to 5 years (from BZA approval), or until adjacent property has had a Development Plan approved by the Town, whichever occurs first. The Town shall be responsible for notification of an approved Development Plan. However, regardless of which occurs first, the Town shall not be allowed to require it to cease before 2 years, unless the petitioner or property owner has violated any terms of this approval. Once a trigger for ceasing the outdoor storage operation has been made, the property owner shall have six (6) months to transition down the outdoor storage. Additionally, the property owner may file for an extension of the outdoor storage. This extension shall be filed before the 5-year deadline and shall come before the Board for consideration. This action shall not require a public hearing. As long as the outdoor storage Special Exception is in good standing, the parking area may remain gravel, unless otherwise directed by the BZA following the initial time period, described above.

CONSTRUCTION PLANS:

1. Landscaping plans were not filed. This project is required to submit landscape plans.
2. The Special Exception and Variances that were approved were approved for single-story storage buildings. The filed plans seem to indicate 2-story. This is an issue that we will need to discuss.
3. The "buffer-yard" is not annotated.
4. Fencing between the new buildings is not annotated. Please add annotation that ensure the fence is in keeping with the BZA approval.
5. Fencing is not shown as required by the BZA approval. The BZA's conditions of approval require a min. 8' tall wood or composite privacy fence around the outdoor storage area, all rear parking areas, and behind the new buildings. Please show this fence in all such locations and annotate the fence type and height.

6. Please note that Building Commissioner, Erik Pullum, may have comments concerning building sprinkler requirements. He will detail those comments at the TAC meeting.
7. Please provide lighting plans. Additionally, one streetlight along Broadway is required. It should be placed approximately 100' from the existing nearest streetlight, or as permitted by the County Surveyor's Office.
8. Please confirm the proposed construction will have no impact on the existing pedestrian trail along CR 600W.

Please submit revisions to these comments and all other Town comments following the meeting. Revisions shall include a letter addressing each comment, referring to the page on which the revision can be found, and be submitted via email/share file link to rcrum@mccordsville.org & espalding@mccordsville.org. This filing will not go to the Plan Commission, it can be approved administratively by staff, following the receipt of plans which address all comments.

The Town reserves the right to highlight additional comments at a later date.

If you have any questions, do not hesitate to contact me.

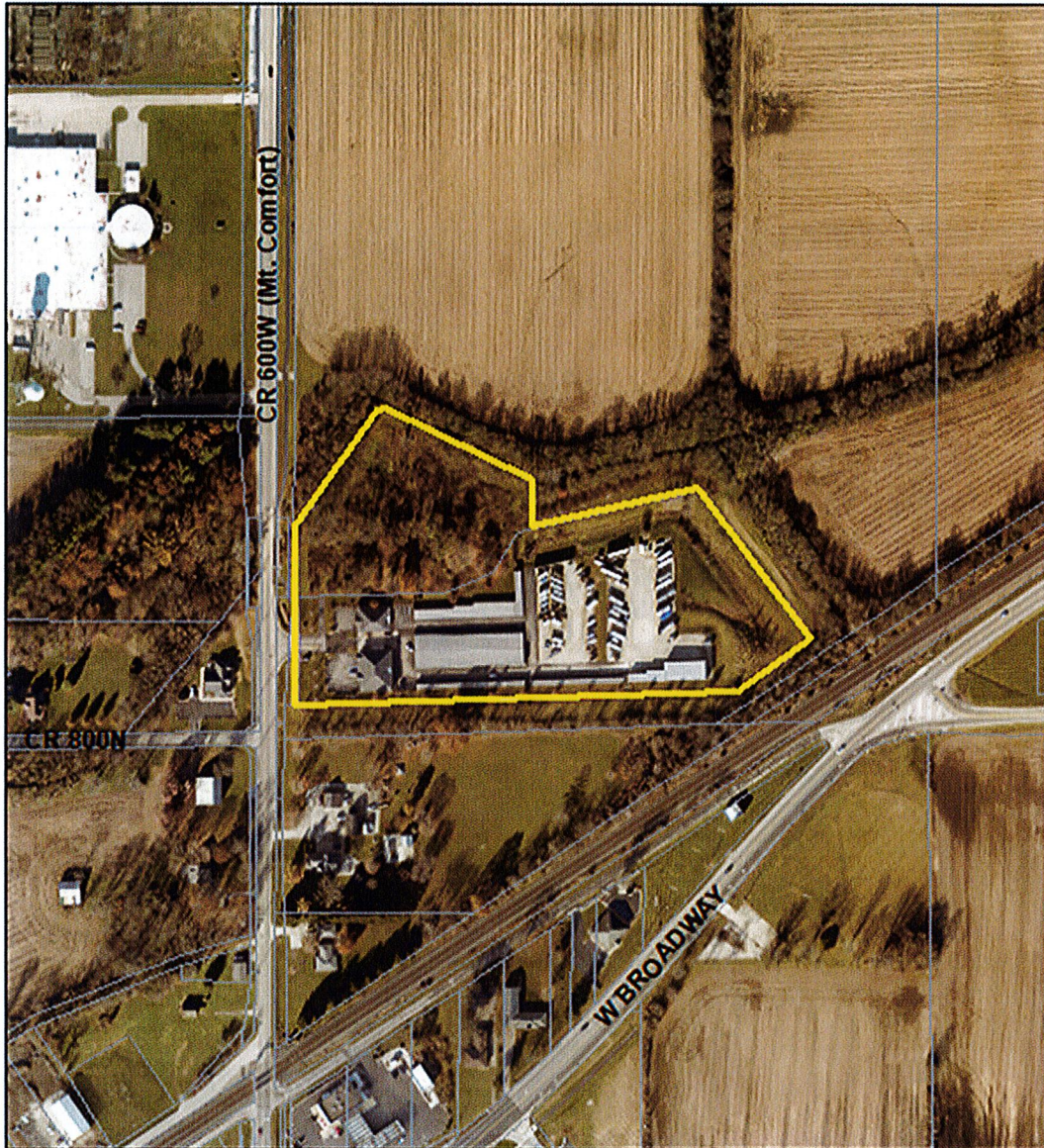
Sincerely,




Ethan Spalding

Associate Town Planner - Planning & Development
Town of McCordsville

Existing Conditions



 Subject Property



McCordsville

ESTD  1988

INDIANA

McCordsville Technical Committee
McCordsville Town Engineer

Meeting Date: June 1, 2023

Petitioner: Aspen Property

Subdivision: **Aspen Self Storage**

Location: CR 600W near the intersection of 800N

Comments:

1. Please provide an estimate of the sanitary sewer flows.
2. The north sanitary sewer line you show does not exist. You will need to revise a sanitary sewer plan.
3. Please show floodplain. Is there any fill within the floodplain?
4. During the initial phase, access for maintenance of the pond and other storm infrastructure was to be along the north property line. Where is the new access to be?
5. On sheet C800, the detail for the inlet is smaller than a 30"x30" which is the minimum size by town standards.

The above listed corrections have been made to the plat, and the plat is now in compliance.

Authorized Signature _____ Date _____

McCordsville

ESTD  1988

INDIANA

June 1, 2023

Olthof Homes

Re: Alexander Ridge

The Planning and Building Dept. has reviewed the Development Plan & Secondary Plat submitted for the Alexander Ridge Residential Development and has the following comments that need to be resolved:

SECONDARY PLAT:

1. Please add the following statements to the Plat:
 - a. The Homeowner's Association for Alexander Ridge shall be responsible for snow removal of all internal streets.
 - b. The Town shall not be responsible for any maintenance of any landscaping, fencing, or signage located in public right-of-way.
 - c. The developer agrees to pay any future Road Impact Fees adopted and effective at the time of any building permit(s) are issued.
 - d. No home shall be rented for a period of at least thirty-six (36) months from the last date of transfer or sale, except when renting to a family member or in a case of financial hardship that is approved by the HOA. This language shall also be added to the HOA Covenants and Declarations.
2. Please add the bulk standards tables for Areas 1 & 2 (from the PUD) to the Plat.
3. Please revise the PUD, COVENANTS & OTHER NOTES on Sheet 6.
4. The P.A.E. across the Plank property needs to match the location of the sidewalk as negotiated with the property owner (see additional comments below).

CONSTRUCTION PLANS:

1. We understand you the construction around Lake #2 is simply to install the pond, but please ensure that there is space available for the construction of a trail, connecting to the Emerald Springs trail, if that is sought in the future, per the PUD.
2. The street light fixture is acceptable, however this needs to be mounted to a concrete base, not direct burial.
3. We understand the south gap in the median. What is the purpose of the north gap in the median?
4. All street signs shall be mounted on black posts, signs shall have black back-sides, and be in keeping with Exhibit C-4 of the PUD.
5. We would like to see if we can incorporate a small slip-lane, pull-off, or parking space at the mailbox clusters. Additionally each kiosk should be on a concrete pad and the pad shall have a landscape perimeter. We will attempt to sketch up what we think might work and then we can discuss.
6. Thank you for providing the firepit detail. Our only question is how do you anticipate providing seating around the firepit?

7. At some point, the Town will need to see structural plans and details for the shelter. That can either be provided now, with this plan-set, and thus be approved for construction with this plan-set. Or you can elect to file an accessory building permit at a later date. Please let us know your preference.
8. Please add a fountain to the water feature at the northeast corner of the site. We are concerned with water quality due to the size of the water feature.
9. The Town Engineer and I would like to have further discussion the EZ Roll Pavers.
10. Regarding the path across the Plank property. Town staff met with Mr. Plank to discuss the sidewalk. It is our understanding that Mr. Plank will require the sidewalk to be located so as to avoid the trees on his property, and Town staff support that sidewalk alignment. Please discuss with Mr. Plank directly, but keep the Town informed of the progress of the discussions.
11. The PUD requires irrigation of the common area along 900N, around the park, and amenity facilities. Please provide those details on the plans.
12. The 10' wide grass strip on either side of Alexander Ridge Drive should feature street trees 40' O.C. Please either add or relocate from back-side of sidewalk.

Please submit revisions to these comments and all other Town comments following the meeting. Revisions shall include a letter addressing each comment, referring to the page on which the revision can be found, and be submitted via email/share file link to rcrum@mccordsville.org & espalding@mccordsville.org. This filing will not go to the Plan Commission, it can be approved administratively by staff, following the receipt of plans which address all comments.

The Town reserves the right to highlight additional comments at a later date.

If you have any questions, do not hesitate to contact me.

Sincerely,



Ethan Spalding

Associate Town Planner - Planning & Development
Town of McCordsville

McCordsville

ESTD  1988

INDIANA

McCordsville Technical Committee
McCordsville Town Engineer

Meeting Date: June 1, 2023

Petitioner: Olthof Homes

Subdivision: **Alexander Ridge Section 1**

Location: South side of 900N just east of Emerald Springs and Stone Grove

Comments:

1. A sanitary sewer agreement is needed prior to recording the plat.
2. The sanitary and water service of the Plank parcel needs to be planned for. There is going to be a water line along 900 N that should address the future water service. Is there a cost effective way to provide sanitary sewer service to the Plank parcel?
3. EZ-Roll Paver is called out to be installed in the northeast corner of Lake #1. It is not clear from the plans either the location or the need for the grass pavers.
4. Please show the pavement section of Alexander Ridge from the 900N right of way back through the first intersection including the right of way width at the intersection to be a local arterial per the town standards.
5. On C404, the radius of the intersections should be 25' not 20'.
6. Streetlights are to be placed every 200-250' on alternating sides of the street and at intersections.
7. The mailbox cluster location may need some modification. Staff are discussing it internally.
8. Sanitary laterals are not to be out of manholes like lot 1 and lot 22. Please modify and remove notes for str #810 on C501 and notes for str #813 on C502.
9. Please show 3' of riprap in front of the outlet control structures.
10. Please show a sump per the town standards on the last curb inlets before a pond. Please label them and show them graphically on the profiles.
11. Curb inlets have to be a minimum of 30" x 30". The INDOT inlet type A shown on C603 does not conform to the town standards.
12. On C604, laterals are not shown to the lots. Are basements not allowed?
13. On C604, subsurface drains are not shown under all swales, for example lots 9-14, 46-51.

McCordsville

ESTD  1988

INDIANA

14. On C605, the riser by str 433 could be eliminated by tying the subsurface drain into 433.
15. The water plans show an extension of the water across the 900N frontage. Summerton already is extending across their frontage and it is under construction. This will adjust your tap location.

The above listed corrections have been made to the plat, and the plat is now in compliance.

Authorized Signature _____ Date _____

McCordsville

ESTD  1988

INDIANA

June 1, 2023

Kimley-Horn
250 E. 96th St., Ste. 580
Indianapolis, IN 46240

Re: McCord Square Phase II

The Planning and Building Dept. has reviewed the Development Plan & Secondary Plat submitted for McCord Square Phase II and has the following comments that need to be resolved:

Secondary Plat:

1. Please add the following language to the Plat:
 - a. The Town of McCordsville shall not be responsible for salting or plowing Union Street.
2. What is the intention behind the annotation: "Proposed R/W Reversion Parcel"? is this transferring the land back to the adjacent and out of ROW?
3. The Town is comfortable reducing the ROW of CR 600W from a 70' half to a 60' half. Please make this change to the Plat and Construction Plans.
4. Proposed Lot 2 does not meet the minimum lot size of the McCord SQ PUD. The Town will discuss with Rebar.
5. Staff is still reviewing the Plat and may have further comments.

CONSTRUCTION PLANS:

6. The sidewalk and streetscape along 600W and along Main Street should be designed as an urban setting, similar to other portions of Main Street, but with some adjustments due to the traffic volume and potential speed of vehicles. Town staff is working with our landscape/urban design consultant and will provide further guidance ASAP.
7. A "low wall" as required by the PUD is required along the west perimeter of the parking area. The Town recommends brick with a stone cap. Please utilize the darker brick for this wall.
8. It is our understanding the building footprints for both buildings are still being revised and updated. Please provide the latest and greatest, for both buildings, on the revisions submittal.
9. The min. setback along Main Street is 15'. Please add a ROW line to Sheet C3.0. The Town will entertain a reduced setback for the small mixed-use building, due its smaller size and scale, but feel the setback (for the small building) needs to be a minimum of 10'. We need to know no later than June 6th if the petitioner wishes to seek this reduced FY setback (for the small building).
10. The min. setback along 600W is 15'. It appears the building is currently shown with a 12' setback. The reduced ROW width on 600W will assist in meeting the min. FY setback of 15'.
11. The parking lot needs to maintain a minimum of 10' setback from the 600W ROW line.
12. Will there be a transformer or switch gear required for this site? If so, where?
13. It appears some of the labels for the Key Notes on Sheet C3.0 need to be adjusted.

14. Landscaping comments:

- a. The trash enclosure should be screened with shrubs.
 - b. We would like to discuss alternatives to Liriope in all islands, peninsulas, along Main St, and along Union St.
 - c. The landscape plan along both Main and 600W will be affected by the sidewalk/streetscape design decisions we referenced earlier in this letter. We reserve additional comments related to this.
 - d. We would like to see a more interesting design of the foundation plantings, instead of a simple straight row of shrubs – this will mean a wider foundation planting bed. Again, we will communicate our vision for the area between your building and the ROW line.
 - e. The southwest corner of the site shall feature enhanced landscaping per the PUD (because it is a main entrance into McCord SQ). Let's discuss options.
 - f. We have discussed a landscaped/hardscaped plaza area along the south façade. Let's discuss expectations.
 - g. Please add at least 2 deciduous trees in the open area between your east lot line and your building.
 - h. The "low wall" referenced above, needs to be supplemented with shrub plantings per the PUD.
15. Please add stop sign and bar at Union & Main.
16. Union Street should be a public road. We understand it needs to be an altered cross section as opposed to a typical public road. Our initial thought is for the segments with curbing - the public ROW is from back-of-curb to back-of-curb. For the portions that do not have curbing - the public ROW is 24' asphalt.
17. Streetlights, located in ROW, are required to be provided along 600W. Please provide on the plans and show on the photometric plan. These lights shall be the same as used along Main Street in Phase I of McCord SQ. Spacing is 80' O.C.
18. Streetlights are also required along Union St, spaced 75' O.C.
19. Please add a note that all free-standing exterior lighting fixtures, poles, mounts, etc shall be black in color. Wall mounted light fixtures on buildings will be discussed at a later time.
20. All exterior lighting shall be 4000k lighting color and LED.
21. Please ensure your site lighting, including parking lot lighting, is the same as being used by Rebar Development. It is a requirement that all projects utilize the same style of site lighting fixtures.
22. Please add a note that all ADA truncated dome plates will be black in color.
23. Your sidewalk location, streetlights, etc are not likely to line up with what was shown on the McCord SQ Phase I plans. Let's discussion coordination.

Please submit revisions to these comments and all other Town comments following the meeting. Revisions shall include a letter addressing each comment, referring to the page on which the revision can be found, and be submitted via email/share file link to rcrum@mccordsville.org & espalding@mccordsville.org. This filing will not go to the Plan Commission, it can be approved administratively by staff, following the receipt of plans which address all comments.

The Town reserves the right to highlight additional comments at a later date.

If you have any questions, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to be 'ES' with a long, sweeping horizontal line extending to the right.

Ethan Spalding

Associate Town Planner - Planning & Development
Town of McCordsville

McCordsville

ESTD  1988

INDIANA

McCordsville Technical Committee McCordsville Town Engineer

Meeting Date: June 1, 2023

Petitioner: Cornerstone Companies, INC

Subdivision: **IU Health**

Location: Northeast corner of Mt Comfort and 2nd Street.

Comments:

1. Please provide an estimate of sanitary sewer flows.
2. The building is positioned over an existing sanitary sewer.
3. The storm line from D7 to the south goes onto another site under construction now.
4. On the plat, the Union Street right of way needs to extend north and then west to the provide access to the CVS site.
5. The Union Street extension through the site should have a cement or lime stabilized subgrade per the town standards. The heavy duty pavement section is fine other than that.
6. On C7.1, Nyloplast 24" drain basin detail is shown. Concrete structures are required per town standards.
7. What entity maintains the Flexstorm Pure Filters?
8. The Flexstorm is not called out for D1 and D4 in the O&M manual but is shown on the plans.

The above listed corrections have been made to the plat, and the plat is now in compliance.

Authorized Signature _____ Date _____