**Technical Advisory Committee**

**Meeting Minutes**

**January 4, 2018**

**Call to Order**

**MEMBERS PRESENT:** Planning Director Ryan Crum, Town Engineer Mark Witsman, Building Inspector Mike Cousins, MS4 Coordinator Carl Marlett, McCordsville Police Chief Harold Rodgers and Plant Operator Steve Gipson.

**MEMBERS ABSENT:**  Mel Branson and Les McConnell.

**OTHERS PRESENT:** Town Manager Tonya Galbraith and Planning Administrative Assistant Michelle Strader.

**Approval of Minutes**

**Motion made by Mr. Gipson to approve the minutes from the December 7, 2017 as presented. Second by Chief Rodgers. Motion passed 5/0/1 with Mr. Cousins abstaining.**

**Project Reviews**

**PC-18-001, McCord Pointe, Section 1B:** *CalAtlantic Homes’ submittal of a Development Plan and Secondary Plat for 37 lots on approximately 15.5 acres. The property is located along the south side of CR 1000 North, just west of CR 500 West. The property is zoned McCord Pointe PUD and the project engineer is Stoeppelwerth & Associates.*

Brett Huff represented Stoeppelwerth & Associates.

COMMENTS FROM THE COMMITTEE:

Mr. Gipson stated I was curious whether you had gotten the right of ways for the sewer line to be extended out to that along McCord Road and if anything had taken place since the last meeting. Mr. Huff stated last I heard we were just missing one signature on one of the properties and they probably have that by now so those are nearly wrapped up – actually it’s easements that we’re getting. Mr. Witsman asked where you are on the master sewer plan. Mr. Huff stated it’s nearly done. Next week you should have something.

Mr. Cousins had no comments.

Mr. Witsman reviewed his comments:

1. A sanitary sewer agreement is needed prior to recording of the plat.
2. Please submit a new check for the minimum review fee of $1,500. The original check will be returned at the TAC meeting.
3. Please provide a site sanitary sewer master plan so I can verify elevations on the sanitary sewer.
4. On the plat and multiple sheets, the intersection of streets “A” and “E” is shown as a tee intersection, but is shown as a 4-way on the concept plan.

Mr. Huff stated we were going to bring a street through here, but we found out this is a wetland area. Mr. Witsman stated that affects the PUD. Mr. Crum stated it could. That is news to us and a fairly significant change. Send us an overall concept plan now showing that and how the new layout is as you would like to have it and we’ll react to that.

1. Please fix the right of way label on C201 to match the plat.
2. On sheet C200, shouldn’t there be a swale along the rear of lots 205-210?
3. Please revise the road cross section note on sheet C403 to call out the pavement section for 500 West to be collector from the town standards sheet. Please remove the cross out on sheet 3 of the town standards for the collector section.
4. Please offset the entrance to provide a 12’ travel lane along the west side of CR 500 West across the width of the frontage.
5. On sheet 404, please show the dimensions.
6. On sheet 405, please shift the street light on the intersection “A” and “E”. It sits directly over a sanitary sewer and water line crossing with a valve and blow off on either side.
7. On sheet 405, please layout the intersection of streets “A” and “E” as a 4 way stop with appropriate signs.
8. On sheet 500, the lateral for lot 213 should be 16’ in length and not the 39’ shown.
9. On sheet 501, the lateral for lot 32 should be 10’ in length and not the 4’ shown.
10. On sheet 501, the lateral for lot 30 should be 16’ in length and not the 10’ shown.
11. On sheet 604, please add a riser for the subsurface drain between lots 214 and 215.
12. On sheet 604, lot 211 has two subsurface laterals. Please remove the north one.
13. On sheet 604 and 605, please show the swale and high points and label the risers.
14. On sheet 605, the swale south of lots 30-37 does not have a subsurface drain. It is offset to the north (other side of the RCP) to service the homes.
15. On sheet C700, the dual service for lots 213 and 214 has a conflict with the proposed street light.
16. On sheet C701, please shift the water main along 500 West to be offset from the path by 4’ which will keep it out of the way of future road improvements.

Mr. Marlett had no comments.

Chief Rodgers had no comments.

Mr. Crum stated Les McConnell won’t be here today so hopefully if he has any comments he will get those to you directly. If we receive any, we will forward them along. I sent my letter to you this morning; really nothing of any significance other than we still need to see a landscape plan. Mr. Huff stated it is in the works and nearly completed. Mr. Crum asked who is doing the landscape plan. Mr. Huff stated Larry Hemp.

**Adjournment**

**There being no further business, meeting was adjourned.**