

**Project Management Meeting Minutes
Harrisville City Office
Thursday, June 10, 2021 – 9:00 a.m.**

Attendance:

Zach Loveland (Storm Sewer)
Glen Gammell (Public Works)
Matt Robertson (City Engineer)
Jennie Knight (City Recorder)
Bill Morris (City Attorney)
Mayor Michelle Tait
Ryan Barker (North View Fire)
Cynthia Benson (Deputy Recorder)

Visitors:

Whitney Aldrich
Mark Wilson
Randy Wall
Kasey Linot
David Skeen
Steve Clark
BJ Riggins
Casey Helget
Chris Larson
Denny Braning

1. Discussion on possible preliminary plat approval for property located at approximately 100 West 2200 North. Parcel 17-068-0104 – John Hansen/Geneva

John Hansen and Geneva presenting. Project name was presented as Montgomery Farms Phase 2. Property to be annexed into the city on July 13 agenda for City Council. Parcel currently resides in unincorporated Weber County. Matt outlined the area where the parcel sits. . This will be annexed in as R -1 – 10 zone. 19 lots. 10,000 sq ft or 1/4 to 1/3 acre lots. Matt asked them for utilities drawings for prelim approval. Geneva said she would have her engineer start work on them. Glen pointed out the stubs for utilities. Told them to get ahold of Todd Richens from Pineview and Matt from Bona Vista. Geneva is currently working with utilities to get permissions required. Matt reminded them of all the utilities. Sewer. Secondary. Water. Matt didn't see any other issues that needed to be addressed. Jones will work with Hansen's engineer on ground water level, storm water LID options. Glen and Zach hashed out where the retention basin will be. Possible combination with existing retention basin off 2150 N. Geneva asked for requirements with retention basins. Sodded and open were recommendations from Glen and Zach. Fencing was discussed as well. Engineer for John Hansen is Great Basin with Andy as the contact. Further discussion found it may be possible combine basin. This would result in one less parcel to maintain for Parks and Storm Water departments. Matt and Andy will work together to try and figure out what would be best. John asked for us to check our drawings of where stub for storm drain is exactly. Glen asked if they were planning on buying property to the north of lots 2 and 3 (McCormick's property). John said he was not aware what was happening with said property. Prelim plans completed to Matt 11 days before meeting in order to be on July agenda. Jennie gave June 29 as deadline. Jennie asked about lot size with retention basin adjustment. Matt said lots must stay at no less than 10,000 sq ft to work. Geneva will work with their engineer to figure out how to best handle this matter. Geneva to send over GEOTEch and Rocky mountain letters. Jennie went through plan costs. Discussion ended.

2. Discussion on possible site plan for 591 North Wall Avenue. Parcel 11-039-0004 – Matt Fackrell

Randy Wall, Whitney presenting. Matt asked for any files that were sent over. Randy handed out paper copies since no digital were sent. Property resides on 591 N. Wall – next to storage sheds currently present. Before purchasing the property Randy wished to work on contingences. It is currently zoned commercial. Jennie clarified zoning. Plane to remodel existing building on property for a sales office. Still working with UDOT for access. Proposing two (2) closed in shops as well behind the existing building approximately 50x100 per building/for commercial use. The primary use will be for trade work. Matt went over what was allowed use in currently zoning. Tradesman shops not called out in the current code. Jennie and Bill hashed out what zoning the proposed would fit best into. Matt ran through what was allowed in each commercial zone. Contractor business office is permitted in manufacturing zone not commercial. Master plan has this parcel with commercial use. Matt and Jennie discussed other zones within the city to see where they would fit. 11.14.020 7 fits the best with what is proposed but not possible with this property. Randy asked more about the process. Matt and Jennie explained what it would take to change the ordinance to allow proposed. Randy would have to propose language amendments as the first step in obtaining a zoning change. Jennie asked Chad how he would feel about the possible change. Chad asked for more clarify on what was already present within the city. Bill explained what was targeted within the code. Commercial is more like what we see around the WalMart area. Manufacturing is more construction. Code was last updated in 2010. Bill stated if the commission wished to discuss this further with changes because of COVID he would not be opposed to it. Randy asked about service sales in the area. Clarification was given by staff for that zone as well. Matt summarized if he wished to go through the process they would be willing to look through it further. Discussion ended.

3. Discussion on boundary line adjustment for Parcels 17-071-0051 & 17-071-0013 – Mark Wilson

Mark Wilson presenting. Boundary line adjustments for Parcels 17-071-0051 & 17-071-0013. (See presented Map for more detail) Mark explained he started it out as a two lot subdivision but the back lot, 17-071-0051, turned out to be land locked if lot was divided as he proposed. Staff explained the reason this did not work was because Land Locks are currently not permitted within our city code. New concept is being presented to rectify this. Proposal is to change parcels into 2 large lots with the smallest parcel, 17-071-0051, being divided with two (2) lots as a subdivision and 17-071-0013 being added to remaining lot, 17-071-0051, for a combination of 6 acres. The largest lot would stay as it is currently zoned; A-1. Property line adjustment would keep the 6 acres in greenbelt. Jennie brought up subdivision plat to clarify what would be proposed. Jennie verified boundary line to be approved. Bill approved. Matt did the second. Bill verified minimums were complete. Minor lot Subdivision to go to planning commission in July for prelin and final in one meeting. Matt will review to make certain everything looks good. Bill asked for clarification for easement within proposed subdivision. It is an open ditch with Pineview. Fees have been paid for prelim and final. Matt told them to wait for final approval before staking. Jennie verified she had everything required and would need a mylar for signatures once Matt verifies. Glen went through requirements for compaction and other requirements needed for subdivision so Mark knew what to include with his present for prelim and final. Mark clarified poles and how many required. Glen and Matt said two poles for a cleaner maintenance. Discussion closed.

4. Discussion on possible development of Parcel 11-027-0023. – Joshua Wiscomb

Aaron Thornock and Joshua Wiscomb presenting. Brought physical copies of proposed subdivision. Consideration is for an Elderly facility. Clarification was given to staff on where and what was to go where on the property. One house dwelling with 8 possible tenants with common areas. Hopes is to add a gym in the center/kitchen. Aaron said that the buildings will look more like a barn/farmhouse design. Glen was asking for clarification on zoning and use. Aaron walked through the renderings with staff. Further clarification for an elevator or upper units within the building. A possible breezeway between the buildings. Perimeter driving around the building. Units to be on two floors. Bill clarified code in regards to the elderly. Elderly may have their own rooms but need a joint communal kitchen and common area. Not an assisted living facility. Bill was trying to find a way with federal code and city code to make their idea work. First renderings were more townhomes. Current is more to code requirements. Jennie asked what the market analysis is for this type of community. Aaron was hoping to have a kitchenette in each units to keep independence. Glen asked questions about water that were answered during communal discussion. Ryan was asked for North View Fire requirements. Ryan said he would look into further once he sees the plans. Arron clarifying whether or not they would need to do a condominium plan for two units over garage. Jennie read portion of city code for zone clarify ownership. Glen clarified the private roads. HOA clarification given by Bill of how operation will go and for sales to be considered as condominiums for coding to work. Staff asked if this would be a phased project? Joshua said his investment group is willing to move ahead. Bill said that the next step is a prelim plat review with the site being sold as a condominium. Plat to be recorded as a condominium use. Declaration of condominium use to be reviewed by Jennie and Bill. Bill clarified that there are two options. You can either own them all or condominium the project. Bill suggested to return to project management in July with more details. Improvements drawings, utilities, plat. Staff discussed whether or not they wished to get prelim approval with planning commission or to return to project management to make certain they all have their details together. Jennie asked what they wished. Joshua said he wished to move forward since investors are anxious to get moving on the project. Glen asked for clarification on water use. Aaron stated they were planning on staying within the 15% limit for watering use and not obtain secondary water for the project. Matt asked about easements on property. Easement goes over city 30” storm drain. Staff agreed more drawings are required. Warren Hollow has the connection for the storm water. Will need to obtain easement rights through that subdivision. Landscaping plan approved through Bona Vista (Matt). Prelim to go to Planning Commission. Staff agreed to review what is delivered to city before June 29 deadline for Planning Commission to see if they are ready. Matt asked about a Pre-con meeting with Joshua. Joshua asked as soon as possible. Matt set up an appointment for 22 to discuss Pre-con meeting items and preparation for Planning Commission. Discussion ended.

5. Discussion on possible site plan for 766 North Harrisville Road. Parcel 11-033-0013. - C&L Water Solutions

BJ Riggins presenting. Dickamore piece. BJ Riggins represents C&L Water Solutions as its Project Manager and explained that C&L is a municipal contractor for city, state, federal agencies. They are looking to relocate their Utah offices to this parcel. Currently zoned agriculture. Future use to be commercial/mixed use. Looking to Purchase property as office front, equipment storage and commercial storage. Heavy construction equipment. No decamp basin. Equipment storage only. Matt asked for clarification with zoning use. CP2 zoning doesn't allow office use. More of a service contractor. Fiberglass material and such for existing pipe. Glen said it is like a slip pipe. They would bring supplies/products for various jobs to the property and then reutilized. Currently in Marriot Slaterville. Looking for new location to expand their business. Glen asked for clarification on indoor or outdoor storage. Indoor since many of the materials have to be temperature controlled. Glen and Matt reviewed more zoning to see if it will work. Commercial sales not retail. Global pump distributor sales as well. Need further clarification with Bill. Asked about grandfathering and how the zoning would work. If they were to buy Buttars property they would have to conform with new zoning requirements. Glen and Matt went through the other businesses around the parcel. Chad was asked his opinion. He is okay with the business since we want the business but concerned about how taxes are distributed. If through a regional/state tax then not much revenue would be seen by the city. They discussed other options to meet new zoning requirements. Gated entrance. Staff asked what is going to be done to improve the back portion the property. Slag in the back with asphalt in the front with chain link fencing about the property. Needs to contact Bona Vista for water, UDOT for access, Todd Richens for secondary water. Waiting to hear further from Bill and Jennie. Rezone for sales and service to all commercial. Moving to Planning Commission. Discussion ended.

6. Walk-in – Glade McCombs – 1900 N. 750 W. (20 acres)

Glade McCombs presenting. Working with some developers in the area that are looking for new properties to develop. Glade wanted to go through the possibilities of what is available for this property. Wishing for a higher density for that area. Matt recommended to follow the cluster ordinance and following that direction. 11.16.030 General Regulations. Jennie went through the requirements to raise the density for 41-42 units. Glade is concerned about the industrial zone behind. Higher density on the rear next to the tracks with a lesser density in the front. Cottage homes or dual homes along the rear portion of the lot. Patio homes. Jennie cautioned to avoid multi-housing in this area since it was not permitted in current zoning. Cottage housing would be preferred. Staff agreed using the cluster density is a wise course. ½ acres lots with single family dwelling or 1/3 acre lots with medium density in the front and higher density to the back for a buffer zone. Residents surrounding the area are concerned with increased traffic. 2 accesses would be required. Not proposing HOA. Public roads. Glen mentioned sewer tie in on 750 west is low and city doesn't allow pumps. Tie in for sewer would have to be with Pleasant View. Mayor clarified that the sewer went through central weber and would be the same as Pleasant View. Staff gave a positive possibility for Glade to obtain access. Glade asked if there was an emergency easement on the property. Further investigation showed North View Fire and one other have easements. Need to obtain permissions. 170650042 is the parcel number. Fencing for buffer along the tracks. Glade asked if there was any other concerns. Staff replied with storm water basin, GEOTech report. 6 Mile Creek permissions since it goes along edge of property. Will need to have a retention basin as well. Road improvements curb, gutter, sidewalk. Discussed neighbor residential concerns of property values and appearances. Concept plan for a

rezone request. Jennie suggested plat to reflect cluster housing as discussed. Prelim would have to be back to project management to see if there is anything else needed to go. Back on August agenda. Glade is working with 2 different developers on the project and thinks he has one that would work for this particular development. Discussion ended.

7. Walk-in – David Skeen/Steve Cheeks – 2550 N HWY 89

Will be working on his plat and other documentation to present. Will be back at July 8 meeting.