

Project Management Meeting Minutes

Harrisville City Office

Thursday, August 9, 2018

9:00 a.m.

Attendance:

Matthew Robertson (Engineer)

Laurence Boswell (Land Use Coordinator)

Bill Morris (City Administrator)

Blake Carlin (Bona Vista Water)

Ryan Barker (Northview Fire)

Visitors:

Julie Dewolfe

Aaron Thornock

Pat Burns

Jim Flint

John Macedone

- 1) Meet with Julie DeWolfe about building behind Greenwood Charter School.
 - a. Julie DeWolfe is opening a preschool at greenwood charter school. She will be holding a lot of activities outdoors. Julie wants to put up some storage sheds and greenhouses in the back of the property for the preschool. She also wants to have a lean connected to the storage sheds, so the kids can do activities under there when there is stormy or rainy weather. The preschoolers will meet at the front of the school, and then spend most of their time outside. Julie explains that she will be renting space from the charter school and has a letter which grants them permission to do so. Matthew Robertson states that Julie will need to meet all building code standards in order to build the shed and greenhouses. Bill Morris states that if they have permission from the charter school, and have a site plan that is approved through planning commission, then they can proceed. Julie mentions that the storage area will only be used for storage, and that children will have access to the charter school restrooms. Bill wants a letter from the Charter School stating that they will be using the public restrooms located inside the building as well as the kitchen to prepare food. The letter should include permission to use administrative staff and school nurse in case of emergency. This needs to go to planning commission for a site plan approval. After the site plan is approved, Julie can pull a building permit. Julie also needs to follow the setback and fire code requirements according to the zoning of the charter school. Bill wants a new site plan that shows more detail and is more professional before bringing it to planning commission. The site plan will need an engineer approval. If Julie gets all of the paper work and fees in by August 29th, then she can be put on the planning commission agenda for September 12th.

- 2) Meet with Aaron Thornock about developing property off 265 Larsen Lane.

- a. Matthew Robertson states that the biggest concern for this development is the road. Aaron states that he would like to have a bigger subdivision, however; it has taken too long and too much money to hold out for something that is not working. He wants to do a minor lot subdivision. Matthew needs to review the plans and make sure it fits City standards. Blake Carlin notes that Pineview would not serve the south side of the road and it is required to have secondary water before Bona Vista would allow culinary water access. The only way around it is to have a private secondary water pond on the property and have it maintained by an HOA. Aaron Thornock asked about eminent domain to obtain more property and create a larger subdivision. Matthew says that the City cannot use eminent domain to take private property for a subdivision development. Aaron would like to file the subdivision and move forward with the process. Bill states that he will need to turn everything in by the August 22, 2018 in order to be on the planning commission meeting for next month.
- 3) Meet with Jim Flint about property located off 750 W (parcel # 114090006)
 - a. John bought the building but not the land and would like to make some changes to the property. Bill Morris suggests submitting a lot line adjustment and site plan amendment.
 - 4) Meet with Jim Boudreax about landscaping for Sunsetview Estates.
 - a. Sunsetview Estates would like change their original landscape plans. There are some trees in the parking strips, but there are some meters there as well. Jim would like to move the trees back and just put gravel. Jim also wants to lay gravel in between the buildings, where all the gas meters and electrical boxes are located. Blake Carlin said he would prefer gravel. Bill states that the City needs a red line landscape print out from Gardner Engineering. Planning Commission Chair Chad Holbrook is okay with the changes to landscape.

Adjourned at 9:46 a.m.

Laurence Boswell, Land Use Coordinator