



# HARRISVILLE CITY

363 W. Independence Blvd · Harrisville, Utah 84404 · 801-782-4100  
www.cityofharrisville.com

PLANNING  
COMMISSION:

Nathan Averill  
Chad Holbrook  
William Smith  
Brad Elmer  
Jordan Read

**Harrisville City Planning Commission  
Harrisville City Offices  
Wednesday, December 13, 2023**

**AGENDA AMENDED**

[Zoom Meeting Link](#)

**Meeting ID: 859 0169 5714**

**Passcode: 446989**

- 1. CALL TO ORDER**
- 2. CONSENT APPROVAL** – of Planning Commission minutes from November 8, 2023.
- 3. PUBLIC HEARING** – the Harrisville Planning Commission will hold a public hearing to take comments for and/or against Harrisville Ordinance 549; an amendment to the Mixed-use/Infill General Plan Map to include Weber County Parcels 11-027-0104, 11-027-0118, 11-027-0023, 11-027-0022, 11-027-0004, and 11-027-0024, located at approximately 265 E Larsen Lane.
- 4. DISCUSSION/ACTION/RECOMMEND** – to recommend approval of Harrisville Ordinance 549; an amendment to the Mixed-use/Infill General Plan Map to include Weber County Parcels 11-027-0104, 11-027-0118, 11-027-0023, 11-027-0022, 11-027-0004, and 11-027-0024, located at approximately 265 E Larsen Lane.
- 5. PUBLIC COMMENTS – (3 minute maximum)**
- 6. COMMISSION/STAFF FOLLOW-UP.**
- 7. ADJOURN.**

Certificate of Posting and Notice

I, Cynthia Benson, certify that I am the Deputy Recorder of Harrisville City, Utah, and that the foregoing Planning Commission agenda was posted and can be found at City Hall, on the City's website [www.cityofharrisville.com](http://www.cityofharrisville.com), and at the Utah Public Meeting Notice Website at <http://pmn.utah.gov>. Notice of this meeting has also been duly provided as required by law. In accordance with the Americans with Disabilities Act (ADA), the Harrisville City will make reasonable accommodations for participation in the meeting. Please make a request for accommodation with the City Offices at 801-782-4100, x1004, at least three (3) business days prior to any meeting.



**Harrisville City Planning Commission Minutes**  
 Harrisville City Offices  
 Wednesday, November 8, 2023

**Commissioners:** Nathan Averill                      **Staff:** Jennie Knight (City Administrator)  
                          Chad Holbrook    Cynthia Benson (Deputy Recorder)  
                          Bill Smith    Justin Shinsel (Public Works Director)  
                          Jordan Read

**Visitors:**                      Geoff Solomonson, Sam Hardinger, Holly Egan

**1. CALL TO ORDER**

Chair Averill welcomed all in attendance. He excused Commissioner Brad Elmer.

**2. CONSENT APPROVAL** – of Planning Commission minutes from October 11, 2023.

**MOTION: Commissioner Smith motioned to approve Planning Commission minutes from October 11, 2023. Commissioner Holbrook seconded the motion.**

<b>Nathan Averill</b>	<b>Yes</b>
<b>Chad Holbrook</b>	<b>Yes</b>
<b>Bill Smith</b>	<b>Yes</b>
<b>Jordan Read</b>	<b>Yes</b>

**All voted in the affirmative.**

**3. DISCUSSION/ACTION/RECOMMEND** – to approve site plan amendment for expansion of Walmart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road.

Jennie Knight, City Administrator, presented an application for a commercial site plan amendment which was received on September 12, 2023 for Walmart. She explained the application for this amendment was reviewed during the Project Management meeting on October 12, 2023. The committee found no outstanding issues with Planning/Zoning or Engineering. This application received a positive recommendation for approval from the Project Management Committee subject to Harrisville Municipal Code and any other staff or agency requirements. Ms. Knight pointed out the site plan amendments and increased square footage being added to the existing building.

Geoff Solomonson, applicant, reiterated what Ms. Knight presented. This project is an expansion of the building with no additional amenities and creates a storage area for online pickup orders. Building permit has already been submitted for review by the building official.

Chair Averill mentioned the changes to the signs and building. He wanted to know if the commission would need to approve them as well. Ms. Knight informed the commission the committee was aware of the intent to update outdoor signage. These items are to be reviewed further through the building permit

process.

**MOTION: Commissioner Holbrook motioned to approve site plan amendment for the expansion of the Wal-Mart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road. Commissioner Read seconded the motion.**

**AMENDED MOTION: Commissioner Holbrook amended his motioned to approve site plan amendment for the expansion of the Wal-Mart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road subject to compliance with the Harrisville Municipal Code and all other agency requirements. Commissioner Read seconded the motion.**

<b>Nathan Averill</b>	<b>Yes</b>
<b>Chad Holbrook</b>	<b>Yes</b>
<b>Bill Smith</b>	<b>Yes</b>
<b>Jordan Read</b>	<b>Yes</b>

**All voted in the affirmative.**

**4. DISCUSSION/ACTION/RECOMMEND – to approve Conditional Use Permit # 142 an application for a preschool/child care business located at approximately 2365 N 500 W.**

Holly Egan, applicant, reviewed her application with the commission and explained her plans to run a Preschool/Child care business out of her home located at approximately 2365 N 500 W. She stated the house is already set-up for a child care service with exception to the requirements from the state and county agencies. She explained those requirements and when her inspections will be held with the state and county agencies.

Chair Averill pointed out his concern with the hours overlapping for the Preschool and Daycare services. Ms. Egan reviewed the hours of operation with the commission. During the school year, the preschool would be three (3) times a week in the mornings with childcare being in the afternoons. Her focus is on the preschool. However, she may offer summer camps from 9am – 3pm, but for right now there are no plans for this.

Chair Averill asked if there were any employees. Ms. Egan explained she is planning on ten (10) children. She has two (2) substitute teachers who will assist when she is unable to run the preschool herself.

Commissioner Holbrook sought for more information on the parking/drop – off situation since this home is in a cul-de-sac and could potentially impact neighboring homes. Ms. Egan explained how the parking/drop-off situation will work. She has talked with her neighbors and arranged these times to not interfere with their routines reducing any conflicts.

After some discussion on square footage, parking, and clarification on hours, the commissioners found she met the requirements outlined in HCMC §11.10.020(9).

**MOTION: Commissioner Read motioned to approve Conditional Use Permit # 142 an application for a preschool/child care business located at approximately 2365 N 500 W subject to the staff memo**

dated October 11, 2023 and the Harrisville Municipal Code. Commissioner Smith seconded the motion.

Nathan Averill	Yes
Chad Holbrook	Yes
Bill Smith	Yes
Jordan Read	Yes

All voted in the affirmative.

**5. DISCUSSION/ACTION/RECOMMEND – to approve letter of support for the Rural Communities Opportunity Grant.**

Justin Shinsel, Public Works Director, explained the Public Works department has been looking into any potential grants to assist in the building of the public works facility. Because of the population requirements, Harrisville qualifies for the Rural Communities Opportunity Grant. This application requires committee to oversee the promotion of additional business grants available to any potential business that may be developed in this area. Staff is requesting the Planning Commission be the committee members. The grant is for \$600,000 and would help subsidize the building of 1750 North. The reason for this requirement is to show the State a return on investment of the grant funds being used on the development of future commercial growth. Ms. Knight added once this process is set in place the future businesses can apply for other grants offered through the Rural Communities Opportunity program.

**MOTION: Commissioner Holbrook motioned to approve letter of support for the Rural Communities Opportunity Grant. Commissioner Smith seconded the motion.**

Nathan Averill	Yes
Chad Holbrook	Yes
Bill Smith	Yes
Jordan Read	Yes

All voted in the affirmative.

**6. PUBLIC COMMENTS - (3 minute maximum)**

No Public Comments

**7. COMMISSION/STAFF FOLLOW-UP.**

Commissioner Holbrook asked about the golf course progress. Ms. Knight expressed there is an increased interest on the project being sold. Staff met today with a potential buyer. The city does not know specifics on the sale or purchase of the property, only this is the course of action the developer is taking.

Ms. Knight pointed out the Wasatch Front Regional Council is meeting Monday, November 13, 2023 from 4pm – 6pm at the Farr West City Hall to review their long-range plans. The commissioners are welcome to attend.

Ms. Knight invited the commissioners to the Employee Christmas Party to be held on Thursday,

December 7, 2023 at 6 PM at the Harrisville Bi-Centennial Cabin. She informed commissioners the Santa at the Cabin Parade and Meet and Greet will occur the follow night.

Commissioner Holbrook indicated the Copperwoods Subdivision is paving their interior road and was curious when the road would be complete. Ms. Knight replied the developer is building in phases. They will be subject to weather conditions that may impact further development of the private road.

**8. ADJOURN.**

**Chair Averill declared the meeting adjourned at 7:36 pm.**

**Nathan Averill**  
Chair

**Cynthia Benson**  
Deputy Recorder

DRAFT

**HARRISVILLE CITY  
ORDINANCE 549**

**MIXED USE-INFILL GENERAL PLAN MAP AMENDMENT**

**AN ORDINANCE OF HARRISVILLE CITY, UTAH, AMENDING THE  
OFFICIAL MIXED USE-INFILL GENERAL PLAN MAP; SEVERABILITY;  
AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Harrisville City is a municipal corporation, duly organized and existing under the laws of the State of Utah;

**WHEREAS**, Utah Code Annotated §§ 10-8-84 and 10-8-60 allow municipalities in the State of Utah to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

**WHEREAS**, Utah Code Annotated Title 10 Chapter 9a enables municipalities to regulate land use and development;

**WHEREAS**, the City has adopted an Official Mixed-Use/Infill General Plan Map to governing land use within the City;

**WHEREAS**, the City desires to amend the Mixed-Use/Infill General Plan Map of Harrisville City as indicated herein;

**WHEREAS**, the map identified in the attached Exhibit "A" delineates the area of the proposed for amendment to the General Plan Map;

**WHEREAS**, after publication of the required notice the planning commission held its public hearing on \_\_\_\_\_, to take public comment on the proposed ordinance, after which the commission gave its recommendation to \_\_\_\_\_ this Ordinance;

**WHEREAS**, the council received the recommendation from the planning commission and held its public meeting on \_\_\_\_\_;

**NOW, THEREFORE**, be it ordained by the City Council of Harrisville as follows:

**Section 1:** **Mixed-Use/Infill General Plan Map Amendment.** That the City's Official Mixed-Use/Infill General Plan Map for the area in the attached Exhibit "A", incorporated herein by this reference, is hereby changed from "Lower Density Residential" to "Mixed-Use/Infill" in part.

**Section 2:** **Severability.** If a court of competent jurisdiction determines that any part of this ordinance is unconstitutional or invalid, then such portion of the ordinance, or specific application of the ordinance, shall be severed from the remainder, which shall continue in full force and effect.

**Section 3:** **Effective date.** This ordinance shall be effective immediately upon posting after final passage, approval, and posting.

**PASSED AND ADOPTED** by the City Council on this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
**MICHELLE TAIT**, Mayor  
Harrisville City  
ATTEST:

\_\_\_\_\_  
**JACK FOGAL**  
City Recorder

**RECORDED** this \_\_\_\_ day of \_\_\_\_\_, 2023.  
**PUBLISHED OR POSTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

**CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING**

According to the provision of U.C.A. §10-3-713, 1953 as amended, I, the municipal recorder of Harrisville City, hereby certify that foregoing ordinance was duly passed and published, or posted at 1) City Hall, 2) Martin Henderson Harris Cabin and 3) 2150 North on the above referenced dates.

\_\_\_\_\_  
City Recorder

DATE: \_\_\_\_\_



# HARRISVILLE CITY

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PLANNING  
COMMISSION:

Kevin Shakespeare  
Nathan Averill  
Chad Holbrook  
Brenda Nelson  
Bill Smith  
Brad Elmer

## Staff Report

Harrisville Ordinance 549  
Mixed-Use/Infill General Plan Map Amendment  
November 30, 2023

To: Harrisville Planning Commission  
From: Jennie Knight, City Administrator  
RE: Dixon Creek Park Mixed-use Master Development Agreement Amendment

### A. Summary.

On November 17, 2023, an application was received to consider a number of parcels south of Larsen Lane to be eligible for Mixed-Use.

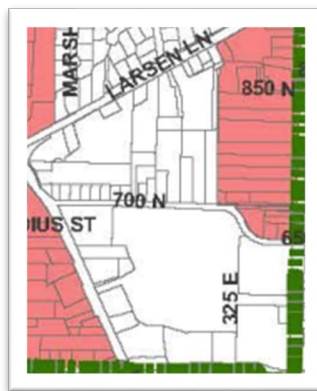
### B. Background.

On October 8, 2019, Harrisville City Council adopted the 2019 General Plan which includes the Mixed-Use/Infill General Plan Map. During the discussions leading up to the adoption of the map, areas of the City were identified as being eligible for mixed-use overlay. Harrisville Ordinance 503; Mixed-Use and Infill Development allows for a negotiation process to take place between city staff and potential developers to meet the General Plan Vision which states "...provide a well-planned, safe, and attractive community which meets the needs of all Harrisville City residents".

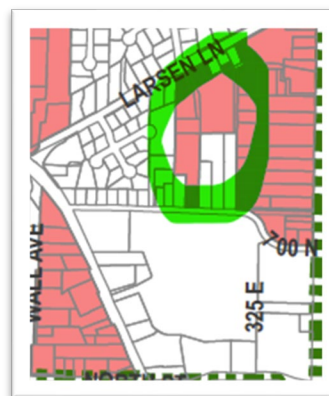
In the subsequent 4 years since adoption of the General Plan, the state legislators have increased the requirements on local government to provide more affordable housing through moderate income housing regulations.

### C. Analysis.

1. Outlined in the 2022 Moderate Income Housing Report for Strategy "F", the City will "expand the Mixed-Use Overlay map for areas that meet the "near major transit, commercial, employment corridors".



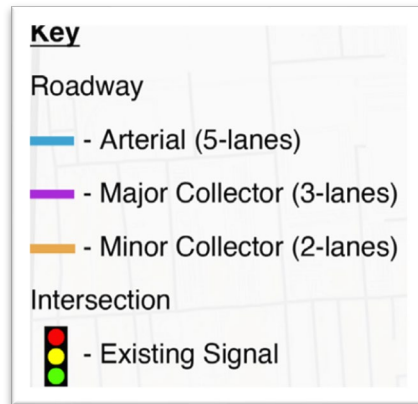
2019 Mixed-Use/Infill Map



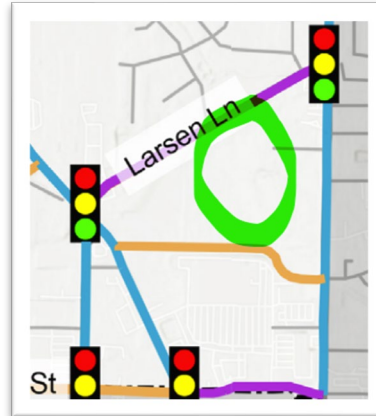
Proposed Amendment



2. The proposed parcels are set between Larsen Lane (identified in the Transportation Study as a “Major Collector”) and the Harrisville Retail Subdivision.



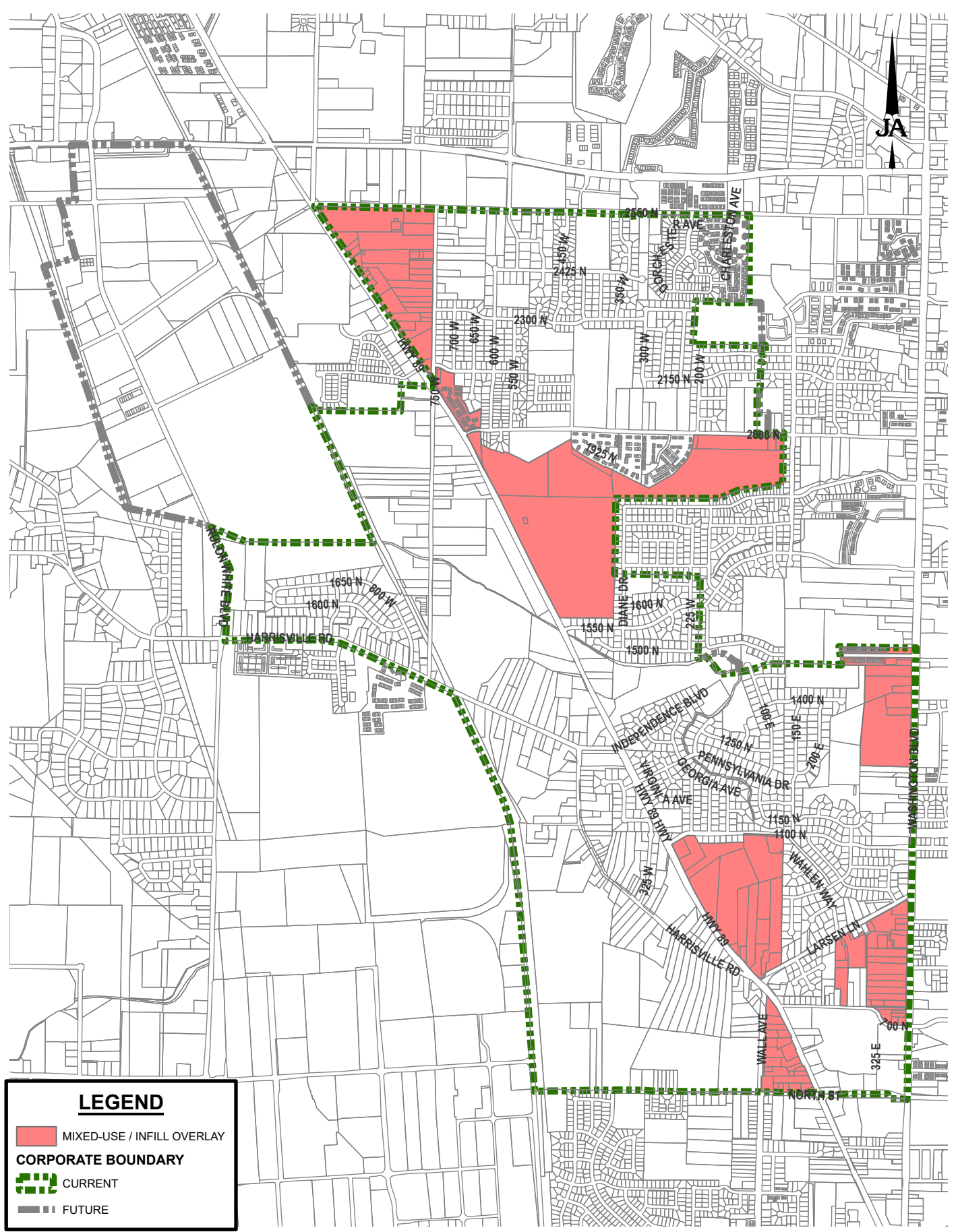
*Transportation Map Key*



*Transportation Map*

**D. Recommendation.**

Staff recommends a positive recommendation for adoption of Harrisville Ordinance 549; Mixed-Use/Infill General Plan Map Amendment due to the proximity of the proposed parcels to major collector transportation corridors and to meet the strategies adopted in the 2022 Moderate Income Housing Report.



**LEGEND**

- MIXED-USE / INFILL OVERLAY
- CORPORATE BOUNDARY**
- CURRENT
- FUTURE

**JA JONES & ASSOCIATES**  
**CONSULTING ENGINEERS**  
 6080 Fashion Point Dr. South Ogden, UT 84403  
 (801) 476-9767

SCALE:  
 1" = 2,000'

DATE:  
 11/28/2023

**HARRISVILLE CITY CORPORATION**

**GENERAL PLAN MAP**

**MIXED-USE / INFILL OVERLAY MAP**

*Adoption Pending*

SHEET:  
**1**  
 OF 1 SHEETS  
 0