



**Project Management Meeting
Harrisville City Office
Thursday, November 18, 2021 – 9:00 a.m.**

Present: Matt Robinson, City Engineer, Justin Shinsel, City Engineer, Michelle Tait, Mayor, Cynthia Benson, Deputy City Recorder, Brady Hansen, Bona Vista, Doug Jeppesen, Pine View, Matt Fox, Bona Vista.

Visitors: Henry De Varona, Gabriela Mendoza, Mark Apuna, Devin Pettit, Jon Shaw, Cory Berdinner, Regina Kytmanova, Craig North, Ryan Alvarez.

**1. Discuss the potential for a new fuel station on the existing Walmart parking lot. –
Ryan Alvarez**

Ryan Alvarez introduced a conceptional site plan for the fuel station at Wal-Mart parking lot. He is the engineer for Wal-Mart. He is proposing an 8-pump fuel station with a 440 sq ft kiosk within their parking lot. The kiosk will be partially under the canopy. He explained his drawing of where the kiosk will be positioned along with the gas tanks. The pumps will be open to all as a neighborhood fuel station so it will be multi-directional. The kiosk will have snacks along with minor automotive goods. There will also be restrooms. At least one employee will be working at all times. His questions were about the specific requirements of a fuel station with city code. Ryan Alvarez asked Matt Robertson if there was anything that he was concerned with. Brady Hansen said the water line is private and will they need to collect a meter through them. Brady Hansen also stated that the meter is in the south east corner right near where they want to place the fuel station. The project meets CP-2 Zoning. Site Plan Review to be on December Planning Commission if engineered site plan can be presented to the city by the November 24, 2021 deadline. Ryan Alvarez asked about any possible storm drain issues. Justin Shinsel said to follow the state regulations for spills, contaminations, etc. Matt Robertson will review more details on a gas station and get back to them to make certain all city codes are being addressed. Discussion occurred of the next steps in the review process.

2. Discuss Development of 2440 US Highway 89 – Triple Peaks Grill – Deven Pettit

Deven Pettit presented a new concept for the project because of the set back with the existing bar burning down. They asked for the new direction with this complication. Justin Shinsel stated all the city would need is the site plan and application to be submitted for December Planning Commission. Devin Pettit stated that the insurance is moving forward with their part. The new concept plan is still within the original concept of the project presented two months ago. Deven Pettit is hoping to have the building built and ready to occupy in March. Currently, having trouble with obtaining an extension with DABC for his liquor license due to the setback aforementioned.

3. Discussion on proposed townhome development on parcels 17-064-0027 & 17-064-0022. – Henry De Varona

Henry De Varona presented the concept of his development with the 60 ft right-away. Presentation last month was as a PRUD with a 55 foot right-away. He said it should not be an issue to accommodate the city this change nor the others addressed from last meeting. Justin Shinsel said due to fire code and city code infrastructure would need to be in place before a building permit

would be pulled. Sewer could be added to each permit as building occurs. Not necessary to put laterals into buildings while construction on infrastructure is happening. The building phases need to be defined. Brady Hansen said they need their approval process as well to make sure that they have proper water flow. This is the same with Northview Fire for proper fire flow. All connections would be linked with existing area infrastructure about the development. There was some confusion on whether or not this development would need to go through the site plan requirements or the subdivision requirements. Cynthia Benson addressed this by reading a notation on the development by Jennie Knight, the City Recorder. *The Site Plan Process is recorded as one parcel with owner maintained or rental management agency (typically) where unties are not to be sold individually. The Subdivision Process is recorded with each unit assigned a parcel number and can be sold individually, and common area maintained by HOA. All entities involved would need to know if the project would be sold individually or stay collective. This will have to go through the subdivision process because there are no PRUD's allowed and the roads will need to remain public. If engineered plans and preliminary plat can be received to the city by deadline for December Project Management.* Process for subdivision was explained. Secondary water was addressed as well since the developer was not certain what to do yet. Some discussion occurred on this topic for share rights.

4. Discussion on proposed development of parcel 11-378-0001. – Craig North

Craig North presented his project of a cluster development within/near the FEMA Flood Plain off North Harrisville Road. Justin Shinsel said the FEMA map is to be updated soon making most of the proposed project within the FEMA Flood Plain. In order to gain infrastructure access, other than what is already on the lot, Craig North would need to work with the county and the Railroad to update those lines that currently run under the Railroad. The FEMA Flood Plain is unbuildable land without mitigation. The Flood Plain will stay at A-1 zoning since most of the land is unbuildable. The Stevenson home at the entrance to the property is still existing. That would have to be demolished for access. Craig North presented a plan with 1/3 acre lots with a cul-de-sac as a cluster development concept. He asked for a reduction of lot size to recreate the cluster development due to the FEMA Flood Plain taking up most of the buildable space. Staff agreed more discussion needs to occur to see if this is likely. They also would like to see more detail on the project and what aspects will be applicable to the request. Craig North also asked about the ditch, Dixon Creek, on the property. Justin Shinsel stated there are ways to deal with this throughout the development within the FEMA standards. Storm drain will need to be addressed as well since there is normal drainage on the property. Cul-de-sac length needs to be 600 ft. Matt Robertson, Justin Shinsel, and Jennie Knight will meet to discuss the issues and possibilities brought up with this parcel. Discussion occurred with culinary water. There is a 10" line in North Harrisville Road. The 6" into the subdivision would be inadequate due to elevations and distance. A full set of utility plans would need to be approved from Bona Vista and the Fire Department. Existing plans from all entities were presented to show what possibilities there would be with infrastructure. There may be elevation issues to deal with in order to achieve adequate flow for a cluster subdivision. 30 units on a single access is the maximum approval through the Northview Fire. City would need Geo-Tech. Water table is at surface before moving any further with this project.

5. Discussion with 700 North City Properties – Justin Shinsel

Discussion tabled.

6. Discussion Development parameters and feasibility for the parcels between Jiffy Lube and the Liquor Store. - Regina Kytmanova

Regina Kytmanova presented a concept plan for these parcels. There are six parcels in total. Current zone CP-2 and within a Mixed-Use Overlay. Project can be a possible Mixed-Use as along as the commercial is 51% of the total project. Regina Kytmanova asked if there a height restriction for apartments. She is presenting commercial at the bottom with residential at the top for a complete 3 story structure. Regina Kytmanova asked about parking requirements. Matt Robertson informed her that if they went with a Mixed-Use then she would need to have a MDA or Master Development Agreement with the city. The footprint would be counted for the commercial. Regina Kytmanova asked if the existing house was turned into commercial then that would be included within their 51%. Matt Robertson said there is a state road on either side of the property because of this there will be a required to have a Traffic study. Matt Robertson said they would have to line up the roads since this is what the state requires. Regina Kytmanova asked what the city would prefer to see on these parcels. Restaurants were mentioned. Things to consider are the water line on the property is private. There is also a sewer line that runs through this parcel. These lines would have to be rerouted or reconnected within the development. There would need to be a city access created regardless for maintenance. Options were presented on how to handle this situation. Matt Robertson said what they would likely need to do is storm drain detention ponds 2 ft above ground level. Underground will not work with water table as high as it is in this area. A Geo-Tech would need to be presented. Fire protection would have to be considered while construction is in progress for surrounding businesses. Staff agreed from the City point of view, the City would be supportive of trying to establish something there. Regina Kytmanova mentioned that she agreed. The length of time for the whole process was discussed and explained. Discussion occurred on what residential could be allowed within the CP-2 zone such as high density. All questions were answered within the various discussions.

7. Heritage Oaks Lot #3 – Discuss items required for developing this parcel 11-438-0002. – Gabriella Mendoza from Artistic Roofing.

Gabriella Mendoza reviewed the project for a single-family dwelling. A single-family home to be built at 574 West Harrisville Road. Tyler Seaman took the lead on this project since it was a building situation. Justin Shinsel stated it was an approve lot with 100 ft frontage. Issues noted on the property were the irrigation ditches, elevation lines, and power lines. Ryan Barker from Northview fire said there will need to be a turn-around for any possible emergency access. A hammerhead turn-out would be preferred. No pressured lines going to the property. Sewer would have to be cut from West Harrisville. The original intention for this lot was an agricultural use not a residential meaning there are no utility connections to this lot. Matt Robertson asked about water shares on the property. This lot will be required to have water shares for secondary use on the property since culinary is not an allowed use for secondary irrigation. The driveway width would need to be at a minimum of 16 ft width. Connections for sewer, water and secondary are all on the north side of West Harrisville Road. Crawl space is proposed. No basement allowed. Water and sewer will need to be kept 10 ft apart. Encroachment permit with road cut bond will need to be acquired through the city. 10” lines for water with flat lid for meter box. Brady Hansen reviewed connection fees and what would be needed. Tyler Seaman said all he would need is the Soils report and the Geo-Tech report for this lot. Both were given over to Cynthia Benson to scan and add to permit when the application is entered. Justin Shinsel mentioned to meet on site with the official site plan with Tyler Seaman to verify irrigation ditches and such is located properly on the plans before any permit can be pulled.

8. Continuing Projects.

There were no continuing projects to discuss.