



## Project Management Meeting Minutes

Harrisville City Office

Thursday, December 14, 2023 – 9:00 a.m.

**Present:** Michelle Tait, Mayor, Jennie Knight, City Administrator, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Justin Shinsel, Public Works, Tyler Seaman, Building Official, Matt Robertson, City Engineer, Brandon Green, City Planner, Brady Hansen, Bona Vista, Ryan Barker, North View Fire.

**Visitors:** Ryan Savage, Shane Perry, Corey Campbell, Tammy Wright, Tyler Harper, Krisel Travis, Scott Smoot.

Jennie Knight, City Administrator, opened the meeting and introduced the Project Management Committee present.

### **1. Discussion on proposed preliminary commercial site plan review for Parcel #110200090 located at approximately 1601 N 750 W – Ryan Savage, Elite 3 Construction**

Ryan Savage, Shane Perry, and Corey Campbell from Elite 3 Construction, were present to discuss the proposed preliminary commercial site plan for parcel #110200090 located at approximately 1601 North 750 West. The parcel in question was clarified since there is no address assigned to the parcel in Weber County records and the address on the application reflects the parcel to the north.

Mr. Savage explained their intention to build a new facility on the lot and sought clarification on potential challenges or red flags. A significant issue discussed was the stormwater runoff from Saunders Construction, the parcel to the north. The possibility of tying into Wildcat Storage's stormwater system was explored, with considerations for potential obstacles and the need for easements.

The discussion expanded to building a detention pond on the rear lot. Staff recommended engaging with Wildcat Storage and, if feasible, obtaining permission for a connection to address stormwater issues.

Other topics covered included the property's code enforcement issues, utility considerations, fire sprinklers, landscaping, and setbacks. The construction project involves manufacturing carports for multifamily use, light assembly, and welding. Mr. Savage expressed their intention to maintain a balance between hardscape and landscaping, seeking approval for minimal landscaping such as Xeriscaping.

Staff emphasized the importance of engaging with Wildcat Storage, obtaining necessary easements, and addressing stormwater concerns before proceeding with the project. Discussion

on next steps occurred including how long it would take to be placed on the next Planning Commission Agenda and building permit processes.

**2. Discussion on preliminary subdivision review for Dixon Creek Park Subdivision located at approximately 1300 North Washington Blvd. – Krisel Travis, DR Horton**

After verifying the amendment to the MDA was approved, Matt Robertson, City Engineer, reviewed the concerns the committee had with the new site plans for Dixon Creek Park Subdivision. Several items were discussed including storm drains, utility service, right-of-way's, sidewalk widths along 1300 North, and landscaping. Secondary water was also discussed with Doug Jeppesen, Pineview.

The discussion continued onto screening between residential uses and commercial uses. Staff reviewed changes to the intersection, park strips, and parking. Krisel Travis, DR Horton, asked for clarification on utility billing, HOA responsibilities such as garbage pick-up, and detention basin maintenance.

After discussion on the phases, the committee accepted the plans for review. Project to be placed on the Planning Commission, January 10, 2024 meeting agenda for a preliminary plat review. Staff added service letters will need to be submitted before January deadline.

**3. Discussion on possible vacation of Public Utility Easement on Parcel #110280010 – Tammy Wright**

Tyler Harper, representative for Tammy Wright, asked the committee if the Public Utility Easement at the rear of Ms. Wright's property could be moved to the property line instead of running through the middle of the rear yard. The easement appears to contain no utility services. Ms. Wright would like to build an addition onto her home. This addition would cross over the current Public Utility Easement.

Staff discussed vacation and reassigning the easement to another portion of the property. Mr. Harper stated he had a legal description drafted on where the easement could go. After some discussion, Staff asked for a letter from Ms. Wright to be submitted to the city with permission for vacation and/or recording of the new easement.

**4. Continuing Projects**

Meeting adjourned at 10:46 AM.