

Project Management Meeting Minutes  
Harrisville City Office  
Thursday, May 11, 2017  
9:00 a.m.

Attendance:

Matt Robertson (Engineer)  
Jeff Pearce (Council)  
Laurence Boswell (Land Use Coordinator)  
Sean Lambert (Public Works)  
Bill Morris (Administrator)  
Ryan Barker (Fire Marshall)  
Blake Carlin (Bona Vista Water)

Visitors:

Marvin Farrell  
Mike Murtha  
Eric Thomas  
Tyson Lord  
Mike Hansen  
Bruce Richins

**1. Review plans for building off of 1525 North Washington Blvd (Eric Thomas).**

- a. Background: Eric Thomas plans on building a subdivision that would consist of 30 units total. The total property is about 5.78 acres. Eric would follow Harrisville's mixed use ordinance by building residential homes on 65% of the land and leaving the rest of the land zoned for commercial use.
- b. Parking: There are two car garages in each unit. There is also room for two more cars to park in the driveway. Eric Thomas has intentions of making additional parking spots on the side of the road for visitor use and for using the pocket park.
- c. Second Access: There will be a second access road on the south side of the units for the fire marshal in case of an emergency. The access will be 40 feet wide, without curb and gutter.
- d. Landscaping: There will be about 21,000 square feet of landscaping in front of the units.
- e. Water: Blake Carlin, from Bona Vista, asks about water lines. There will be up to three water lines, and there will be access to secondary water.
- f. Snow Removal: Matt Robinson, City Engineer, is concerned about plowing the main road. The end units will not be built until the end of the project, leaving a turnaround spot for snow plow trucks.
- g. Conclusion: A public hearing and approval from planning commission is required in order to build this subdivision.

**2. Review commercial application for property off of 504 N Wall Ave (Mike Murtha).**

- a. Background: This property is located adjacent to the liquor store. The property is located in the RE-15 zone. It's approximately .79 acres. Mike Murtha wants to convert the existing house into a USDA certified commercial kitchen. The kitchen would allow companies to come in and make their products on site and sell them. According to the municipal code, title 11, a retail sales of food made on site is permitted. Half of the house would be used for the commercial kitchen and the other half would be used for retail. However, the overall structure of the house will not change.

- b. Access: Mike Murtha plans on moving the driveway from the south end of the lot to the north end. He's inquired UDOT about this change.
  - c. Water/Sewer: Currently, there is no water service to the house. All drainage flows to the back of the house. Mike Murtha wants to change the drainage to the front of the house. Mike Murtha would also create a retention basin on the far southern boundary of the property in order to prevent water run-off into nearby properties. UDOT determines what type of drain will go in off Wall Ave after curb and gutter are put in.
  - d. Other: A fire hood is required for the commercial kitchen.
  - e. Conclusion: The zoning allows for this type of business.
3. **Review plans to build property off of Chugg Lane (parcel #110210027) (Marv Farrell).**
  - a. Background: Marv Farrell and the City agreed to create a Hold Harmless Agreement for the property off of Chugg Lane. Both parties understand that the lot was subdivided illegally by a third party. Marv's Title Company did not want to sign a Hold Harmless Agreement due to liability issues.
  - b. Other: When Marv decides to build on the lot, a deferral agreement needs to be signed. The deferral agreement states that when Harrisville makes road improvements to Chugg Lane, Marv will have to pay for curb, gutter, and sidewalk.
  - c. Conclusion: Bill explains that Marv can fill out a Hold Harmless Agreement himself, without going through his Title Company. Bill will give Marv a template to fill out. Once the Hold Harmless Agreement is signed between Marv and the City, Marv is free to build on the lot.
4. **Review plans for building off property located at 217 Larsen Lane (Guy Haskell).**
  - a. Background: Guy Haskell is looking into buying and building on property located at 217 Larsen Lane. The area is zoned RE-15. Guy proposes two plans for a subdivision. The first plan shows a road access going from Larsen Lane to North Harrisville Road. The second plan shows a caul-de-sac, with its access point off of Larsen Lane.
  - b. Concerns: While the property is being built, there will need to be a temporary 90 feet turn around. The ditch that flows through the property currently will need to continue to flow for irrigation purposes. Access for this irrigation will need to be granted. There is a high water-table for the property in this area. There is also a big storm drain that comes through the east side of the property, where a storm water retention basin will need to be established. The water retention basin would be dedicated to the city and access will need to be established. Other issues include getting enough water shares for the property and seeing a full-size preliminary plat before moving forward.

Adjourned at 10:57 a.m.

Laurence Boswell, Land Use Coordinator