



## Harrisville City Planning Commission

Harrisville City Offices

Wednesday, January 11, 2023

**Commissioners:** Chad Holbrook, Chair  
Nathan Averill  
Kevin Shakespeare  
William Smith

**Staff:** Jennie Knight (City Administrator)  
Cynthia Benson (Deputy Recorder)  
Justin Shinsel (Public Works Director)  
Matt Robertson (City Engineer)

**Visitors:** Kevin Blalock, Dugan Frehner, Regina Hokanson, Cliff Hokanson, Jascka Stephens, Deann Moss, John Macedone, Shanna Edwards, Ed Edwards, Bel Howard, Kenny Loveland, Greg Montgomery.

### 6:00 P.M. PLANNING COMMISSION WORK SESSION

Chair Holbrook called the work session to order and extended a welcome to all visitors.

**1. PRESENTATION** - 750 West Public Works Complex Site Plan. [Blalock & Associates]  
Kevin Blalock from Blalock & Associates presented the 750 West Public Works Complex Site Plan to the commissioners. Positive comments were received by the commission on the conceptual design for the Public Works Complex, the amenities included, and the green space/buffering areas. Dugan Frehner gave an overview of how Blalock & Associates came to the current design plan which will meet the city's current needs along with the flexibility to expand in the future. Jennie Knight mentioned the conditional use permit along with the final site plan will be presented in the near future to the Planning Commission. Ground breaking is tentatively scheduled for May/June 2023 with occupancy by January 2025.

### 7:00 P.M. PLANNING COMMISSION MEETING

#### 1. CALL TO ORDER

Chair Holbrook called the meeting to order, extended a welcome to all visitors, and excused Commissioner Brenda Nelson and Commissioner Brad Elmer.

#### 2. CONSENT APPROVAL – of Planning Commission minutes from November 9, 2022.

**MOTION: Commissioner Smith motioned to approve the Planning Commission Minutes of November 9, 2022 as written. Commissioner Averill seconded the motion. All voted in the affirmative.**

#### 3. ELECT – Chairman and Vice Chairman for 2022.

Chair Holbrook entertained nominations for Chair and Vice Chair for 2023. Commissioner Averill nominated himself for vice chair. Commissioner Shakespeare nominated himself for chair. Chair Holbrook nominated himself for chair.

**MOTION: Commissioner Averill nominated himself for Vice Chair and Commissioner Kevin Shakespeare for Chair. Commissioner Smith seconded the motion. All voted in the affirmative.**

**Change to occur at February 2023 meeting.**

- 4. PUBLIC HEARING** – Harrisville Planning Commission will hold a public hearing to receive comments for or against Harrisville Ordinance 539 General Plan Amendment; amending the Moderate-Income Housing Elements of the General Plan and including the 2022 Moderate Income Housing Report. The changes will have citywide applicability. UCA 10-9a-403(2)(c) [Jennie Knight, City Administrator] (Noticed 12/08/22)

Summary given by Jennie Knight for public information as requested by Chair Holbrook. On November 18, 2022, Harrisville City Mayor and Council received a notice of noncompliance for the 2022 Moderate Income Housing Report which outlined deficiencies in our report and issued a 90-day grace period for compliance. The majority of cities required to file this report were issued notices of noncompliance due to new legislation passed in 2022 which increased the requirements.

During the 2019 Legislative session, SB34 was adopted and subsequently enacted which required cities with populations over 5,000 to provide an annual Moderate Income Housing Report to the state beginning December of 2020. Part of the requirements included adopting several moderate-income housing strategies which the state code outlined and reporting which strategies the city had identified. Additional requirements were adopted during the 2022 Legislative session with HB462 which include amendments to the city’s General Plan and adopting not only strategies but an implementation plan for each strategy. Many cities’ reports, including Harrisville’s, was deficient in updating the General Plan strategies for Moderate Income Housing, and the 2018 Moderate Income Housing Report did not include the implementation plan that is now required. Proposed Ordinance 539 – General Plan Amendments amends the Harrisville General Plan to include the updated strategies and the accompanying 2022 Moderate Income Housing Report (Exhibit “A”) outlines which strategies Harrisville will implement and the benchmarks and timelines for compliance. Six (6) strategies to include in new general plan with timelines for completion.

The Transportation Map (Exhibit “B”) is being updated to reflect the new road development and classifications. This map not only identifies street classifications that can be used to determine “corridors” for the moderate-income housing strategies, but will also outline the city’s future needs in any amendment or renegotiation of the 2006 UDOT Corridor Agreement. This public hearing has been set to receive public input on the General Plan Amendments in accordance with Utah Code.

Staff recommends adoption of Ordinance 539 – General Plan Amendments and the accompanying 2022 Moderate Income Housing Report with implementation plan along with the updated Transportation Map.

**Chair Holbrook opened the public hearing.**

Greg Montgomery stated the plan amendment items included in the report should be ones Harrisville can obtain.

Shanna Edwards expressed her concerns on the moderate-income housing plan and the goals outlined within.

**Chair Holbrook moved to close the comment period of the public hearing.**

- 5. DISCUSSION/ACTION/RECOMMEND** – possible action to recommend adoption of Harrisville Ordinance 539 General Plan Amendment; amending the Moderate-Income Housing Elements of the General Plan and including the 2022 Moderate Income Housing Report. The changes will have citywide applicability. UCA 10-9a-403(2)(c) [Jennie Knight, City Administrator]

Jennie Knight clarified there were very specific requirements on what must be included in our general plan in order to be in compliance. If the exact language is not included; the city will not be compliant. The penalty could be a significant reduction in the Class C Road funds. The six strategies suggested are items the city is already moving towards. By choosing these strategies the city is more likely to stay in compliance despite the fact the requirements are set by the state legislators and are not within the city’s control. Meanwhile the city will continue to monitor, implement, collect data, and create beneficial partnerships for future reporting requirements.

**MOTION: Commissioner Averill motioned to recommend the adoption of Harrisville Ordinance 539 General Plan Amendment; amending the Moderate-Income Housing Elements of the General Plan and including the 2022 Moderate Income Housing Report exhibits. Commissioner Shakespeare seconded the motion. All voted in the affirmative.**

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

**Chair Holbrook motioned to open public comments.**

Greg Montgomery asked the commission to consider the architectural design and impact with the area neighbors in regard to the 750 Project.

**Chair Holbrook closed the public comments.**

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

Jennie Knight reminded the commissioners about the retreat on January 24<sup>th</sup> at 5:30 PM at the Harrisville City Cabin. It will be an economic and community development meeting including goal setting in alignment with the city capital improvements plans. Council will discuss the Fiscal 2024 budget.

Commissioner Averill asked for an update on the golf course project. Jennie Knight informed the Commissioners final approval on Phase 2A for Ben Lomond Subdivision was granted contingent on the engineer’s memo and staff memo. UDOT is requiring an amendment to the 2006 Corridor Agreement for the re-position of the signal light at the Ben Lomond development connection to Highway 89. Staff is recommending an update to the agreement since Harrisville has lost future development opportunities, but are not willing to rush the process until open discussions with all parties involved are taking place. Ben Lomond Views Phase 2D was granted preliminary approval as well.

**8. ADJOURN.**

Chair Holbrook declared the meeting adjourned at 8:03 pm.

Chad Holbrook  
Planning Commission Chair

Cynthia Benson  
Deputy Recorder