



## Project Management Meeting

Harrisville City Office

Thursday, June 13, 2024 – 9:00 a.m.

**Present:** Jennie Knight, City Administrator, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Justin Shinsel, Public Works Director, Matt Robertson, City Engineer, Matt Fox, Bona Vista, Brady Hansen, Bona Vista, Dan Johnson, Pineview, Tyler Seaman, Building Official, Nathan Averill, Planning Commission Chair, Grover Wilhelmsen, City Council Member.

**Visitors:** Glade McCombs, Lane Monson, Krisel Thomas, Leland Martinez, Buz Marthaler, DaLyn Marthaler, Allison Schenk, Jennifer Bunker, Jed McCormick, Cody Zohner, Clint Farrell, Garth Wheeler.

Jennie Knight, City Administrator, opened the meeting by introducing the Project Management Committee present.

### **1. Discussion on concept plan review for Dixon Creek Park Subdivision Phase #2 located at approximately 1300 N Washington Blvd. – DR Horton**

[This was tabled until participants arrived.] Matt Robertson, City Engineer, reviewing his notes on the subdivision. He mentioned on the city side with Phase 2 there will be limited comments since most of this area is private. Phase 1 contains most of the public structures such as roads and city owned sewer lines. He restated the access to the retention pond needs to be shown on the final plat. The biggest thing on Phase 2 is the developer cannot move forward with the development until the CLOMAR approval is complete. Krisel Thomas, DR Horton, added there is no update on this matter. Justin Shinsel, Public Works Director, said it is his understanding the communication between developer and FEMA has slowed due to a small confusion whether everything was submitted. They are working through the review to obtain the approval.

Review of storm drain structure along with city maintenance access for the detention basin was discussed. Ms. Thomas asked about the appearance of the transition for parking with Unit 122 and the sewer clean-out. She is concerned with people having access. Mr. Shinsel replied the city will require curb and gutter in concrete with a transition into road base or gravel behind sidewalk. There will need to be a sign with no parking. Possible bollards with chain for limited access. Leland Martinez, Developer Engineer, reviewed Sheet C411 for further detail on detention basin and location of the sewer clean-out access. Location Sheet C501 was reviewed to verify if access by Unit 122 gave enough room for maintenance of sewer clean-out. C930 was reviewed for detail on the structure. Discussion between Ms. Thomas and Ms. Knight occurred on changing access to Unit 122 as well. If this is needed, she would need to change all three buildings along 235 East Street. The discussion ended with the current plans being accepted no need to change current plans despite how of tight an access it is.

Matt Fox, Bona Vista, sent review comments back to developer on the 6<sup>th</sup>. Mr. Martinez said they are working through those comments. Code on depths and requirements for installation of culinary water were reviewed.

Mr. Robertson reminded the developer to send their drawings into the county as soon as possible. Ms. Knight added preliminary plat review for July is a possibility but final will not be approved until the CLOMAR is complete. Mr. Robertson asked if everything was good to go with secondary water. Dan Johnson, Pineview, said that most of their items are being completed in phase 1.

**2. Discussion on possible Wildlife Rehabilitation Center on Parcel # 11-229-0002 located at approximately 1353 N Highway 89 – Buz and DaLyn Marthaler, Alison Shank, Wildlife Rehabilitation Center Board, Jennifer Bunker, Realtor.**

Jennifer Bunker, Realtor, began with the history of the Wildlife Rehabilitation Center and why they were before the committee. They were displaced in Ogden and are looking to purchase Parcel #11-229-0002 located at 1353 N Highway 89 for their new center. First, they need to know if there is anything in the city code which would not allow them to place a Wildlife Rehabilitation Center on this parcel. They have completed their due diligence while looking into the property. However, they still have questions. She described the plan which is to build a wildlife center that is approximately 5,000-10,000 sq feet for main center with various outside habitats called muses behind the center. Landscaping will be kept natural. Other buildings will be built for an animal hospital. The muses will be housing birds and small mammals. She asked if this is a possibility for this parcel.

Ms. Knight referred to various codes to see if this use would comply with city ordinances. Building Development Standards do not include Veterinarian Clinics. However, other main buildings are listed along with the setbacks (HCMC §11.09.030 Accessory Building Development Standards). Mr. Robertson asked if the number of accessory buildings were limited in quantity. Mr. Shinsel pointed out the code says, buildings, and does not limit the number to one. A mutual discussion among the committee and applicant resulted in multiple other main buildings being allowed as long as the accessory buildings do not exceed 25% of the rear area as stated in the code. However, the committee would like to see a site plan for this use before going through the approval process. It was agreed by the committee this is a quasi-commercial use in a residential zone and would need to have a business license to operate.

Further discussion occurred on parking requirements and allowing temporary use for the larger birds of prey until the center could be built. Mr. Shinsel asked how the staff would tend to the watering needs of the birds until the building was complete since there is no water on the property outside of flood irrigation. Matt Fox, Bona Vista, confirmed there is a water connection already stubbed to the property. They would need to come to the office and pay the connection fees to obtain culinary water. Mr. Johnson reiterated the process is the same with them. Ms. Knight added natural landscape would be approved through the site plan approval process.

The committee reviewed a few more codes such as 11.10 animals for food production for allowances of animal quantity since it is the only code which governs how many animals would be allowed. After some discussion with the committee, it was decided it would be a better route to calculate the allowed quantities of animals through the conditional use process since the number of animals fluctuates depending on season. The parcel is 2.89 acreage. She added the commission would need to know the approximate amount of the animals on the property at any given time when presented.

Buz Marthaler asked if there was a limit to the size of the main building. Ms. Knight reviewed the setbacks and possible placements of other buildings in reply. She asked for the owners to meet with UDOT for access. Mr. Marthaler replied they have met with UDOT already and are working through the access process with them.

Ms. Bunker asked if the city knew of any easements on the property. She had not discovered anything during the title process. Ms. Knight said because this is an unimproved lot, there are no prior development records and nothing the city is currently aware of on the property. She concluded by saying the next step is to come back to Project Management with a site plan if you desire to move forward with building the Wildlife Rehabilitation Center.

**3. Discussion on site plan amendment on Parcel #11-033-0058 located at approximately 1096 N HWY 89 – Richard Martinez**

Tabled – No one showed to present to the committee

**4. Discussion on Heavenly Homes Subdivision Concept Plan on Parcel #170640027, #170640022, and #172750034 located at approximately 2150 N 500 W – Jed McCormick, Cody (engineer)**

The discussion began with Jed McCormick, owner, clarifying the name of the development. The name of the subdivision will be Heavenly Roads not Heavenly Homes as outlined in the agenda item.

Matt Robertson started the committee review by clarifying what was the final number of homes since the subdivision has gone through so many revisions it was difficult to remember. Cody Zohner, Developer Engineer, replied they ended with 100 homes instead of the 110 originally calculated. Mr. Robertson reviewed what roads would be public versus which ones would be private and asked if the city had any issues with this new plan. No issues were discovered with this.

The developer is asking for a single-family lot creation in the southern east corner due to the detention basin design and surrounding road connections. This was approved since the city would rather see one large pond than multiple. Mr. Robertson said if the developer wanted to keep this basin as a green area for the units, then the HOA would need to maintain it. If the city owns it, the basin will need to be in rock with a drivable access and agreement for annual inspections. The city does not mind taking over the basin. This is up to the developer.

Mr. Zohner and Mr. Johnson reviewed where the Pineview Secondary Water connections would be and what would need to be stubbed for the system to work. Pineview would rather have the lines run into the roads off the south. Mr. Johnson reviewed the best placement for tie ins and stubs. There is an existing service which would need to be capped off.

Mr. Shinsel reviewed the basins drainage in the surrounding area along with the future developed storm water detention for Mr. Zohner. They are to connect to the line which leads to Millennial Park.

Ms. Knight reviewed an earlier density discussion. Under the R-3 repealed code it says grouped dwelling units are considered as one building for setbacks for front, sides, and rear setbacks. The minimum distance between buildings would be 10-feet for single-story buildings, 15-feet for two-story buildings, and 20-feet for three-story buildings. Mr. Zohner replied they currently show 20-feet between buildings with all buildings being two stories.

Matt Robertson mentioned the subdivision looks as if it will be completed in 3 phases. To begin the approval process, the developer will need to provide the city with a phase 1 preliminary plat submitted to the Planning Commission. No improvement drawings just plat. Then final reviews with Land Use authority. No new zoning required. Mr. Robertson asked how best to handle the basin. Ms. Knight said the city would likely need to vacate it out of the Hidden Meadows Parcel A and then include it as part of the new subdivision. Staff to look into to determine how best to handle this situation.

Discussion on the current retention basin use occurred along with any potential flooding hazards with installation of a new retention basin in the area. Mr. Shinsel said the only use of this pond is when he needs to push water to it due to six-mile backing up. He would prefer to see everything flow to his larger basins at Millenium Park where he is better equipped to have the water retained. The basin would need to be deeded to the city to keep it public and for maintenance purposes. Mr. Robertson asked if the basin area elevation been determined yet. Mr. Zohner replied he has not, but will get with Mr. Shinsel to complete this.

Final discussions included review of the subdivision process and the requirements for a plat approval. City to check into how to vacate the detention basin to be included in new subdivision. Conditional Use for buildings with more than 8 units will need to be completed as well.

Parking was reviewed once more to make certain there is enough parking for the units. Mr. Zohner said there are double car garages 2.6/unit for parking with rear loading units which would require the parking to be in the street for phase 3 units. Committee agreed the road widths, including curb and gutter, would need to be adjusted under the new wider asphalt standard for parking on the main roads with speed limits on the roads of 25 mph.

#### **5. Discussion on Bailey V Commercial Subdivision on Parcels #17-066-0054 and #17-066-0055 located at approximately 2340 North Highway 89 – Chad Bailey**

Tabled – No one showed to present to the committee

#### **6. Review of Summit Views Phase 1 – Glade McCombs**

Glade McCombs gave an update on Summit View Phase 1 to the committee. He has submitted everything for the engineering reviews to the City Engineer, Bona Vista, Pineview, and Fire. He has received redlines from city engineer for phase 1. He has been able to negotiate the sewer easement with Butters Construction. Hopefully this will be finalized next week.

Mr. Shinsel asked where they were with the Stream Alteration permit and FEMA. Mr. McCombs said CRS is moving that forward. Mr. Shinsel added the permit will hold up final approval and suggested they move forward with the stream alteration permit as soon as possible. This will be

necessary because the ditch is being piped.

Mr. Robertson said the road alignment is still a concern for him , but he will work through it. The irrigation ditches were reviewed. Mr. McCombs is attempting to reach out to Paul Davis (Cosley Ditch) and Western Irrigation for approvals.

#### **7. Review of Summit Views Phase 2 – Glade McCombs**

Mr. McCombs gave an update on Summit View Phase 2 to the committee. He has sent phase 2 to the county and has received the review fees. He will be paying those today to move this portion forward. He has sent this to the city engineer as well. Mr. Robertson has not completed his review since he was not certain if this was ready for Planning Commission submittals. Ms. Knight added the property acquisition for the city is in process but would require City Council approvals before moving this project forward. It might be eligible to go to the Planning Commission in July, but the city likes to see clearer engineer comments before sending it through the process.

Mr. Shinsel said the flood plain needs to be shown on the plat for the building official to know base line elevations. Mr. Robertson asked if the pond will be maintained by HOA. Mr. Shinsel replied in the affirmative. There is a PUE already prepared. Ms. Knight said the committee will do the phase 1 review and then the phase 2 review. They will send Mr. McCombs their comments as soon as possible.

#### **8. Update on Oak Hollow Subdivision – Glade McCombs**

Mr. McCombs began with the easement on the Love property. He asked if the 18 feet from house to property line was enough to support the storm drain, secondary water, and sewer. Mr. Shinsel said the 18-feet is too tight for three lines to be run on the east side of the house. This will not work for all three lines. Mr. Fox said he hopes the water model off Larsen Lane works because they will not be able to make it through the 18-feet due to the other lines. After some discussion, it was decided by the committee another option for utility placements or access was needed. Part of the discussion included a possible 10-foot PUE with neighboring property for sewer line access or connecting into the Warren Hollow subdivision utility lines. Either way this will need further review. The current plan will not work.

Fire turnabout was reviewed for updates. No new updates were disclosed. Mr. Shinsel asked for snow pushing areas to be placed on the plat. Ms. Knight concluded the discussion by informing Mr. McCombs the next steps in the process. The MDA will go before the City Council in July. The first review of the preliminary plat would be with this body in July with possible preliminary approval going to the Planning Commission in August.

Mr. McCombs said that Ms. Conley is thrilled we are moving the pickle ball courts. She asked if they were willing to square off the back of her lot to create a cleaner lot line. Ms. Knight said this would impact how much open space they have for the development. This adjustment would need to be completed, meaning an amendment to the MDA, before going before City Council. The one thing that was heard loud and clear at Planning Commission was there were no changes to the MDA. It would be the city recommendation not to change anything to the MDA at this time.

## **9. Continuing Projects**

Meeting adjourned at 11:00 AM