



## **Harrisville City Planning Commission**

Harrisville City Offices

Wednesday, February 8, 2023-7:00PM

**Commissioners:** Kevin Shakespeare, Chair

Nathan Averill

Chad Holbrook

William Smith

Brenda Nelson

**Staff:** Jennie Knight (City Administrator)

Justin Shinsel (Public Works Director)

Jack Fogal (City Staff)

**Excused:** Brad Elmer

**Visitors:** Michelle Tait, Arnold Tait, Blaine Barrow, Doug Russell, Deane Moss, Dugan Frehner, Greg Montgomery.

### **1. Call To Order**

Chair Shakespeare called the meeting to order and welcomed all in attendance.

### **2. Consent Items**

Approval of the Planning Commission Minutes of January 11, 2023

**MOTION:** Commissioner Smith motioned to approve the Planning Commission Minutes of January 11, 2023 as written, second by Commissioner Holbrook.

The vote on the motion was as follows:

Chair Shakespeare, Yes

Commissioner Averill, Yes

Commissioner Holbrook, Yes

Commissioner Smith, Yes

Commissioner Nelson, Yes

The motion passed unanimously.

### **3. Business Items**

- a. Discussion/possible action to grant approval for a Conditional Use Permit for the proposed Public Works Facility located at approximately 1750 North 750 West.**

Jennie Knight explained the Conditional Use Permit is required for the construction of the Public Works Facility. She presented information from the Staff Memo dated February 2, 2023. The total city owned property is about 12 acres with the Public Works Building developing approximately 3 acres of the property. The intent of selling the old Public Works Building was to allow the developer of the Dixon Creek project to line up access with Lockwood Street across Washington Blvd for access to their new development. In November, the City brought in SIRQ for Construction Management/General Contractor knowledge and assessment. She explained we are at the point in the process for issuance of conditional permit. She also pointed out in the most recent site plan, we were able to identify areas that could be reduced and phasing for the construction process. She explained staff, with the assistance of the architectural firm, has given consideration of the impact to residents on 750 West. With this in mind plans have been pulled to the south to address impact on the residents. Additionally, the admin building was pulled to the west for more prominent focus when traveling down 750 West. The main traffic flow and access will be on the north and east side of the admin building. The proposed development will include a new local street where most of the traffic will be directed. Improvements for curb, gutter and sidewalk on 750 West will be deferred until the city receives future funding. Commissioner Holbrook asked if we have a timeline for the future funding. Jennie Knight answered we do not have a time line at this point, it can take several years of application before funding is granted.

Jennie Knight explained we do not expect a large influx of clientele to this location because we do not collect utility billing. The Public Works will not have the same traffic patterns as City Hall. The main hours of operation will be 6:30am to 4pm Monday-Friday with exceptions for snow removal and emergency operations. This is an added benefit for residents on 750 West because resources will be readily available due to the close proximity of the location. Exterior building materials will meet city code for architectural design standards. There have been some community concerns such as storage of outside equipment and light pollution. The storage area will be part of phase two which will be screened and equipment will be stored inside. The exterior lighting and signage will also be within municipal code. The Architectural firm has considered low to the ground lights and other options to mitigate light pollution. Jennie Knight explained we want to set a standard for future growth and development in the city.

The proposed use is consistent with the City's general plan as well as the future transportation plan. There are no prior or current violations to existing city code with the proposed property and the development will also include a storm water detention plan. Commissioner Holbrook asked where the storm water retention will be. Justin Shinsel explained right now it will in the landscaped areas for a temporary time until a more permanent solution can be constructed in futures phases.

Commissioner Holbrook asked when future phases that include the City Hall, will it have its own retention basin. Justin Shinsel confirmed explaining there will be an irrigation pond to the north developed on the property. The plan is to use the basin as a dual-purpose retention and irrigation pond. Commissioner Averill asked if there is any concern of flooding through the rest of the City property because of the property grade. Justin Shinsel responded no because the piping will be underground, and the elevation of the piping can be engineered to run into the pond. Commissioner Smith asked if these include the ponds on the golf course. Justin Shinsel explained no, they have been drained and abandoned. We also will not collect any Highway 89 water because UDOT's system will catch that. Commissioner Averill asked if there be sufficient detention by the storage area. Justin Shinsel responded yes, we should have enough detention to hold and then release when needed into the Western irrigation canal.

Commissioner Holbrook asked if the smaller footprint will meet our future needs. Justin Shinsel confirmed it will meet our current and future needs with room for expansion when necessary. He explained right now, we are in a single building with three bays. There is no backside entrance, only one access in and out. If there is an accident on Washington Blvd, we have no access. He explained we had some vandalism last week because trucks are under cover but not inside.

Recently at our current facility, someone cut the fence and vandalized two trucks. Commissioner Nelson asked if the building has cameras and will the new building have cameras. Justin Shinsel explained the current building does not, but the new building has cameras in the plans.

Commissioner Holbrook asked what is on the neighboring properties of the old building. Justin Shinsel said a dance studio and residential buildings. Commissioner Holbrook asked if we received any complaints from them. Justin Shinsel said no and further explained we try to keep a very clean site by keeping things tidy and not leaving a mess. Commissioner Shakespeare asked due east of the current building across Washington is residential, have there been any complaints from them. Justin Shinsel said no we have had no complaints from them either. We will make minimal noise in the proposed new area especially compared to the train tracks.

**MOTION:** Commissioner Averill motioned to grant approval for a Conditional Use Permit for the proposed Public Works Facility located at approximately 1750 North 750 West with the conditions that we follow the mitigation recommended in the Staff Memo, second by Commissioner Holbrook.

The vote on the motion was as follows:

Chair Shakespeare, Yes  
Commissioner Averill, Yes  
Commissioner Holbrook, Yes  
Commissioner Smith, Yes  
Commissioner Nelson, Yes

The motion passed unanimously.

#### **4. Public Comments**

Chair Shakespeare opened the public comment period.

Commissioner Holbrook commented he liked the research and time put into the plan for the Public Works Facility and feels this will enhance the city and improve things. He appreciates the thoroughness of the preparation and addressing public concerns that have been brought up in previous meetings.

Blaine Barrow said he lives on 750 West across the street from the proposed plan. He said he has not seen many drawings of the proposal yet. He asked about height of the storage area in the Public Works Building and wants to know how tall the buildings will be. He asked if full semi-trailers will fit, if so, will it be 30 or 40 feet high. He asked if we have an access to the highway negotiated, or will there be issues because of the need for future access to the highway.

Chair Shakespeare thanked the public for their comments and closed the public comment period.

### **5. Commission/Follow-Up**

Chair Shakespeare asked staff to address public comment.

Dugan Frehner said the plan for the admin building has a max height of 30 feet. The shop that is by the salt mezzanine is the tallest point, it will be around 34 feet tall. Justin Shinsel said we cannot have something designed or built outside of city code; we are not exempt. He explained code allows the max building height to be 40 feet tall for residential and 50 feet for commercial.

Dugan Frehner said the plan is for a slate rock finish with a gray earth tone cladding on the main building. The plan fits within commercial code. He explained we do not have current setbacks yet but the closet planned point is almost 100 ft.

Jennie Knight said we received the UDOT access permit to Highway 89 for Ben Lomond Views Phase 2A access. Commissioner Averill asked how soon will they break ground. Jennie Knight said we do not have a timeline at this point because we just received news today.

#### **a. Open Meetings act and Non-Discrimination Training.**

Jennie Knight invited anyone who wanted to stay for training to stay for the training in the audience. She gave presentations on the Open Meetings Act and Non-Discrimination Training.

### **6. Adjourn.**

Chair Shakespeare adjourned the meeting at 8:07p.m.

Kevin Shakespeare  
Planning Commission Chair

Jack Fogal  
City Staff