

Harrisville City Planning Commission Meeting  
363 W. Independence Boulevard  
7:00 p.m., April 8, 2020  
Conducting Chair Chad Holbrook

Commissioners:	Chad Holbrook, Chair	Staff: Bill Morris, City Administrator
	Bill Smith	Jennie Knight, City Recorder
	Nathan Averill	Matt Robertson, City Engineer
	Brenda Nelson	
	Kevin Shakespeare	

Visitors: Farmin Shir  
Mark Huonder

**1. Call to Order.**

Vice Chair Brenda Nelson called the meeting to order. Jennie Knight conducted a roll call.

**2. Consent Approval.**

No comments.

**MOTION: Commissioner Smith motioned to approve the minutes of Planning Commission from March 11, 2020. Commissioner Averill seconded the motion. Voting was unanimous.**

**3. Public Hearing on Zoning Map Amendment from RE-15 (Residential) to CP-2 (Commercial) and Conditional Use Site Plan for a property located at approximately 566 North Wall Ave, Harrisville.**

Commissioner Nelson opened the public hearing. Jennie Knight reported no public comments were received by email as of the meeting. Bill Morris stated there are no public attendees in the Zoom platform and no public present at City Hall. Commissioner Nelson closed the public hearing.

**4. Discussion/Action/Recommend on Harrisville Ordinance 509; Wall Avenue Zoning Map Amendment.**

Bill Morris asked if any Commissioners would like more staff input on this ordinance. This is a location that is blighted with dilapidated housing. Administration is looking forward to getting this area cleaned up with a business located there. Commissioners agreed there are no issues with this zoning amendment request.

**MOTION: Commissioner Averill motioned for a favorable recommendation for approval of Harrisville Ordinance 509; Wall Avenue Zoning Map Amendment. Commissioner Shakespeare seconded the motion. Voting was unanimous.**

**5. Discussion/Action to approve a Conditional Use Site Plan and Subdivision Application located at approximately 566 North Wall Ave for SITE DESIGN COLLABORATIVE, INC.**

Commissioner Averill asked about the parking stalls mentioned in the engineer's memo.

[Commissioner Holbrook arrived]

Farmin Shir from Site Design Collaborative, INC. explained there is appropriate parking in the front and back. This parking mentioned in the memo is for overnight parking for vehicles being picked up the next day. He said they will draft a response to address the engineer's recommendations. These parking spaces are not part of the required parking on the site plan. Matt Robertson confirmed this was more of an observation and they do meet the parking requirement for the site plan. Bill Morris said staff recommends approval subject to the engineer's memo and approval of the zoning amendment through City Council.

**MOTION: Commissioner Nelson motioned to grant approval of a Conditional Use Site Plan and Subdivision for 566 North Wall Ave subject to the city engineer's memo dated April 7, 2020 and approval of City Council for Ordinance 509, subject to staff and agency comments. Commissioner Smith seconded the motion. Voting was unanimous.**

Bill Morris thanked the developers said this will go through city council in May.

#### **6. Commission/Staff Follow-Up.**

Bill Morris reminded Planning Commission that the city is not fully operational, and thereby not having project management this month, with only one person coming into the office at a time. He spoke with Ronda Kippen who said the golf course developer may file their application within the next two weeks.

#### **7. Adjourn.**

Chair Holbrook declared the meeting adjourned at 7:17pm.

Jennie Knight  
City Recorder

Chad Holbrook  
Chair