



Harrisville City Planning Commission
Harrisville City Offices
Wednesday, October 12, 2022 – 7:00 p.m.

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

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

Visitors: Jeff Hales, Mark Bailey, Chad Bailey, Genneva Blanchard.

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 August 10, 2022.

MOTION: Commissioner Smith motioned to approve the Planning Commission Minutes of August 10, 2022 as written. Commissioner Averill seconded the motion. All voted in the affirmative.

3. DISCUSSION/ACTION/RECOMMEND – to grant final approval for Hales Commercial Site Plan located at approximately 995 North 375 East.

Chair Holbrook introduced the item. There were no comments from the commissioners or staff. Commissioner Averill mentioned the engineer’s memo had no comments. Chair Holbrook asked if the project will move onto council for final approval. Jennie Knight, City Administrator, clarified the Planning Commission is the final decisionmaker for this project since it is strictly a commercial development. The project will be finalized tonight if the motion is granted.

MOTION: Commissioner Averill motioned to grant final approval for Hales Commercial Site Plan located at approximately 995 North 375 East subject to compliance with Harrisville Municipal Code, and all other staff or agency requirements. Commissioner Shakespeare seconded the motion. All voted in the affirmative.

4. DISCUSSION/ACTION/RECOMMEND – to grant final approval for Bailey X Business Condos Commercial Site Plan located at approximately 2340 North Highway 89.

Jennie Knight, City Administrator, reviewed the project and explained the application for a Commercial Site Plan was received on January 25, 2022 for the Bailey X Commercial development. All applicable fees have been paid to date. The property is already zoned Commercial. Bailey X has applied for commercial business condos for retail sales as outlined in the staff memo. There is one outstanding issue the city is aware of, Bona Vista has a conflict with the water lines for this project and is working to rectify the issue with the developer.

MOTION: Commissioner Shakespeare motioned to grant final approval for Bailey X Business Condos Commercial Site Plan located at approximately 2340 North Highway 89 subject to compliance with Harrisville Municipal Code, the Engineering memo dated October 6, 2022, and all other staff or agency requirements. Commissioner Smith seconded the motion. All voted in the affirmative.

5. COMMISSION/STAFF FOLLOW-UP.

Jennie Knight gave an overview of the Conflict of Interest Disclosure Form and explained by completing and signing, the form annually, the city is aligning with the requirements of the Auditors Office. Commissioner Averill asked for an example of what would be a conflict of interest. Ms. Knight explained it could be any monetary gain from being a member of the commission. Example given, of monetary gain through a development would need be disclosed.

Commissioner Averill asked if there were any developments having delays or issues. Justin Shinsel, Public Works Director, explained the Copperwoods Subdivision has become stagnant. He and the developer met to discuss the project onsite. Dominion Energy and Rocky Mountain have created delays by not getting their lines installed. Justin Shinsel noted the developer has other developments in other cities which have taken up his time, though moving forward slowly.

Mr. Shinsel reviewed the current project status of the following subdivisions; Montgomery Farms has asphalt in-place and are getting ready to raise manholes and paint. Ashlar Cove will have curb, and gutter by the end of next week and the city is cautiously optimistic the developer will wait to lay asphalt until next spring, due to the cold temperatures. He explained, Warren Hollow has continuing irrigation issues in the process of being resolved regarding two houses ready for the Certificates of Occupancy. Nearly half of the subdivision is still under construction of one kind or another.

6. ADJOURN.

Chair Holbrook adjourned the meeting at 7:14 PM.

Chad Holbrook
Planning Commission Chair

Cynthia Benson
Deputy Recorder