



Project Management Meeting Minutes
Harrisville City Office
Thursday, November 9, 2023

Present: Michelle Tait, Mayor, Jennie Knight, City Administrator, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Justin Shinsel, Public Works, Tyler Seaman, Building Official, Matt Robertson, City Engineer, Brandon Green, City Planner, Brady Hansen, Bona Vista, Ryan Barker, North View Fire.

Visitors: Glade McCombs, David Skeen, Steve LeFevre, Craig North, Lane Monson, Venessa Nielsen, Joey Ulm, Eleanor Jenson.

Jennie Knight, City Administrator, opened the meeting and introduced the Project Management Committee present. She excused Doug Jeppesen, Pineview.

1. Discussion on proposed residential cluster development on Parcels #110270061, #110270023, #110270104, and #110270118 – Glade McCombs

Glade McCombs, developer, brought to the table the latest concept for this project. The committee reviewed the drawing and pointed out potential problematic items. These items included, but were not limited to; the sewer line placement and compacity, manhole placements, house setbacks for new development, road widths, detention basins, and hammerhead turnabouts. Secondary water issues were discussed. Mr. McCombs asked if Xeriscaping could but utilized as a density bonus credit. Ms. Knight replied this is approved through the Planning Commission. She also requested these items to be more clearly defined on future drawings. In conclusion, Staff reviewed the HCMC §11.16 – Clustered Development to see if there were any other items which needed to be brought to the developer's attention.

2. Discussion on proposed mixed-use commercial development for Parcels #110270115, #110270010, and #110270011 – Glade McCombs

The developer requested this item to be tabled since he is not ready to discuss with the committee.

3. Discussion on site plan amendment for property located at 2458 N Hwy 89 – David Skeen

David Skeen, property owner, reviewed his updated site plan which included an addition to an existing building for storage. Staff informed him this review has triggered a full site review which includes the property brought up to current city code. Ms. Knight discussed at length the items on the property which would need to be updated.

Justin Shinsel, Public Works Director, added the Industrial Storm Water permit needs to be applied for by Berrett Trucking Company to comply with the Conditional Use requirements set forth at the Planning Commission meeting of November 9, 2022. Currently there is no signed Conditional Use Permit nor is there a business license pulled for the trucking company which has resulted the operating business to be in violation of the Harrisville City Business Licensing codes.

Staff discussed the process with Mr. Skeen on how and why the business needs to obtain the permit. Once the permit is obtained and submitted to the city, the Conditional Use will be reviewed for compliance. The business license application can be submitted once the conditions of the Conditional Use permit are met.

Staff concluded; Berrett Trucking is to apply for and obtain an Industrial Storm Water permit through the State along with comply with city ordinances before the site plan review would be placed back onto the agenda for the next regularly scheduled Project Management meeting.

4. Discussion on sewer installation for property located at 1761 North 750 West – Eleanor Jenson

Eleanor Jenson proposed to install a sewer line from 750 W via an utility easement to her property located at 1761 North 750 West. She introduced her project manager, Steve LeFevre, and her contractor, Joey Ulm from Thurgood Excavating. Mr. Ulm explained the distance of the sewer line would require a E/One Grinder Pump. He asked for the city requirements on this type of system. Before those were given by the City Engineer and Public Works director, Ms. Knight questioned the need for the improvement and asked for Ms. Jenson to disclose the purpose behind her request. After some discussion the need was brought to the attention of the committee. Ms. Jenson and Mr. LeFevre's comments triggered a full site discussion on building code requirements, occupancy requirements, and the hazards currently there. In conclusion, Ms. Jenson would need to bring a full site plan to the next Project Management Meeting before further discussion can occur on the sewer line installation.

5. Continuing Projects

Craig North, Harrisville Fields Subdivision, came in to discuss the water issues he has discovered with the development. Staff discussed options of how to solve issues.

Meeting adjourned at 10:45 AM.