

**Project Management Meeting  
Harrisville City Office  
Thursday, February 10, 2022 – 9:00 a.m.**

**Present:** Matt Robinson, City Engineer, Justin Shinsel, City Engineer, Michelle Tait, Mayor, Jennie Knight, City Recorder, Cynthia Benson, Deputy City Recorder, Chad Holbrook, Planning Commission Chair, Brady Hansen, Bona Vista, Doug Jeppesen, Pineview, Ryan Barker, NorthView Fire.

**Visitors:** Mark Apuna, Blaine Barrow, Scott Smoot, Scott Myers, Devin Pettit, Regina Hokanson, Cliff Hokanson, Taylor Spendlove, Luke Myers, Scott Smoot.

**1. Discuss proposed development on Washington Blvd at approximately 1371 N  
Washington Blvd – Scott Smoot, Scott Meyer, Taylor Spendlove**

Matt Robertson asked Jennie Knight to review the Scott Smoot project. Taylor Spendlove was given the floor to update the project with everyone. Mr. Spendlove said the last rendition was based off the requirements given to them by UDOT. They widened the southern access to accommodate UDOT requirements as well. The upper road, or north access, to the park has changed but not by much. Ms. Knight reviewed the new concept plan. She notated the entrances. The north entrance would be the sole access to the commercial pads. The southern road would be the entrance to the residential area. The main road would be public with the remaining roads into the subdivision remaining private. Mr. Shinsel asked if the roads were developed off the 60' city standard or the 55'? Mr. Spendlove answered with saying it was a 60' right-of-way. Staff clarified with Mr. Spendlove that this would be 60' back-of-sidewalk to back-of-sidewalk.

Ms. Knight brought up the flood zone. Her understanding in this is the area where they are trying to apply for a stream alteration. Mr. Spendlove replied with yes. Scott Meyers further answered the question by saying they are trying to move the stream to other areas within the mitigation process. The trick is keeping the water route length the same. Ms. Knight asked how this mitigation will affect the homes along the southern end of the flood plain. This may or may not affect parcels to the southern flood plain area. Mr. Shinsel answered by saying the homes would be affected because the flood plain is what the flood plain is and we do not allow any building within the flood plain. Mr. Spendlove said during the engineering process they may lose a couple more lots because of the flood plain. Mr. Robertson asked about the wetland delineation called out on the site plan. Chad Holbrook asked what year plan this addressed. The 100-year flood plain for the basin or another. Mr. Robertson explained that this is a wetland delineation that they would have to work with the Army Corps of Engineers to mitigate. The flood plain is a 100-year plan. The developer is working with the Corp to keep to their requirements for the delineation. If they decide to move or remove any area they will have to delineate or mitigate with the Corps. The creek they are working with is Dixon Creek. Mr. Robertson further said if there are any changes to the flood plain, they would have to deal with a CLOMAR and FEMA. Mr. Smoot interjected from Zoom about the stream realignment modifications to improve the area. Mr. Meyers said they are in the process of obtaining all the permits needed for the stream realignment. Ms. Knight said from the city perspective, the flood plain mitigation can be one of the contingencies. Mr. Robertson clarified the stream looks as if it is following the channel. If there are any changes to the flood plain; they

would need FEMA approval, any mitigations would be with the Corps of Engineers, and the stream alteration permit would go through the state.

Ms. Knight continued by asking about the phasing plan for the development. Mr. Spendlove said the first phase would be the upfront and the whole road. There are two types of units. Two-story townhome mansion style type and a three-story. Phase 1 and 2 will be built at the same time. Phase 3, 4, 5 will be completed after. Staff requested the phases be labeled. Mr. Spendlove figured the road will go in first for fire. He asked if the phases needed to go in numerical order as have been required by other cities. Staff said there is nothing that requires this in our code. Ms. Knight explained that the city treats each phase as its own separate subdivision and will need to go through the subdivision process. She would be more concerned with each phase meeting the city code than the order of the phases. Mr. Robertson said the approval for the mixed-use zone is for the whole site. The first step is a zoning change and a Master Development agreement. Then they will come in with the phases. Mr. Shinsel did state that the condition with a mixed-use is the commercial is in prior to the completion of the residential.

Mr. Meyers said they are talking with some wonderful groups. The only problem he sees is they will not be able to access the road. Mr. Shinsel said they will work with them and allow a temporary access for the commercial area. Ms. Knight said she believes this is part of the Development agreement but will double check. Ms. Knight gave an option of holding some escrow to accommodate this.

Ms. Knight brought up the trails and outlined walking path. She would like to see it as a separate map but if they wished to overlay it on the site plan, they need to call it out. After some discussion it was decided this requirement would be waived due to the conservation area being dedicated to the City as part of this project. Ms. Knight asked if the city road has sidewalks. Mr. Spendlove said yes, they will. She asked about the private roads. Mr. Spendlove said the development is alley loaded so the sidewalks will be on the main road coming into the area and within the open spaces. Mr. Shinsel asked for some striping to indicate the access for the park included in the engineering process.

Ms. Knight asked what the density would be. Mr. Spendlove said there would be 215 units. The first renderings were 220. Mr. Spendlove said there maybe a few more lost due to engineering and the mitigation of the Flood Plain. Mr. Spendlove presented the plan of a subdivision they are doing in another city to show an idea of what they are hoping their development end result would be. The 2-story units are between 1300 – 1800 sq ft with 2 car garages. The 3 story begin at 1500 sq ft.

Ms. Knight asked about the traffic plan. Mr. Robertson said he had not gone through the calculations yet. Ms. Knight asked if the calculations will need to be modified with the new connections. Mr. Robertson said he will look into a bit more and have them updated based on the new configuration.

Ms. Knight went over the exhibits submitted thus far. The color coding on the current proposal is the height of the buildings with the black lines showing phases. There would need a new site standard considered for the mixed-use. The concept presented would need to be updated with the road standards for the city and called out. Mr. Spendlove asked for the Fire requirement. Ryan Barker said they require 20 ft. Mr. Spendlove said they are showing 24 and will keep it that way.

There will need to be a commercial plan submitted. They have their residential plan. Landscaping designs need to be worked on. Mr. Spendlove asked if they wished for more of a concept or more in depth for this plan. Ms. Knight said that they could call out the resolution for shrubbery and trees. Mr. Shinsel said with water restrictions the city is a big proponent of xeriscaping. Mr. Meyers asked about the water requirements. Brady Hansen from Bona Vista was asked about the water shares. Mr. Hansen said they would have to apply since they have not seen anything yet. They are not currently in the Pineview district. They would have to annex in to the district and turn over their water shares. Mr. Spendlove asked what the process would be to the Pineview representative. Water shares would need to be turned over to the city before recording of the donated piece and discussed more within the Master Development Agreement and engineering.

Ms. Knight reviewed the HOA draft CCR's. The city does not require this to be incorporated, just a draft document. Conservation easement always needs to remain a park. Ms. Knight said the HOA and CCR's need to outline the maintenance for the private roads. Mr. Spendlove as for direction on what to include. Ms. Knight went through options about the items or limitations the CCR's can put on a development. Such as, outbuildings, maintenance of private roads, satellite dishes, etc. Mr. Shinsel mentioned that the main sewer would be maintained by the city and an easement would need to be recorded over this access. Mr. Spendlove said they would add a PUE to the development for city maintenance. Mr. Shinsel said on the conservation easement, he would like to place the holder for the plaque be placed by them. This item will be added to the Master Development Agreement as well. Ms. Knight continued through the development checklist. Timeline was discussed and April was decided when they would apply to Planning Commission. Mr. Shinsel said if they do find there are more changes needed then they will be asked to attend the following Project Management to discuss them prior to the April Planning Commission. Mr. Spendlove asked for clarification on the process since he is interested in being the new owner of the project. Once the current step is approved, we can move onto site plan prelim/final for the whole project then prelim/final for phases we want to do. Ms. Jennie said this step is the zoning change. The MDA is adopted at the same time at the zoning change then each phase will be submitted for prelim/final. Mr. Robertson spoke up and said staff would need to discuss how to best handle this. He has seen in other cities where they have received preliminary approval for all the phases at once and then the final on each of the individual phases. For Mr. Spendlove he wishes to have as much as possible approved at Preliminary since his bank wishes to see him invested before closing. Staff agreed that it could be possible for them to go this route. Staff will discuss to see what option is the most advantageous for the development to proceed.

Mr. Meyers asked about the commercial area. He wanted to make certain what was being presented was approved by the city for those that he has been working with. Mr. Knight stated that this commercial area is unique because the main area is the park they are donating. The decision was left with Staff having a discussion at a later time. Mr. Meyer further expressed the desire of those that he is working with. Mr. Shinsel said as long as it meets city code, they will be willing to work with them. Mr. Spendlove is hoping to have everything submitted by the end of next week.

## **2. Discuss preliminary site plan review for Triple Peaks located at approximately 2440 North Highway 89 – Mark Apuna, Devin Pettit**

Mr. Robertson began with discussing the biggest pause is the rezone on the parcel. The site is being shown as being developed over 3 or 4 parcels. Not all the parcels are zoned commercial. Mr. Robertson also brought up some of the engineering issues. Mr. Apuna has forwarded the notations

given to him to his engineer and a lot of the work has been addressed already. The parcels were discussed. The small parcel to the north was reviewed. Ms. Knight did follow up with the county. Currently this smaller piece has had taxes paid and is a currently valid. This parcel would have to be included as part of the re-zoning process as well otherwise it would cause a delay in the project if it is actually part of the development. Staff asked them to verify the parcels. Documentation needs to be submitted for proof of ownership. Current site plan covers this parcel along with one other to the rear of the project. Staff agreed they need to verify where the parcel was. Is it included as part of their owned parcels or not? If it is, it would need to be purchased and a rezone for it would have to occur as well. Staff wanted to make them aware so there would not be a hiccup with moving forward with the project.

The site plan was reviewed to see how much building would cover each parcel. Mr. Robertson asked about the multiple parcels and how the building will be placed over them. He also asked if the parcels will be combined into one parcel. Staff to follow up with process for combination or lot line adjustments. Ms. Knight said that as long as the site plan includes all the parcels with the same zoning they can move ahead. Mr. Robertson asked about the east side of the parcel and what the plans were for it. Mr. Apuna stated that this presented plan was the final concept.

Mr. Robertson reviewed his initial comments to see if there was any confusion. Mr. Robertson asked what the entrance would look like. Mr. Apuna said as long as he leaves the approach the way it is, there would be no new requirements from UDOT. Mr. Shinsel clarified by saying as long as they leave it as an approach access there will be no new requirements. He also said that while visiting with Apuna's engineer on site, he found the sewer was connected to the current 10" stub. That would have to be cleaned and camera to make certain it is still a good connection. All connections are back-of-curb for the right-of-way. Mr. Shinsel has spoken with Bona Vista. They want the existing meter, in HWY 89, to be capped since it does not match with the new connections on the west side. Mr. Apuna asked if this means he has to cut out the whole road. Mr. Shinsel said no. He would need to drill over to the main, shut the water off and cap from there. His new water line and fire line will be attached to the new 8".

Doug Jeppesen from Pineview spoke up and said there is no secondary infrastructure. There is a line on 750 West though. Mr. Robertson said because Bona Vista does not allow for outdoor watering, they would have to obtain this. The option of bringing the line up the fire access on the back property with a meter on 750 W was discussed. Staff agreed the fire lane would be a good option to add secondary water to the parcels. Developer to look into the water shares on the parcel with North Ogden Canal shares or with Western Irrigation since no one was aware of any water shares. Pineview will accept both shares. Ms. Knight said the water shares stay with the property and should have been sold with the property purchase.

Ms. Knight will work on the parcel lines with Mr. Apuna to settle that matter. Currently the project rezone is slated for March. New submittals would need to be in by the March deadline. Brady Hansen from Bona Vista said there is another line stubbed on that property that could be used as a fire hydrant or it will need to be disconnected.

Mr. Apuna asked about height restrictions. The code was brought up. The code states 45' for commercial to roof line. Staff said if you wish to go higher it would have to go through the conditional use permit and possible requirement of variance. Tyler Seaman asked if there was a building code for the height in the municipal code. Mr. Apuna said the highest pitch begins at 50'

with a 3-degree slope. Over the width it gains 18 ft. Municipal Code was reviewed along with the grandfathering on the property. Ms. Knight to review legal opinion for a modification to the height of the proposed building. She stated that if you do need a variance it will need to be a hardship on the property, not with something the builder/developer creates. Ms. Knight to do some research on building height and what would be allowed.

*[Later in the meeting Tyler Seaman, Building Official, was able to determine the definition of height is based on the height average, which would allow this proposal to move forward.]*

Mr. Apuna asked about the parking. He asked how many stalls does he need; currently he has 103. Mr. Robertson to review and to get back to them. Restaurant to be on the bottom and is 8500 sq ft (1/100 = 85 spaces). Second floor is professional use 8500 (1/400 = 22). This would be a total of 107 stalls. Landscape requires a break every 10 stalls. 5-6 handicap stalls would be required. Mr. Apuna asked if artificial turf be used and be considered through xeriscape requirements. The look they are considering is what is found at Farmington Station. Mr. Shinsel said as long as it is permeable, then it would be allowed. Landscape concept pictures to be added. Mr. Robertson said according to code there needs to be one tree per island.

### **3. Discussion on 750 West Municipal Complex located at approximately 1770 N 750 West and other city owned properties. – Justin Shinsel**

Mr. Shinsel explained that they will be talking mostly about the 700 N project and how it applies to the 750 W project. The city is preparing these lots to sell to help finance the 750 W Municipal Complex. Current zoning in RE-15. Discussion of the 8' strip to the north. No Bona Vista line is existing on this property. It was removed while doing a water line upgrade on 700 N last year. Some city utilities are still present within this strip which the City will keep for maintenance. Mr. Robertson brought up where the setback would be. Staff agreed that the far east line of the parcels would be considered the rear line. Mr. Seaman spoke about doing a percentage for Lot 10B with the 3-sides instead of a regular 4-sided lot. Setbacks would be considered more during building since this is not an engineering matter. Ms, Knight thanked Mr. Robertson and his team for thinking of this issue. Mr. Shinsel said he was still looking into the secondary water irrigation rights. This is outside of the Pineview District. Mr. Shinsel knows the city has the rights and water shares but access is the issue. Mr. Robertson said the city has to prove there is access to secondary with Bona Vista. Mr. Shinsel said once he figures this out, it will be added to the lot design. Ms. Knight asked about the curb, gutter and sidewalk. She wanted to make certain that there was no deferral agreement needed. Mr. Shinsel said curb gutter and sidewalk on the lots will need to be installed during construction. There may be a need for a possible storm water catch box at the north end of the curb by the city maintained piece. Ms. Knight asked if it is worth trying to add a trail system to this 8 ft section. City Staff to look into at a later date.

Discussion on the 750 W Municipal Complex. The question was asked about the discussion happening on the project and how it would affect the HHI property. Mr. Hokansen reviewed everything he has heard going into the area about their property. Ms. Knight brought the concepts up to help clarify the project. Justin moved to the whiteboard to answer questions. The intent for HHI property is to create an egress/ingress in the little sliver between the Municipal Complex and the Commercial development along HWY 89 allowing access and stubbed utilities to the HHI property to the south. The city would come into a purchase agreement for the small portion needed for access through the development. NorthView Fire is considering doing a satellite station somewhere in Harrisville. HHI is considering helping them to accomplish this as well and asked for the contact information. Mayor Tait provided the information for them. Ms. Knight said they are not completely certain the actually sq footage that would need to be considered in the

agreement until they see where the road will line up. All agreed this is a mutual beneficial venture. Mr. Hokansen discussed the private lane referenced in the BLD Investments Commercial concept. The idea of the commercial development and HHI working together to create this as a viable access was discussed. Mr. Shinsel discussed the access through all three parcels and concepts. The city would like to see the fire department to the north of the Municipal Concept plan. The city is already planning on providing the access for them within the complex already. Ms. Knight said that it would be beneficial to know what HHI would like to do with their property so we can know where utility stubs can go. Mr. Shinsel did say one of the things they have been asked to do by council is to see the southern entrance of the commercial development be a right in-right out despite the fact that it lines up with the development on the east side of HWY 89. This may or may not allow an access for their property to HWY 89.

Ms. Hokansen asked about the zoning. She asked which zoning would be viable because the HHI property are contiguous with the new commercial to the east and to the manufacturing to the south. Ms. Knight said this parcel was not included as a commercial piece on the 2019 General Plan. It does not mean it can not be zoned something else. The city tries to avoid spot zoning. One of the things looked at for zoning would be the access to HWY 89, the neighbors, etc. Ms. Knight said if they can bring in a good site plan concept the city can have a better idea of what they would like to see happen on their property and be able to present to UDOT the access and traffic in this area. Staff suggested bringing as much information to the table as possible so all parties can benefit each other.

Mr. Hokansen asked about the irrigation ditch that runs across their property and dead ends at the city property. Staff said the ditch goes all the way to the north and loops back around. Mr. Hokansen asked what the intent was for the city to get the stream to go under the new building. Mr. Shinsel said the city plans on piping the ditch and diverting the flow through the roads within the new complex to keep the flow and access for those with rights to the ditch to the north. The ditch would then fall within a utility easement. The city has the water shares for this and would prefer to go through Pineview for the secondary with a pressured line. Mr. Shinsel said they would have to verify elevations and such during the engineering process. HHI to talk with the residential owner where all the properties now are going to surround it.

Collative discussion to occur between BLD Development, HHI and City at a later date. HHI to present a conceptual plan for a possible zone change at the next Project Management meeting. Ms. Hokansen asked if the commercial property owner was contacted. Mr. Shinsel said when the discussions first brought up last year, they were contacted. The city will reach out within the next couple of weeks to them and ask them to attend the next Project Management Meeting.

Ms. Hokansen asked about the next step. Ms. Knight said for them to bring to bring a concept plan to the table at Project Management. Potentially the zoning can be changed during the same month as the site plan approval, since City Council meets the day before Planning Commission. This zoning change would include a change in the General Plan Map as well as the Zoning Map. Ms. Hokansen said they would like to see this happen to firm up their own property lines as well. Mr. Hansen said that once the concept is approved there will be an approval process through Bona Vista as well. Mr. Shinsel said the concept is to keep the water flowing through all the developments by creating a loop system.

#### **4. Continuing Projects.**