



Project Management Meeting Minutes

Harrisville City Office

Thursday, February 8, 2024 – 9:00 a.m.

Present: Jennie Knight, City Administrator, Michelle Tait, Mayor, Cynthia Benson, Deputy City Recorder, Justin Shinsel, Public Works, Glen Gammell, Public Works, Tyler Seaman, Building Official, Matt Robertson, City Engineer, Brandon Green, City Planner, Blake Carlin, Bona Vista, Doug Jeppesen, Pineview, Dan Johnson, Pineview, Ryan Barker, North View Fire, Nathan Averill, Planning Commission Chair.

Visitors: Glade McCombs, Marcelo Gonzalez, David Brown, Krisel Travis, Leland Martineau, Tyler Harper, Greg Montgomery.

Jennie Knight, City Administrator, opened the meeting and introduced the Project Management Committee present.

1. Discussion on proposed improvements within the Public Utility Easement for fiber optic infrastructure for property located at approximately 158 W. 1100 N. (Tax ID #11-247-0004) – David Brown, Marcello Gonzalez, Connex

David Brown began the discussion by inquiring about the need for a Franchise Agreement in Harrisville City for Connex to lay fiber optic infrastructure. He did not. He sought clarification on city requirements for installation. Mr. Brown explained that the cabinets would be three to four feet tall, a few feet wide, above ground, covering 1500 homes each creating a need of one (1) to two (2) for Harrisville. Emphasis was placed on avoiding road crossings to prevent road damage and canals. Connex assured compliance with UDOT standards and city requirements in their construction and/or repairs of any damage. Potholing was described as the method of construction. Marcello Gonzales presented examples of installation placement in public utility easements and park strips. Discussion revolved around the city's preference for installation locations being on city property including parks and retention basins. Mr. Gonzales discussed plans for blue staking and resident notification processes which includes door hanger notifications at different construction stages. He also stated they take before and after pictures of the construction area for insurance purposes. This process meets the city requirements of filming prior to construction as mentioned by Glen Gammell, Public Works. Coordination with city officials and third-party entities, such as water companies, was discussed to avoid overburdening the city/entities ensuring smooth construction. Mayor Tait asked what the current cost was for this service. Mr. Brown mentioned the company's current policy is not to charge installation fees. He reviewed the various costs and speeds of service for customers. Justin Shinsel, Public Works, stated the excavation permit cost would be issued at the end of the construction for accuracy. Mr. Brown expressed interest in any future city planning/construction to incorporate vaults in these locations. Mr. Shinsel asked for Mr. Brown to reach out to Mr. Gammell for help with the permitting portal. In conclusion, Mr. Brown stated if there were any complaints or insurance claims, Connex wishes to work with the resident/city personally to avoid delays in obtaining restitution. Ms. Knight suggested they send any advertisement they might have to the city for the

city to help with the notification process by including the notices on the city's social media accounts and within the city newsletter. They anticipate beginning in the subdivisions south of city hall as soon as possible.

2. Discussion on Preliminary Improvement Plan Review for Dixon Creek Park Subdivision located at approximately 1300 N. Washington Blvd. – Krisel Hansen, DR Horton

Ms. Knight formally introduced this portion of the meeting as the Preliminary Improvement Plan Review—second review—for Dixon Creek Park Subdivision. Matt Robertson, City Engineer, began the discussion with the changes in calculations for the detention basins due to the Geotechnical (GEOTech) Study for underground retention not compatible with current soil conditions. Verification of stormwater basin sizes along with verification of the bottom of the pond location resting above the flood plain was also addressed. The culvert under Dixon Creek was discussed focusing on concerns about its construction, depth, and the responsible party for this portion of the project. Leland Martineau answered that the box culvert is part of the Scott Group construction. Krisel Hansen added the Scott Group has submitted everything to FEMA for this portion and has not heard back. They are barely reaching the 60-day mark of the 90-day deadline for a response. Mr. Shinsel clarified the company excavating is the one constructing. Ms. Hansen confirmed his assessment was correct. The notation of this information was verified on the submitted drawings. Phases of the project were outlined for Pineview staff, with an emphasis on landscaping plans, particularly in relation to calculating green space for connection sizes.

Discussion on the width of private roads took place, with a focus on meeting the fire department requirement of 20 feet of drivable space. The committee explored the possibility of modifying the width of the pan to accommodate requirement since current drawings indicate only 19 feet of asphalt. Mr. Robertson said the pan width is 18 inches on the drawings. With the pan considered part of the drivable space, the calculation would be approximately 22 feet. Ryan Barker, North View Fire, said he was fine with this as long as Ms. Hansen understood the potential damage the heavy fire trucks might do. Ms. Hansen said she understood the risk. The committee discussed the need to update the access permit and reference the UDOT's requirement for 600-foot turn lanes on Washington Blvd. The committee agreed the approved plans from the UDOT Access Permit need to be included in the final plans. There was a suggestion to call out only the 1300 North stripping and that for the entrance off Washington Blvd for now and deal with the other entrance later. This led to a discussion on the changes with 1300 North Road alignment which led to discussions about the addressing for units on 375 East. Addressing changes were considered, including the need to relook at the addressing of units in the affected area.

Discussion on park strips included addressing UDOT's requirement for an 8-foot park strip along Washington were looked at. The committee considered potential changes in the sidewalk along Washington Blvd to accommodate utility access and the UDOT park strip requirement. The width of sidewalks and the responsibility for maintenance, including forming agreements for access, were also discussed. Ms. Hansen said they can add this area as a public access easement on the final plat. The committee asked for the width of the sidewalk to be increased to 6 feet. Ms. Knight suggested, when asking for an extension on the UDOT Access Permit, call out any and all changes made to the project. Concerns were raised about the maintenance of the retaining wall and fence near the wetlands. The committee clarified that the wall, situated in the common

area, would be maintained by the Homeowners Association (HOA). The area behind the wall would remain natural due to wetlands concerns. The committee reviewed the overall review process, including the completion of utility Will Serve letters from agencies such as Rocky Mountain Power and Dominion Energy. Ms. Hansen needs to submit the plat to the county for review. Progress on other entity review processes were discussed.

3. Discussion on proposed Clustered Development Plan for property located at approximately 265 E. Larsen Lane. – Glade McCombs, Tyler Harper

This project will be called Oak Hollow Subdivision. Jennie Knight began the discussion with updating the Project Management Team with the progress on the project since receiving a negative recommendation for the Mixed-use Overlay Map amendment application. Staff has met with the developer several times since that time. A legal opinion was requested from City Attorney Brody Flint when the municipal code contradicts itself, the ruling is in favor of the applicant. We are waiving the smallest lot size of R-1-10 to the increase density being requested by this development. This is being recommended now as a Clustered Development Plan. The developer reviewed a revised concept plan from the last work meeting, to meet fire department requirements. The other request from staff for a manhole in the south area, they relocated the retention pond to a different location to allow access to the sewer being run down to 700 North. There will be a drivable hard surface. There is not enough room for a 20-foot easement, but staff can work within a 18-foot sewer easement. The bonus density has been applied for the amenities pickleball courts, pavilion, play area. They will include more parking spots, these are private pickleball courts. CC&R's requiring front porches, landscaped entrance. They are up to 31.75 units when applying all the bonus density; they are proposing 30 units. Access to the lots from Larsen Lane and inside the development was discussed. Secondary water availability was discussed. The possibility of tying into Warren Hollow or even purchasing water from Pineview was reviewed as options for secondary water.

4. Continuing Projects

Meeting adjourned at 10:54 AM