



Harrisville City Planning Commission Minutes

Harrisville City Offices

Wednesday, July 10, 2024 – 7 PM

Commissioners:	Nathan Averill Chad Holbrook Jordan Read	Staff:	Jennie Knight (City Administrator) Cynthia Benson (Deputy Recorder) Justin Shinsel (Public Works Director)
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Visitors: Jim Jimenez, Nolan Karras, Marvin Farrell, Katherine Berrett, Jed McCormick, Jim Flint, Genneva Blanchard, Sarah Carver, Arnold Tait, Michelle Tait, Brian Campbell, Angie Francom, Trevor Broughton, Patricia Refsdal.

1. CALL TO ORDER

Chair Averill welcomed all in attendance.

2. CONSENT APPROVAL – of Planning Commission minutes from June 12, 2024.

MOTION: Commissioner Averill motioned to approve Planning Commission minutes from June 12, 2024 with corrections. Commissioner Read seconded the motion. The motion passed with all voting in the affirmative.

Nathan Averill	Yes
Chad Holbrook	Yes
Jordan Read	Yes

The motion passed with all voting in the affirmative.

3. DISCUSSION/ACTION/RECOMMEND – to grant preliminary plat approval for Gardner Grove Subdivision located at approximately 736 West Harrisville Road. – Entity X LLC

Jennie Knight, City Administrator, made the commission aware of a sudden loss to the HHI family and extended the City’s condolences to them at this time. She continued by reviewing the engineer’s memo comments pointing out the items which need to be addressed before final approval which are submittal of the plat to the Weber County Surveyor’s Office for review, resolve all red-line comments provided on the preliminary plat, include the dimensions and locations of the public utility and drainage easements and any other required easements associated with the canal and irrigation ditches on the property. The proposed land swap with the Vasas family will need to be finalized and show the existing ponds and ditches and any wetland delineations on the plat. Also, if the proposed public street, “Lorriane Lane”, isn’t going to be constructed at this time, consider leaving it off the plat and adding it later with a subdivision amendment or new subdivision and provide lot addresses on the plat as provided.

Chair Averill asked what the size is of the parcel needing to be swapped. Justin Shinsel, Public Works Director, answered the lot is approximately 1,365 sq ft. Ms. Knight added the HHI team has been in communication with the Vasas about this matter. What is presented tonight is the solution from those meetings. Chair Averill asked how many entrances there will be to this subdivision. Ms. Knight replied there will be two (2) entrances, one on 1750 North and one from Highway 89. He also asked if the ditch will be piped. Ms. Knight confirmed the intention is for

the ditch to be piped. HHI will work with the ditch owners to complete this. Chair Averill asked if the 1750 North angle alignment is the desired angle for city traffic flow and traffic flow for this subdivision. Ms. Knight answered in the affirmative. The city has been working with them for quite a while to obtain the desired angle shown.

Bryan Campbell from HHI Engineering department was asked to answer questions by the commission. Chair Averill asked if the second road is private or public right-of-way. Mr. Campbell answered the road would be public and dedicated to the city. They are working on the timing since they will need to escrow before dedicating the road. The timing of the parcels is not an issue, it is the recording of the plat. Once this is complete the road will be dedicated to the city. Chair Averill asked what the road widths will be. Mr. Campbell said at this time, the road width is a 60-foot right-of-way with an 80-foot width from Highway 89 to Lorriane Lane. Lorriane Lane will be a 60-foot right-of-way. This is in anticipation of the commercial and manufacturing traffic. They are working with the city engineer and planner to meet the city requirements. Chair Averill asked the intent with the existing ponds or wetlands present on the property. Mr. Campbell replied HHI plans to keep the wetlands and ponds as they are for now. If there are future changes, they would be small and minor. Chair Averill asked where HHI was in obtaining the UDOT access permit for the second access. Mr. Campbell said UDOT has already granted the permit for the second access. Mr. Campbell added with the construction on Highway 89, the city has run the calculations for the utilities. As long as HHI uses the connection to 1750 North they will have enough pressure for the water and sewer lines. They can also access the sewer at the corner of Lorriane Lane if needed.

MOTION: Commissioner Holbrook motioned to grant preliminary plat approval for Gardner Grove Subdivision located at approximately 736 West Harrisville Road subject to Engineer’s Memo dated July 3, 2024, and any other staff or agency requirements. Chair Averill seconded the motion.

Nathan Averill	Yes
Chad Holbrook	Yes
Jordan Read	Yes

The motion passed with all voting in the affirmative.

4. DISCUSSION/ACTION/RECOMMEND – to grant preliminary plat approval for Heavenly Roads Phase 1 located at approximately 2150 North 500 West – Jed McCormick

Ms. Knight introduced the project location along with the current zoning of R-3 which is the grandfathered zoning for this property. There are a couple of discrepancies in the total acreage as outlined in the planner’s memo. The Developer will need to review these parcels and make the necessary corrections to the calculations. The City Planner has requested the building setbacks and height requirements are compliant with the R-3 zone along with providing parking calculations for both tenant parking and visitor parking stalls as well as proposed locations for tenant amenities. Engineer’s memo comments are submittal of the plat to the Weber County Surveyor’s Office for review along with approval, resolve all redline comments, ensure that the private drives are wide enough and provide turning space for emergency vehicles, provide additional parking in the private area as required by the City to encourage parking within this area and not on the city street, include the dimensions and locations of the public utility and drainage easements, the existing detention basin be relocated and combined with the development’s basin creating a single lot, and provide lot addresses on the plat as provided by our office.

Chair Averill mentioned his concern with one of the engineer’s comments stating 425 West would need a cul-de-sac turnaround since it is a dead-end road. Mr. Shinsel said this notation does not affect this development and the length of this road meets current code requirements. This will be addressed in further reviews. Ms. Knight added the subdivision is setback in such a way to accommodate any future development of 425 West. Mr. Shinsel added 2160 North is being completed as a consideration for the city if 425 West did need to connect at some future point.

Chair Averill asked if there were a lot of typos in the name of this subdivision. Ms. Knight asked the developer for clarification for subdivision spelling since the city staff noticed the spelling changes on the application and on the plat as well. Mr. McCormick said he was not certain of the correct spelling and will let the city know.

Commissioner Holbrook sought clarification on the open space to the East of 480 West. Ms. Knight confirmed this all would be common area and left open. Currently there are no amenities listed. This was a request made in the city planner’s memo if the developer plans on putting them in.

Chair Averill asked Mr. McCormick if the front doors of the units were towards the common space or the driveways. Mr. McCormick replied with both depending on their locations. The road widths are wider than normal to give a more open feel thus the name. Mr. McCormick gave the commission a look at the proposed design of the townhomes for the development. Commissioner Holbrook asked the square footage of the individual townhome. Mr. McCormick replied they are around 1,600 sq ft with 3 bedrooms, 2 baths, and a 2-car garage each. Ms. Knight reminded the commissioners this is the first step of the approval process. The remaining steps will be completed with the Administrative Land Use Authority.

MOTION: Commissioner Reed motioned to grant preliminary plat approval for Heavenly Roads Phase 1 located at approximately 2150 North 500 West subject to Engineer’s Memo dated July 3, 2024, and City Planner Memo dated July 3, 2024, along with any other staff or agency requirements. Chair Averill seconded the motion.

Nathan Averill	Yes
Chad Holbrook	Yes
Jordan Read	Yes

The motion passed with all voting in the affirmative.

5. DISCUSSION/ACTION/RECOMMEND – to grant preliminary/final site plan approval for Bailey V Business Condos commercial site plan located at approximately 2340 North Highway 89. – Bailey V

Ms. Knight explained to the commissioners this is a reapplication due to the application having expired since the last approval two years ago. They have not changed anything and have received permitting approvals through UDOT. She continued by introducing the project location to be 2350 North Highway 89. They are proposing a series of business condos with access off Highway 89. Originally, they were working with the developer to the north where the bar burnt down. They are asking for re-approval of the concept they presented before thus the reason for preliminary, and final being requested at this time.

MOTION: Chair Averill motioned to grant preliminary/final site plan approval for Bailey V Business Condos commercial site plan located at approximately 2340 North Highway 89 subject to Engineer’s Memo dated July 3, 2024, and any other staff or agency requirements. Commissioner Holbrook seconded the motion.

Nathan Averill Yes
Chad Holbrook Yes
Jordan Read Yes

The motion passed with all voting in the affirmative.

6. DISCUSSION/ACTION/RECOMMEND – to grant approval of Ascension Lutheran Church Subdivision Amendment for property located at 1105 North Washington Blvd. – Nolan Karras

Ms. Knight stated this item has been underway for a few months. They are technically adjusting the lot lines for Lot 1 and Lot 2 due to Lot 2 not having any street frontage. The engineer memo comments are to submit the plat to the Weber County Surveyor’s Office for review and to provide lot address on the plat. After the amendment, the lots will be renumbered to Lot 3 and Lot 4. Lot 1 and Lot 2 will be discontinued. The utility easement has been vacated. The recording of the new utility easement will take place with recordation of the plat along with the access for Lot 2.

MOTION: Commissioner Holbrook motioned to grant approval of Ascension Lutheran Church Subdivision Amendment for property located at 1105 North Washington Blvd subject to Engineer’s Memo dated July 3, 2024, and any other staff or agency requirements. Commissioner Averill seconded the motion.

Nathan Averill Yes
Chad Holbrook Yes
Jordan Read Yes

The motion passed with all voting in the affirmative.

7. DISCUSSION/ACTION/RECOMMEND – to grant preliminary/final approval for Family Promise site plan for property located at approximately 1105 North Washington Blvd. – Nolan Karras

Ms. Knight explained the developer is proposing to build on lot 2 with shared access with the Ascension Lutheran Church. Parking will be adjusted to accommodate the facility. City engineer memo comments are to obtain final approval from Bona Vista Water and Pineview Water for the new culinary and secondary water services, obtain site plan approval from North View Fire District, provide a landscape plan, and update the sewer plan to show a 4” sewer lateral being run from the building. The 4” lateral should connect to the main without a manhole. Redlined comments have been outlined on the plans. She continued with water service lines need to be moved so locations are not be under the bottom of the detention pond, remove the striping of existing parking stalls at the entrances to the new parking lot, show the proposed contours on the grading plan and show how runoff will be kept on the site and not flow onto the neighboring properties, show how the parking lot runoff will be directed to the detention basin, show the detention basin calculations and clarify the elevations of the outlet pipe and the elevations of the basin bottom and top, provide screening between the commercial zone per City Code and complete a Storm Water Pollution Prevention Plan (SWPPP) along with file a Notice of Intent (NOI) with

the State.

Jim Flint, Hansen & Associates, stated most of the items in the memo have been addressed. Chair Averill asked for clarification on why there is no independent access for this lot. Mr. Flint replied after looking at the logistics, the first concept created a redundancy. The city recommended only one access. The church agreed. Discussion between Mr. Flint and the commissioners continued with parking stripping and the proposed building included on the site plan for planning purposes. Chair Averill asked for clarification on why the water line needs to be moved. Mr. Flint stated the pond is only 2-feet deep. The water line will need to run deeper to accommodate. They can easily meet the depth requirements required by the city engineer. Commissioner Holbrook asked about the landscaping plan. Mr. Flint said he is working with Pineview. He presented the commissioners elevation views of the proposed building structure.

MOTION: Commissioner Read motioned grant preliminary approval for Family Promise site plan for property located at approximately 1105 North Washington Blvd subject to Engineer’s Memo dated July 3, 2024, subdivision amendment, and any other staff or agency requirements. Commissioner Holbrook seconded the motion.

Nathan Averill	Yes
Chad Holbrook	Yes
Jordan Read	Yes

The motion passed with all voting in the affirmative.

8. DISCUSSION/ACTION/RECOMMEND – to grant preliminary/final approval for Elite 3 manufacturing site plan for property located at approximately 1601 North 750 West – Elite 3 Construction LLC.

Ms. Knight introduced the project as a manufacturing site plan for Elite 3 Construction and is located at 1597 North 750 West south of Saunders Construction. The engineer memo is asking for final approval from Bona Vista Water for the new culinary water service, site plan approval from North View Fire District and installation of cobble stone (4” or greater) in the retention basin as opposed to the decorative gravel. The parcel is currently zoned Manufacturing.

Commissioner Holbrook asked how much 750 West will be widened. Mr. Shinsel replied anywhere north of the tracks will eventually be as wide as Larsen Lane with curb gutter and sidewalk. The city is waiting for federal funding. The project is projected to happen between 2030-2032. Discussion occurred on the retention basin. Mr. Shinsel clarified it is a completely privatized retention basin. The city has recommended the city standards for construction.

MOTION: Chair Averill motioned grant preliminary/final approval for Elite 3 manufacturing site plan for property located at approximately 1601 North 750 West subject to Engineer’s Memo dated July 3, 2024, and any other staff or agency requirements. Commissioner Read seconded the motion.

Nathan Averill	Yes
Chad Holbrook	Yes
Jordan Read	Yes

The motion passed with all voting in the affirmative.

9. PUBLIC COMMENTS – (3 minute maximum)

Marvin Farrell informed the commission of some information regarding Western Irrigation on share requirements per acreage. He mentioned a letter which was sent out stating no more storm water can enter the canal. The letter was presented to the recorder. On agenda item #3, as far as piping the canal there has been no discussion with Western Irrigation about this other than a couple of years ago when development was first presented. Also, there is an irrigation lateral which goes through the property into the city property. This needs to be addressed. On agenda item #8, will this retention basin hold water, or will it be for overflow? If the intent is to flow into Western Irrigation, we have requested this not happen.

10. COMMISSION/STAFF FOLLOW-UP

Ms. Knight informed the commissioners of another resignation for the commission. Commissioner Elmer moved out of the city and is no longer eligible to participate in the Planning Commission. The mayor is taking applications.

The City has requested a formal meeting with Western Irrigation to meet with all water entities to bring everyone on the same page. Mr. Farrell stated they are willing to meet with Harrisville City but not the other entities. They have already met with the other entities and addressed their concerns with them.

Commissioner Holbrook requested training on where all the rivers and ditches are in the city. Where they come from and where they split off. Mr. Shinsel said anytime any commissioner or councilmember would like to go for a drive to view the waterways in the city, he is more than welcome to entertain one or two at a time. He continued with follow-up on the projects currently underway in the city. Millenium Park is under way with new bathrooms, new playground equipment, new lighting around the walking track, sprinklers, and sidewalk. 2000 North will be stripped from Highway 89 to North Ogden border this will also happen behind the elementary school where the “drop off/pick up zone was installed last year. The sewer line installation along Highway 89 is in progress with heavy anticipation of it being completed by the end of the month. There is a hard deadline for the end of September for UDOT to complete their resurfacing project of Highway 89. Lastly, Dixon Creek began their development.

11. ADJOURN

MOTION: Commissioner Holbrook motioned to adjourn the meeting. Chair Averill seconded.

Nathan Averill Yes
Chad Holbrook Yes
Jordan Read Yes

The motion passed with all voting in the affirmative.

The meeting adjourned at 7:56 PM.

Nathan Averill
Chair

Cynthia Benson
Deputy Recorder