



Project Management Meeting

Harrisville City Office

Thursday, September 8, 2022 – 9:00 a.m.

Present: Michelle Tait, Mayor, Jennie Knight, City Administrator, Matt Robertson, City Engineer, Justin Shinsel, Public Works, Maria Devereux, City Recorder, Cynthia Benson, Deputy City Recorder, Ryan Barker, Fire Marshal.

Visitors: Antonio Flores, Jacob Glaze, Craig North.

Jennie Knight, City Administrator, called the meeting to order and introduced everyone. Chad Holbrook, Planning Commission Chair was excused

1. Discussion for a commercial site plan amendment for Walmart parking lot located at 534 North Harrisville Road. – (Jacob Glaze, Antonio Flores)

Jennie Knight, City Administrator, opened the meeting with introductions. Jacob Glaze introduced himself and began the discussion with the CCR's for the other pad owners' states Wal-Mart has to maintain a certain ratio for parking. This created a need for an amendment to the site plan originally submitted with the fuel station. Also, with the gas station and another project coming down the pike and keep from creating any argument with the other pad owners, they are looking to add some additional parking to the rear of the building. Jennie Knight clarified the reason for the meeting was due to the fact the amendment request was larger than what is allowed for a minor site plan amendment. The City's concern with the additional parking is the impact on the landscape. The amendment also triggers other improvements which will need to be addressed. Some of the improvements include the curb, gutter, and sidewalk along 700 S and the buffer zone requirements between commercial and residential being maintained. Jennie Knight asked what the percentage is for the new parking, if the new parking is a swop for swop of what is being utilized for the fuel center. Jacob Glaze replied it is not a direct swop. There is a secondary requirement with the property owners. Wal-Mart needs to maintain a 5% ratio. This additional parking brings the agreement back into compliance with the other property owners. Justin Shinsel added the City is viewing this amendment and the fuel center as two separate projects. He continued with the trash screening will need to be addressed as well with the parking improvements since the City has been receiving come complaints about it. He is also concerned with the pedestrian traffic with the proposed slope the new parking would create. Jacob Glaze asked for the requirements from the city so he can take this back to Wal-Mart and have them review the project. Jennie Knight directed Jacob Glaze to the city code. Landscape and Screening requirements HCMC §11.24.080; Trash Dumpsters HCMC §11.24.080 (5).

Jennie Knight continued the review with saying the amendment shows the parking appears to encroach on the berm requirements in the city code which creates new concerns. After clarifying the use of the parking to be for employees, she continued with a list of items Wal-Mart will need to present to the city. These items are the landscaping that will be affected by the amendment, and how the current berm will be affected by the additional parking. The City will look into the original development paperwork to see if there was a deferral for the curb, gutter, and sidewalk and send

the original landscape plan over to Jacob Glaze. In the meantime, the curb, gutter, and sidewalk standards can be found in the Public Work Standards.

Antonio Flores asked if the parking stalls to the north would be the only ones looked at by the city. Justin Shinsel replied with the whole of the property will be looked at not just those along 700 N. He is also looking at the storm water. Jacob Glaze interjected he is not looking to remove or affect any of the mature, 20-year-old trees already established along the berm. Storm water flow would be considered during the construction. Jennie Knight added the city parking code with separation breaks of landscaping can be found under HCMC 11.13.040_Landscaping (2)(i)

Matt Robertson asked if there is possibly Wal-Mart can renegotiate the agreement with the neighboring pad owners. Jacob Glaze said the additional items are doubling/tripling his budget for the new parking area. There might be an opportunity because of this to renegotiate the contracts with the other owners.

2. Discussion for residential subdivision Harrisville Fields Subdivision located at approximately 863 North Harrisville Road. – (Craig North)

Craig North came to have a few questions answered before heading to Planning Commission. Jennie Knight began by stating the City has not received a full preliminary application. The City Engineer has not completed his full review of this project because of that. Matt Robertson reviewed he had talked with Craig North's engineer and given him the list of requirements. All he would need at this time was the preliminary plan to move forward. Plan profile sheets are not required for preliminary. Demo, utility, grading, etc. Craig North said he understood and continued with his questions for the committee.

Question: *Detention pond: Can it be combined with the secondary water storage?* Matt Robertson and Justin Shinsel agreed after some discussion about the intercity of the area, the City would prefer to have the two basins separated. The suggestion offered was to make a regional basin to help with storm water flow. All agreed more discussion is needed on this. Matt Robertson said he did talk to Craig North's engineer about the secondary pond and the retention basins along with the requirements the City would need for preliminary.

Question: *Can the secondary pond be located in the flood plain?* Justin Shinsel said FEMA defines any building in the flood plain as any manmade structure. Discussion on the requirements with elevation, city and FEMA requirements occurred. City codes HCMC §11.01.060, HCMC §11.19.030 were reviewed. Justin Shinsel said he is working with FEMA to understand how the impact will be within the City. Justin Shinsel said to show this as two separate ponds for now within the Flood Plain. Project Management Committee to discuss more options.

Question: *Will there need to be a diversion box for the ponds?* Staff replied in the affirmative.

Question: *Will the City calculate the shares for the water?* Staff replied in the affirmative. Jennie Knight said 7 shares/acre is the maximum.

Question: *Will the City require a spill way from the pond?* Spillway between the detentions and back into the creek. Justin Shinsel explained how the use between the ponds and creek would work during a storm. Pond 1 to Pond 2 to creek is the flow for the storm water.

Craig North said the engineer was able to gather together the elevations, he found he is 2 ft above where he thought he was and asked if he can place more homes in that area. Matt Robertson said even if it is above the plain. He would need to show the Flood Plain does not flow through those possible building lots.

Question: *When the FEMA maps are distributed, will it show the boundaries?* Staff replied in the affirmative. The line from FEMA may not be the case until the survey is complete showing the real elevations.

Question: *Will all the FEMA work need to be completed before approvals?* Justin Shinsel replied as long as everything is in place, the CLOMAR, etc, then the City will allow you to move forward. Jennie Knight clarified he would get preliminary approval, but final would not be given until all the items were addressed.

3. Continuing Projects.

There were no continuing projects discussed.

Meeting adjourned at 9:48 AM.