

Project Management Meeting Minutes  
Harrisville City Office  
Thursday, February 9, 2017  
9:00 a.m.

Attendance:

Matt Robertson (Engineer)  
Jeff Pearce (Council)  
Laurence Boswell (Land Use Coordinator)  
Sean Lambert (Public Works)  
Bill Morris (Administrator)  
Ryan Barker (Fire Marshall)  
Blake Carlin (Bona Vista Water)  
Bill Smith

Visitors:

Marvin Farrell     Jim Leishman  
Jim Flint  
Art Bingham  
Kirt Vannatta  
Lori Vannatta  
James Bassett  
Ricardo Negrete  
Blaine Barrow

**1. Review preliminary plat and service letters for development off of 350 West and 2550 North (Andrew and James Bassett).**

- a. Service letters for the development off of 350 West and 2550 North have been turned in. The only thing changed on the plat was the name “Chatelain” to “Bassett.” James needs to send in an electronic copy of the plat to Matthew Robertson (Engineer). He will also need to provide a hard copy of the large scale plat for the City to keep on file. James informs project management committee that Pleasantview is okay with the entrance off of 2550 North. However, they are not doing any utilities on that front. James asks if he needs to provide escrow for both phases of the property. Matthew states that anything not completed on the recorded plat needs to go into an escrow. Final memo will be taken to planning commission. Preliminary and final phases for this development will be put on the agenda for an upcoming planning commission meeting.

**2. Open discussion with Blaine Barrow concerning animal shelter proposal.**

- a. Blaine Barrow and Jim Leishman are wondering the status on the proposed animal shelter (1755 N 750 W). Blaine has received mixed information concerning the progress on the shelter and is seeking clarification. Blaine asks who will inspect the animal shelter when it’s build. Sean Lambert, Public Works Director oversees inspections. Jim asks if there are engineer plans yet and if he could see them. He also asks if a building permit has been issued yet. Bill responds, stating there are no engineer plans for the animal shelter and no building permit issued as of now. Jim asserts that there is activity going on at the proposal site, suggesting that someone is working without permission or a permit to make changes to the site. Bill asks for clarification. Jim explains that individuals are clearing out the structure and surrounding areas that are on the property. Bill states that anyone is allowed to clean up their property without special permission from the City. Bill also assures Blaine and Jim that there will be a building permit in place once final

engineer plans are approved by planning commission. As of now, Bill explains that there are still questions that need to be answered before the proposed animal shelter can receive final approval and start construction. Bill refers to questions such as how cats and dogs will be separated and how will the current greenhouses on the property to be used. These questions and other issues will be addressed at a future planning commission meeting.

- b. Blaine asks why the site plan for the proposed animal shelter is approved when there is a Weber County animal shelter a few blocks away. Jim asks if there are any regulations about similar businesses being a certain distance apart. Bill explains that there is no rule or regulation that states similar businesses need to be a certain distance apart. Bill gives the example of gas stations that are often right next to each other. Blaine asks if the animal shelter will be able to board private animals. Bill responds yes. Blaine also asks if anyone considered using the property for a pet cemetery. Bill responds no, and animals that die on site will be disposed properly. Bill also responds to another question about contracting with Weber County and providing an officer on site to look after the proposed shelter. Bill explains that animal and shelter elements are two separate things. He is unsure if other cities will provide officers for the shelter. Bill explains that the City controls the limit on animals, how animals are treated, etc.
- c. Jim Flint speaks in behalf of the proposed animal shelter. He mentions separating cats and dogs. He also mentions removing the front part of one of the greenhouses on the property to accommodate the cats. Bill advises Jim to get plans updated and bring to the next planning commission meeting.

### **3. Discuss options for property off of 544 W Harrisville Rd (Art Bingham).**

- a. Property off of 544 W Harrisville Road is up for sell. Lori and Kirt Vannatta ask about the rules and regulations regarding building on this particular lot. The lot is located in an A-1 zone and meets the acreage requirements. Bill explains that in order to build a home in an A-1 zone, there must be 100 feet of frontage on a city approved road. Currently there is at least 100 feet of frontage off of Harrisville Road. Lori asks if she can build a basement. According to City standards, a geotech study is required if someone wants to dig deeper than one foot below top back of curb. Issues concerning the plat arise. According to the plat, the previous owner, Oliver Burnett, merged the Tax ID of two properties. The plat shows that there are two parcels. The front parcel cannot be sold off because it does not meet the A-1 acreage requirements. It would also leave the back parcel land locked and un-buildable. Bill Morris states that there must be a subdivision amendment for the property to become one parcel, allowing Lori and Kirt to build their house. The plat needs to reflect this change and then the City will approve it, charging Lori and Kirt \$150. There are questions concerning a small road that is located on the

south west corner of the property. This small road also connects to Harrisville Road and has about 2.5 feet of frontage. This particular road is deeded to the current owner of the property and can be used for access, however, it cannot be used for utilities. Lori and Kirt ask questions about the regulations for fire hydrants. Their house must be within a 300 feet radius from the fire hydrant. There is also a question about the direction of the house and which way it should face. As of now, there are no specific regulations on which way a house should face.

**4. Review approval for Marvin Farrell to build property located on Chugg Lane (parcel #110210027).**

- a. Marvin Farrell presents information from the title company concerning property located on Chugg Lane (parcel #110210027). The property was under non-compliance for several years, starting in the year 2008. The non-compliance was released March 30, 2016. Marvin bought the lot after the non-compliance was released, even though the lot does not meet City standards (see project management notes from February 9, 2017). Therefore, Marvin cannot build on the lot. In addition, Marvin cannot plead innocent buyer and receive a refund from the title company since the non-compliance was released when Marvin bought the property. The City recognizes their mistake of releasing the non-compliance on a lot that still falls under non-compliance according to City standards. Therefore, the City is willing to create a Harmless Agreement Act that would allow Marvin to build on the property located on Chugg Lane. Any issues with zoning would be disregarded. However, Marvin would take liability for any issues that would arise on the property in the future.

**5. Review plans to subdivide lot located at 523 W 2550 N (Ricardo Negrete).**

- a. Ricardo Negrete wants to subdivide his lot located at 523 W and 2550 N. The lot is located in an R-3 zone. In order to subdivide the lot, Bill Morris says that each lot will need to have at least 90 feet of frontage. However, there is a holding strip that prevents Ricardo from having 90 feet of frontage for the proposed subdivided lot. The City does not release holding strips, therefore Ricardo will have to get ahold of the owner and or Title Company in order to get it released. Once released, Ricardo can successfully subdivide his lot.

**6. Meeting with Rural Community regarding economic status of the City.**

- a. There was a general discussion on the general plan.

Adjourned at 10:17 a.m.

Laurence Boswell, Land Use Coordinator

