



**Harrisville City Planning Commission Minutes**  
 Harrisville City Offices  
 Wednesday, November 8, 2023

**Commissioners:** Nathan Averill                      **Staff:** Jennie Knight (City Administrator)  
                          Chad Holbrook    Cynthia Benson (Deputy Recorder)  
                          Bill Smith    Justin Shinsel (Public Works Director)  
                          Jordan Read

**Visitors:**                      Geoff Solomonson, Sam Hardinger, Holly Egan

**1. CALL TO ORDER**

Chair Averill welcomed all in attendance. He excused Commissioner Brad Elmer.

**2. CONSENT APPROVAL** – of Planning Commission minutes from October 11, 2023.

**MOTION: Commissioner Smith motioned to approve Planning Commission minutes from October 11, 2023. Commissioner Holbrook seconded the motion.**

<b>Nathan Averill</b>	<b>Yes</b>
<b>Chad Holbrook</b>	<b>Yes</b>
<b>Bill Smith</b>	<b>Yes</b>
<b>Jordan Read</b>	<b>Yes</b>

**All voted in the affirmative.**

**3. DISCUSSION/ACTION/RECOMMEND** – to approve site plan amendment for expansion of Walmart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road.

Jennie Knight, City Administrator, presented an application for a commercial site plan amendment which was received on September 12, 2023 for Walmart. She explained the application for this amendment was reviewed during the Project Management meeting on October 12, 2023. The committee found no outstanding issues with Planning/Zoning or Engineering. This application received a positive recommendation for approval from the Project Management Committee subject to Harrisville Municipal Code and any other staff or agency requirements. Ms. Knight pointed out the site plan amendments and increased square footage being added to the existing building.

Geoff Solomonson, applicant, reiterated what Ms. Knight presented. This project is an expansion of the building with no additional amenities and creates a storage area for online pickup orders. Building permit has already been submitted for review by the building official.

Chair Averill mentioned the changes to the signs and building. He wanted to know if the commission would need to approve them as well. Ms. Knight informed the commission the committee was aware of the intent to update outdoor signage. These items are to be reviewed further through the building permit

process.

**MOTION: Commissioner Holbrook motioned to approve site plan amendment for the expansion of the Wal-Mart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road. Commissioner Read seconded the motion.**

**AMENDED MOTION: Commissioner Holbrook amended his motioned to approve site plan amendment for the expansion of the Wal-Mart Pick-up and Delivery area within the Harrisville Retail Subdivision located at 534 N Harrisville Road subject to compliance with the Harrisville Municipal Code and all other agency requirements. Commissioner Read seconded the motion.**

<b>Nathan Averill</b>	<b>Yes</b>
<b>Chad Holbrook</b>	<b>Yes</b>
<b>Bill Smith</b>	<b>Yes</b>
<b>Jordan Read</b>	<b>Yes</b>

**All voted in the affirmative.**

**4. DISCUSSION/ACTION/RECOMMEND – to approve Conditional Use Permit # 142 an application for a preschool/child care business located at approximately 2365 N 500 W.**

Holly Egan, applicant, reviewed her application with the commission and explained her plans to run a Preschool/Child care business out of her home located at approximately 2365 N 500 W. She stated the house is already set-up for a child care service with exception to the requirements from the state and county agencies. She explained those requirements and when her inspections will be held with the state and county agencies.

Chair Averill pointed out his concern with the hours overlapping for the Preschool and Daycare services. Ms. Egan reviewed the hours of operation with the commission. During the school year, the preschool would be three (3) times a week in the mornings with childcare being in the afternoons. Her focus is on the preschool. However, she may offer summer camps from 9am – 3pm, but for right now there are no plans for this.

Chair Averill asked if there were any employees. Ms. Egan explained she is planning on ten (10) children. She has two (2) substitute teachers who will assist when she is unable to run the preschool herself.

Commissioner Holbrook sought for more information on the parking/drop – off situation since this home is in a cul-de-sac and could potentially impact neighboring homes. Ms. Egan explained how the parking/drop-off situation will work. She has talked with her neighbors and arranged these times to not interfere with their routines reducing any conflicts.

After some discussion on square footage, parking, and clarification on hours, the commissioners found she met the requirements outlined in HCMC §11.10.020(9).

**MOTION: Commissioner Read motioned to approve Conditional Use Permit # 142 an application for a preschool/child care business located at approximately 2365 N 500 W subject to the staff memo**

dated October 11, 2023 and the Harrisville Municipal Code. Commissioner Smith seconded the motion.

Nathan Averill      Yes  
Chad Holbrook      Yes  
Bill Smith            Yes  
Jordan Read          Yes

All voted in the affirmative.

**5. DISCUSSION/ACTION/RECOMMEND – to approve letter of support for the Rural Communities Opportunity Grant.**

Justin Shinsel, Public Works Director, explained the Public Works department has been looking into any potential grants to assist in the building of the public works facility. Because of the population requirements, Harrisville qualifies for the Rural Communities Opportunity Grant. This application requires committee to oversee the promotion of additional business grants available to any potential business that may be developed in this area. Staff is requesting the Planning Commission be the committee members. The grant is for \$600,000 and would help subsidize the building of 1750 North. The reason for this requirement is to show the State a return on investment of the grant funds being used on the development of future commercial growth. Ms. Knight added once this process is set in place the future businesses can apply for other grants offered through the Rural Communities Opportunity program.

**MOTION: Commissioner Holbrook motioned to approve letter of support for the Rural Communities Opportunity Grant. Commissioner Smith seconded the motion.**

Nathan Averill      Yes  
Chad Holbrook      Yes  
Bill Smith            Yes  
Jordan Read          Yes

All voted in the affirmative.

**6. PUBLIC COMMENTS - (3 minute maximum)**

No Public Comments

**7. COMMISSION/STAFF FOLLOW-UP.**

Commissioner Holbrook asked about the golf course progress. Ms. Knight expressed there is an increased interest on the project being sold. Staff met today with a potential buyer. The city does not know specifics on the sale or purchase of the property, only this is the course of action the developer is taking.

Ms. Knight pointed out the Wasatch Front Regional Council is meeting Monday, November 13, 2023 from 4pm – 6pm at the Farr West City Hall to review their long-range plans. The commissioners are welcome to attend.

Ms. Knight invited the commissioners to the Employee Christmas Party to be held on Thursday,

December 7, 2023 at 6 PM at the Harrisville Bi-Centennial Cabin. She informed commissioners the Santa at the Cabin Parade and Meet and Greet will occur the follow night.

Commissioner Holbrook indicated the Copperwoods Subdivision is paving their interior road and was curious when the road would be complete. Ms. Knight replied the developer is building in phases. They will be subject to weather conditions that may impact further development of the private road.

**8. ADJOURN.**

**Chair Averill declared the meeting adjourned at 7:36 pm.**

**Nathan Averill**  
Chair

**Cynthia Benson**  
Deputy Recorder