



## Project Management Meeting

Harrisville City Offices  
363 W Independence – Harrisville  
Thursday, June 12, 2025 – 9:00 a.m.

**Present:** Jennie Knight, City Administrator, Matt Robertson, City Engineer, Sarah Wichern, City Planner, Tyler Seaman, Building Official, Justin Shinsel, Public Works Director, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Angie Francom, Planning Commission Chair, Ryan Barker, North View Fire.

**Excused:** Brady Hansen, Bona Vista Water, Kenny Hefflefinger, Bona Vista Water, Dan Johnson, Pineview.

**Visitors:** Jaime Ponce De Leon, Glade McCombs, Brett Satterthwaite, Brett Duersch, Jacksen Smith.

Jennie Knight, City Administrator, called the meeting to order. Introductions were made by the Project Management Committee and Administrative Land Use Authority.

### **1. Discussion on potential easement access from 325 W to parcel located at approximately 1091 N Highway 89. – Jaime Ponce de Leon**

The committee discussed the possibilities of a driveway access from 325 West to the back portion of applicant's property located at approximately 1091 North Highway 89. The committee reviewed the qualifications for either creating access to the property or for a potential future flag lot. The committee stated the minimum access width would need to be 30 feet for either possibility to accommodate for utility easements such as sewer and water.

The committee discussed future possibilities and requirements for the project including requirements for a lot line adjustment, future subdivision, and access widths. The committee recommended the applicant have the land professionally surveyed to verify there is enough room to the side of the existing house to maintain setbacks with access. This requirement would need to be 40 feet as a minimum from lot line to house to accommodate setbacks and access.

The committee reviewed utilities present on the property and property lines. Matt Robertson, City Engineer, clarified the minimum for the access would be 28 feet according to city code.

Ms. Knight reviewed the process of what the applicant would need to apply for to continue with this project. He would apply for a lot line adjustment within a subdivision with this committee. At that time, he would submit the survey and the plat. This would be approved through the Administrative Land Use Authority.

### **2. Discussion on potential commercial development of parcels located at approximately 765 N Harrisville Road. – Glade McCombs**

Glade McCombs, the developer, explained the location of the proposed commercial project at approximately 765 N Harrisville Road. The project is for eighteen (18) commercial flex space buildings. Since the code varies for the use of the property, they have considered one parking stall per 400 square feet. However, part of that calculation included two (2) parking spaces within each unit. Each unit will have a

roll up door and a man door. He stated one of the challenges with designing this project was to utilize the property without having to do a large turnaround for fire. He said the planned access will be off the frontage road. There are fire department stubs built into the development with a roundabout. He added the potential of creating additional space within the project with the purchase of the motel but right now it is subject to discussion with the motel owners. He also stated they considered making an entrance from Wall Avenue. He understands this would need to be a negotiated shared access easement with the surroundings owners. He feels an entrance off Wall could create potential issues with UDOT.

Ms. Knight clarified where the current concept proposes access. The committee reviewed the shared access and the potential of having this as the access point for development. Ms. Knight informed the developer the city has met with UDOT on this corner several times. UDOT and the city agree the preferred access point for this area is off Wall Avenue to clean up the access mess present. However, using this access point would trigger a review by UDOT due to the increased amount of traffic in the area.

The committee reviewed with Mr. McCombs the issues with using the frontage road as the access point. These included distance to the highway and improvements required for the road to meet current standards for use. Currently the road to the property is not improved and inadequate for the proposed project. Ms. Knight reviewed the variance application process to gain access to the property if the developer wishes to continue using this access point.

Ms. Wichern reviewed her concerns by stating the first concern was access. She also stated they would not be able to count the parking within the building as part of their parking calculations. The current calculations show 55 parking spaces. The committee reviewed the standards for parking with this type of development. The committee encouraged the developer to look through HCMC §11.13 for more information on how to mitigate the requirement.

The committee continued the discussion with other issues on the property which included screening requirements, HCMC §10.13.050 – Screening Requirements, to separate residential and commercial zones along with setback requirements, HCMC §10.13.020.2 – Main Building Development Standards, for buildings backing a residential zone.

They also discussed the availability of secondary water on the property. The developer is aware there is no secondary water on the property and is proposing xeriscaping. Bona Vista has already stated there is absolutely no commercial watering within their district. Mr. Robertson encouraged Mr. McCombs to discuss his landscape plan with Bona Vista to find a solution to this issue.

Ms. Knight said another planning issue is the unit's renter since there will not be a visual storefront to the units. The visibility of the units is blocked due to the other commercial developments in this area. Mr. McCombs said they do not perceive any retail traffic going into the commercial subdivision. He discussed with the committee what he foresees going into the development.

Ms. Knight asked what the square footage for the units would be. Mr. McCombs replied units 1-10 are about 2,500 square feet and units 11-18 vary but are roughly 1,500 square feet. The spaces will be built to suit the flex space need. There will be no demising walls and built as an open shell. They plan to sell condo units and subdivide as required.

Justin Shinsel, Public Works Director, explained his concern with the watering for this property. He explained where the Cosley ditch abuts the property and how there are no water shares for the developer to understand what he will need to discuss with Bona Vista.

Mr. Robertson stated the city vision with the corner would be an agreement with the existing commercial restaurant to create something beneficial and attractive to the city. Mr. McCombs discussed potential

concepts with the property and what he foresees would need to happen to align with the city vision. The hope is to acquire the southern portion of the neighboring commercial to potentially extend flex space and add another access. The committee gave feedback and asked the developer to keep in mind the signal light on the corner is designed to stop people.

The committee and developer discussed potential use with this area, concerns, and potential development concepts with surrounding commercial. The committee recommended having a conversation with surrounding property owners and Bona Vista. Verification of where the central weber water trunk is, detention area, and storm drain locations would need to be addressed in future discussions.

Ryan Barker, Fire Marshal, said his issue is with sprinklers within the structure or firewall separations between units. Mr. McCombs said he is hoping to know the usage before they build in order to meet this requirement. They do plan on placing fire walls between units.

Tyler Seaman, Building Official, said his concerns are with the building's 1-9 access points. The length of the building is over 75 feet of travel distance. Building code regulations state there needs to have another egress in the back of the building to accommodate this requirement. Mr. McCombs to add man doors to the back/middle of each building.

Mr. Robertson suggested preapplication with UDOT to see what their requirements would be for access at either access point after meeting with neighboring commercial.

Mr. McCombs asked for clarification on access from the local road. Ms. Knight stated city code, HCMC §11.13.060 – Access Limitations, states that a local road connection is required to be within 150 feet of a state road. The developer would need to apply for a variance to see if they can gain access for the development since the distance to Highway 89 is over 150 feet.

Ms. Wichern stated her concern is with the local road. It would need to be improved to current street standards which, depending on the commercial use, could be substantial. Mr. Robertson said the asphalt requirement would be 36 feet of asphalt for a commercial area according to the Public Works Standards for the city. It would need to be improved from access point to Harrisville Road. Ms. Knight gave a history of the road and the possibility of a future access from the highway.

Mr. McCombs asked about the utilities on the property. The committee reiterated there is a culinary water line present with secondary ending at the neighboring residential property. There are no water shares. If they tie into Four Mile Special Service District, it will require the installation of a detention pond and entire irrigation system. The committee discussed where the other utilities were accessible for the project.

The committee reviewed what would be required to continue with concept. The access on Wall would need to be settled, a shared access agreement with neighboring commercial created, future local road improvements, and a variance application.

### **3. Discussion of Preliminary Site Plan Engineering comments for Harrisville Commercial development located at approximately 2550 N 750 W. – Brett Satterthwaite**

Ms. Knight informed the committee this project was tabled at the Planning Commission meeting last night. Brett Satterthwaite expressed his concerns about the access points on 750 West and 2550 North being 50 feet, HCMC 11.13.030.f.iv.3 – Driveway Locations. He was unclear about the 50 feet requirement for commercial abutting residential. He asked the committee for a shared access point with the neighboring residential on 750 West and with the access on 2550 North. Currently there is no code dealing with this. The committee discussed the possibility of shared access points on both streets and what city standards would need to be met for each access point. The committee would like to see less access on 2550 North.

They determined that 750 West access would be considered secondary access. They also discussed screening requirements, HCMC §11.13.050 – Screening Requirements, to separate residential and commercial.

Mr. Satterthwaite asked about the utility laterals on the property. Mr. Robertson said his only concern is if the units are individualized, they would need to have an individual meter for each unit. Bona Vista usually requires a master meter only. The number of laterals depends on the units and ownership.

Mr. Shinsel said if any of the units are a shop, there will need to be grease traps for the grease and oil. This will need to be installed in each unit.

Mr. Barker added there will need to be another fire hydrant installed to meet the fire code requirement and discussed possible locations.

Mr. Satterthwaite reviewed the exterior requirements to verify their intentions would match the city's standards. They intend on using panels creating visual breaks. The committee discussed the panels width and material.

The committee ended the discussion by recapping what would need to be completed to be placed on the upcoming Planning Commission agenda of July 9, 2025. The developer would need to resolve the access points, add a landscape plan, and address remaining engineer memo comments.

#### **4. Continuing Projects**

No continuing projects.

Meeting adjourned at 10:20 AM.