



Project Management Meeting Minutes

Harrisville City Offices

363 W Independence – Harrisville

Thursday, August 14, 2025 – 9:00 a.m.

- Present:** Matt Robertson, City Engineer, Sarah Wichern, City Planner, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder.
- Excused:** Jennie Knight, City Administrator, Angie Francom, Planning Commission Chair, Ryan Barker, North View Fire, Tyler Seaman, Building Official, Brady Hansen, Bona Vista Water, Kenny Hefflefinger, Bona Vista Water, Dan Johnson, Pineview.
- Visitors:** Jake Thompson, Rod Thompson, Jess Robinson.

1. Discussion on development of property located at approximately 1393 North 150 East. – Jess Robinson

Jess Robinson, applicant, joined the meeting via Zoom. He gave a description of the project by saying it is primarily a shop with a pool and some landscaping. The pool is standard and the kit for pool is already ordered. The south setbacks for the pool are 10 feet from the property line with a retaining wall under 48". He will have it engineered even though it is not a requirement. He said he has the necessary utility waivers from Rocky Mountain Power, Enbridge Gas, and Century Link to build the shop over the utility easement to the west but is unclear how to proceed with the city.

Matt Robertson, City Engineer, said the easement will need to be vacated by ordinance. They reviewed the easement to see if there was a city conflict. There were no city utilities discovered with a quick assessment of the easement. Mr. Robinson will need to apply by August 26 to be placed on September 9, City Council agenda.

Mr. Robinson continued by describing the shop building. He stated it will be a two-story building with 10-foot ceilings on both the top and bottom levels. He plans on using it as storage for pool equipment, a bathroom, and a loft. The rest of the yard will be green space. Ms. Wichern reviewed the municipal code for his zone. She stated with accessory buildings they cannot be more than 25% of the yard and the buildings cannot be taller than 25-feet. The issue she sees are with the setbacks for the shop. Mr. Robinson said he has currently drawn the shop to be 3-feet from property line and is hoping to keep it as 3-feet. He has talked with staff about moving it to 5-feet. He is willing to do a fire wall to have the 3-foot setback. Mr. Robertson asked about the roof since the city code has varying setbacks depending on roof material. After some discussion and another review of the municipal code for accessory building standards HCMC §11.09.03, Tyler Seaman, Building Official, commented if Mr. Robinson is willing to have a 1-hour fire wall on the interior and exterior wall, then the setback can be 5-feet. He would need to include this in his engineering plans for the building.

Mr. Robinson asked how the encroachment permit process would work for the curb cut. Mr. Robertsson stated he can have 2 curb cuts for the property, but it will need to be 5-feet from the property line.

Mr. Robinson stated he would like permission to run the sewer lateral from 1400 N to the shop. Otherwise, he would need to install a pump on the sewer lateral. Staff agreed the code states he cannot have more than one sewer lateral to a single residential lot. Mr. Robinson said he is concerned with storm drain. Mr. Robertson asked for clarification on what he meant by storm drain. Mr. Robinson said he is planning on putting a French drain system about the shop since this is the lower portion of the yard. He has a trampoline

in the southwest corner of the yard and during heavy storms the hole under it fills up. His desire is to divert the groundwater pressure in the yard to protect the retaining wall, pool, and shop. Mr. Robertson said the prefers you to tie into the existing storm drain connection to the west of the property then pump the water into the gutter. Mr. Robertson to follow up on the sewer and land drain questions.

Staff asked for clarification on the site plan structures. Mr. Robinson said they will be doubling the third car garage and creating an RV pad to the side of the house. Currently, the drawing shows a shed. They have decided the expansion of the house will be a better fit and are no longer planning on building the shed.

Mr. Robertson asked for clarification on the remaining utilities. He recommended Mr. Robinson review his plans with Bona Vista for a recommendation. Mr. Robinson said he knows he needs to upgrade his electricity since he is about maxed out with these new plans. He also needs to update his water lines. He plans to do both with the house remodel. The discussion circled back to the sewer pump concerns. Staff preference is one line to meet with city code. The discussion ended with the height of shop building to not exceed residential standards found in HCMC §11.09.

2. Discussion on amendments to a Master Development Agreement for Copperwoods Subdivision located at approximately 2100 North Highway 89. – Jake Thompson

Jake Thompson, developer, explained he has reviewed a few options on the commercial portion with both Ms. Wichern and Ms. Knight. Both referred him to the MDA for the subdivision. He stated he has been advertising the commercial piece from the beginning but has not found anything which would fit. He has received items like dance studios and a cabinet shop. He is looking for more time in order to find something more substantial for the city. He would like to amend the MDA for this purpose.

Ms. Wichern said if the commercial is put off then the city wishes to see things completed for the residents to ensure it is a usable property. Mr. Thompson said the playground and three (3) foot separation fencing between the highway and residence should be completed by next week. He would like to come up with a solution which works for everyone on the commercial piece. Mr. Robertson interjected regardless of the overlook on the separation fence between the existing residential and the mixed-use zone, this will need to be completed at the developer's expense.

Mr. Thompson stated he is not trying to avoid the fence installation nor placing the commercial. He is desiring to wait until the numbers in the area are increased to receive something better than a dance studio which is the current proposal from his commercial development partner. He would prefer something like Culver's or McDonald's. Mr. Thompson admitted they are not experts in commercial development. He would like to see something more substantial. He is willing to lean into whatever the city feels is best for all parties involved.

The staff discussed what mitigating requirements to include for the city council presentation were along with the timeframe for a contract. Mr. Robertson asked for some reassurances from Mr. Thompson he would not completely abandon the commercial. Mr. Thompson replied they desire to be picky on what to place not abandon. The commercial partner is willing to be part owners of the development and finance the whole project. Discussion continued with the reassurances Mr. Thompson could give the city to ensure the commercial is placed in a timely manner.

Ms. Wichern asked what the developer proposes to keep the lot clean and usable parking during future construction since right now there is a large pile of dirt where the commercial should be. Mr. Thompson said he is thinking of building out the two islands to the west due to a drainage box present in this area. The proposed parking lot would make 20 additional stalls, which is nearly half of what is proposed for this space.

Mr. Thompson added he would like to stay away from the commercial area, if possible, to make it marketable to potential future commercial. His desire is to keep it as an open space to avoid any problems with a future placement. Mr. Thompson proposed making a contract with his commercial partner for the commercial piece to present to council as well. Staff discussed this as a possible viable option.

Ms. Wichern reviewed items discussed. Placing the parking lot for the residents' use, maintenance of the area, and the fencing issues. Mr. Thompson agreed maintaining the lot would be necessary for him to keep this space marketable.

Mr. Robertson discussed the items from Public Works which need to be addressed such as encroachment work that has settled on 2000 N, the water valve collars on 2000 N and 2150 N, and sewer main holes within the project. Mr. Thompson to work with Glen Gammell, Public Works, to rectify. Mr. Robertson mentioned escrow inspections need to be completed, broken curb, gutter, and sidewalk on 2150 N need to be repaired, and other items on the Public Works list to be fixed including repair of the small detention on the north side of the development. Mr. Thompson asked if they could build an underground retention for the commercial piece. Mr. Robertson reviewed those requirements. The elevations of the property were tricky thus the reason they had the basin set aside to contain the commercial run-off.

Ms. Wichern recapped the discussion by saying she will investigate the terms regarding the amendment to the MDA and discuss the matter with the city attorney. In the meantime, Mr. Thompson is to work on substantial completion of the project, Public Works items, a contract for the commercial installation, and other items mentioned. Staff discussed items to bring to council and possible questions proposed during City Council discussion. Mr. Thompson expressed his gratefulness for working with the city staff through this process. The city staff have been professional, organized, and easy to work with of all the cities they have developed in.

3. Continuing Projects

No continuing Projects

Meeting adjourned at 10:06 am.