



Project Management Meeting Minutes

Harrisville City Offices

363 W Independence – Harrisville

Thursday, September 11, 2025 – 9:00 a.m.

Present: Jennie Knight, City Administrator, Matt Robertson, City Engineer, Sarah Wichern, City Planner, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Angie Francom, Planning Commission Chair, Tyler Seaman, Building Official, Dan Johnson, Pineview, Kenny Hefflefinger, Bona Vista Water.

Excused: Ryan Barker, North View Fire, Brady Hansen, Bona Vista Water.

Visitors: Bill Kirby, Kim Kirby, Marc Hansen, David Skeen, Lane Monson, Glade McCombs, Chris Cave, William Brechbill, Jonathan Betts, Rick Scaddin, Darren DeVries, Brandon Green, Brent Bailey, Landon Strong.

Jennie Knight, City Administrator, began the meeting by having the committee members present introduce themselves.

1. Discussion on proposed development of Parcels #11-027-0115, #11-027-0010, and #11-027-0011 located at approximately 835 North 400 East. – Marc Hansen

Marc Hansen, broker for owners, began the discussion by saying he would like to see what the potential for development on property located at approximately 835 North 400 East. He asked about the specific items such as utilities, sewer capacity, and the canal.

Ms. Knight replied the canal would need to be filled in depending on the use. Matt Robertson, City Engineer, added the owners need to work with Western Irrigation for this matter.

Mr. Hansen asked about the road alignment with cross streets. Ms. Knight replied, historically UDOT requires a cross-access easement. Mr. Robertson said to begin the process with a UDOT pre-application meeting for cross-access easements. He also stated sewer goes down Washington and ties into Ogden City at North Street. He was not aware of any capacity issues. However, this will need to be verified with Ogden.

Mr. Hansen asked if this is the case with the storm drain as well. Mr. Robertson replied the storm drain would be trickier since it will need to be tied to the connection at Larsen Lane. The owner would need to detain and then release into the storm drain system. They would need to create an agreement with the development to the west for releasing.

Mr. Hansen verified culinary water through Bona Vista and asked about a potential rezone of the parcels. Ms. Knight said culinary water is through Bona Vista and one of the three parcels are already zoned commercial. Sarah Wichern, City Planner, informed Mr. Hansen the future land use for these parcels is part of the Mixed-Use Overlay ordinance. The properties would need to be compiled with a minimum of 51% commercial along Washington and the residential behind. In order to complete this, she suggested working with all the properties owners to combine all three parcels. It would be difficult to do so with one parcel.

Mr. Hansen asked what the restrictions for the residential portion would be. Ms. Wichern said the mixed-use density is determined by city council. Ms. Knight explained the process for mixed-use density. After the city receives the application, the mayor sets up a committee to review the application with one council member, one planning commissioner, and staff to negotiate density.

Mr. Hansen asked directly if there was anything in city code which states no apartments. Ms. Wichern said no, not specifically. The open space requirements are determined from the use. The use would determine the density.

Mr. Hansen asked if the city wanted to see some commercial on these parcels. Ms. Wichern said yes. The feeling staff receive from City Council and Planning Commission is they wish to preserve the commercial corridor along Washington. Mr. Hansen asked how the commercial is calculated. The committee replied by ordinance. Mr. Robertson added according to code HCMC §11.11.030, they will need to have the front 150 feet as commercial. Mr. Hansen clarified if they place the front 150 feet commercial, would they need to have that in place before placing any residential building on the property. Ms. Wichern replied this is one of the items addressed in the Master Development Agreement (MDA) with the committee appointed by the Mayor. She acknowledged it is difficult to place commercial first. This is why it is negotiated in the developer's agreement when it is actually placed on the property. They do require the area to be maintained until commercial is built. Ms. Knight explained the city is doing its best to undo the sour feelings from prior developments who are yet to place their commercial. It is a challenge but not impossible. Ms. Wichern said to be creative and show the city how this is in their best interest.

Mr. Hansen asked if the city would require Xeriscaping. Dan Johnson, Pineview, said the property does not have an existing connection to the district. They would need to work with the developer behind them to run a connection to the property since the closest connection is Larsen Lane. The other option is to run a line down Washington.

Mr. Robertson said it would be nice to have the two projects connected with roads and utilities. Discussion on possibilities with connections and road alignments ensued. Lane Monson, developer of neighboring development, said his team would be open to discussing.

Bill Brechbill, owner, asked if it was possible to dump the storm drain directly into the canal. Mr. Robertson replied that is a hard no from Western Irrigation. They will not allow anymore releasing into their canals since they are flooding out during larger storms. Anything completed with the canal would need Western Irrigation's approval.

Mr. Hansen asked if this was city property, what would the city recommend for this area? Ms. Wichern said they would desire commercial in the front with residential in the back. The committee discussed options for property such as greenhouses, storage units, and apartments. Ms. Knight said to keep in mind storage units are not allowed in the commercial zone. They ended the discussion with road connections between developments and a possible frontage road.

2. Discussion on proposed development of Parcels #17-066-0001, #17-066-0102, & #17-066-0009 located at approximately 2458 North Highway 89. – David Skeen, Chris Cave

David Skeen, property owner, along with Chris Cave, Reeve & Associates, introduced a new concept plan for Mr. Skeen's property. Mr. Cave began the discussion by introducing the changes to the concept. They removed townhomes on Street E and added more patio homes. They also added a pathway and set the homes further back on 2550 N. He said what Mr. Skeen would like to do is move forward with the present concept. Losing 50 to 70% of the density does not appeal to him. The plan to obtain 51% commercial is to place flex units along Highway 89 and live here/work here units along 2550 North with the remaining property as patio homes. They thought they were heading down the right road with the committee and then their team received an email from the city which caused them to lose the buyers. Mr. Skeen would like to move forward with the proposed concept plan.

Ms. Wichern stated when the committee was working with the Holland Group, they felt they were very clear in letting them know the density proposed would not work. The problem they ran into is the committee would suggest a change, and the next concept presented would be a reduction in open space with an increased number of town homes. The overall density was never reduced. Also, the commercial did not meet the 51% requirements. Any concept where the density is not significantly reduced will be hard to push through the committee, or approved through council, especially because it does not meet the recommendations presented during the negotiation process.

Mr. Cave asked if the live here/work here units work for the commercial requirement. Ms. Knight replied the city did a test run with this concept. None of the commercials have been purchased. There is a demand for the residential side of the project but not the live here/work here units. The city does not feel this will be a viable option to fulfil the commercial requirements.

Mr. Skeen stated at the public hearing he felt the 185 units were approved with no negative comments or discussion at the public hearing. Ms. Knight corrected by stating there was no approval given. The public hearing was all that was held. The main concern brought up during the public hearing was the increased traffic flow along 750 W which your development will directly impact.

The committee reviewed the suggestions made by the MDA committee. These items were to reduce density, add more patio homes, widen patio homes frontage from 40 feet to 50 feet to allow for more green space between driveways, fulfil 51% commercial requirement with commercial pulled back from highway, fulfil open space requirement, and complete a traffic study for all surrounding streets and intersections. Also, street width and curb design need to meet the Public Works standards.

Ms. Wichern said going from 5 entitled lots to 135 is asking a lot from the surrounding landowners. The city is attempting to negotiate with the developer to obtain a viable, sustainable, balanced product. Mr. Cave asked if he completes the following changes if he is heading in the right direction. Those changes are to remove live here/work here units and replace with flex space units, increase frontage of patio homes to 50 feet, add additional parking areas, 2-car garages with 20-foot driveway, and avoid HOA if possible, along with the aforementioned.

Mr. Skeen and Mr. Cave to return to a future Project Management Meeting or committee meeting with a new concept.

3. Discussion on proposed development of Parcel 11-038-0007 located at approximately 431 North Harrisville Road. – Silverado Development

Jonathan Betts and Rick Skaggs described their project as a commercial flex-space located off North Street encompassing an acre of parcel 11-038-0007 located at approximately 431 North Harrisville Road and all of 190 North Street. The current zones are CP-2 and A-1. They are looking for a rezone of the parcels to CP-2. They have built the proposed buildings elsewhere with success.

Mr. Skaggs asked for location of the utility lines for clarification. Mr. Robertson replied all utilities are connected to North Street and are Ogden utility lines. Kenny Hefflefinger, Bona Vista Water, said there is a 6" line on Harrisville Road but not as far to the south as they would need them to go. Mr. Skaggs said they are attempting to add into the development lot 150 North Street and the two lots on the corner as well. They would start with building flex spaces such as professional services or a dance studio on 190 North Street and the back acre. He explained they would leave the residential for now, since cost is a factor, and build the flex spaces.

The committee explained the developer would need to combine the parcels and begin a commercial subdivision process to obtain frontage on North Street. After they would apply for a rezone of the property. The committee recommended a professional survey be completed since he would need this before application. Mr. Skaggs said they already have a legal description. The units will be approximately 40 feet deep and 30 feet wide, but area aware this may change based off concerns from the city.

The committee discussed what to include in the site plan such as garage doors, parking, landscaping, and parcel combination. Lynn Irrigation is the ditch owner. Mr. Skaggs said he has shares. Ms. Knight said they will need to start with a subdivision process to combine the lots then move onto a rezone.

4. Discussion on setbacks for proposed Oak Hollow Subdivision located at approximately 255 East Larsen Lane. – Glade McCombs

Glade McComb and Lane Monson asked for a clearer view on building setbacks for this subdivision. Ms. Knight said with the first concept the defined setbacks were on the drawings at 10 feet for sides. In later concepts, this was removed. She cautioned that if they were going to change the concept and increase the density it would need a new MDA negotiation.

Mr. Monson said since the land was so expensive with improvements, they are trying to find a way to make the building affordable for the builder. Mr. McCombs added because of off-site improvements this subdivision has become rather costly. After working with staff after 2 years, Western Irrigation is asked for improvements of a new headgate, new pipe and many other items, raising the costs. Pineview water available adds a new expense to connect Warren Hollow, Oak Hollow, and Larsen lane. This is why they are proposing a new concept.

Ms. Knight said if they are desiring to move forward with the original concept then they would need the buildable area back on the drawings with 10 feet sides, 20 feet fronts, and 10 feet rear.

Mr. McCombs asked if they desire to increase density by adding two lots to help offset expenses is that even a possibility. Now that the properties on Washington are available, internally they are looking at other possibilities. He described two options he sees. They can extend their road through to Washington with commercial on the frontage, multi-family in the middle, and single-family in the back or they could subdivide the properties adding an access on 264 E 700 N.

Ms. Wichern said from a planning standpoint she would like to see a better connection throughout the whole area. Mr. McCombs added by reengineering their project, they offer Washington properties access to storm drain, culinary water, secondary water, and other utilities. Another option which could open up is an area detention basin. Dan Johnson, Pineview, said he liked the option of being able to service everyone with ties all the way through.

Ms. Wichern moved back to the proposed new concept plan. With the removal of the pickleball courts, this reduces the open space and amenities. Higher density would require open space. Mr. McCombs added the only thing they eliminated was the pickleball courts, keeping the walking path and pavilion or something along those lines.

Ms. Knight said they stay with the original concept plan, setbacks need to be added to the site plan. If they decide to start over a whole new MDA would need to be negotiated.

Mr. McCombs asked if the city would be favorable to a 15 feet overall setback per lot to allow flexibility of placement with the home. Ms. Knight asked the developer to be mindful the city does not like to see driveways next to each other for aesthetic reasons. Ms. Wichern added they will need to have some street parking for visitors with no overnight.

The committee discussed possible need for a minimal HOA, open space requirements, placement of new lots, and snow removal options. Streets would remain public. Mr. McCombs asked if engineering had any issues with this new concept. Mr. Robertson said the driveway for the new lots would not work.

Mr. Monson asked if they go with this new concept, would the next step be to present before City Council. Ms. Knight they would need to start over with a new public hearing, review with planning commission, and so on. Mr. McCombs said if they do not make any changes at all, is there any comments from engineering. Mr. Robertson replied there is still the irrigation ditch between 11 and 6 shown on the plat and not called out.

Ms. Robertson asked if they had all their Will Serve letters. Mr. McCombs said they received Bona Vista. Mr. Johnson said inclusion is complete. They are waiting for final approval from the board. Mr. Robertson said the city still needs both of these letters. The city also needs the county surveyor's comments.

5. Discussion on possible development of Parcel #11-033-0006 located at approximately 930 N Highway 89. - Landon Strong / Darren Devries

Darren Devries was present representing the developer. He stated Landon Strong, developer, had several questions such as subdivision feasibility, water availability, sewer, egress, UDOT restrictions, easements, wetlands on southeast side, Sub Zone Mixed Use Residential process, fire

marshal insight, density calculations, future land use, and general timeline.

Mr. Devries said Mr. Strong wishes to have commercial to the front with residential to the rear. Mr. Strong has a concern about the wetlands to the southeast and the ditch along the back side of the property. He also would like to verify the water, sewer, storm, and power are all present on the property. Mr. Hefflinger verified there was an 8-inch main nearby for connections.

The committee reviewed the wetlands map and FEMA mapping for this property. A northern section of the property is shown on the FEMA wetlands mapper for this parcel. The lower portion of the parcel also shows wetlands. Recommendation to find a wetlands consultant and compile a determination report. If the developer is proposing to change anything in the FEMA flood plain area, they would need to contact FEMA.

Mr. Devries asked about water shares. Ms. Knight said the determination of how many water shares needed for a project would be determined by the development. A Pineview connection is available in Summit Views Subdivision. The surrounding properties are mostly flood irrigation. However, Mr. Strong will need to determine if he needs to put in a pressurized system or connect to Pineview. Either way, he would need to have water shares. Mr. Johnson said for Pineview they would need 2-acre feet per acre is the requirements for residential. For commercial, it is 3-acre feet per acreable acreage. Mr. Robertson clarified for residential it is straight across exchange where with commercial it is based on landscaped area.

Ms. Knight said for the egress they would need to meet with UDOT. Since there is no direct access across the street, she is unclear what UDOT will require. The city would require a rezone of the property.

Mr. Devries asked for fire lane widths, turnarounds, and dead ends who I will need to talk to. Ms. Knight replied this will be discussed with the Fire Marshall with North View Fire. He asked what would need to happen for rezoning. Ms. Knight replied this area shows a possibility for mixed use. It is currently zoned agricultural. It is eligible for the mixed-use residential overlay. Mr. Devries asked how density is calculated. The committee discussed the surrounding areas and the mixed-use residential options for this property.

The developer is proposing a mixed-use townhome community which balances commercial with owner occupied housing. The live here/work here condo style layout gives flexibility to small businesses and investors while providing stable housing which better fits Harrisville's long-term goals. The townhomes would sit behind a commercial front creating the privacy of a main road while still staying connected to the shops and services. This balance offers residents and community a quiet zone from the commercial space.

Ms. Knight asked if the developer is asking if this plan could work in this space. If so, the answer is yes, but there are some concerns with his definition of live here/work here spaces. Ms. Wichern said if his definition is to have residential on top with a commercial shell under, it might be a viable option.

Mr. Devries asked the quickest way to get this parcel developed. Ms. Knight said a mixed-use development is not quick. It takes months to go through the negotiation process. The process and

requirements can be found in HCMC §11.11. Mr. Devries asked if they decided to stay with all residential town homes what would be the density. Ms. Knight replied the city is utilizing the state recommendation which is 6 units per acre.

Mr. Devries asked if the city knows of any constraints. The committee replied UDOT access is a large concern because if they purpose more than 30 units, fire code requires secondary access. The committee discussed connectivity possibilities in the area. Mr. Robertson said the biggest issue he sees is with FEMA to the north and wetlands on the south.

6. DISCUSSION/ACTION/RECOMMEND – to grant Final Subdivision approval of Dixon Creek Phase 2 located at approximately 1300 N Washington Blvd. – Brent Bailey

Ms. Knight said the committee met with Scott Smoot and Brent Bailey about the flood plain and on Phase 2 receiving its final approval. Currently it is proposed to give final approval on phase two but hold off on recording so they can begin infrastructure. They need to resubmit to FEMA on the flood plain. The city would not record the phase 2 plat until after FEMA is reviewed and their findings accepted.

Both Bona Vista and Pineview said they need to review the plans as well and give their final approvals. Mr. Robertson said North View Fire will also need to review. All Will Serve letters will need to be turned into the city before final is granted.

7. Continuing Projects.

Meeting adjourned at 11:02 a.m.