



Project Management Meeting Minutes

Harrisville City Offices

363 W Independence – Harrisville

Thursday, November 13, 2025 – 9:00 a.m.

Present: Jennie Knight, City Administrator, Bryan Fife, Public Works Director, 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, Ryan Barker, North View Fire.

Excused: Kenny Hefflefinger, Bona Vista Water.

Visitors: Jed McCormick, Kyle McGarr, Mackenzie McGarr, Brian Campbell, Cody Zohner, John Newhall, Marvin Farrell, Jase Feichler.

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

1. Review of Heavenly Roads Subdivision located at approximately 2150 North 500 West.

Matt Robertson, City Engineer, began the discussion by stating preliminary approval was over a year ago because of this, if final is not obtained by January 2026, then the project will need to start over with the process. He has received updated plans but there are still items which need to be addressed such as a county review, utility Will Serve letters, secondary water, fire review, and parking.

Cody Zohner, project engineer, replied they have received the county comments and are revising the plat. The changes are mostly wording and labeling of the private streets. We have also received Bona Vista's comments. These were labeling of the water meters and adding/subtracting values. Pineview comments were connecting lines differently to create a loop through the subdivision. Dan Johnson, Pineview, said the review fee has been paid. He still needs to complete the review of the revised plans. As for North View Fire, Ryan Barker, Fire Marshall, said he still needs the plans submitted to complete the review.

Mr. Robertson stated the city will need these letters of approval before final can be granted by this committee. He then asked about the parking requirement. Mr. Zohner said he added and moved parking around the development to fulfill the parking requirement. He added 30 more parking stalls total. As it stands now there are 2.69 parking stalls per unit. He is concerned about the length of the private roads meeting fire code.

This opened up the discussion on parking with the rear loading units. After some discussion, Mr. Zohner suggested connecting the private roads together to make it easier for the fire trucks turnabout and an addition of more parking stalls. They will need to rethink the amenities but do not see this as an issue.

Sarah Wichern, City Planner, stated she would like to see larger garages and suggested using 5-unit buildings to solve parking problems with rear loading units. The current proposal is not viable to accommodate the parking. Ms. Knight suggested mixing up the single and double car garages. After more discussion on this topic, including width of garages, placement of the stalls, and grandfathered code, it was suggested a new plat be sent into the city with all comments and corrections completed by the various entities before final review was completed.

2. Review of Oak Hollow Subdivision located at approximately 255 East Larsen Lane.

No applicant appeared for review. The committee came back to this item at the end of the meeting. Ms. Knight the timeline and main issue which still needs to be addressed is the buildable area being defined on the plat. Mr. Robertson said he had not seen any new drawings indicating the buildable area. As for the timeline, they have until February 2025 before they will be required to start over with the whole subdivision process.

Ms. Knight said the city has received the Will Serve letters from Bona Vista and Pineview. The concept plan did not change. Mr. Robertson added the city is waiting for the review from the county.

The discussion ended with hopes of connectivity between the parcels on Washington and this development. Ms. Wichern is concerned about the development on Washington needing some type of utility easement from Oak Hollow. Ms. Knight did point out the connection between the two areas is not required as part of the approval process because this is a residential development and the abutting parcels are a potential commercial development.

3. Review of Gardner Grove Subdivision located at approximately 736 West Harrisville Road.

Brian Campbell, engineer for project, fielded questions from the owner about the development and gave an update on the project. The biggest question the owner had was what they can do to obtain final and do they need to submit a revised title report. They have placed the addresses on the plat, will submit plat for county review, preliminary review comments have been incorporated, they have resolved issues discussed in prior city meetings, the boundary line agreements have been recorded and processed with the Vasas and southern property owners, and the lot configuration stayed the same. They are hoping to have final by the first of the year. Mr. Campbell ended his comments with stating his appreciation for the city involvement.

Ms. Knight said the city is on the same timeline. Mr. Robertson added the revised title report would need to be submitted with the final plat. The committee reviewed the placement of the drive approaches on lot 2 and lot 3 as dry approaches since it is unclear what is going on those lots. The owner wishes access for maintenance purposes until the lots are developed. They verified the current uses for each lot recognizing this subdivision is driven more by the city because of the new road installation. Staff will look over Lot 3 to verify that nothing in the agreement has been missed such as fencing and access. They also discussed the city involvement regarding the pond reclamation once the roadway is complete and the installation of the lights along Highway 89.

4. WALK IN: Discussion on accessory dwelling unit development options for a residential lot located at approximately 1041 North 375 East. – Emily Vance

This item was tabled due to applicant did not appear for discussion.

5. WALK IN: Discussion for potential development of residential parcel 11-042-0023 located at approximately 340 North Street.

Kyle McKarr, owner, said at this time they would like to install power for irrigation to the rear of the parcel but eventually would like to add future utilities and a home. He has come before the committee to obtain a request for address assignment on his parcel which currently stands as a vacant lot. Mr. Robertson reviewed utility connections and where to obtain permissions for future utilities. All utility connections will need to be negotiated with Ogden for road cuts or boring since the closest utilities are in North Street. Mr. Robertson looked over the utility connections. He was unclear who owned the water. He found Central Weber Sewer runs along the front of the property. City staff to work on generating the address assignment.

6. Continuing Projects.

Committee reviewed current status of Ben Lomond Views subdivision. They also discussed the timeline for West Harrisville Road widening project and the impact on the residents. They also reviewed who will be connecting to Pineview Water Systems. They ended the discussion by talking about Harrisville Fields potential connection into Pineview Water Systems.

Meeting adjourned at 9:48 a.m.