



Project Management Meeting Minutes

Harrisville City Office

Thursday, January 9, 2025 – 9:00 AM

Present: Jennie Knight, City Administrator, Justin Shinsel, Public Works Director, Matt Robertson, City Engineer, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Ryan Barker, North View Fire, Dan Johnson, Pineview, Tyler Seaman, Building Official, Michelle Tait, Mayor, Nathan Averill, Planning Commission Chair.

Excused: Brady Hansen, Bona Vista Water, Kenny Hefflefinger, Bona Vista Water, Brandon Green, City Planner.

Visitors: Glade McCombs, Gardner Francis, Jackson Smith, Luke Pearson, Greg Montgomery.

Jennie Knight, City Administrator, called the meeting to order. Introductions of the Project Management Committee were made.

1. Discussion on preliminary plat review of Butters Acres located at approximately 760 E Larsen Lane – Glade McCombs

Glade McCombs reviewed the project and where it would be located on the current Butters Construction parcels. He reviewed the concerns from the last Project Management meeting and the changes made to the new concept plan such as road alignments, hammerheads, and the reconfiguring of units to keep density uniform with other phases. He reviewed the connection point to Larsen Lane. The committee discussed the location of the detention basin, possible expansion, and timeline of construction. Mr. McCombs interjected he did complete a field study for the manhole as requested. He is waiting for the results.

Ms. Knight said before moving forward with the concept for Summit Views Phase 3, the city will need to approve the subdivision and amend the Summit Views Master Development Agreement to include this new area. The committee completed a quick review of the public right of way and gave utility placement preferences. Further discussion occurred on the amenities the subdivision would offer, HOA responsibilities, density, and fire requirements.

The committee reviewed the process for approvals and the next steps for subdividing the property. The name of the subdivision was discussed. Ms. Knight asked the developer to verify there is no need to vacate any easements or lots within the new subdivision in order to proceed since this will cause a delay. Otherwise, the next Planning Commission application deadline is January 28. Staff agreed to work with the developer on concept comments to accommodate the deadline.

Ms. Knight asked Nathan Averill, Planning Commission Chair, if it would be beneficial for the Planning Commission to see this phase before the rest of the other phases are approved. Chair Averill was curious how many recommendations would be presented to the commission. Ms.

Knight said this would be through the subdivision process. The rezone to Mixed-Use would be later in the process.

The committee discussed how to handle the division from the other Butters parcels and the current zoning of all the parcels involved. They agreed they wished to proceed with caution due to the history of the parcels involved in the new subdivision.

After some discussion, Mr. McCombs said he would like to move forward with the application as it was. He will find out what Butters intentions are with the remaining parcels and obtain legal descriptions of the new subdivision. They also discussed the zoning benefits, restrictions between Mixed-Use and Commercial and UDOT preferences.

Brandon Green, City Planner, will be asked to set up a meeting with Butters to discuss the parcel lines and intent on remaining parcels. Mr. McCombs will send the concepts to the city engineer for review.

2. Continuing Projects

Mr. McCombs gave a quick review of Summit View Phases 1 & 2. He has everything submitted to Bona Vista and the State. He is anticipating review comments by next week. He said Oak Hollow needs changing in the same regard and is in the process of completing the changes with his engineer. He has secured all easements for Oak Hollow regards to the utility, sewer, storm water, and secondary water on the former Love property. Mr. McCombs asked Mr. Robertson if he had received the calculations for the pond. Mr. Robertson said he has only received the drawings, no calculations. He also asked if there were any updates on the property acquisition. Ms. Knight replied there was nothing new to report.

Dan Johnson, Pineview, told Mr. McCombs they are working on his plat and preferred placement of the secondary water easement to be along the property lines for better access. He asked for the easement to be included in Phase 3, rather than Phase 2, to clean up the area and prevent use of backyards.

Meeting adjourned at 9:45 AM