



Harrisville City Planning Commission
Harrisville City Offices
363 W Independence Blvd – Harrisville
Wednesday, April 9, 2025 – 7:00 PM

Commissioners: Angie Francom
Nathan Averill
Chad Holbrook
Isaac Thomas

Staff: Jennie Knight (City Administrator)
Cynthia Benson (Deputy Recorder)
Justin Shinsel (Public Works Director)
Sarah Wichern (City Planner)

Visitors: Brandon Green, Randy Smith.

6:00 WORK SESSION

1. DISCUSSION – Ordinance 562: Housing Affordability

Chair Francom opened the work session. Sarah Wichern, City Planner, began the discussion by saying in the last committee review meeting the committee began looking at how to define affordability. Since then, she has read through House Bill 37 and found sections on residential, high density, and items pertaining to a developed community. In Ordinance 562, we are focusing on single-family homes such as cottage homes. There is nothing focusing on townhomes or apartments. This was intentional. Currently, the city has a mixed-use overlay zoning which allows for the utilization of townhomes and apartments. She asked the commission their intent with the ordinance in order to obtain further direction on how staff could mold the ordinance to work with the city's goals. Justin Shinsel, Public Works Director, added the overlay would most likely be utilized on parcels over three (3) acres. Otherwise, the price point would not be attainable.

Chair Francom stated her goal is to have the ordinance provide flexibility. We do not want anyone to feel stuck with upsizing or downsizing their current homes. They do not want landowners or developers to feel they have no options. She feels the HAOZ gives the city the flexibility we need to incorporate more single-family homes and patio homes into the community. She added lower densities, patio homes, and smaller single-family homes cater to more demographics.

Commissioner Thomas echoed Chair Francom's comments and added many Utah neighborhoods are designed with just one demographic in mind. That kind of focus can cause housing prices to rise more than they naturally should, almost like artificial inflation. The current approach seems to be to find ways to help a broader range of people find homes that fit their stage in life and budget.

Commissioner Holbrook said his focus is more about how development looks, feels, and functions. He thinks about where the children will play or how people will use the space day-to-day. Higher density is sometimes necessary, but we also need to ensure there is enough open space and places for people to play, walk, and relax. If we want families to stay and embrace multi-generational housing, we need to make this a place where people enjoy being together.

Ms. Wichern said this is what the committee members are finding as well. However, the more parks we have the more expensive it is. She posed the option of having a significant park with pathways for connectivity with one main park then smaller ones. The commissioners supported the connectivity. Further discussion occurred on what that connectivity could potentially be

whether it is a trail, sidewalk, or something else.

Mr. Shinsel stated that with lower-sized parcels it is unfeasible to create open spaces. He will ask for detention basins and such to create open space, but this ordinance deals with smaller parcels. By placing pathways to the city parks, it creates the connectivity mentioned in prior comments. Everyone in the surrounding communities uses Harrisville parks. This is something the city wishes to maintain.

Ms. Wichern mentioned in the ordinance there is a section on open space requirements. City staff are working on how to ensure these requirements are reflected in the design standards. Currently the design standard for a lot is 4,000 sq feet minimum with a 40-foot frontage and 100-foot depth. There will be setbacks for the rear and side yard as well. She ran through visual development options in reference to the setback requirements for lots with garages and multiple stories of the homes to help the commissioners see what the committee has discussed.

Ms. Wichern stated her concerns with applying HB 37 requirements to the whole development. The median income for Weber County is \$470-\$480,000. This would be the limit these homes could be set. She is concerned about whether developers will be able to meet this requirement. She feels the city might unintentionally miss a different middle by applying the requirements of HB 37 to the whole development. If we push for the numbers, we may lose the value and appeal we are desiring for Harrisville.

Jennie Knight, City Administrator, displayed a repealed Harrisville City code to show the difference between what is being proposed with Ordinance 562 and what has been approved in the past. She stated when there is no standard, such as in this repealed code, the developer has trouble meeting the city needs. She gave examples of a current mixed-use under negotiations. She added without a clear target in the code, the developer feels like the city's expectations are a moving target. They bring forward a plan, staff gives their feedback, and the negotiation process drags on. Ordinance 562 needs to have enough structure for developers to create a viable product.

Ms. Wichern said by giving flexibility with the minimum lot sizes and housing sizes, this helps the developer with the geometry of the property. Developing smaller parcels is inefficient for the city and the developer. Ms. Knight added, from historic lessons, we do not want spot zoning. The city is trying to meet the developers' needs and have a benchmark.

Randy Smith congratulated the staff and commission for looking into such a tough subject. He believes having standards is good. He discussed placing recommendations versus minimums in the ordinance to avoid the developer from going through a variance process to obtain their desired product. Chair Francom clarified Mr. Smith's comments by saying keep the minimums during the development agreement and not necessarily within the ordinance. Mr. Smith agreed.

Mr. Smith continued his comments by reviewing the housing strategies in HB 37 and how they will benefit the city. Discussion occurred on the strides the ordinance will accomplish with the moderate incoming housing report and with future city development. The commissioners reviewed recommendations, the process, various examples of how to proceed with options from HB 37, how to manage oddly shaped properties, and frontage of approach way standards.

Discussion on the wording for approach ways to be changed to "*a percentage of the lot width can be utilized for approach*". Chair Francom clarified the verbiage needs to be clear and concise. Ms.

Knight said in the past we have used bonus density. Other possible verbiage given was “recommendations need to be followed unless there is a compelling reason” or “reasonable considerations”. Ms. Wichern to review and give feedback to commission at later discussions.

Mr. Smith added to focus on price and not the rails. Examples were given of how to control costs and how to develop wants vs considerations. Discussion on the market trends of home development in Utah. Ms. Knight added by reducing the front driveway, this action will increase the green space or open feel the commission is desiring.

Commissioners expressed they feel the discussion is on the right track to obtaining a desirable ordinance. They discussed impact fees for parks and what kind of parks the city is looking for in future planning. They also discussed connectivity, trail language or appearance, single car garages, options for the developers to explore with smaller lot sizes, and density caps.

The work session ended at 7:00 PM.

7:00 MEETING

1. CALL TO ORDER

Chair Francom opened the meeting, excused Commissioner Averill, and welcomed those in attendance.

2. CONSENT APPROVAL – of Planning Commission meeting minutes from March 12, 2025.

MOTION: Commissioner Holbrook motioned to approve Planning Commission meeting minutes from March 12, 2025, as written. Commissioner Thomas seconded the motion.

Angie Francom	Yes
Chad Holbrook	Yes
Isaac Thomas	Yes

The motion passed with all voting in the affirmative.

3. DISCUSSION/ACTION/RECOMMEND – to grant Preliminary Subdivision Plat approval for Ben Lomond Views Phase 2D located at approximately 1800 North Highway 89.

Ms. Wichern reviewed the engineer’s memo dated April 3, 2025, for the commission pointing out the updated plat includes 135 single-family residential units which is an increase of 13 units compared to the previously approved phase. The main changes in the proposed subdivision are changing the duplexes to single family units and decreasing the frontage width of many of these single-family units from 47.5’ to 42’. The city engineer’s recommendations to be resolved are add lot addresses, submit updated plat to Weber County Surveyors office and receive approval; and submit an updated landscape plan for this phase per the requirements of the MDA. The city engineer also recommends adding a pathway between the units on 200 West and 125 West to break up the row of homes and to provide more connectivity; obtain final approval of the subdivision improvement drawings from the City’s Administrative Land Use Authority; and obtain all will

serve/final approval letters from outside agencies. The city engineer noted some of these letters may have been obtained with the old approval, but the updated plans need to be sent, and new approvals completed.

Ms. Knight stated the commission is very familiar with the phase and this phase has received final approval before. However, with the recent changes, she felt it best to bring the phase before the commission for review and to obtain approval of the changes before continuing with further reviews of this phase.

Brandon Green, Flagship Homes, commented on where the suggested pathway would fall along suggested roads. He informed the commission that the recommendations from the city engineer have already been completed.

Justin Shinsel pointed out a concern with the irrigation ditch easement to the south of the phase. This easement to be reviewed to make certain the piping is not impeded by the changes of this phase with location added to the final plat.

Discussion occurred on the pathway placement and appearance, overall density of phase, future plans for flood plain area, and possible design of the homes intended for this phase. Ms. Knight reminded Mr. Green the density sheet for this phase needs to be submitted along with a new landscaping plan for the park which is now included in this phase. She explained that the density sheet submittal is a requirement for each phase to identify and maintain the overall density for the subdivision properly according to the MDA.

MOTION: Commissioner Holbrook motioned to grant Preliminary Subdivision Plat approval for Ben Lomond Views Phase 2D located at approximately 1800 North Highway 89 subject to City Engineer's Memo dated April 3, 2025, including the irrigation access easement, density calculation sheet for the phase, the landscaping and site plan for the park, and any other staff or agency requirements. Chair Francom seconded the motion.

Angie Francom	Yes
Chad Holbrook	Yes
Isaac Thomas	Yes

The motion passed with all voting in the affirmative.

4. DISCUSSION/ACTION/RECOMMEND – to recommend adoption of Ordinance 562: Housing Affordability.

Ms. Wichern continued the discussion from the work session by beginning with a review of work session findings and public comments from the public hearing held last month. During public comments the residents pointed out concerns on the quality of the development, the affordability of it, and integration with current housing bill initiatives specifically HB 37. Staff recommend using the definition of housing affordability from HB 37 which defines affordability as 120% of the area median income for the county. Staff have also discussed design standards which would create affordable housing options and contribute to the quality of life for Harrisville. Possible other discussion items can be directives for minimum acreage, recommendations on possible density standards deviations, curb cut restrictions to limit lot frontages, trail recommendations for connectivity to existing infrastructure, and the type of homes to consider as part of the ordinance.

Chair Francom added adjusting the minimum lot area as discussed during work session.

Commissioner Holbrook mentioned for the phrase “as well as others” be removed and replaced with first time homebuyers for the sake of consistency within the ordinance. Commission and staff discussed this for clarity. Ms. Wichern said the intention the first 30 days is to concentrate on the demographic mentioned. After 30 days, the ordinance will benefit any interested party desiring to purchase the property.

Ms. Shinsel added with deed restrictions there are no rentals. The home must be purchased by someone willing to live in the home. Commission and staff agreed.

Ms. Wichern asked if the commission would like to possibly limit the percentage of homes to reach 120%. Ms. Knight reviewed HB 37 for verbiage on the matter. The bill requires 25% of the single-family homes qualify as affordable housing with at least 25% per acre being no larger than 1600 square feet. These requirements begin at line 487 of the bill. Ms. Wichern believes these to be options to include to ensure this requirement is being met. Ms. Knight said by acting on this ordinance we are making progress towards our moderate-income housing strategies. Mr. Shinsel clarified that by stating 25% is restricted while 25% is market value and so on will allow the city to entice the developers to build an affordable development and viable product.

MOTION: Commissioner Thomas motioned to table adoption of Ordinance 562: Housing Affordability based on commissioner discussion. Chair Francom seconded the motion.

Angie Francom	Yes
Chad Holbrook	Yes
Isaac Thomas	Yes

The motion passed with all voting in the affirmative.

5. PUBLIC COMMENTS – (3 minute maximum)

No Public Comments

6. COMMISSION/STAFF FOLLOW-UP

Ms. Knight informed the commission that Commissioner Nathan Averill resigned from the Planning Commission this week citing personal reasons. Mayor Tait is seeking applications for appointments. She also mentioned Pineview Water Systems is willing to service Harrisville City as long as appropriate infrastructure is in place. The city will no longer have pockets of unserviceable secondary water areas south of Larsen Lane with the potential of including West Harrisville Road. This is historic for the city.

Commissioner Thomas asked if the commission plans to go back to a five (5) member body. Ms. Knight replied in the affirmative with the plan right now to obtain four (4). However, by ordinance the commission can be a total of seven (7) members.

Ms. Wichern stated how enjoyable it is to work on city projects and expressed her excitement to be a part of the team.

7. ADJOURN

MOTION: Chair Francom motioned to adjourn the meeting. Commissioner Thomas seconded.

Angie Francom	Yes
Chad Holbrook	Yes
Isaac Thomas	Yes

The motion passed with all voting in the affirmative.

Meeting adjourned at 7:45 PM.

Angie Francom
Chair

Cynthia Benson
Deputy Recorder