



Project Management Meeting Minutes

Harrisville City Offices

363 W Independence Blvd

Thursday, May 14, 2026 – 9:00 a.m.

Present: Jennie Knight, City Administrator, Grover Wilhelmson, City Council, Angie Francom, Planning Commission Chair, Matt Robertson, City Engineer, Sarah Wichern, City Planner, Bryan Fife, Public Works Director, Mark Wilson, Police Chief, Jack Fogal, City Recorder, Cynthia Benson, Deputy City Recorder, Tyler Seaman, Building Official, Ryan Barker, North View Fire, Brady Hansen, Bona Vista Water, Dan Johnson, Pineview.

Visitors: Brad Gygi, Gabe Gygi, Scott Myers, Luke Myers, Mark Bailey, Marv Farrell, Greg Montgomery, Preston Moebius, Randy Smith.

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

1. Discussion on preliminary plat amendment approval for Dixon Creek Phase 2 located at approximately 1300 North Washington Blvd. – Scott Smoot, Preston Mobius

Jennie Knight explained this is a proposed plat amendment discussion as per city request. Preston Mobius, developer, explained Phase 2 had final plat approval. This phase was not recorded and there were no signatures taken. Phase 2A will be a complete removal of all the flood plain lots which will make it fifty (50) lots. There will be no lots in the flood plain for this phase. The purpose for this is because they are still processing the LOMAR with FEMA. This is in its second review. The engineer has told him it would be another 60 – 90 days. In an effort to keep construction moving forward they are separating the flood plain lots into their own phase; Phase 2B. There will be no changes to the original buildings.

Matt Robertson, City Engineer, asked if the removed parcels are still within the Homeowners Association (HOA). Preston Mobius replied he would need to verify with Intellis on this. He also explained the language on the plat is referencing Phase 1 with the parcels still. Parcel B from the Phase 1 plat would stay the same. There will be some changes to Parcel A of the Phase 1 plat. Jennie Knight said the city concern is if the flood plain ever gets mitigated then the city would want to own the property.

Preston Mobius said currently all of Phase 2 is still in the ownership of the developer. This would stay the same up until Phase 2B plat was recorded. DR Horton would have ownership of the townhomes, until sold, and the common area would be dedicated to the HOA.

Matt Robertson said the city will need to clarify this dedication in regard to Phase 1 and Phase 2. He sees no issues with moving forward. Jennie Knight said she is nervous about recording any resident space in the flood plain. This plat will need to receive preliminary approval through the Planning Commission according to the process in the subdivision code.

Matt Robertson said this plat can be sent to the Planning Commission for preliminary approval. Jennie Knight verified that most of the improvements have been made for this phase. The developer is looking for recording. Preston Mobius asked for clarification on the reason for this amendment going to Planning Commission. Jennie Knight said the reason was because this is not the original plat approved by the Planning Commission. It will need to be reviewed again by the Planning Commission for preliminary approval. Then this body can give final approval off that recommendation. After looking at the language on the plats, Matt Robertson said to update language of the plats to read Phase 2A and Phase 2B.

The committee decided this project was ready to send onto the next Planning Commission meeting for Preliminary Approval of Dixon Creek Phase 2A which would be on Wednesday, June 10, 2026. Also, it was discovered that enough information had been turned into the city to review for the meeting as long as a new county review is turned in as well.

2. Discussion on site plan amendment of Parcel #17-063-0063 located at 2360 North 600 West. – Brad Gygi, Gabe Gygi

Brad Gygi, applicant, explained the project. There is an existing church meeting house they wish to expand to include stake offices to accommodate more congregations and stake conferences twice a year. This expansion will also provide additional parking spaces and more off-street parking. The building was originally built in 2012. The building footprint addition will be about 3,000 square feet. They also want to add a pavilion structure to the grass area in the northeast. The east side, where the current detention basin resides, is where the additional parking will be. Currently zoning is R-1-20. He assumed this was an approved conditional use when built. Sarah Wichern, City Planner, said meetinghouses are an allowed use. There was no conditional use permit granted.

Sarah Wichern asked if the property was fenced with privacy fence. Planning Commission Chair Francom replied that it was. Sarah Wichern continued, with this being the case, the parking lot needs to be eight (8) feet off the property line with a six (6) foot privacy fence. The height of the pavilion would be around fourteen (14) feet. The height limit is twenty-five (25) feet for an accessory structure. Brad Gygi said the plan is to place the pavilion closer to the parking lot.

Sarah Wichern and Matt Robertson asked where the detention basin was going. Brad Gygi replied it would need to be an underground system. They did receive the GEOTech report yesterday and are still looking at what, the impact would be if they were to place an underground detention basin under the parking lot.

Brad Gygi inquired about the landscaping requirement. Sarah Wichern said the city encourages more water conservation method. Matt Robertson said the current code states more than ten (10) continuous parking stalls need to be separated by a planting space. Planting separation needs to be added to the new parking lot area. The other area would be grandfathered.

Brad Gygi asked about the requirements for lighting. There is lighting currently in the middle area on the north side. Generally, to be more curtesy to the neighbors, the church lights the stalls around the building unless the city has additional requirements. Jennie Knight suggested him to look at HCMC §11.22 – Plan Design and Review, for more details on this matter.

Brad Gygi said he will look into the fire suppression system to verify pressure and expansion of alarm.

Matt Robertson asked about the storm water. Brad Gygi asked what the outflow was. Matt Robertson replied this area is a detention basin not retention. Typically, water in Harrisville does not go anywhere.

Brad Gygi said plans are designed to add a baptismal font below grade. He is hoping the utilities are deep enough to handle that. He is also hoping there is enough power to allow for the small pavilion. There should not be any utility upgrades.

Matt Robertson asked what the other entities would require for an addition like this. Ryan Barker, North View Fire, said they would need a new fire system upgrade. Brady Hansen, Bona Vista, said they would not need anything much for water. Tyler Seaman interjected they contact Central Weber Sewer to see if there are any new requirements from them. There would be an impact fee at least. Jennie Knight clarified Central Weber Sewer District is a separate entity from the city. Brad Gygi said they will check since they will be adding more restrooms.

Matt Robertson said as for the civil side they will need to have the GEOTech report. They would also need to apply for a Storm Water Quality report or LID report. They will need to evaluate if there are LID methods to mitigate the storm water. If the GEOTech report says due to high ground water or impermeable soil is not feasible it needs to be documented. There is a storm drain system tie in the road which they can use.

Jennie Knight said as for landscaping she suggested submitting a landscaping plan with water conservation measures for review. Brad Gygi said they were planning rock mulch and shrubs with little lawn area. Jennie Knight said any lawn will need to be shown what the intended use is. We are not going to hold the developer to the current landscaping standard since staff is aware it needs to change. Dan Johnson, Pineview, verified this parcel in already in the Pineview District.

Jennie Knight said this project will need to go to the Planning Commission for approvals. The final civil drawings and anything else required will need to be submitted fifteen (15) days before. Brad Gygi said they are looking at the July 8, 2026, Planning Commission meeting. Sarah Wichern and Matt Robertson explained that once everything is approved at the Planning Commission level. Then the project can move to the building and pre-con phase. There is no engineer cost estimate needed for this project. Brad Gygi said they have not completed the engineering on the project yet.

3. Discussion of possible development of Parcel #11-021-0009 located at 640 West Harrisville Road. – Randy Smith, Fieldstone

Randy Smith shared his project known as Sunflower Development. The concept shown is new. The project is a development on five (5) acres on Harrisville Road. He will be developing under the Housing Ordinance Affordability ordinance (HOAZ). This project is meant to bring 50% of the homes with the price cap and deed restrictions. In order to meet this requirement, they worked through different designs. They are asking for variations for setbacks, road sections, and lot widths. The project will consist of 30 new homes keeping the existing home which faces West Harrisville Road. The others will face new road construction.

The lot width in the zone calls for, without a garage forward it can be a forty (40) foot width, if it is with a garage forward it can be a fifty (50) foot width. He is proposing all lots in the development be forty-six (46) feet wide. This would be a blend of the lot requirements. The reason for this is they can mix units back and forth. Some will require a little wider width to allow a vehicle to pass by the side of the house to a rear load garage where others will not.

The front setbacks call for a twenty-five (25) foot setback to the garage. They are proposing a twenty-two (22) to the garage. Otherwise the setbacks are the same.

On the road sections, Randy Smith feels there are two (2) options for discussion. The options are the same with the exception of where the storm sewer and sanitary sewer are placed. Their preference is Option B in reference to where utilities go. This option allows them to run the storm from inlet box to inlet box instead of building manholes in the center of the street resulting in a decrease of infrastructure allowing the storm water to flow along instead of using inlet and a manhole. They recognize this is a smaller right-of-way and a smaller road section. It is about twenty-eight (28) feet of asphalt with rollover curve and gutter with attached walks. When they originally were looking at it, they included up to a fifty-six (56) feet of right-of-way that went past the lock. He questioned whether they needed to do this or not. He feels this is one of the concessions needed to hit the price cap that is being proposed.

Randy Smith gave a personal accounting of living on a roadway of twenty-eight (28) feet. He said he knows how it feels and where the utilities fit. It does get constrained with the gas line because the setback needs to be ten (10) feet from the structure. This is the reason he showed two (2) options. Option A aligns more with the city requirements. Option B does some shifting and creates the situation he showed.

Jennie Knight asked for clarification on the proposed street being public or private to know which standards to apply. Randy Smith said this will be a public road with no Homeowners Association (HOA) to maintain the affordability. He has updated the development agreement after talking with Sarah Wichern. Sarah Wichern said she had not reviewed the development in detail. She has only looked at the concept plan. Randy Smith said the key thing is, after running all the numbers and including offsite storm sewer connection on West Harrisville Road, the target price can be set at \$498,000 for the target value homes. This is based on a mortgage for 125% Area Medium Income (AMI) for Weber County specifically not the HUD region. Sarah Wichern said she did go through the numbers with him to verify his numbers were for Weber County only. The numbers balance out reasonable liabilities, down payments, and other factors. Randy Smith said for families in Weber County only, the running five (5) years, twelve (12) month average is \$102,071 for the AMI. Today's rates at 5% down, 30-year loan, 120% AMI work out to be a home value of \$550,179 on the assumption the owner has about \$800 / month in other debt. The city goal was sub \$500,000. This became their goal. They worked hard to get there. They recognize they are asking for some concessions to do it, but it can be a fantastic project.

They have been working through some new elevations for the product proposed. Their goal, based on the \$498,000, is to build a 1200 square foot, three (3) bedrooms, two (2) baths, single level home with vaulted ceiling, and include a detached garage behind the home. The detached garage would be an option for the buyer resulting in the buyer spending less if they so choose.

Jennie Knight asked if the owner chose not to put in the garage, is there a concept for a little larger

home offered. Randy Smith said they do but it is a garage forward plan and not part of the target home price plans. Jennie Knight clarified that the proposed home would be in the target value homes including a garage. Randy Smith said yes. Council Member Wilhelmsen asked for clarification on whether or not the garage would be a single or double car. Randy Smith said depending on the layout and the size of the vehicle it may be one vehicle and storage. However, the plan is a two (2) car garage with a two (2) car door on it. Otherwise, it would be tandem parking. He does have these pre-platted on where the affordable housing lots would be.

There are three (3) styles to choose from; Farmhouse Style, Scandinavian Style, and some Craftsman. The Craftsman concepts are still being worked on. He feels they live big, feel nice, for what they are. He also incorporated 2-story garage forward plans of the same three (3) designs. These would not meet the target price. He did not use Prairie since they are not as popular and have more of the lower pitches and flat roofs.

Council Member Wilhelmsen asked what the lot sizes were. Randy Smith replied they are around 4,500 square feet on average. Typically, 46' x 95'. Closer to the end of the subdivision the length becomes narrower at 84'.

Tyler Seaman said the setbacks with the homes look like fire separation will need to be done. Randy Smith said they all will be at least ten (10) feet apart with five (5) foot side setbacks. Some will be twelve (12). As far as the building goes, he should not need to do fire separation. Tyler Seaman said he has concerns with the garages. Randy Smith interjected these are set with a three (3) foot setback from property line. Tyler Seaman continued with the garage sitting less than five (5) feet from the property line, you will need to have some kind of fire protection because you do not want to create a situation where the neighbor would be required to build at seven (7) feet. The neighbor should be able to build the same. The way the code is written, it should be five (5) feet. It can be a fire rated wall, but this will need to be added to the cost.

Randy Smith said the reason they chose the setbacks and position he did is because it made the lot lines look funny. Sarah Wichern said he could avoid an HOA if he had a shared wall agreement with the garages. This would allow for the two garages to be placed next to each other with an agreement between the two (2) homeowners.

Randy Smith said they will predetermine the lots with detached garages. Since he is required to hit 50%, he wants the best use of space for the detached garages. Currently they have two floor plans. The intent is to have each with three (3) elevations per plan so no house should look the same next to it or across the street from it to create separation.

The committee and developer discussed potential solutions from zero lot lines for the garages. Zero lot lines would limit the ability to have the garage as Accessory Dwelling Unit (ADU). They also discussed how setbacks could be regulated whether it was through building, the developer's agreement, or by verbiage on the dedicated plat. Randy Smith said a plat would be better for someone who would pull a title. Sarah Wichern said she would like the garage as close to the property line as possible. Jennie Knight stated the code for accessory buildings says it is one (1) foot for asphalt and three (3) feet for storm water. They reviewed the concept drawings to verify that the houses would be setback appropriately.

Matt Robertson said he does not have a concern with the storm drain under the curb or outside

along the curb. His bigger concern is the road width. When you get into higher density areas, there is more street parking. The standard for the city is thirty-two (32) feet. In higher density the standard is thirty-six (36) for higher traffic areas. The concession asked for is from thirty-six (36) to twenty-eight (28) feet. We do have some roads in the city which are twenty-eight (28), however they are in subdivisions with bigger lots.

Randy Smith said this is two-fold. They are capped, the market cannot save us. Tough place for a builder. The whole discussion about the detached garages helps to open up options with the bungalow product.

Matt Robertson discussed the road widths of Summit View Subdivision in order to show the engineer what the city is requiring. Randy Smith displayed pictures of twenty-two (22) foot and twenty-eight (28) foot roadways with twenty (20) foot setbacks from the right-of-way. These lots are wider than he is proposing. Matt Robertson confirmed the displayed picture with the twenty-eight (28) foot roadways is less dense than what is being proposed.

Matt Robertson added the other consideration is for Public Works. It is harder for them to maintain on tighter roads. Bryan Fife, Public Works Director, said parking during the winter would need to be tandem and off the road. Randy Smith said the problem with painting the curbs red is there is no HOA to manage or enforce. The committee discussed other subdivisions in the city with the same street width. Jennie Knight said density is going to be an issue. There will be more people in a smaller space with less places to park.

The committee discussed connections to neighboring properties. Matt Robertson said in another discussion the committee talked about the connections to other properties surrounding this parcel. Randy Smith said the stubs are landing around eighty-two (82) feet. Discussed options with road stubs and connectivity to adjacent lots including how entities would access such as fire. The committee is trying to avoid what is in another portion of the city where subdivisions do not connect. Matt Robertson said in the master plan it was never considered development in this area. Randy Smith said if they lose a unit, it will affect the target price.

Jennie Knight wondered if they should have a work session for additional feedback from the Planning Commission. Randy Smith said he loves the idea but would like it as a special session because he wishes to be on Planning Commission, June 10, 2026, agenda for approval. Jennie Knight said staff are concerned with moving this quickly. In order to meet this request staff would need to have time to prepare notices for a public hearing. The meeting would need to have the public hearing, rezone, discussion, and recommendations to City Council all in one night. Typically, we hold these steps months apart for transparency for the public. Randy Smith said they are nervous about locking in a price and not moving forward quickly with the city meetings being one a month.

Sarah Wichern opened up for comment from the City Council and Planning Commission representatives present. She verified the developer is considering a 1,200 square foot home with a detached garage priced at \$489,000. The garage would be an option. Randy Smith said this is the plan currently.

Planning Commission Chair Angie Francom expressed her gratitude for all the work put into the project thus far. She personally does not have an issue with the project. She thinks it would be

fantastic if there was no street parking. This can be an expectation at purchase. Where you have the longer driveways with rear access, whether they choose to do a garage or not. She does not see a need for on-street parking. She understands the urgency. However, there is a lot to be discussed.

City Council Member Wilhelmsen said he agreed with Chair Francom. This discussion has produced a lot of good information between the developer and city staff. His concern is the narrowing of the egress. He thinks this is a great concept. The option of not having a garage lowers house prices. What they are looking at is a lot that is comparable to a condo. The potential is good. The details are where the hang up is especially with the congestion in the City Council over the next two months. Council Member Wilhelmsen asked how long before the developer would be able to put in a house. Randy Smith explained with approvals, rezone, preliminary approval, and final approval plus everything else he would need to do, he is looking at 12-18 months before he has a chance to build a house. Matt Robertson said the storm drain would need to be placed in West Harrisville Road by this fall.

Randy Smith clarified the biggest hang up is the twenty-eight (28) foot right-of-way. Matt Robertson said there are other roads in the city like this, but there are other amenities to support the parking such as a park. Jennie Knight said the density will be a kick back from the public. Randy Smith said this is 6.25 units per acre which meets the state requirements which covers the city code.

Staff began to review if the project meets all the HOAZ requirements since the developer wished to move forward so quickly. Jennie Knight said the challenge she sees is the developer meeting the target price originally agreed upon which is around \$500,000. Matt Robertson said when you get rid of park strips you get rid of spot pours for services such as fire, water, and utility. Fire hydrants will need to be set back to avoid damage. This comment led to the discussion on utility placement.

Gas laterals will be placed in the right-of-way. Brady Hansen said Bona Vista prefers to see secondary on the same side as gas so there is no cross connections. Sewer and water laterals need to be separated. Matt Robertson added they will need to work with Pineview for secondary. They are working on getting secondary right to the development but not until next water year. The development might need to go through the inclusion process.

Council Member Wilhelmsen asked about the ditch. How does it fall into this project and maintain the right-of-way? Randy Smith said they plan on piping the ditch through an easement on one side of the property and then discharge. This has not been determined. Matt Robertson confirmed this is the Asper Gate ditch. Marv Farrell, Western Irrigation, said there is an end user on that ditch. This needs to be tied in so the tail waters get to the end user. He suggests tying into the irrigation box on the east side of the property and then going out to the street. He will then figure out the irrigation ditch with the widening of the road.

Council Member Wilhelmsen said he and Council Member Montgomery were discussing the future of the lot at the beginning of the subdivision with the existing home. Staff replied they are keeping that home. The other side of the road will be a detention basin. Randy Smith said no units will face Harrisville Road. They did consider this. However, this is the lowest part of the site and the best place for the pond.

Chair Francom added this is a great opportunity for some residents to see the functionality and feasibility of high-density single homes. We do not have a lot of that in the city outside of the north end. This is a more reasonable footprint. This gives residents an example of accessibility and affordability the city has not had before.

Council Member Wilhelmsen said another thought too is the option of a garage. He realizes that even though there are several different plans this subdivision is cookie-cutter. However, having the garage as an option can cut costs rather than building it.

Randy Smith said we have taken out the park strips. Every lot will be landscaped to a standard plan. There will be a patch of green, a tree, and shrubs. This will be included in the price point.

Jennie Knight said to provide as much information possible. After some discussion, it was decided a presentation will occur with a discussion prior to the public hearing to give the residents the information before taking comments. Randy Smith said they will also take recommendations for approval over recommendations for denial. The staff reviewed the process moving forward with the June meeting. Public notice to include the city will take written comments prior to the hearing for the residents to have ample opportunity to comment.

Bryan Fife added that lot 1 and 4 need to have their driveways on the inside, not the out, for snow removal piles. Sarah Wichern said the development agreement, the concept plan, and the renderings will need to turn in by May 22, 2026, to be considered for the June 10, 2026, meeting. Since we have developers who sell once the process is over, the city needs the renderings for the builder to understand what was approved. Randy Smith said the one part he is unclear about how the city would like to move forward is with the deed restrictions. He has an exhibit for it. Staff will work with him on this.

4. Continuing Projects.

There was no continuing projects discussion.

Meeting adjourned at 10:25 AM.