

**Approved minutes of the  
BOUNTIFUL CITY PLANNING COMMISSION  
Tuesday, February 6, 2024 – 6:30 p.m.**

Official notice of the Planning Commission Meeting was given by posting an agenda at City Hall, and on the Bountiful City Website and the Utah Public Notice Website.

**City Council Chambers**  
795 South Main Street, Bountiful, Utah 84010

Present:	Planning Commission	Chair Lynn Jacobs, James Clark, Krissy Gilmore, Beverly Ward, Alan Bott, and Richard Higginson
	Planning Director	Francisco Astorga
	Senior Planner	Amber Corbridge
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris
Excused:	Planning Commission	Sean Monson

**1. Welcome**

Chair Jacobs called the meeting to order at 6:30 p.m. and welcomed everyone.

**2. Planning Commission meeting minutes from January 16, 2024**

Commissioner Gilmore motioned to approve the minutes from January 16, 2024, and Commissioner Higginson seconded the motion. The motion was approved with Commissioners Jacobs, Clark, Gilmore, Ward, Bott, and Higginson voting “aye.”

**3. Conditional Use Permit for a Tattoo Parlor at 1455 South 500 West**

Application withdrawn.

**4. Conditional Use Permit for a Silo Addition for Weber Basin Water Conservancy District at 38 North Davis Boulevard**

Senior Planner Corbridge presented the item as outlined in the packet where she provided a detailed overview of the Conditional Use Permit and the Architectural and Site Plan Review (*item 5 below on this document*) applications, highlighting the proposal and the compliance with zoning regulations. Questions were raised regarding the height of the silo structure and the impact on neighboring properties, which were addressed by staff.

Chair Jacobs opened the public hearing at 6:41 pm. No one provided any comment. Chair Jacobs closed the public hearing at 6:41 pm.

Commissioner Gilmore motioned to approve the Conditional Use Permit for the Silo Addition, subject to further Architectural and Site Plan approval by the City Council. Commissioner Bott seconded the motion. The motion was approved with Commissioners Jacobs, Clark, Gilmore, Ward, Bott, and Higginson voting “aye.”

**5. Preliminary/Final Architectural and Site Plan Review for a Silo Addition for Weber Basin Water Conservancy District at 38 North Davis Boulevard**

Commissioner Gilmore motioned to forward a positive recommendation to the City Council for the Preliminary/Final Architectural and Site Plan Review. Commissioner Clark seconded the motion. The motion was approved with Commissioners Jacobs, Clark, Gilmore, Ward, Bott, and Higginson voting “aye.”

**6. Open and Public Meeting Act Training**

City Attorney Jeppsen presented the training segment, where the Commission received a refresher on the Utah Public Meetings Act, emphasizing the importance of adhering to open meeting laws, maintaining public records, and upholding ethical standards. Examples of violations were provided as cautionary tales, along with guidance on the proper use of government resources and handling of conflicts of interest.

**7. Planning Director’s Report/Update**

Planning Director Astorga announced the cancellation of the March 5, 2024, meeting due to the Caucus and the possibility of not having a meeting on February 20, 2024. The Planning Commission was updated on the General Plan.

**8. Adjourn**

Chair Jacobs adjourned the meeting at 7:04 p.m.