**Bountiful City**
**Administrative Committee Agenda**
**Monday, December 22, 2025**
**3:00 p.m.**

**Notice is hereby given** that the Bountiful City Administrative Committee will hold a meeting in the Planning Department Conference Room, Bountiful City Hall, located at 795 South Main Street, Bountiful, Utah, 84010, on the date and time provided. The public is invited to attend.

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1. Welcome

2. Meeting Minutes from December 01, 2025

    - Review
    - Action

3. Conditional Use Permit for a Home Occupation Construction Business at 2048 South Bluebell Drive
   *Assistant Planner Leech*

    - Review
    - Public Hearing
    - Action

4. Adjourn

**Draft Minutes of the**
**BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**
**Monday, December 01, 2025 – 3:00 p.m.**

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

**Planning Conference Room**
795 South Main Street, Bountiful, Utah 84010

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|---|---|---|
| Present: | Administrative Committee | Chair Francisco Astorga |
| | | Brad Clawson |
| | | Jill Fraiser |
| | Planning Technician | Rachel Coleman |
| | Recording Secretary | Sam Harris |

## 1. Welcome

Chair Corbridge called the meeting to order at 3:00 p.m. and welcomed everyone.

## 2. Meeting Minutes from October 27, 2025

Committee Member Frasier motioned to approve the minutes from October 27, 2025. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting "aye."

## 3. Meeting Minutes from November 10, 2025

Committee Member Clawson motioned to approve the minutes from November 10, 2025. Committee Member Frasier seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting "aye."

## 4. Conditional Use Permit for a Detached Accessory Dwelling Unit at 263 East 900 North

Planning Technician Coleman presented the item as outlined in the packet.

Committee Member Frasier asked about the number of structures permitted on the property. Chair Astorga explained that while accessory structures cannot exceed 15% of the entire lot and the maximum lot coverage is 60%, there is no regulation on the maximum number of structures.

Committee Member Clawson asked about the rules of living in the primary dwelling and the front of building line referring to the garage. Chair Astorga explained that the demolition of the primary and the Accessory Dwelling Unit meeting standard setbacks, the Accessory Dwelling Unit will become the primary dwelling as long as there is an active building permit.

Chair Astorga opened the Public Hearing at 3:14 p.m. No comments were made. Chair Astorga closed the Public Hearing at 3:14 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached Accessory Dwelling Unit at 263 East 900 North. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting "aye."

## 5. 2026 Annual Meeting Schedule Public Notice

Committee Member Frasier motioned to approve the 2026 Annual Meeting Schedule. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting "aye."

## 6. Adjourn

Chair Astorga adjourned the meeting at 3:17 p.m.

# Administrative Committee Staff Report

**Subject:** **Conditional Use Permit for a Home Occupation Construction Business at 2048 South Bluebell Drive**
**Authors:** **Chaz Leech, Assistant Planner**
**Date:** **December 22, 2025**

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**Background**

The applicant, Paane Felila, submitted a Conditional Use Permit (CUP) application to operate his construction business as a home occupation at 2048 South Bluebell Drive, located in the R-3 (Single-Family Residential) zone.

**Analysis**

Bountiful City Land Use Code 14-17-108 Home Occupation Conditional Uses states that a construction business requires CUP approval. Bountiful City Administrative Committee reviews all CUPs for Home Occupation – Contractors. Staff reviewed the submitted application and finds that a Home Occupation for contractor business meets all the following standards below shown in *italics.* Staff findings for each standard are shown as underlined text.

1. *The use shall be clearly incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition thereof. There shall be no displays, advertisements, stock in trade, or signs related to the business except, for: one (1) flat wall sign placed on the dwelling that shall not exceed four (4) square feet in size, and any sign required by State Law and/or which meet the provisions of the Title.*

   The applicant's submittal shows that the exterior of the structure is not being altered in any way and that the use is incidental to its primary purpose as a residential dwelling. The applicant has stated that there will be no large commercial trucks or equipment stored on the premises and the only business operations taking place within the dwelling will be to manage administrative duties and client communications as they related to the construction business.

2. *The use shall be conducted entirely within a dwelling, except for work performed offsite. Only members of the family related by blood, marriage, or adoption, and who reside in the dwelling, may work onsite. The only exception is that one (1) additional person may be employed as a secretary, apprentice, or assistant where there are no more than five (5) family members actively engaged in the home occupation. Employees who are not family members and/or who do not reside at the dwelling shall not meet, park, or otherwise congregate at the home or in the general vicinity. Additional outside employees are not allowed if there is more than one home occupation at the property.*

The applicant has stated that the business home office will be conducted within a single room within the dwelling and no other employees would be working onsite.

3. *The use shall not involve the area of required, covered, off-street parking.*

   The applicant has stated that only personal vehicles will be parked in the driveway of the residence, with the exception of having a work truck at the residence parked overnight on rare occasion.

4. *The use shall not involve more than 50% of the entire dwelling.*

   The applicant has stated that the construction business home office will be conducted within a single bedroom within the dwelling.

5. *No product or commodity shall be stored onsite, and no customer may physically visit the site of a home occupation to take delivery of a product or commodity. Commodities may be produced on the premises and sold offsite.*

   The applicant has stated that there will be no large commercial trucks or equipment stored on the property.

6. *The use shall not create noise, dust, odors, noxious fumes, glare, or other nuisances, including interruption of radio and/or television reception, which are discernable beyond the premises.*

   The applicant has stated that the only activities occurring on site will be administrative in nature within the confines of a bedroom within the residence. No noise or other nuisance will occur on the property.

7. *The use shall not involve using or storing flammable material, explosives, or other dangerous materials, including gun powder.*

   The applicant has stated that no flammable materials, explosives, or other dangerous substances will be stored on the property.

8. *The use shall not involve mechanical or electrical apparatus, equipment, or tools not commonly associated with a residential use or as are customary to home crafts.*

   The applicant has stated that no mechanical or electrical equipment related to the construction business will be stored on the property.

9. *The use shall not generate traffic in greater volumes than would normally be expected in a residential neighborhood nor involve the use of commercial vehicles other than standard delivery vehicles for delivery of materials to or from the premises.*

The applicant has stated that there will be no commercial traffic or customer visits to the property.

10. *The use shall not involve the parking of equipment or motor vehicles having a gross weight of twelve thousand (12,000) pounds or more directly at the residence.*

    The applicant has stated that there will be no large commercial trucks or equipment stored on the property daily. The only exception will be light duty work truck (2003 GMC W7500) that would be parked overnight on rare occasions as work assignments dictate.

11. *The use shall be in compliance with all applicable fire, building, plumbing, electrical and life safety and health codes of the State of Utah, Davis County, and the City of Bountiful.*

    See Recommendations below

**Significant Impacts**

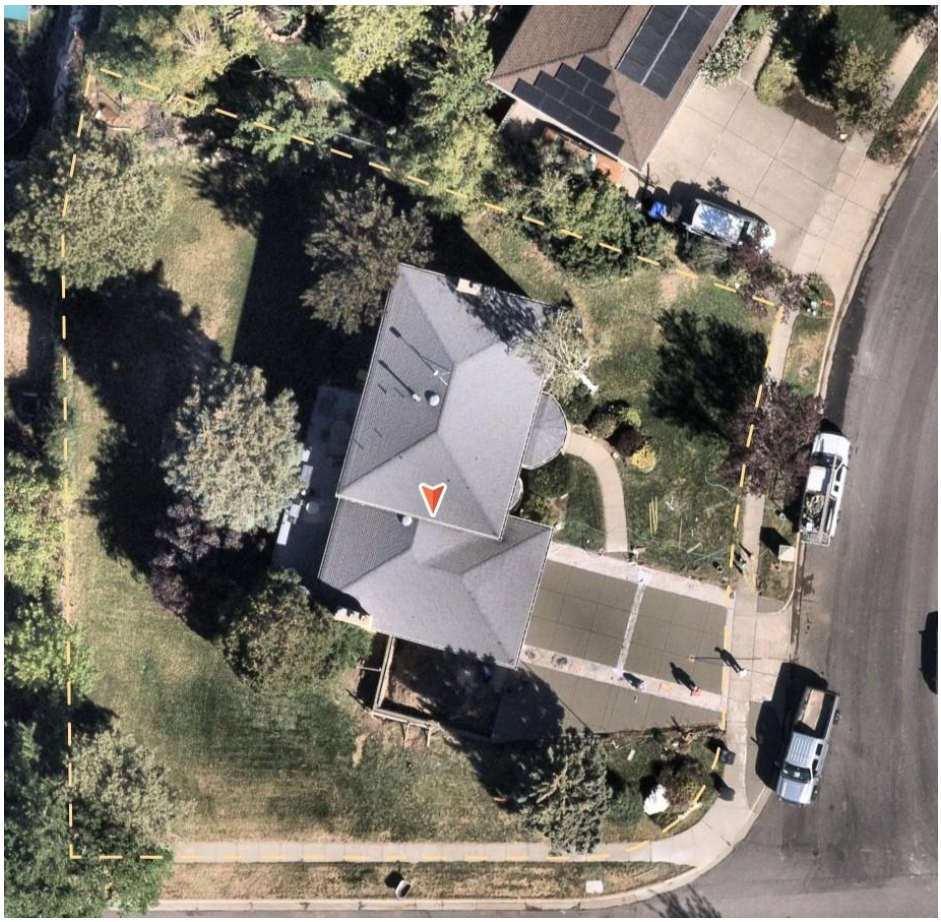
There are no significant impacts to the adjacent dwellings within the surrounding residential neighborhood.

**Recommendation**

Staff recommends that the Administrative Committee review the submitted application, hold a public hearing and approve the requested Home Occupation Conditional Use Permit for a construction contractor business at 2048 South Bluebell Drive, subject to the following conditions of approval:

1. The applicant shall maintain an active Bountiful City business license.
2. The Home Occupation will not create nuisances discernible beyond the premises (e.g. noise, dust, fumes, glare, traffic, etc.).
3. The use will comply with all applicable fire, building, plumbing, electrical, and life safety and health codes in the State of Utah, Davis County, and Bountiful City.
4. The Conditional Use Permit is solely for this site and is non-transferable.

# 2048 South Bluebell Drive



## Attachments

Attachment 1. Statement of Intent
Attachment 2: Floor Plan
Attachment 3 Site Plan
Attachment 5: Photo of Home Office

**Statement of Intent – Payne's Expedite Construction (Home Occupation)**

My name is **Paane Felila**, and I am requesting approval to operate a small home-based business under the name **Payne's Expedite Construction** at my residence 2048 So Bluebell Drive, Bountiful UT 84010. The primary purpose of this home occupation is to manage administrative duties and client communication related to construction and yard-work project estimates.

All activities conducted from my home will be strictly office-based. This includes:

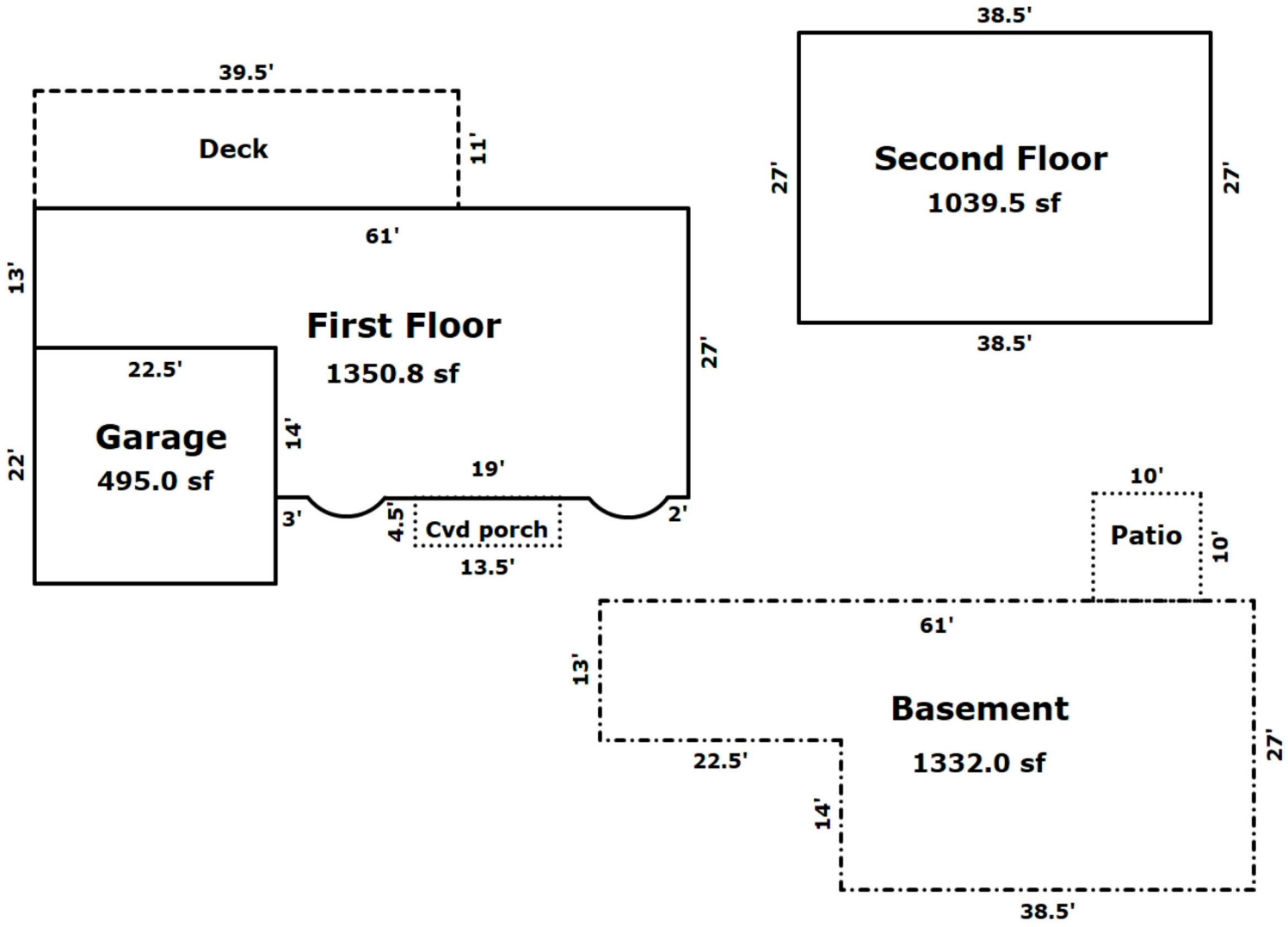
- Making and receiving business telephone calls
- Scheduling appointments with clients for job estimates
- Preparing paperwork, invoices, and related administrative records

No construction work or material storage will occur at the residence. In addition, there will be **no commercial traffic** or customer visits to the property on a regular basis.

Regarding vehicles, there will be **no large commercial trucks or equipment stored on the premises**. On rare occasions, my work truck may be parked overnight when working on a job in the local area; however, the property will **not** be used as a parking lot or storage location for commercial vehicles.

It is my intent to operate respectfully, without disruption to the neighborhood or the surrounding community. Thank you for your time and consideration of my request.

Respectfully,
**Paane M Felila**
Owner, Payne's Expedite Construction
**2048 Bluebell Drive, Bountiful UT 84010**
**801-294-0003 or cell 801-879-5055**
**oliviafelila@ymail.com**


38.5'
39.5'
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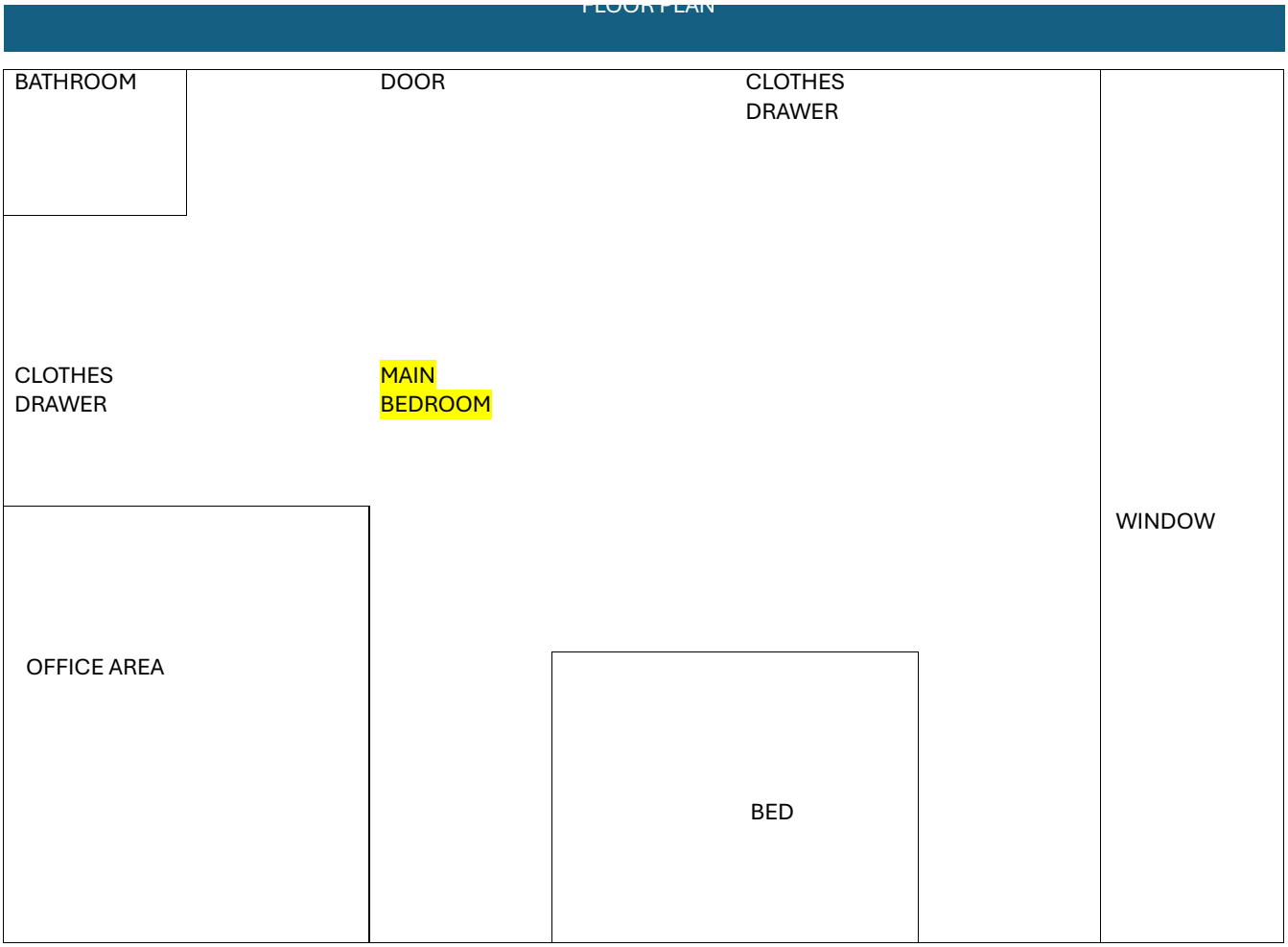
FLOOR PLAN
BATHROOM
DOOR
CLOTHES
DRAWER
CLOTHES
DRAWER
MAIN
BEDROOM
WINDOW
OFFICE AREA
BED

## FLOOR PLAN

<table>
<tr><td rowspan="2">Main Bedroom</td><td rowspan="2"></td><td colspan="2">TOP FLOOR<br>bathroom</td><td rowspan="2"></td><td rowspan="2">2nd Bedroom<br><br>3rd Bedroom</td></tr>
<tr><td colspan="2">Stairways from 2nd floor</td></tr>
<tr><td rowspan="2">Kitchen and Family Room</td><td>Laundry Room<br><br>Dining room</td><td colspan="3" rowspan="2">Bathroom<br><br>MIDDLE FLOOR</td><td rowspan="2">Living Room</td></tr>
<tr><td rowspan="2">5th Bedroom</td><td rowspan="2">Kitchen</td></tr>
<tr><td colspan="2">Staways from the 2nd floor to the bottom floor</td><td>Bathroom</td><td rowspan="2">Living Room</td></tr>
<tr><td colspan="2">4th Bedroom</td><td colspan="3">BOTTOM FLOOR</td></tr>
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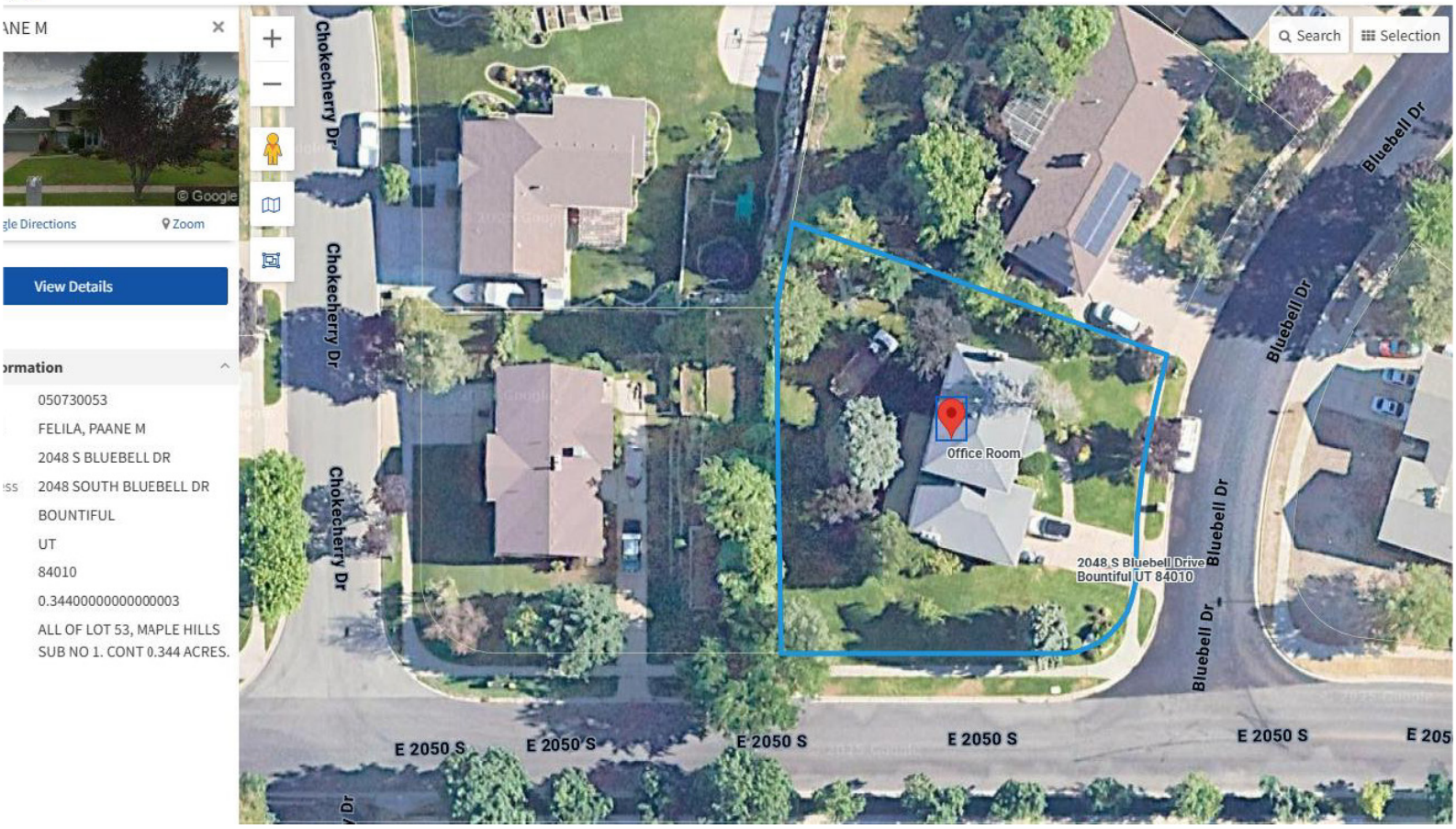
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Bluebell Dr
Office Room
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Bountiful UT 84010
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Happy Holiday
WISHES
Forever