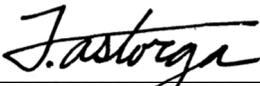


ADMINISTRATIVE COMMITTEE
Monday, November 18, 2019
5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold its regular meeting in the Conference Room at **Bountiful City Offices, 150 North Main Street, Suite 103**, Bountiful, Utah, at the time and on the date given above. The public is invited. Persons who are disabled as defined by the Americans with Disabilities Act may request an accommodation by contacting the Bountiful City Planning Office at (801) 298-6190. Notification at least 24 hours prior to the meeting would be appreciated.

AGENDA

1. Welcome and Introductions.
2. Consider approval of minutes for October 21, 2019.
3. **PUBLIC HEARING:** Consider approval of Conditional Use Permit to allow for an Accessory Dwelling Unit at 66 East 1200 South, Todd Willey, applicant.
4. Miscellaneous business and scheduling.



Francisco Astorga, Planning Director

**Bountiful City
Administrative Committee Minutes
October 21, 2019**

Present: Chairman – Francisco Astorga; Committee Members – Dave Badham and Brad Clawson; Recording Secretary – Julie Holmgren

1. Welcome and Introductions.

Chairman Astorga opened the meeting at 5:05 p.m. and introduced all present.

2. Consider approval of minutes for September 23, 2019 and September 30, 2019.

Mr. Astorga referred to a highlighted copy of the minutes for September 23, 2019 and outlined necessary changes on page eight of the minutes as follows: (1) replace all occurrences of the word “contractor” with “contract,” (2) replace references of “contract owner” with “contract purchaser,” and (3) change the word “inhabitable” to “uninhabitable.” Mr. Astorga made a motion to approve the minutes for September 23, 2019 with the changes described herein. Mr. Badham seconded the motion.

 A Mr. Astorga
 A Mr. Clawson
 A Mr. Badham

Motion passed 3-0.

Mr. Badham made a motion to approve the minutes for September 30, 2019. Mr. Astorga seconded the motion.

 A Mr. Astorga
 Mr. Clawson (abstained)
 A Mr. Badham

Motion passed 2-0.

3. Consider approval of a Lot Line Adjustment at 1060 John Thomas Circle and 1619 Lakeview Drive, Blake & Julie Murdock and Lauren Schweikle, applicants.

Julie Murdock, applicant, was present, along with her contractor, Kevin Hunt.

Mr. Astorga presented the staff report (the full staff report follows).

The applicants are requesting a Lot Line Adjustment between two properties located at 1060 John Thomas Circle and 1619 Lakeview Drive. Both properties, shown as Lot 46 and Lot 6, are located in the R-3 zone. The purpose of the adjustment is to convey a portion of Lot 6 to Lot 46. Lot 6 will convey 82 square feet (0.002 acres), shown as Conveyance Parcel to Lot 46. The adjustment will bring Lot 6 to 13,208 square feet (0.30 acres) and Lot 46 to 18,819 square feet (0.43 acres). No new lots are being created in the conveyance of property.

1. No new lots were created in this conveyance so an amended subdivision plat will not be necessary.
2. No new building permits have been issued or proposed.

Based on the above findings, Staff recommends approval of the lot line adjustment, with the following conditions:

1. Complete any redline corrections required on the plat.
2. The approved lot line adjustment shall be recorded with Davis County.

Note: Approval of the property line adjustment by the City does not act as a conveyance of real property and appropriate conveyance documents must be prepared by the applicant and recorded by the County.

Mr. Badham inquired regarding the conveyance of property, and Mr. Hunt indicated that a quit claim deed would be utilized in the transaction. Mr. Badham inquired regarding the permitting process, and Mr. Hunt noted that the project is under permit but the lot line adjustment will accommodate a wider separation in the patio walkway area.

Mr. Badham made a motion for approval of a Lot Line Adjustment at 1060 John Thomas Circle and 1619 Lakeview Drive, Blake & Julie Murdock and Lauren Schweikle, applicants. Mr. Clawson seconded the motion.

A Mr. Astorga
A Mr. Clawson
A Mr. Badham

Motion passed 3-0.

4. **Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 231 South 1300 East, Marci Rosenlof and Chad & Jamee Lefler, applicants.**

Mr. Badham made a motion for approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 231 South 1300 East, Marci Rosenlof and Chad & Jamee Lefler, applicants. Mr. Clawson seconded the motion.

A Mr. Astorga
A Mr. Clawson
A Mr. Badham

Motion passed 3-0.

5. Miscellaneous business and scheduling.

Mr. Astorga made reference to the September 23 committee item regarding an ADU on Northridge Drive. He noted that the written form for that item would be on the Administrative Committee agenda in the near future – even if no regular meeting was scheduled. Mr. Astorga noted the need for transparency and also the need to provide the proper time period for a decision appeal, if necessary. Mr. Astorga outlined a few future projects including: a review of ADU trends since the code change, the Moderate Income Housing Plan, and trails plans. He ascertained there were no further items of business, and the meeting was adjourned at 5:25 p.m.

Francisco Astorga, Planning Director

PENDING APPROVAL



RANDY C. LEWIS
MAYOR

CITY COUNCIL
Kate Bradshaw
Kendalyn Harris
Richard Higginson
John Marc Knight
Chris R. Simonsen

CITY MANAGER
Gary R. Hill

Memo

Date: November 13, 2019
To: Administrative Committee
From: Curtis Poole, Assistant City Planner
Re: Staff Report for the Administrative Committee Meeting on Monday, November 18, 2019

Overview

PUBLIC HEARING - Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 66 East 1200 South, Todd Willey, Applicant.

Background

The Applicant is requesting approval of a detached Accessory Dwelling Unit (ADU). The Applicant constructed a detached garage and is now requesting to modify the existing structure to include a partial garage with an ADU. The Applicant applied for, and received approval to build the detached garage. Plans submitted show the unit will have two bedrooms, two bathrooms, a kitchen, living space and a laundry room.

Findings

According to City Code, 14-4-124, a Conditional Use Permit for an ADU is required and Applicants shall meet all standards of the Code for approval. The site is located in the R-4 Single-Family Residential Zone and consists of a single-family dwelling which will be maintained as such by the Applicant. The lot is 0.242 acres (10,541 square feet). There will only be one (1) ADU and there will only be one (1) utility connection located at this property. The ADU is approximately 1,160 square feet, and the home is 4,264 square feet, which is less than the 40% standard in the Code.

The property currently meets the parking standard required for approval. The primary dwelling has a three-car garage, plus parking in the driveway. In addition to the primary dwelling parking the detached garage has parking in front of the garage. The entrance to the ADU is on the east side of the detached garage, facing the primary dwelling and not visible from the street. The property will continue to have the appearance of a single-family dwelling and should have minimal impact on the surrounding neighborhood.

Staff Recommendation

Based upon the above findings, Staff has determined the Applicant would comply with all requirements for the Conditional Use Permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

1. The owner(s) of the property must continually occupy the primary dwelling or the ADU.
2. The property is to be used only as a single-family use and shall be subject to a Deed Restriction.
3. Prior to beginning any construction on the ADU, the Applicant shall receive a building permit.
4. The Applicant shall resolve any concerns regarding setbacks, especially the distance from the detached garage to the primary dwelling, to the satisfaction of the Building Official, prior to receiving a Certificate of Occupancy.
5. There shall be no separate utility service connections.
6. The ADU shall meet all the standards in 14-14-124 of the City Land Use Ordinance.
7. The Conditional Use Permit is solely for this property and is non-transferable.

Bountiful Land Use Ordinance

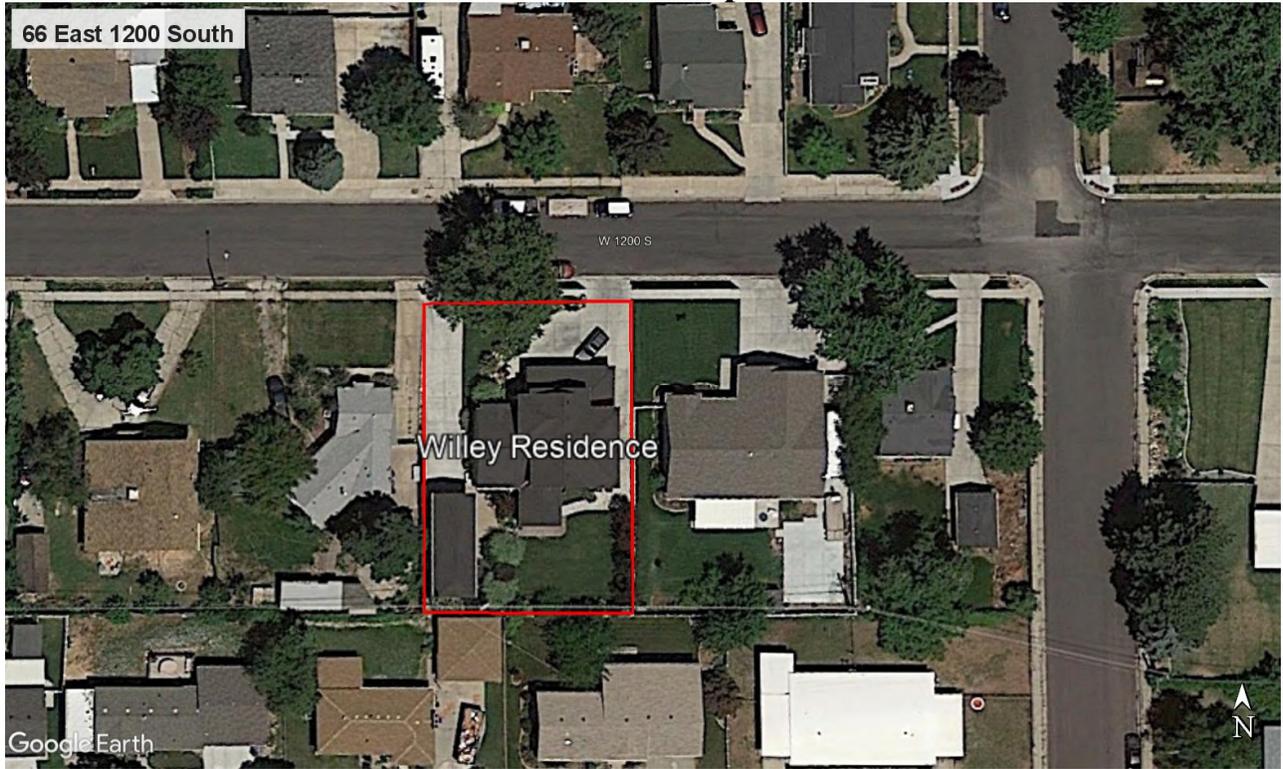
14-14-124

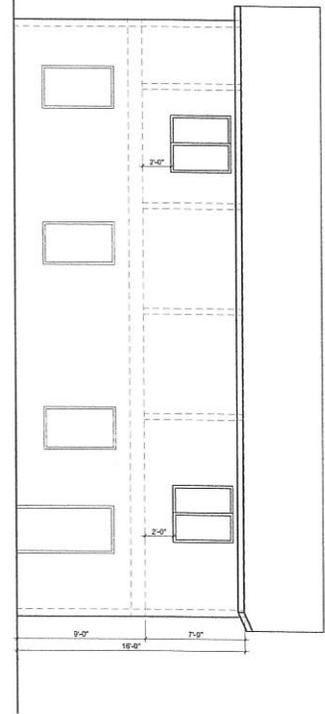
ACCESSORY DWELLING UNIT

- A. *Purpose: The city recognizes that accessory dwelling units (ADUs) in single-family residential zones can be an important tool in the overall housing plan for the city. The purposes of the ADU standards of this code are to:*
1. *Allow opportunities for property owners to provide social or personal support for family members where independent living is desirable;*
 2. *Provide for affordable housing opportunities;*
 3. *Make housing units available to moderate income people who might otherwise have difficulty finding homes within the city;*
 4. *Provide opportunities for additional income to offset rising housing costs;*
 5. *Develop housing units in single-family neighborhoods that are appropriate for people at a variety of stages in the life cycle; and*
 6. *Preserve the character of single-family neighborhoods by providing standards governing development of ADUs.*
- B. *An accessory dwelling unit shall only be approved as a conditional use.*
- C. *An accessory dwelling unit shall not be approved, and shall be deemed unlawful, unless it meets all of the following criteria:*
1. *An accessory dwelling unit shall be conditionally permitted only within a single-family residential zone, and shall not be permitted in any other zone.*
 2. *It is unlawful to allow, construct, or reside in an accessory dwelling unit within a duplex or multi-family residential building or property.*
 3. *It is unlawful to reside in, or allow to reside in, an accessory dwelling unit that has not received a conditional use permit or without written authorization from the Bountiful City Planning Department.*
 4. *A maximum of one (1) accessory dwelling unit shall be permitted as a conditional use on any lot or parcel in a single-family zone.*
 5. *It is unlawful to construct, locate, or otherwise situate an accessory dwelling unit on a lot or parcel of land that does not contain a habitable single-family dwelling.*

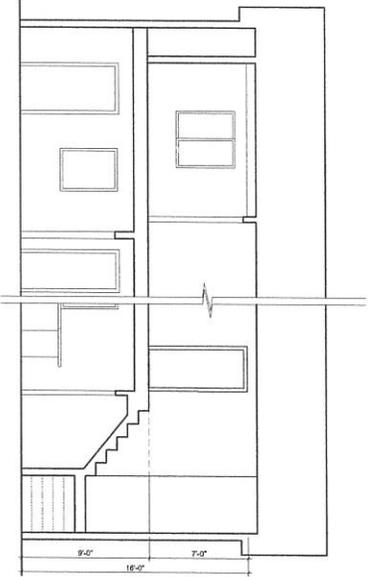
6. *A deed restriction limiting the use of a property to a single-family use, prepared and signed by the Bountiful City Planning Director and all owners of the property on which an accessory dwelling unit is located, shall be recorded with the Davis County Recorder's Office prior to occupancy of the accessory dwelling unit. If a building permit is required, then said deed restriction shall be recorded prior to issuance of the building permit.*
 7. *The property owner, which shall include titleholders and contract purchasers, must occupy either the principal unit or the ADU, but not both, as their permanent residence and at no time receive rent for the owner occupied unit. Application for an ADU shall include proof of owner occupancy as evidenced by voter registration, vehicle registration, driver's license, county assessor records or similar means.*
 8. *Separate utility meters shall not be permitted for the accessory dwelling unit.*
 9. *Any property and any structure that contains an approved accessory dwelling unit shall be designed and maintained in such a manner that the property maintains the appearance of a single-family residential use. A separate entrance to the ADU shall not be allowed on the front or corner lot side yard. Any separate entrance shall be located to the side or rear of the principal residence.*
 10. *It is unlawful to construct an accessory dwelling unit, or to modify a structure to include an accessory dwelling unit, without a building permit and a conditional use permit.*
 11. *Adequate off-street parking shall be provided for both the primary residential use and the accessory dwelling unit, and any driveway and parking area shall be in compliance with this Title. In no case shall fewer than four (4) total off street parking spaces be provided with at least 2 of the spaces provided in a garage. Any additional occupant vehicles shall be parked off-street in City Code compliant parking areas.*
- D. *An attached accessory dwelling unit shall be deemed unlawful and shall not be occupied unless all of the following criteria are met:*
1. *Shall not occupy more than forty percent (40%) of the total floor area square footage of the primary dwelling structure,*
 2. *Shall not exceed ten percent (10%) of the buildable land of the lot,*
 3. *Shall be at least three hundred fifty (350) sq ft in size,*
 4. *Shall meet all of the requirements of the International Building Code relating to dwelling units,*
 5. *An attached accessory dwelling unit shall meet all of the required setbacks for a primary dwelling.*
 6. *Shall not have a room used for sleeping smaller than one hundred twenty (120) square feet, exclusive of any closet or other space,*
- E. *A detached accessory dwelling unit shall meet all of the above criteria, plus the following:*
1. *Shall require a conditional use permit, reviewed and approved by the Bountiful City Administrative Committee.*
 2. *Shall not be located on a lot with less than eight thousand (8,000) square feet buildable land.*
 3. *Shall be configured so that any exterior doors, stairs, windows, or similar features are located as far away from adjoining properties as is reasonably possible to provide privacy to those properties.*
 4. *Shall meet all of the setbacks required of a detached accessory structure requiring a conditional use permit.*

Aerial Map

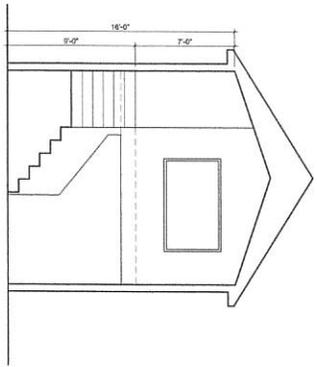




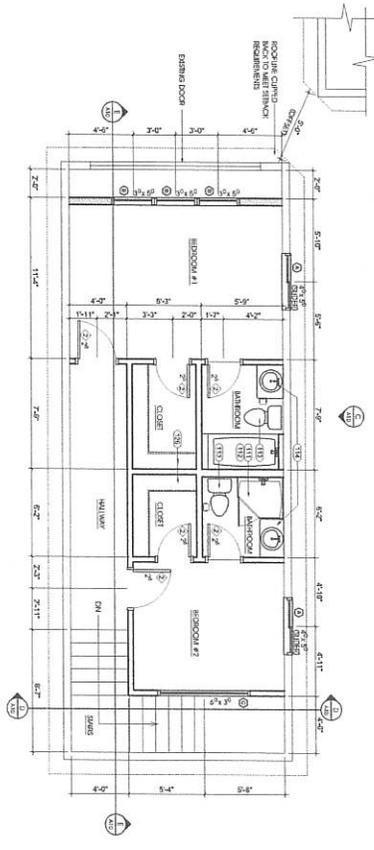
C EAST ELEVATION
SCALE: 1/4" = 1'-0"



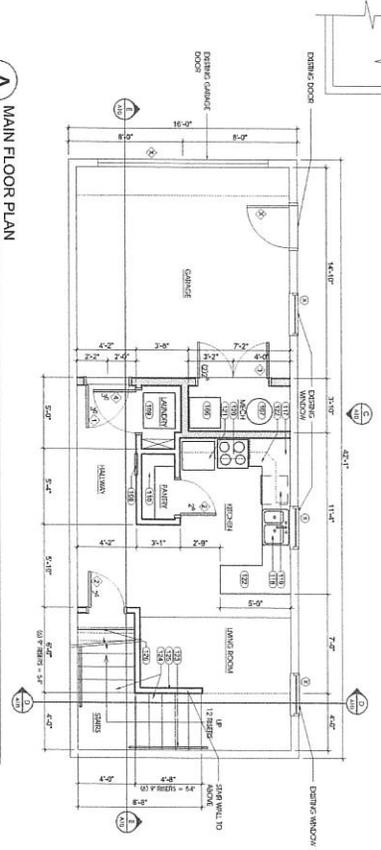
E BUILDING SECTION
SCALE: 1/4" = 1'-0"



D BUILDING SECTION
SCALE: 1/4" = 1'-0"



B UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"



A MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

GENERAL NOTES

1. SEE ALL NOTES ON SHEETS A10 THROUGH A14 FOR PROJECT INFO.
2. OWNER SHALL VERIFY ALL PERMITS AND REGULATORY REQUIREMENTS WITH LOCAL AGENCIES PRIOR TO CONSTRUCTION.
3. FOUNDATION SHALL BE CONFORMANT WITH ALL LOCAL AND STATE REQUIREMENTS.
4. ALL WALLS AND ALL WOOD STRUCTURE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2018 INTERNATIONAL RESIDENTIAL CODE BOOK (IRC).
5. ALL ROOFING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2018 INTERNATIONAL RESIDENTIAL CODE BOOK (IRC).
6. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC).
7. PROVIDE CROWN MOULDING AT ALL INTERIOR DOOR AND WINDOW THRESHOLDS.
8. PROVIDE INTERIOR FINISHES FOR WALKWAYS AND AREAS AS SHOWN ON SHEETS A10 THROUGH A14.
9. PROVIDE FINISHES FOR ALL INTERIOR WALLS AND CEILING AS SHOWN ON SHEETS A10 THROUGH A14.
10. PROVIDE ALL LABOR AND MATERIALS TO BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.
11. PROVIDE ALL ELECTRICAL WIRING IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC).
12. PROVIDE ALL FINISHES IN ACCORDANCE WITH THE 2018 INTERNATIONAL RESIDENTIAL CODE BOOK (IRC).

- KEYED NOTES**
- (10) FORMING WALL CONSTRUCTION
 - (11) FORMING CONCRETE FLOOR
 - (12) FORMING CONCRETE WALL
 - (13) FORMING CONCRETE CEILING
 - (14) FORMING CONCRETE ROOF
 - (15) FORMING CONCRETE FOUNDATION
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WILLEY RESIDENCE ADU BUILD-OUT
1200 South 66 East
Bountiful, Utah

MO studio architecture
residential | commercial | community
1200 South 66 East, Bountiful, UT 84002
PH: 801.633.9666 | BY: 404.000.0000

DATE: 08/16/2019

DESIGN DEVELOPMENT

SHEET NUMBER: A10

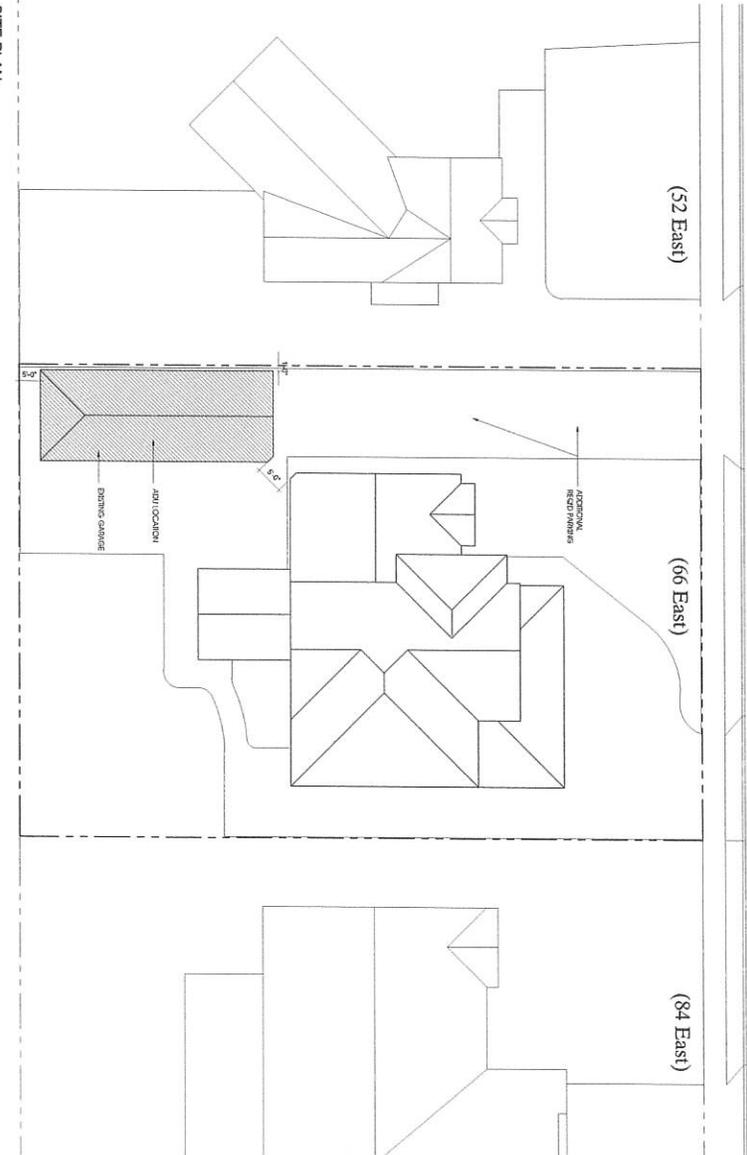
PACKET: Bountiful City Administrative Committee

1/15/2019

Page 9 of 10



1200 South



	<p>DATE: 08/16/2019 DESIGN DEVELOPMENT</p>	<p>WILLEY RESIDENCE ADU BUILD-OUT 1200 South 66 East Bountiful, Utah</p>	<p>MO studio architecture residential commercial community 3206 Sunset Hillside Dr. Bountiful, UT int:801.633.8656 byca_ces@psccpsd.com</p>
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