

**APPROVED Minutes of the  
BOUNTIFUL CITY PLANNING COMMISSION  
Tuesday, November 18, 2025 - 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, Alan Bott, Aaron Arbuckle, Beverly Ward, Krissy Gilmore, and Richard Higginson
	Planning Director	Francisco Astorga
	Senior Planner	Amber Corbridge
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris
	Assistant Planner	Chaz Leech
Excused:	Planning Commission	Sean Monson

**1. Welcome**

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

**2. Meeting Minutes from September 02, 16, 30, 2025**

Commissioner Higginson made a motion to approve the minutes from September 02,16, 30, 2025. Commissioner Bott seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Bott, Arbuckle, Ward, Gilmore, and Higginson voting “aye.”

**3. Meeting Minutes from October 07, 21, 2025**

Item to be reviewed at a future meeting.

**4. Preliminary and Final Renaissance Towne Centre Commercial PUD Phase 3, Plat 1, Lot 11 Amendment at 1791 South Renaissance Towne Drive**

Senior Planner Corbridge presented the item as outlined in the packet.

Commissioner Higginson asked if the potential difference in stories is based off of additional Residential or additional Commercial.

Brian Knowlton, Applicant, explained the reason for the potential difference in stories is that the scaling on Main Street is three (3) stories but around the corner on 1800 South the scaling is four (4). Brian Knowlton stated that the first and second floors are commercial and that the third and potentially fourth floors are residential.

Chair Jacobs opened the public hearing at 6:35 p.m.

Donna Morgan, Resident, expressed concerns regarding the potential increase in traffic that this will create.

Chair Jacobs explained that it has already been approved for development.

Planning Director Astorga mentioned that the final approval plan for this development took place in May 2019.

City Engineer Cheney explained that there is plenty of capacity for future development in the roads and surrounding area.

Chair Jacobs explained that this development is planned around the future transit system.

Chair Jacobs closed the public hearing at 6:39 p.m.

Commissioner Bott motioned to forward a positive recommendation to the City Council. Commissioner Gilmore seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Bott, Arbuckle, Ward, Gilmore, and Higginson voting “aye.”

**5. Subdivision Amendment Preliminary and Final Plat Approval of the North Canyon Townes PUD Subdivision at 460 West 2600 South**

Planning Director Astorga explained the address and public hearing discrepancy on the Agenda.

Senior Planner Corbridge presented the item as outlined in the packet.

Chair Jacobs opened the public hearing at 6:44 p.m.

Phil Ferguson, Resident, expressed concerns regarding the potential increase in traffic that this will create and the potential for poorly managed apartments.

Commissioner Bott clarified that this development consists of townhomes and will be individually owned.

Ron Mortensen, Resident, expressed concerns regarding water preservation in the aquifer and suggested an aquifer-impact analysis when new development is proposed.

Chair Jacobs closed the public hearing at 6:51 p.m.

Commissioner Bott asked if there is a cross-access agreement in place and about the traffic patterns for vehicles on and off 2600 South. Senior Planner Corbridge explained that the Land Use Code requires two access points, which are shown on the site plan with the easement.

City Engineer Cheney explained that the amount of traffic on 2600 South will act as its own deterrent for potential traffic patterns.

Commissioner Bott asked if there are concerns regarding emergency vehicles getting in and out. City Engineer Cheney mentioned that this has been reviewed and approved with the Fire Marshal.

City Engineer Cheney made clarifying comments regarding the preservation of the aquifer and explained that the City is required by the State to evaluate stormwater retention.

Commissioner Jacobs mentioned that the traffic impacts that this development will bring to this location will be limited.

City Engineer Cheney mentioned that the traffic conditions have been evaluated over the last five (5) years and that there is no significant impact or congestion.

Commissioner Gilmore mentioned that this project meets the subdivision standards.

Commissioner Arbuckle mentioned that this brings Missing Middle Housing to the City.

Commissioner Higginson expressed that the City is not out looking for density and that this is a great buffer between a Single-Family Residential and a Commercial property.

Commissioner Gilmore motioned to forward a positive recommendation to the City Council. Commissioner Bott seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Bott, Arbuckle, Ward, Gilmore, and Higginson voting “aye.”

**6. Variance Request to Reduce the Rear Yard Setback for Culinary Water Tank at 180 East 1500 South**

Assistant Planner Leech presented the item as outlined in the packet.

Commissioner Arbuckle asked if the existing controls building is being replaced.

James Strong, Applicant, clarified that the existing controls building will be reconstructed.

Commissioner Higginson asked if the tank height will be under the six-foot (6') block wall on the perimeter of the site.

James Strong clarified that the tanks' height will not exceed the existing tanks' height.

Commissioner Bott suggested a reduced lot line to prevent the requirement of bringing it back to the Planning Commission if changes need to be made to the site.

Commissioner Higginson suggested a metered orifice in the bottom of the tank to help drain water.

City Engineer Cheney explained that there is buried infrastructure along the south property line that may affect a reduced lot line.

Chair Jacobs opened the public hearing at 7:15 p.m.

Cindy Lowe, Resident, expressed concerns about the safety of the tanks, asked about the length of the project and requested that heavy truck traffic be minimized, noting that similar traffic during the last project.

James Strong clarified that the project will last through the majority of next summer and stated that heavy equipment is necessary but that the concern can be brought up in pre-construction meetings.

Commissioner Bott stated that the tanks are designed with future use in mind.

Chair Jacobs closed the public hearing at 7:20 p.m.

Commissioner Gilmore motioned to approve. Commissioner Higginson seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Bott, Arbuckle, Ward, Gilmore, and Higginson voting "aye."

#### **7. Conditional Use Permit for Construction of a Culinary Water Tank at 180 East 1500 South**

Assistant Planner Leech presented the item as outlined in the packet.

Chair Jacobs asked if the City regulates traffic routes during construction.

City Engineer Cheney mentioned that there is not a lot of concern for the heavy truck traffic on 1500 South with more concern for the residential streets.

Chair Jacobs opened the public hearing at 7:25 p.m.

Cindy Lowe, Resident, requested to minimize heavy truck traffic through the neighborhoods and expressed concerns with the safety of the children at Bountiful Elementary.

Chair Jacobs asked the applicant when the construction is projected to start.

James Strong, Applicant, clarified that the project will last through the majority of next Summer and will start in the Spring or Summer when weather permits.

Commissioner Bott suggested including avoiding the area of the school during drop-off and pick-up times in the RFP.

Charity Morgan, Resident, asked if there are plans to make major changes to the driveway section and landscaping.

James Strong clarified that there are plans for minor changes, including stubbing out a tank overflow in that section, keeping all the landscaping and perimeter fencing.

Donna Morgan, Resident, expressed concerns regarding the hours of construction.

City Engineer Cheney mentioned that construction is subject to the availability of concrete and if it is outside the quiet hours of 10:00 p.m. to 6:00 a.m. a variance would be required.

Chair Jacobs closed the public hearing at 7:37 p.m.

Commissioner Bott motioned to approve. Commissioner Higginson seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Bott, Arbuckle, Ward, Gilmore, and Higginson voting "aye."

## **8. Planning Director's Report/Update**

Chair Jacobs mentioned that WFRC has a workshop in Farmington on Monday, November 24, 2025. Chair Jacobs suggested a dedication to Jesse Bell on the General Plan.

Planning Director Astorga mentioned that the Planning Department would like to extend appreciation by treating the Commission to The Mandarin for the Annual Christmas Appreciation Dinner.

## **9. Adjourn**

Chair Jacobs adjourned the meeting at 7:44 p.m.