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3 **Bountiful City**
4 **Draft Administrative Committee Meeting Minutes**
5 **795 South Main Street, Bountiful UT 84010**
6 **Planning Conference Room – City Hall**
7 **Monday July 31, 2023**

8
9 **Members in Attendance:** Chair Francisco Astorga, Aaron Arbuckle, and Todd Christensen

10
11 **Ex Officio:** Assistant City Planner Nicholas Lopez
12 Recording Secretary Darlene Baetz
13

14
15 **1. Welcome and Introductions**

16
17 Chair Astorga opened the meeting at 5:00 p.m. and introduced all members.
18

19 **2. Approval of the meeting minutes for July 17, 2023.**

20
21 **Motion:** Member Arbuckle motioned to approve the Administrative Committee meeting minutes
22 for July 17, 2023, as drafted. Chair Astorga seconded the motion.
23

24 **Vote:** The motion passed with a 2-0-1 approval. Member Christensen abstained from voting as
25 he was not present at that meeting.
26

27 **3. Short-Term Rental (STR) – Continued item from July 17, 2023**
28 **1099 Bountiful Boulevard**

29
30 Mr. Jacob Bunker, applicant, was in attendance. Assistant City Planner Lopez presented the
31 item.
32

33 Staff recognized that this item was not noticed correctly for the July 17, 2023, Administrative
34 Committee meeting and this was corrected by sending notices to the neighbors within three
35 hundred feet (300').
36

37 Assistant City Planner Lopez indicated that the applicant requested approval for a short-term
38 rental permit for his previously approved accessory dwelling unit located above the garage on the
39 north side of his single-family dwelling. He explained that a short-term rental is a rental
40 dwelling unit rented for periods less than thirty (30) consecutive days and he indicated that he
41 reviewed the standards found in Bountiful City Municipal Code.
42

43 Chair Astorga stated the property owner is still required to live on site with both the Accessory
44 Dwelling Unit and Short-Term Rental.

1
2 Assistant City Planner Lopez indicated that Staff recommended approval of the requested Short-
3 term Rental Permit.

4
5 Chair Astorga opened the public hearing.

6
7 Jase Jergensen asked for clarification about the entrance for the short-term rental permit and
8 parking requirements for the unit.

9
10 David Crapo asked for the number of approved short-term rentals, the number of days allowed
11 for a short-term rental and the code enforcement for excessive number of guests.

12
13 Assistant Planner Lopez discussed the entrance with a walkway for the unit and that the unit has
14 parking available in the driveway and noted that any vehicle may park on the side of the road
15 without any permits or approvals needed. He also went over the regulations for on-street parking
16 during the winter months.

17
18 Chair Astorga discussed that this is the first short-term rental in the Residential Foothill zone and
19 any short-term rental is rented for periods less than thirty (30) consecutive days. The number of
20 guests should be marketed as four (4) guests for this unit.

21
22 Chair Astorga closed the public hearing at 5:36 p.m.

23
24 Mr. Bunker thanked the Administrative Committee and Staff for their help with this item and
25 indicated that he wants to be a good neighbor.

26
27 Chair Astorga summarized the timeline of the Short-Term Rental Ordinance approved by City
28 Council in 2022.

29
30 **Motion:** Todd Christenson motioned to approve the item. Member Arbuckle seconded motion.

31
32 **Vote:** The motion passed unanimously (3-0).

33
34 **4. Adjourn**

35
36 Chair Astorga adjourned the meeting at 5:42 p.m.