



**Bountiful City**  
**Administrative Committee Agenda**  
**Monday, April 20, 2026**  
**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 March 16, 2026
  - Review
  - Action
3. Conditional Use Permit for Tattoo Parlor/Body Art Establishment at 146 West 300 South  
*Assistant Planner Leech*
  - Review
  - Public Hearing
  - Action
4. Adjourn



1 **Draft Minutes of the**  
2 **BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**  
3 **Monday, March 16, 2026 – 3:00 p.m.**

4  
5 Official notice of the Administrative Committee Meeting was given by posting an agenda at City  
6 Hall, and on the Bountiful City Website and the Utah Public Notice Website.  
7

8 **Planning Conference Room**  
9 795 South Main Street, Bountiful, Utah 84010

10  
11 Present: Administrative Committee Chair Francisco Astorga  
12 Brad Clawson  
13 Jill Frasier  
14  
15 Assistant Planner Chaz Leech  
16 Recording Secretary Rachel Coleman  
17 Planning Technician Rachel Coleman  
18  
19

20 **1. Welcome**

21  
22 Chair Francisco called the meeting to order at 3:00 p.m. and welcomed everyone.  
23

24 **2. Meeting Minutes from January 26, 2026**

25  
26 Committee Member Frasier motioned to approve the minutes from January 26, 2026. Committee  
27 Member Clawson seconded the motion. The motion was approved with Committee Members  
28 Astorga, Clawson, and Frasier voting “aye.”  
29

30 **3. Conditional Use Permit for a Home Occupation Landscaping Business located at 3201**  
31 **South 75 East**

32  
33 Planning Technician Coleman presented the item as found in the packet.  
34

35 Chair Astorga opened the Public Hearing at 3:04 p.m.

36 Gary Davis requested Staff read the Conditions of Approval for this item.  
37

38 Chair Astorga closed the Public Hearing at 3:05 p.m.  
39

40 Chair Astorga asked Ms. Coleman to read the Conditions of Approval for this item.  
41

42 Committee Member Clawson motioned to approve the Conditional Use Permit for a Home  
43 Occupation Landscaping Business located at 3201 S 75 E. Committee Member Frasier seconded  
44 the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier  
45 voting “aye.”  
46

47 **4. Conditional Use Permit for a Detached Accessory Dwelling Unit located at 1073 North 200**  
48 **West**

49  
50 Ms. Coleman presented the item as found in the packet

51  
52 Committee Member Frasier asked Felix Guzman, designer of the proposed Detached Accessory  
53 Dwelling Unit (DADU) and garage, about the location of the required parking for the DADU.  
54 The applicant's husband responded that the proposed two-car garage attached to the DADU  
55 would be used by his daughter, who will live in the DADU, and by his wife as a resident of the  
56 primary dwelling.

57  
58 Chair Astorga opened the Public Hearing at 3:13 p.m.

59  
60 Chair Astorga opened the Public Hearing at 3:14 p.m.

61  
62 Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached  
63 Accessory Dwelling Unit (DADU) located at 1073 N 200 W. Committee Member Clawson  
64 seconded the motion. The motion was approved with Committee Members Astorga, Clawson,  
65 and Frasier voting "aye."

66  
67 **5. Conditional Use Permit for a Detached Accessory Dwelling Unit at 607 West 3100 South**  
68

69 Assistant Planner Leech presented the item as found in the packet.

70  
71 Chair Astorga opened the Public Hearing at 3:18 p.m.

72  
73 Chair Astorga closed the Public Hearing at 3:18 p.m.

74  
75 Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached  
76 Accessory Dwelling Unit at 607 W 3100 S. Committee Member Clawson seconded the motion.  
77 The motion was approved with Committee Members Astorga, Frasier, and Clawson voting  
78 "aye."

79  
80 **6. Conditional Use Permit for a Home Occupation Landscaping Business at 132 West 2800**  
81 **South**

82  
83 Mr. Leech presented the item as found in the packet.

84  
85 Committee Member Frasier asked if any business-related vehicles were associated with the home  
86 occupation. Staff indicated none were proposed and that commercial traffic would not be  
87 permitted. The applicant, Mr. Gordon J. Smith, stated that business operations would remain off-  
88 site, with only an office at home, and that he may occasionally park a pickup truck and trailer at  
89 the residence. Committee Member wanted to add a Condition of Approval prohibiting any motor  
90 vehicle exceeding a gross weight of twelve thousand (12,000) pounds.

91  
92 Chair Astorga opened the Public Hearing at 3:23 p.m.

93 Chair Astorga closed the Public Hearing at 3:24 p.m.

94

95 Committee Member Frasier motioned to approve the Conditional Use Permit for a Home  
96 Occupation Landscaping Business at 132 W 2800 S with an additional Condition of Approval  
97 prohibiting any motor vehicle exceeding a gross weight of twelve thousand (12,000) pounds.  
98 Committee Member Clawson seconded the motion. The motion was approved with Committee  
99 Members Astorga, Frasier, and Clawson voting “aye.”

100

101 **7. Conditional Use Permit for a Home Occupation Contracting Business located at 914 East**  
102 **Concord Way**

103

104 Mr. Leech presented the item as found in the packet

105

106 Chair Astorga opened the Public Hearing at 3:31 p.m.

107

108 Chair Astorga closed the Public Hearing at 3:31 p.m.

109

110 Committee Member Clawson motioned to approve the Conditional Use Permit for a Home  
111 Occupation Contracting Business located at 914 E Concord with an additional Condition of  
112 Approval prohibiting any motor vehicle exceeding a gross weight of twelve thousand (12,000)  
113 pounds. Committee Member Astorga seconded the motion. The motion was approved with  
114 Committee Members Astorga, Frasier, and Clawson voting “aye.”

115

116 **8. Adjourn**

117

118 Chair Astorga adjourned the meeting at 3:33 p.m.



# Administrative Committee Staff Report



**Subject:** Conditional Use Permit for Tattoo Parlor/Body Art Establishment at 146 West 300 South  
**Authors:** Chaz Leech, Assistant Planner  
**Date:** April 20, 2026

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## **Background**

The applicant, Ian Schwarting, with VARA Salon Suites has submitted a Conditional Use Permit (CUP) application for tattoo parlor/ body art at 146 West 300 South, located in the C-G (General Commercial) zone.

## **Analysis**

Bountiful City Land Use Code 14-6-103 Permitted, Conditional, and Prohibited Uses in commercial zones states body art establishments require Conditional Use Permit approval. Bountiful City Administrative Committee has been designated to review all CUPs for commercial businesses without a site plan. Staff reviewed the submitted application and finds that a commercial business for body art shall be approved if reasonable conditions are proposed to mitigate anticipated detrimental effects of the proposed use with consideration of the following standards: all below shown in *italics*. Staff findings for each standard are shown as underlined text.

1. *The location of the proposed use in relationship to other existing uses in the general vicinity.*

The applicant's submittal shows that VARA Salon Suites is an existing business (established in July 2024) which performs several personal beauty services for hair, nails, teeth whitening, permanent makeup, and massage therapy. The addition of fine line tattoos is complementary to these services. The suites include 33 private studios within the building. VARA Salon Suites would host body art and other professional services in a centralized, high-quality environment.

2. *The effects of the proposed use and/or accompanying improvements on existing developments in the general vicinity.*

The applicant has stated that adding the proposed services to the existing VARA Salon Suites would not significantly change or alter the character of the business as the current tenants are licensed beauty professionals that offer adjacent personal services. Allowing body art and tattooing would provide greater opportunity to those who lease space to expand their services and in turn increase revenue for this

individuals. The applicant also noted that the majority of those who lease space at this location are women. By allowing these professionals to increase their service offerings it demonstrates support to businesses owned by women which is a benefit for them as well as the community. VARA Salon Suites is fully compliant with the Davis County health regulations.

The owner of VARA Salon Suites stated that allowing the proposed services will also benefit Bountiful City economically by keeping clients within the city for the professional services and activities such as shopping and dining.

VARA Suites stated they will only allow body art professionals who serve the same demographics as their other licensed professionals, which would not be similar to the types of tattoo parlors that may be located in industrial areas. The artists will be required to be licensed beauty professionals to fit in with their business model.

- 3. The appropriate buffering of uses and buildings, proper parking and traffic circulation, and the use of building materials and landscaping with are in harmony with the area.*

Most of the existing businesses that lease a space have hours of operation that run from 10 a.m. to 6 p.m., Tuesday through Saturday. These operating hours and days are in line with most of the professional services in the area and therefore will not cause nighttime traffic or disruptive customer activity. The business model is appointment-based, which will control client flow and congestion.

See Recommendations below

### **Significant Impacts**

There are no anticipated significant impacts to the neighboring properties.

### **Recommendation**

Staff recommends that the Administrative Committee review the submitted application, hold a public hearing, and approve the requested Conditional Use Permit for tattoo parlor/body art services business at 146 West 300 South subject to the following conditions of approval:

1. The hours of operation will be limited to appointments scheduled between 8 a.m. and 9:00 p.m.
2. The Conditional Use Permit is solely for this site and is non-transferable.
3. The owners or operators of each leased space will maintain active professional licensing and uphold all governing regulations for body art set by the State of Utah and the Davis County Health Department.

# 146 West 300 South



## Attachments

1. Statement of Intent and Use and Impact Explanations
2. Architectural Plans
3. Floorplan

I would like my whole address at 163 W 300 S in Bountiful to be used for both tattoo/body art, as well as permanent makeup. The cost is prohibitive for individual tenants to apply separately, so we would like to carry the license.

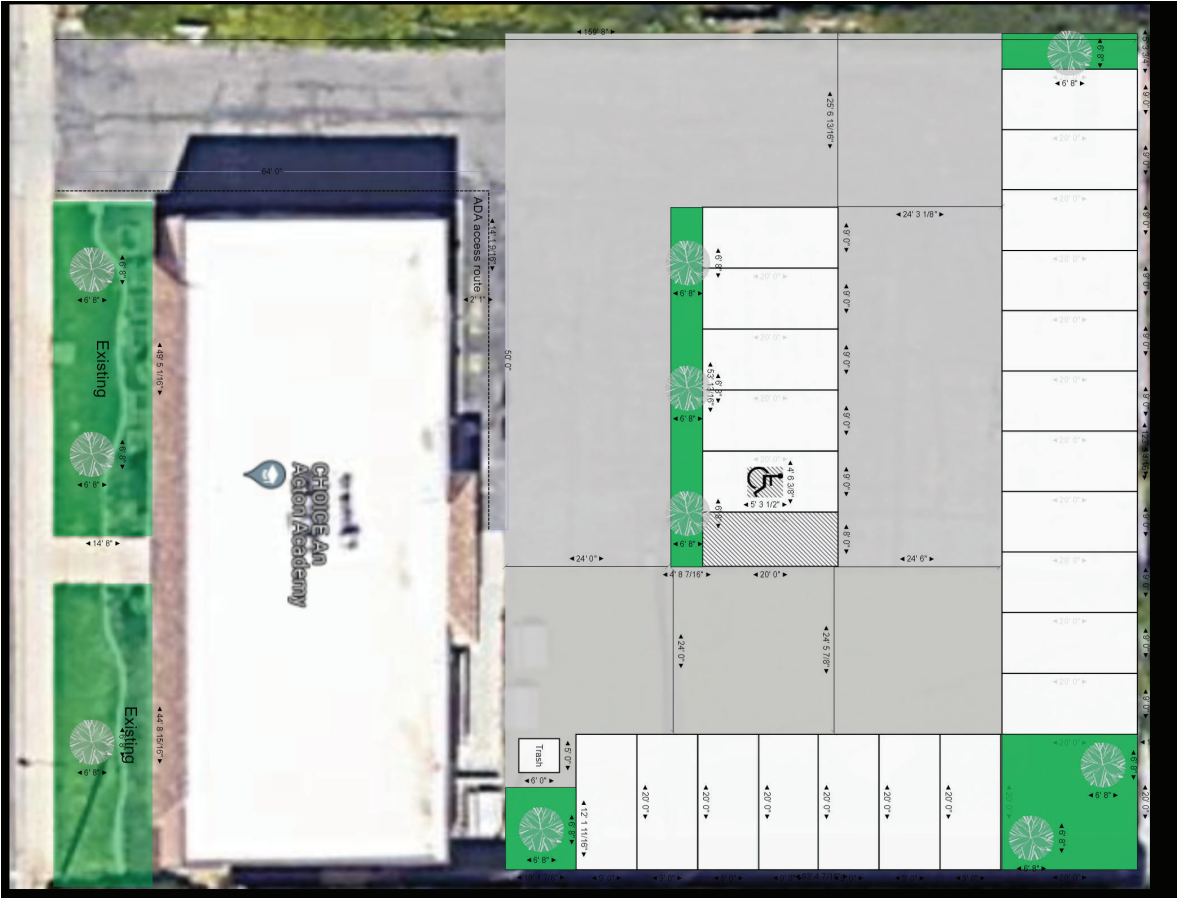
Allowing body art at our facility provides several useful purposes. For instance, several of our current occupants already offer beauty services and would like to be able to offer permanent makeup and/or tattoos in addition to their current service lineup. Once our building is allowed to provide these services, our occupants will be able to increase their revenue. 90% of our client base that provides services from our building is women, and we believe strongly in supporting women-owned businesses. The city allowing us to provide them this permit will enable a boost to their income potential.

In addition to empowering our tenants (especially women), clients want these services. Part of the allure of our business is that clients can come to 1 location and receive multiple services. Permanent makeup and tattoo are included in the same realm of services that the end clients want already. If we can provide them a way to get these services from our building instead of going elsewhere, that is a win for everyone.

Regarding mitigation steps, there will almost certainly be no negative effects from allowing our facility to be approved for body art. We currently have multiple beauty service providers working from our building: hair, nails, lashes, massage, etc... The people performing body art services will have similar hours of operations and similar client load as those performing other beauty services. We operate 17 other locations throughout Utah, and for the locations that are zoned for body art, we have never had any kind of an issue related to unusual hours, suspicious clients, increased traffic to the business, or any other reason that should give pause to the city in allowing this permit.



# 146 West 300 South Street Bountiful, UT 84010



1

SITE PLAN

Scale: 1/8" = 1'-0"



PARKING STALLS REQUIRED  
14-18-107(A)(2) 24 STALLS MINIMUM FOR PROPOSED USE APPROVED BY  
PLANNING AND ENGINEERING. 23 STALLS ADDED AS 24 PROHIBITS  
LANDSCAPING AREAS  
REQUIRED PARKING SPACES FOR THE DISABLE 1  
REQUIRED SPACES FOR THE DISABLE 1

ADA parking stall to ADA entrance to comply with ICC A117.1 - 403.3 The turning  
slope of walking surfaces shall not be steeper than 1:20. The cross slope of a  
walking surface shall not be steeper than 1:48.  
All trees will adhere to 14-16-417.1 "caliper north of the building and 2" caliper  
south of the building  
Trash dumpster will have concrete bollards to protect from vehicles  
LANDSCAPING REQUIRED  
LNS REQUIRED FOR TOTAL SITE  
Grass and parking needs. 15% is not feasible. Site  
will be improved from 7% to 11-12% landscaping

	SQFT	% of total
Existing Landscaping area	1370	7.0%
New Landscaping Area	872	4.5%
<b>Total Landscaped area</b>	<b>2242</b>	<b>11.5%</b>
Total Lot area	19459	100.0%

LANDSCAPING IN ALL DEVELOPMENTS SHALL NOT EXCEED TWENTY PERCENT (20%) OF THE TOTAL LANDSCAPING AREAS.

5 TREES REQUIRED IN ADDITION TO THE FRONT YARD TREES. 7 ARE PROPOSED 17 SHRUBS ARE REQUIRED



# 146 West 300 South Street Bountiful, UT 84010



Note: The intensity of light at adjoining residential property shall not exceed 0.1 footcandles  
Light fixtures will be high lumen directional LED lights to create sufficient lighting for the parking area

- Legend**
- Shaded area shall have minimum illuminance of 0.5 horizontal footcandles, 0.25 vertical footcandles.
  - Building mounted lights (21' high)
  - Light pole (16' high)



**APPROVED WITH CONDITIONS. SEE ITEM A6a AND A7 BELOW.**

In response to your submittal regarding a lighting plan uploaded on 07/22/24, please see the following comments regarding which lighting standard is specified in the Bountiful City Land Use Code:

**14.15.107 OFF-STREET PARKING - LIGHTING**

- A. Lighting used to illuminate any driveway parking spaces, vehicle maneuvering areas, or loading/unloading areas shall conform to the following standards:
  1. Lighting shall be provided in all driveway entrances.
    - Complies per lighting plan uploaded 07/22/24.
  2. Light poles shall be set on pillars or placed in landscaped areas to minimize direct contact with vehicles.
    - Complies per lighting plan uploaded 07/22/24.
  3. To reduce light pollution, lighting systems shall obscure the lamp fixture to direct light where needed.
    - Complies per lighting plan uploaded 07/22/24.
  4. Luminaire mounting height shall reasonably match the scale of the surrounding buildings.
    - Complies per lighting plan uploaded 07/22/24.
  5. Noise created by electromagnetics/buzzes shall be kept to a minimum and shall not be not audible above ambient background levels.
    - To be determined by an on-site inspection.
  6. All parking and drive areas shall have minimum illuminance levels as follows:
    - a. Commercial uses: 0.5 horizontal footcandles, 0.25 vertical footcandles.

In lieu of a site-specific analysis in the proposed lighting plan, uploaded 07/22/24 that would demonstrate a site-specific analysis, the applicant shall provide a site-specific analysis in the proposed lighting plan, uploaded 07/22/24, that would demonstrate a site-specific analysis.

7. Light poles shall be set on pillars or placed in landscaped areas to minimize direct contact with vehicles.

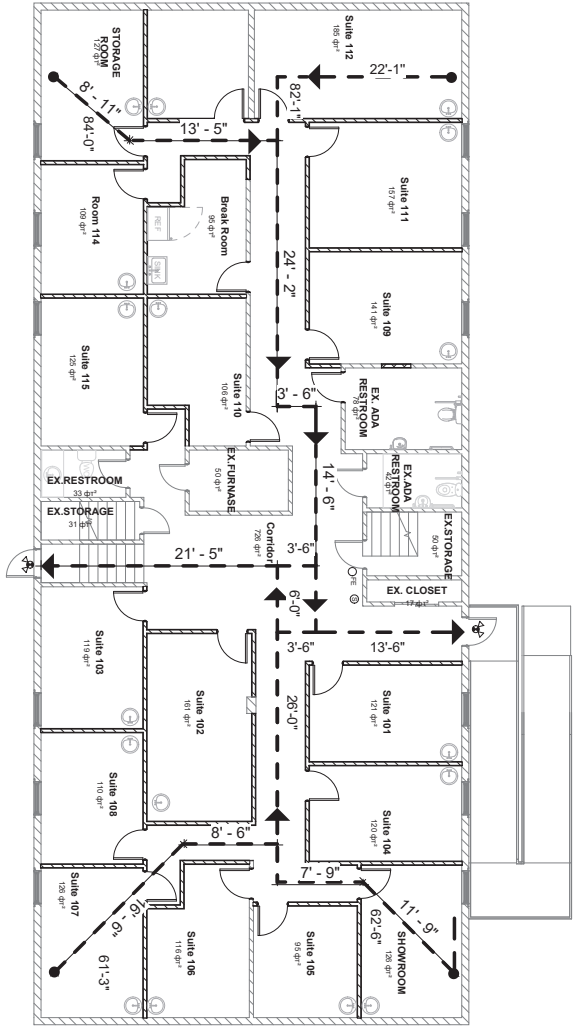
8. To reduce light pollution, lighting systems shall obscure the lamp fixture to direct light where needed.

In lieu of a site-specific analysis in the proposed lighting plan, uploaded 07/22/24 that would demonstrate a site-specific analysis, the applicant shall provide a site-specific analysis in the proposed lighting plan, uploaded 07/22/24, that would demonstrate a site-specific analysis.

- B. Lighting Plans.
  1. Lighting plans submitted for review shall include the location and height of all light poles.
    - Complies per lighting plan uploaded 07/22/24.
  2. Designs of lighting plans shall consider:
    - a. Shadow effects of trees, signs, buildings, screen walls or other fixed objects.
    - b. Sufficiently illuminating the entire of street parking areas to allow pedestrians and motorists to see potential danger in their peripheral vision, to promote pedestrian and vehicle safety, and to prevent assault, theft and vandalism.

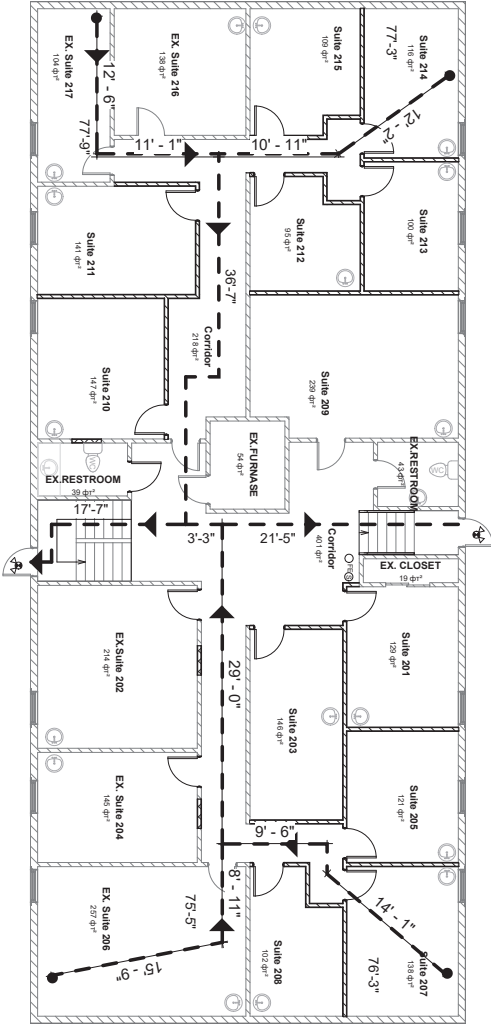


1 LIGHTING PLAN  
Scale: 1/8" = 1'-0"



① Life Safety First Floor Plan  
3/16" = 1'-0"

IBC 2021 IBC 703.2.1  
 MAXIMUM TRAVEL DISTANCE (CONCRETE) APPROX. 88.8 FT  
 (ALUMINUM) 200 FT (NONSPRINKLED)  
 101.2 Measurement  
 Distance shall be measured from the most remote point of each room, area or space along the natural and unobstructed path of horizontal and vertical egress travel to the entrance to an exit. Where more than one exit is required, exit access travel distance shall be measured to the nearest exit.



② Life Safety Second Floor Plan  
3/16" = 1'-0"

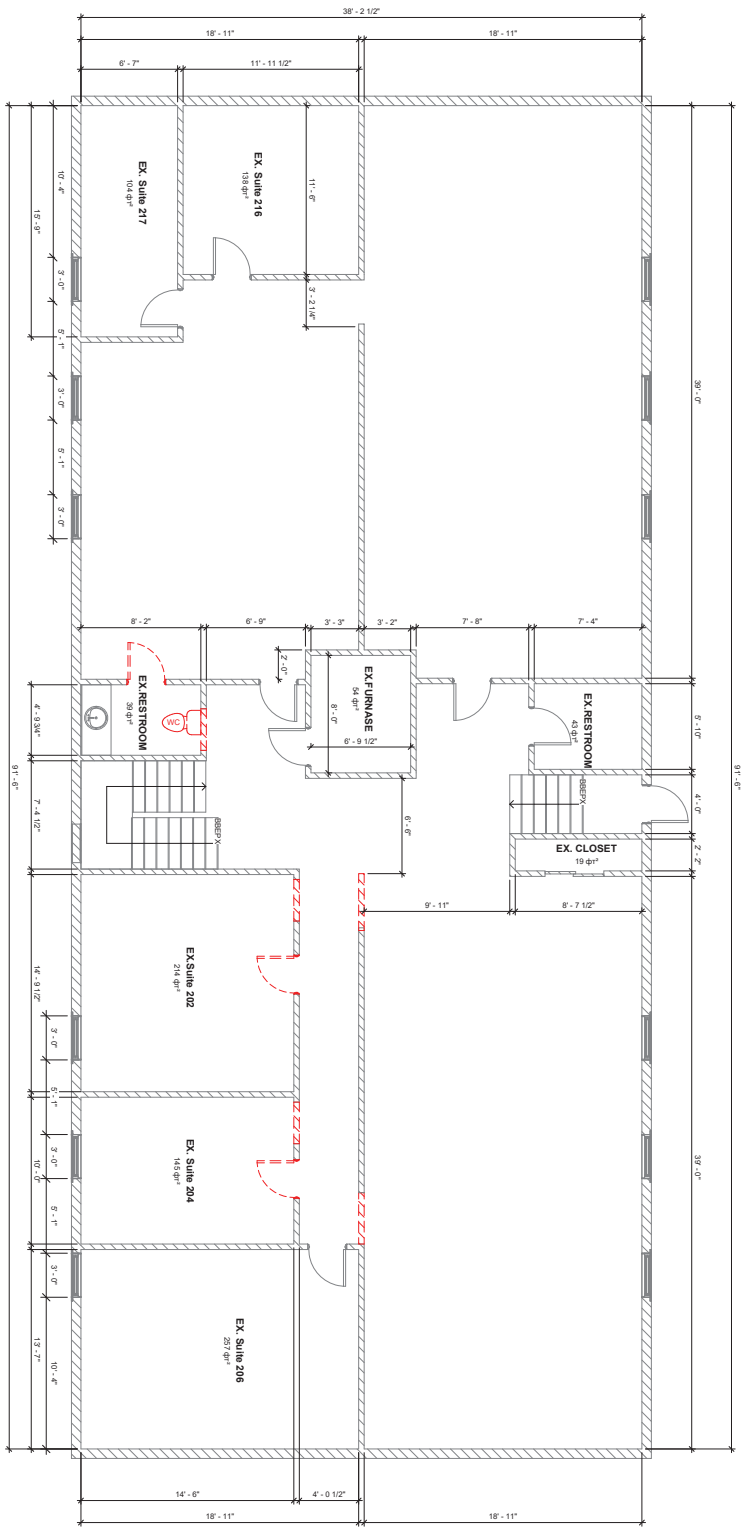
OCCUPANCY CALCULATIONS			
STAIRS AREA	AREA	MINIMUM PERSONS	PER
FIRST FLOOR PLAN	3069	150.45	20
SECOND FLOOR PLAN	3069	150.45	20
TOTAL PERSON OCCUPANT LOAD		3073.9	30

LIFE SAFETY PLAN LEGEND	
SYMBOL	DESCRIPTION
→	EGRESS PATH INDIRECTION
⚡	LIGHTING
⊙	EMERGENCY LIGHTING
⊖	FIRE EXTINGUISHER
⊕	FIRE ALARM/NOTIFICATION

- EXPRESS NOTES:
- COORDINATE WITH ELECTRICAL LIGHTING PLAN FOR LOCATION OF NIGHTLIGHTS, EXIT SIGNS, AND EMERGENCY LIGHTING. VERIFY LOCATIONS AND QUANTITIES WITH CURRENT APPROVALS. REVISIONS TO THIS PLAN SHALL BE MADE IN ACCORDANCE WITH THE CURRENT APPROVALS. THE FIRE INSPECTOR AT THE TIME OF THE FINAL APPROVAL SHALL BE NOTIFIED OF ANY CHANGES TO THIS PLAN.
  - REFER TO THE SCHEDULES AND OTHER SHEETS FOR MORE INFORMATION ON DOORS AND EGRESS. ALL DOORS SHALL BE OPENED FROM THE INSIDE UNLESS OTHERWISE NOTED. ALL DOORS SHALL BE OPENED FROM THE INSIDE UNLESS OTHERWISE NOTED. ALL DOORS SHALL BE OPENED FROM THE INSIDE UNLESS OTHERWISE NOTED.
  - FIRE EXTINGUISHERS SHALL BE LOCATED AT 20' INTERVALS.
  - FIRE EXTINGUISHERS SHALL BE CURRENTLY DATED AND TAGGED BY LICENSED FIRE EQUIPMENT COMPANY.
  - ADDITIONAL FIRE EXTINGUISHERS MAY BE REQUIRED BY THE FIRE INSPECTOR AT THE TIME OF APPROVAL.
  - THE MATERIAL ADDRESS NUMBERS WILL BE REMOVED ON ALL EXTERIOR DOORS.
  - INTERSECTIONS AND CORNER DOORS.

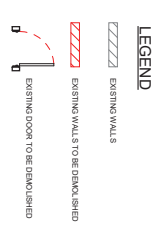






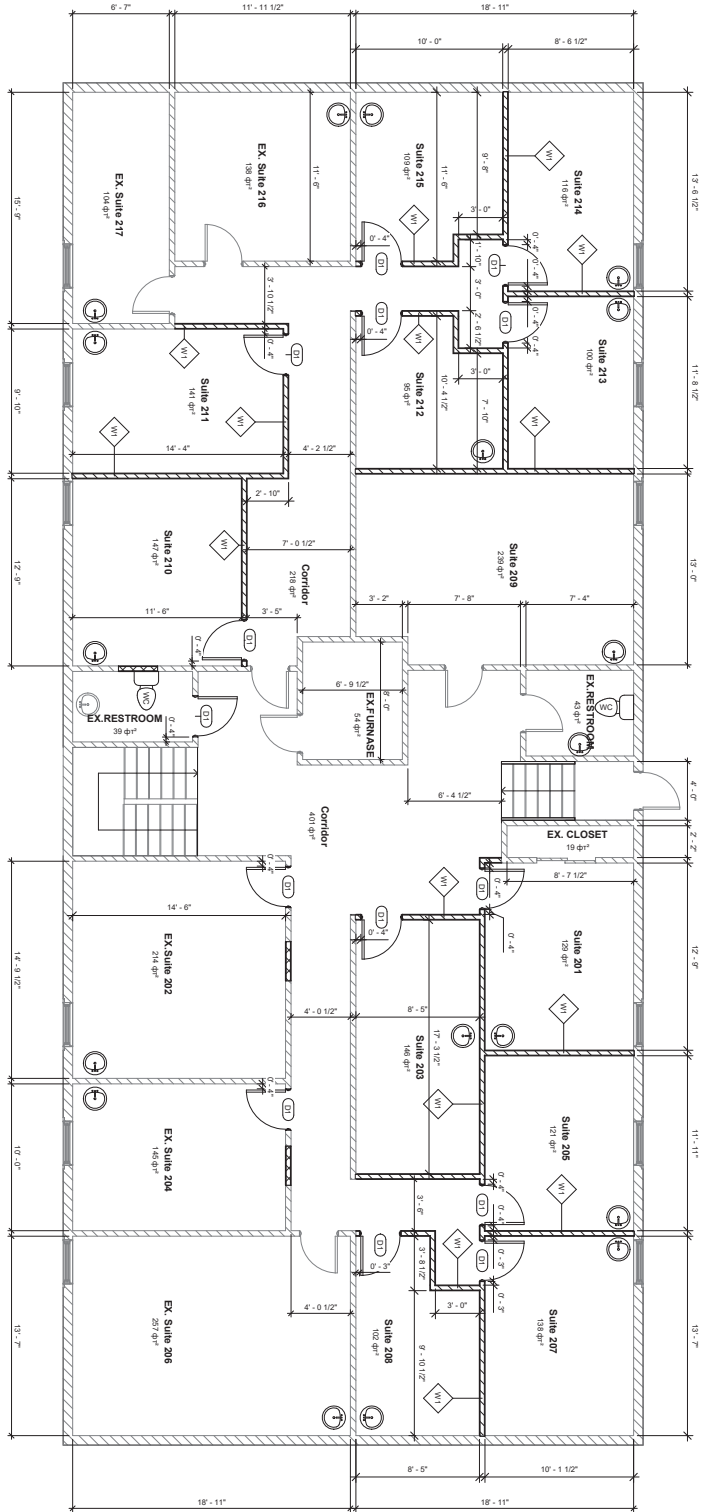
① Existing Second Floor Plan  
1/4" = 1'-0"

- GENERAL DEMOLITION PLAN NOTES:**
1. DEMOLITION INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING:
    - a. USE OF THE EXISTING CONDITIONS IN OTHER AREAS OF THE BUILDING.
    - b. GENERAL STAGING AND ACCESS TO AND FROM THE AREA OF WORK.
    - c. TEMPORARY PARTITIONS AND CONSTRUCTION FENCING.
  2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOUNTIFUL PRIOR TO SUBMISSION OF BID.
  3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOUNTIFUL PRIOR TO SUBMISSION OF BID.
  4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOUNTIFUL PRIOR TO SUBMISSION OF BID.
  5. THE CONTRACTOR SHALL NOT PERFORM ANY WORK AFFECTING THE STRUCTURAL INTEGRITY OF THE BUILDING UNLESS INDICATED WITHIN THE ARCHITECT DRAWINGS FOR DEMOLITION BEFORE PROCEEDING WITH WORK.
  6. ALL DEMOLISHED ITEMS THAT ARE NOT SHOWN TO BE REUSED ARE TO BE REUSED PRIOR TO REMOVAL FROM THE SITE.
  7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DISPOSAL OF THE ITEMS TO BE DEMOLISHED.
  8. ALL DEMOLISHED ITEMS THAT ARE NOT SHOWN TO BE REUSED ARE TO BE REUSED PRIOR TO REMOVAL FROM THE SITE.
  9. ALL DEMOLISHED ITEMS THAT ARE NOT SHOWN TO BE REUSED ARE TO BE REUSED PRIOR TO REMOVAL FROM THE SITE.
  10. ALL DEMOLISHED ITEMS THAT ARE NOT SHOWN TO BE REUSED ARE TO BE REUSED PRIOR TO REMOVAL FROM THE SITE.

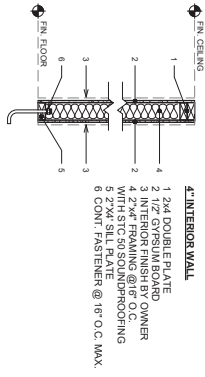


<p>PLANNING PACKAGE</p> <p>Bountiful City Administrative Committee Packet April 20, 2026</p>	<p>146 West 300 South Street Suite 100 Bountiful, UT 84010</p>	<p>Description Date</p>
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1 Proposed Second Floor Plan  
1/4" = 1'-0"



- 4. INTERIOR WALL**
1. 2x4 DOUBLE FLUTE LUMBER
  2. INTERIOR FINISH BY OWNER
  3. 2x4 FRAMING @ 16" O.C.
  4. WITH 5/8" SOUND PROOFING
  5. CONT. FASTENER @ 16" O.C. MAX.
  6. FIN. FLOOR

**FLOOR PLAN NOTES**

1. BUILDER TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION. DO NOT SCALE DRAWING. GO BY DIMENSIONS ONLY.
2. ALL WOOD IN CONTACT WITH CONC. TO BE PRESSURE TREATED.
3. ALL LUMBER USED FOR FRAMING SHALL BE STRUCTURAL GRADE NO. 2 WITH A MIN. FIB = 1150 PSI, SOUTHERN PINE, DOUGLAS FIR OR HEMLAR OR AS NOTED ON METAL STUDS PER PLANS.

**INSULATION MATERIAL NOTE**

1. ALL INSULATION MATERIALS TO HAVE A FLAME SPREAD INDEX OF NOT MORE THAN 25 AND A SMOKE DEVELOPED INDEX OF NOT MORE THAN 450 AS PER FBC 2017 611 EDITION 302.101.

**FLAME SPREAD NOTE**

1. INTERIOR WALL AND CEILING FINISH FLAME SPREAD INDEX SHALL NOT BE GREATER THAN 200 AS PER FBC R302.5.1 AND A SMOKE DEVELOPED INDEX NOT GREATER THAN 450 AS PER FBC R302.9.2.
2. INSULATION MATERIAL SHALL HAVE A FLAME SPREAD INDEX OF NOT MORE THAN 25 AND A SMOKE DEVELOPED INDEX NOT GREATER THAN 450 AS PER FBC 302.101.









