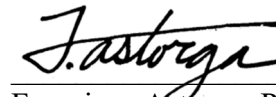


ADMINISTRATIVE COMMITTEE
Monday, January 13, 2020
5:00 p.m.

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 December 23, 2019.
3. **PUBLIC HEARING:** Consider approval of Conditional Use Permit to allow for an Accessory Dwelling Unit at 175 East 200 South, Tonya Hardy, applicant.
4. **PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for a **Temporary** Sales Office Trailer at 2399 South Main, Applied Media Inc., applicant.
5. Miscellaneous business and scheduling.



Francisco Astorga, Planning Director

**Bountiful City
Administrative Committee Minutes
December 23, 2019**

Present: Chairman – Francisco Astorga; Committee Member – Brad Clawson; Assistant Planner – Curtis Poole; Recording Secretary – Julie Holmgren

Absent: Committee Member – Dave Badham

1. Welcome and Introductions.

Chairman Astorga opened the meeting at 5:00 p.m. and introduced all present.

2. Consider approval of minutes for December 16, 2019.

Mr. Clawson made a motion to approve the minutes for December 16, 2019. Mr. Astorga seconded the motion.

 A Mr. Astorga
 A Mr. Clawson

Motion passed 2-0.

3. Consider approval of a Lot Line Adjustment at 1088 East 400 North and 352 North Davis Boulevard, Neal & Rebekah Hoopes and Joan Peterson, applicants.

Neal Hoopes and Joan Peterson, applicants, were present.

Curtis Poole presented the staff report (the full staff report follows).

Consider approval of a Lot Line Adjustment between 1088 East 400 North and 352 North Davis Boulevard, Neal and Rebekah Hoopes and Joan Peterson, Applicants.

The Applicants, Neal and Rebekah Hoopes and Joan Peterson, are requesting a Lot Line Adjustment between their two properties located at 1088 East 400 North and 352 North Davis Boulevard. Both properties, shown as Lot 1 (Hoopes' Property) and Lot 4 (Peterson's Property), are located in the R-3 Single-Family Zone. The purpose of the adjustment is to convey a portion of Lot 1 to Lot 4 and a portion of Lot 4 to Lot 1. Lot 1 will convey 355 square feet (0.008 acres), shown as Parcel A, to Lot 4. Lot 4 will convey 288 square feet (0.007 acres), shown as Parcel B, to Lot 1. The adjustment will bring Lot 1 to 23,000 square feet (0.528 acres) and Lot 4 to 20,691 square feet (.475 acres). Public Utility Easements will not be affected with the Lot Line Adjustment.

1. No new lots were created in this conveyance therefore 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. Astorga noted that the lot line adjustment will square off the property line. Mr. Clawson inquired regarding how the lot line adjustment came about, and the applicants noted that they did not like the angle of the property line and that it made more sense to follow the line of the canyon.

Mr. Clawson made a motion to approve a Lot Line Adjustment 1088 East 400 North and 352 North Davis Boulevard, Neal & Rebekah Hoopes and Joan Peterson, applicants. Mr. Astorga seconded the motion.

 A Mr. Astorga
 A Mr. Clawson

Motion passed 2-0.

4. Miscellaneous business and scheduling.

Mr. Astorga noted the Planning Department has received one application for review in January. He ascertained there were no further items of business, and the meeting was adjourned at 5:07 p.m.

Francisco Astorga, Planning Director

Administrative Committee Staff Report

Subject: PUBLIC HEARING: Conditional Use Permit to allow for an Accessory Dwelling Unit
Author: Curtis Poole, Assistant City Planner
Address: 175 East 200 South
Date: January 13, 2020



Description of Request:

The Applicant, Tonya Hardy, requests Conditional Use Permit approval to allow for an Accessory Dwelling Unit at 175 East 200 South. The property is located in the R-4 Single-Family Residential Zone.

Background and Analysis:

The Applicant, Tonya Hardy, is requesting approval of a detached Accessory Dwelling Unit (ADU). The Applicant will demolish an existing single car garage and replace it with a two car garage with living space above. Plans submitted show the living unit will have one (1) bedroom, a living space, kitchen, and bathroom.

According to City Code, 14-4-124, a Conditional Use Permit for an ADU is required and Applicant shall meet all standards of the Code for approval. The property is located in the R-4 Single-Family Residential Zone and consists of an existing single-family dwelling which will be maintained as such by the Applicant. The lot is 0.224 acres (9,757 square feet). There will only be one (1) ADU and there will only be one (1) utility connection located at this property. The home is 1,780 square feet and the ADU is approximately 750 square feet, which is approximately 38 feet above the 40% standard in the Code.

The property will meet the parking standard required for approval. The entrance to the ADU will be on the rear of the detached garage 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.

Recommended Action

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for an Accessory Dwelling Unit at 175 East 200 South subject to 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. Ensure the size of the ADU is less than 40% of the existing home as required by Code prior to applying for the building permit.
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.

Attachments

1. Aerial Photo
2. Bountiful Land Use Ordinance
3. Site Plan
4. Construction Plans

Aerial Photo



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.*

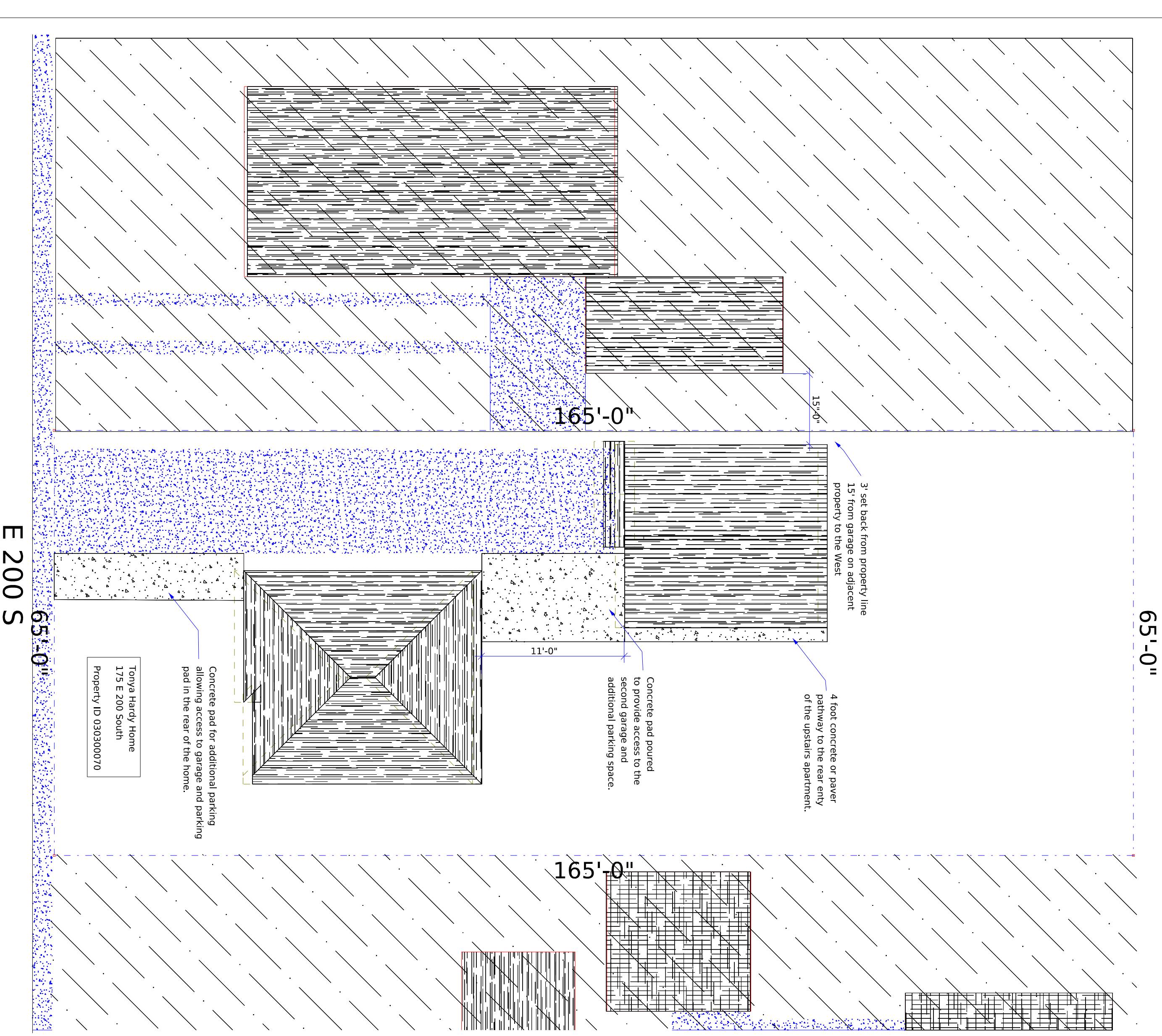
10. *It is unlawful to construct an accessory dwelling unit, or to modify a structure to include an accessory dwelling unit, without a building permit and a conditional use permit.*
11. *Adequate off-street parking shall be provided for both the primary residential use and the accessory dwelling unit, 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:*

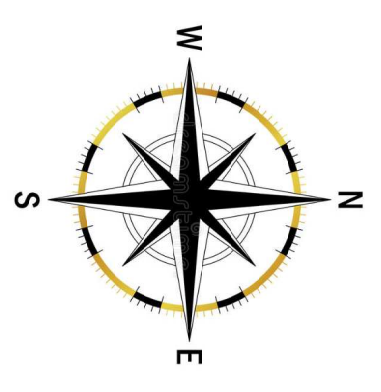
1. *Shall not occupy more than forty percent (40%) of the total floor area square footage of the primary dwelling structure,*
2. *Shall not exceed ten percent (10%) of the buildable land of the lot,*
3. *Shall be at least three hundred fifty (350) sq ft in size,*
4. *Shall meet all of the requirements 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.*



- Notes:
- 1- Apartment is 750 sqft with a 190 sqft bedroom area meeting eh min. sqft requirements for an ADU.
 - 2- The lot is 65' x 165' for a total of 10,725 sqft exceeding the 8,000 sqft min. requirement to build and ADU on the property.
 - 3- The foot print of the garage/apartment of 832 sq ft is less than 8% to the buildable land of the lot, keeping it under the 10% maximum requirement.
 - 4- Off street parking provided for a minimum of 4 cars in addition to the 2 spaces in the garage.
 - 5- Set back requirements for the ADU have been reviewed and implemented in the site plan.
 - 6- Design and finish of the garage/apartment with match the design and color of the existing primary structure.
 - 7- No changes are planned to the existing house structure located on site.
 - 8- Property owner has signed and notarized the property owners affidavit.
 - 9- All storm water and dirt will be kept on site during construction until final landscaping is complete.
 - 10- The grade away from foundation walls shall fall a minimum of 6 inches with in the first 10 feet
 - 11- Street, curb and gutter will be inspected and cleaned of all mud at the end of every day.
 - 12- Berms or swells may be required along property lines to prevent storm water flow onto adjacent lots.
 - 13 A trash dumpster and porta-potty will be provided on site and not placed in street. In park strip or across sidewalk.
 - 14- Existing single car garage and foundation will be de-constructed and removed from site.



GENERAL NOTES

NO.	REVISION/ISSUE	DATE

ORIENTATION	STAMP

ALL DRAWINGS ARE THE PROPERTY OF THE DESIGNER AND WILL BE RETURNED TO THE DESIGNER UPON COMPLETION OF THE PROJECT. THE DESIGNER IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY OCCUR DURING THE COURSE OF THE PROJECT. THE DESIGNER'S LIABILITY IS LIMITED TO THE DESIGN SERVICES PROVIDED.

Real
PROPERTY SERVICE
PROBLEM SOLVED!

175 E 200 S
Bountiful, UT 84010

PROJECT NAME:
**Garage/Apartment
175 E 200 South
Bountiful**

CLIENT:
Tonya Hardy

DRAWING:
**SITE PLAN
Hardy Home Site Plan**

SCALE: 1/4" = 1'-0"
DATE: Nov. 2019

DRAWN BY: Brooks Gibbs
CHECKED BY: Bob Griffiths
APPROVED BY: N/A

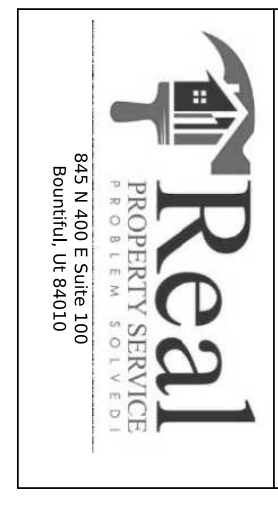
SHEET:
SP1

GENERAL NOTES

NO.	REVISION/ISSUE	DATE

ORIENTATION	STAMP

ALL DRAWINGS ARE THE PROPERTY OF THE DESIGNER AND SHALL REMAIN HIS/HERS. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. BEFORE COMMENCING WORK AND TO REBORN ANY DISCREPANCIES TO THE DESIGNER.



PROJECT NAME:
Garage/Apartment
 175 E 200 South
 Bountiful

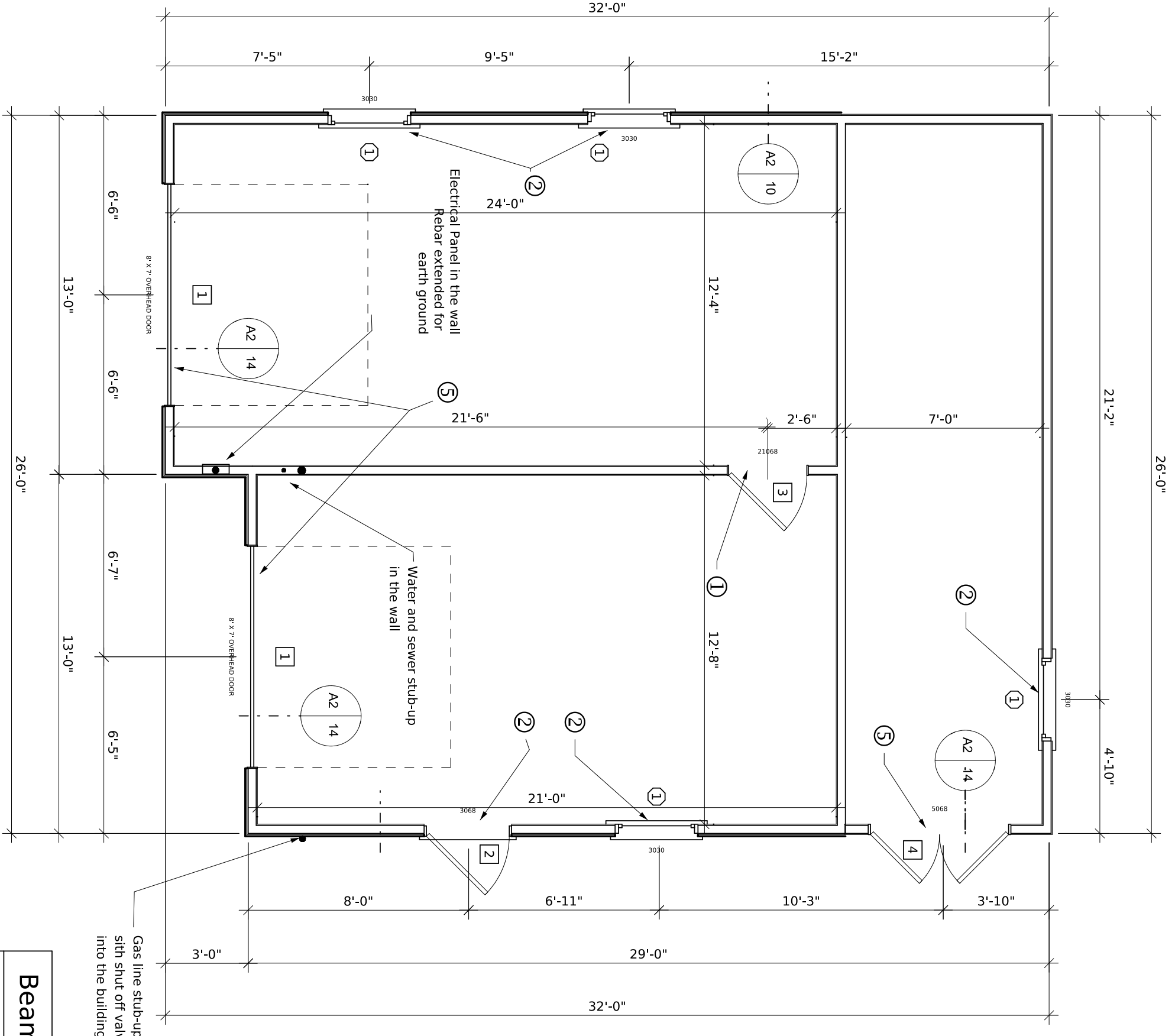
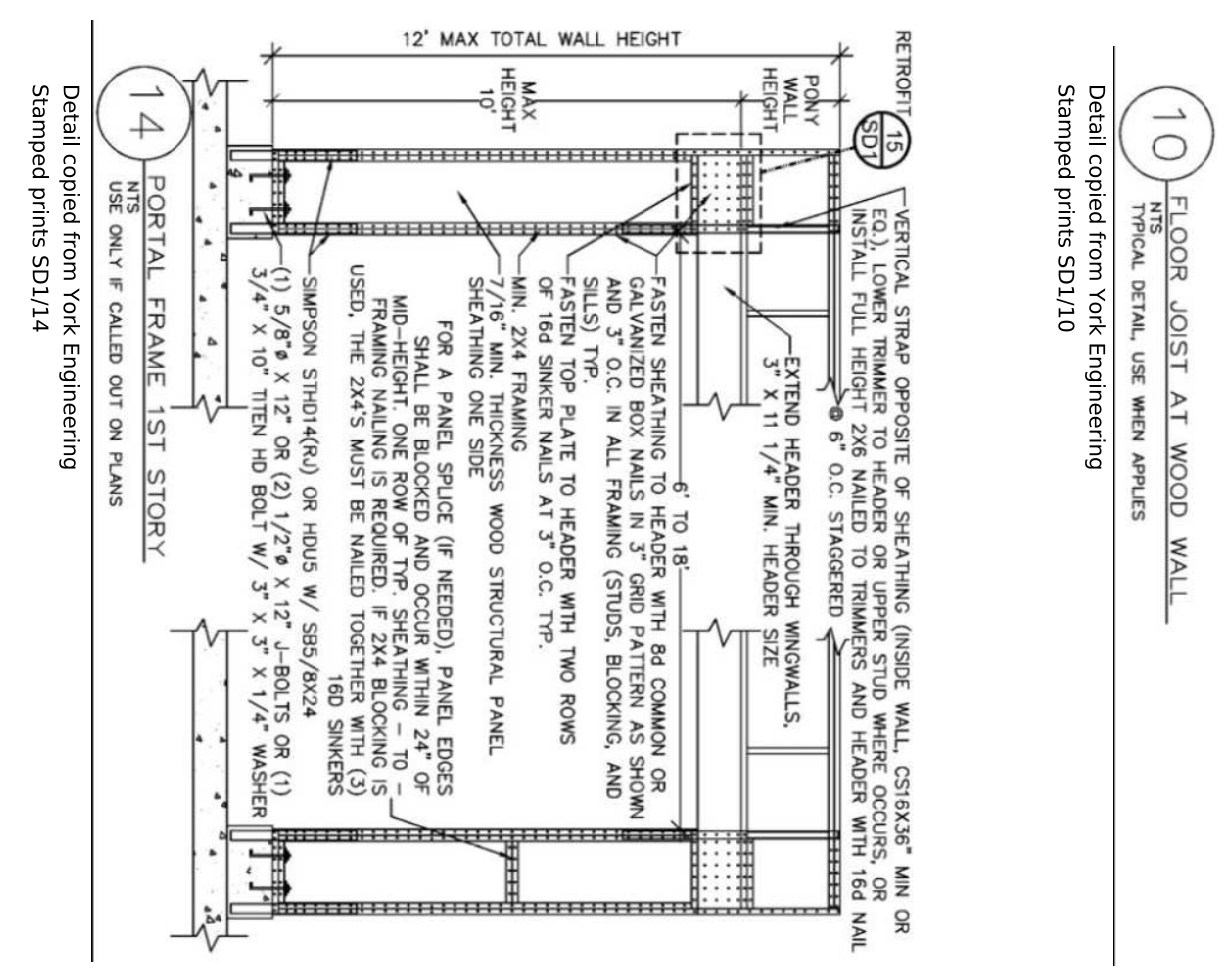
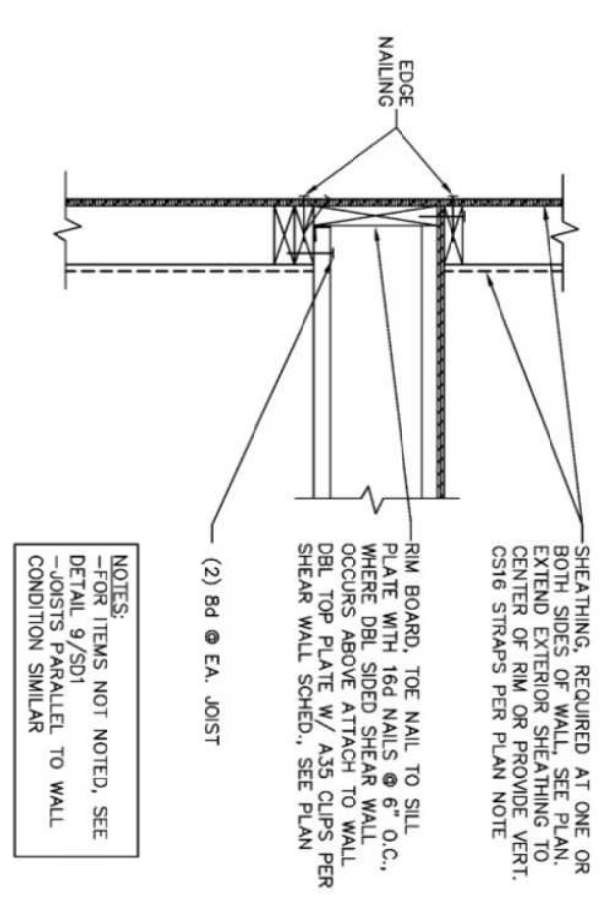
CLIENT:
Tonya Hardy

DRAWING:
FLOOR PLAN
 Garage Floor

SCALE: 3/8" = 1'-0" DATE: Nov. 2019

DRAWN BY: Brooks Gibbs
 CHECKED BY: Bob Griffiths
 APPROVED BY: N/A

SHEET:
A2



Beam Size

- (2) 2x6 header
- (2) 2x8 header
- (2) 2x10 header
- (3) 2x10 header
- (2) 1 3/4" x 11 7/8" LVL

Mark	Size	Description	Count	Notes
1	3'-0" X 3'-0"	WINDOW SCHEDULE	4	
DOOR SCHEDULE				
Mark	Size	Description	Count	Notes
1	8'-0" X 7'-0"	8' X 7' Decorative Garage Door	2	
2	3'-0" X 6'-8"	36" Steel Door - 2X4 Wall	1	
3	2'-10" X 6'-8"	34" Hinged Door - 6 Panel	1	
4	5'-0" X 6'-8"	5' Steel Double Doors - 2X4 Wall	1	

GENERAL NOTES

NO.	REVISION/ISSUE	DATE

ORIENTATION STAMP

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PROJECT NAME:
Garage/Apartment
 175 E 200 South
 Bountiful

CLIENT:
Tonya Hardy

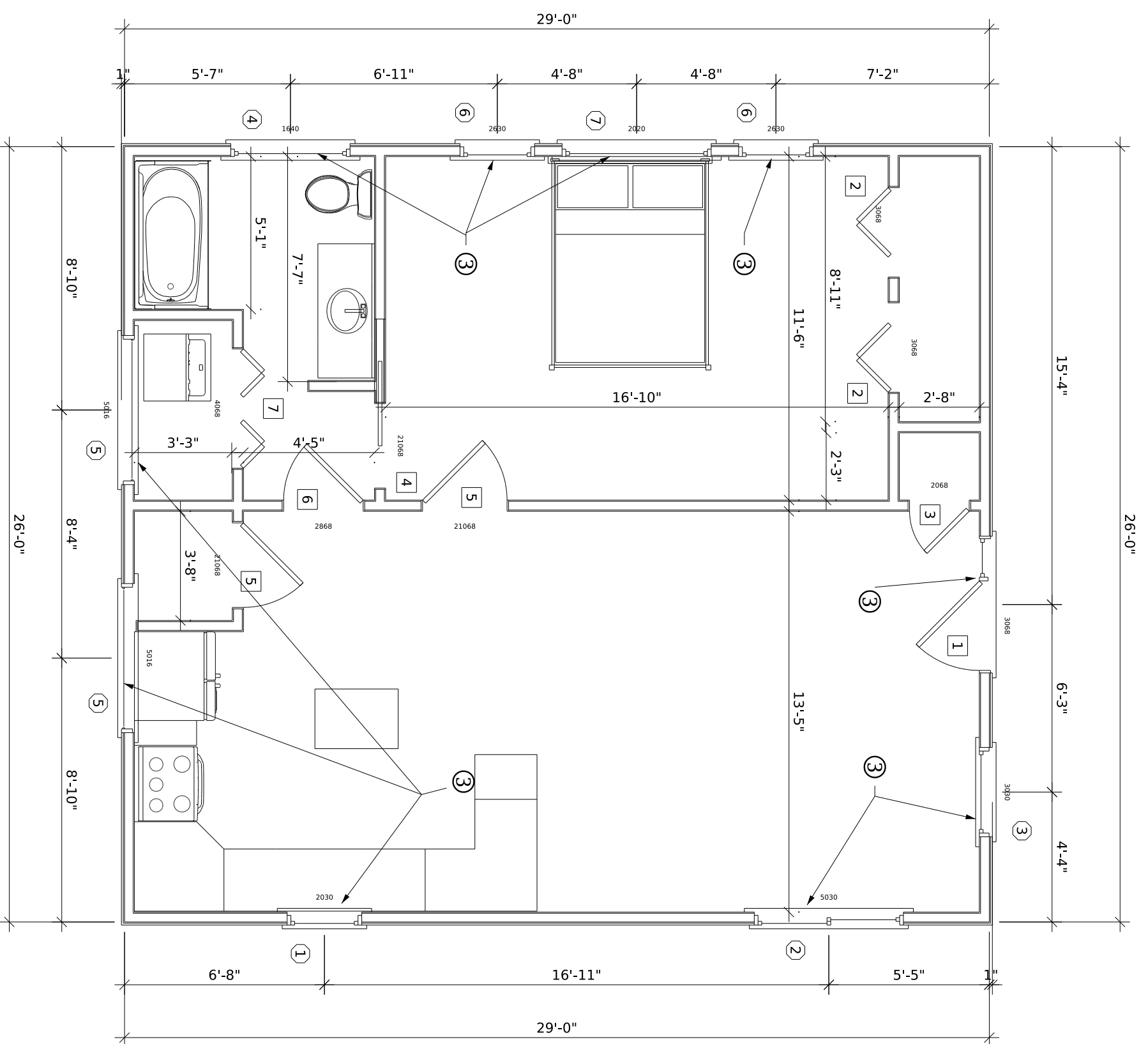
DRAWING:
FLOOR PLAN
 Apartment Floor

SCALE: 1/4" = 1'-0" DATE: Nov. 2019

DRAWN BY: Books Gibbs SHEET: **A3**

CHECKED BY: Bob Griffiths

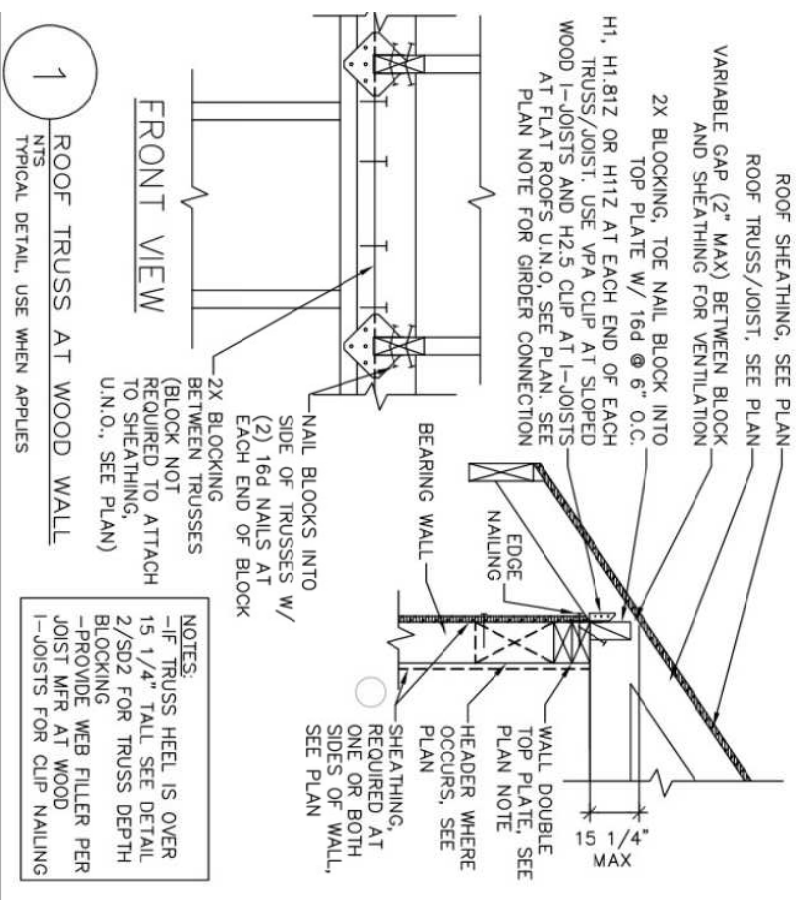
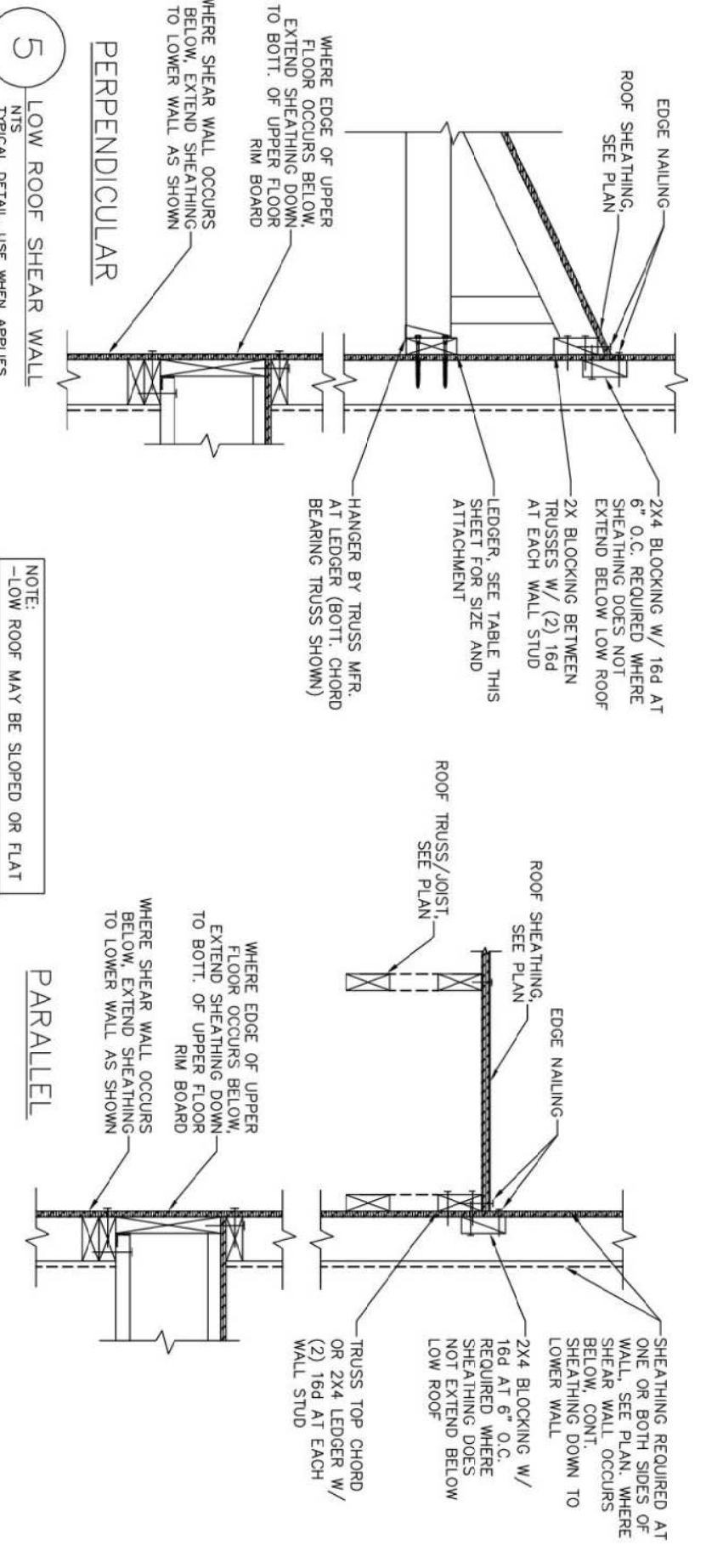
APPROVED BY: N/A



Mark	Size	Description	Count	Notes
1	3'-0" X 6'-8"	36" Decorative Entry Door w/ Single Sidelite 3 - 2x4 Wall	1	
2	3'-0" X 6'-8"	36" Bi-Fold Door	2	
3	2'-0" X 6'-8"	24" Hinged Door - 6 panel	1	
4	2'-10" X 6'-8"	34" Pocket Door	1	
5	2'-10" X 6'-8"	34" Hinged Door - 6 panel	2	
6	2'-8" X 6'-8"	32" Hinged Door - 6 panel	1	
7	4'-0" X 6'-8"	48" Bi-Fold Door	1	

Mark	Size	Description	Count	Notes
1	2'-6" X 2'-6"	2'-6" X 2'-6" Hung Window	1	
2	5'-0" X 3'-0"	5'-0" X 3'-0" Hung Window	1	
3	3'-0" X 3'-0"	3'-0" X 3'-0" Hung Window	1	
4	4'-0" X 1'-6"	1'-8" X 4'-0" Fixed Window	1	
5	5'-0" X 1'-6"	5'-0" X 1'-6" eyebrow window	2	
6	2'-6" X 3'-0"	2'-6" X 3'-0" Hung Window	2	
7	5'-0" X 1'-6"	5'-0" X 1'-6" Fixed Window	1	

Beam Size
1- (2) 2x6 header
2- (2) 2x8 header
3- (2) 2x10 header
4- (3) 2x10 header
5- (2) 1 3/4" x 11 7/8" LVL



Administrative Committee Staff Report

Subject: PUBLIC HEARING: Conditional Use Permit to allow for a Temporary Sales Office
Author: Curtis Poole, Assistant Planner
Address: 2399 South Main Street
Date: January 13, 2020



Description of Request

The Applicant, Applied Media, Inc., requests Conditional Use Permit approval to allow for a Temporary Sales Office as part of a new commercial development for EOS Fitness at 2399 South Main Street. The property is located within the C-H (Heavy Commercial) Zone.

Background/Analysis

EOS Fitness received a building permit in August of 2019, and has since been remodeling the old Smith's Grocery building. As part of the construction the Applicant, Applied Media Inc., has requested a Temporary Sales Office to be located on site. The purpose of the office will be for pre-sales of gym memberships and to provide information for the new facility. The office will be a 32' x 40' portable trailer and will be on site for approximately four (4) months. The Applicant has indicated the trailer will be located on Site 1 of their Site Plan, which is the northeast side of the parking lot closest to the building. The hours of operation for the Temporary Sales Office will be 8:00 a.m. to 9:00 p.m.

Significant Impacts

As the Temporary Sales Office itself will be located on an active construction site, it should have little impact to the surrounding neighborhood. The office will have its own parking for patrons separate from the construction site and will not impact travel between Main Street and 500 West, or the commercial business to the north.

Recommended Action

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for a Temporary Sales Office at 2399 South Main Street subject to the following conditions:

1. Any temporary signage connected with the sales office shall meet the standards of the sign ordinance and receive approval through a separate permit.
2. The Conditional Use Permit is solely for this site and is non-transferable.
3. The Conditional Use Permit may be approved until an occupancy permit is issued for the permanent building or for up to six (6) months, whichever comes first.

Attachments

1. Aerial Photo

2. Bountiful Land Use Ordinance
3. Site Plan

Aerial Photo



Bountiful Land Use Ordinance

14-17-114 USES, SPECIFIC STANDARDS, AND TIME LIMITS

- B. *Commercial Zones. A temporary use in a commercial zone shall comply with the general standards set forth for the zone in which it is located, and shall be restricted to the uses and standards specified below:*
1. *Hours of Operation for temporary uses shall be established at the time the use is approved.*
 9. *Temporary office. A temporary office for a business for which a permanent building is being constructed on a site may be approved and occupied until an occupancy permit is issued for the permanent building or for six (6) months, whichever comes first. The temporary office shall be located on the same site as the future permanent building but shall not be moved onto the site until a building permit is issued for the permanent building. The Planning Director may renew a permit for a temporary office if the size and scope of the building requires a building construction schedule longer than the six (6) month period allowed.*

Typed Responses

How does your proposed project fit in with surrounding properties and uses?

This project will bring value to the economy of Bountiful. It will lay the foundations for a gym that will provide employment for the people of Bountiful and will be a great place to exercise.

In what ways does the project not fit in with surrounding properties and uses?

The project does not fit in with its surroundings because of the fact that it will be placed in the parking lot of the corresponding gym.

What will you do to mitigate the potential conflicts with surrounding properties and uses?

This temporary project will only be on-site for approximately 4 months. We will ensure that it does not impede any throughways in parking lots and will not be a nuisance for the citizens and business owners of Bountiful. We will also ensure that this project will not be placed close to the roadside.

SITE 1 WILL BE USED

