

ADMINISTRATIVE COMMITTEE
Monday, February 24, 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 February 10, 2020.
3. **PUBLIC HEARING:** Consider approval of Conditional Use Permit to allow for an Accessory Dwelling Unit at 3112 South 950 East, Bryan Spangler, applicant.
4. **PUBLIC HEARING:** Consider approval of Conditional Use Permit to allow for an Accessory Dwelling Unit at 3082 South 200 East, Scott Frost, applicant.
5. Consider approval of Conditional Use Permit, **in written form**, to allow for a Home Occupation Contractor Business at 124 West 3100 South, Bradley G. Rickards, applicant.
6. Miscellaneous business and scheduling.



Francisco Astorga, Planning Director

**Bountiful City
Administrative Committee Minutes
February 10, 2020**

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

1. Welcome and Introductions.

Chairman Astorga opened the meeting at 5:01 p.m. and introduced all present.

2. Consider approval of minutes for January 27, 2020.

Mr. Clawson made a motion to approve the minutes for January 27, 2020. Mr. Badham seconded the motion.

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

Motion passed 3-0.

3. PUBLIC HEARING: Consider approval of Conditional Use Permit to allow for a Home Occupation Contractor Business at 124 West 3100 South, Bradley G. Rickards, applicant.

Bradley G. Rickards, applicant, was present.

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

The Applicant, Bradley Rickards, requests Conditional Use Permit approval to allow for a Lawn Care and/or Landscaping Home Occupation at 124 West 3100 South. The property is located within the R-4 Single Family Residential Zone.

The Applicant operates a lawn fertilization and weed and insect control business, Homerun Lawns LLC. The Applicant indicates he will be the only employee of the business and there will be one (1) vehicle, which will be parked in the garage, involved in the business. Only 10 percent (10%) of the home will be used for the business consisting of a computer desk; which is within the standards required by Code.

There will be tools, equipment and materials in connection with the business stored at the Applicant's home. The Applicant has indicated this storage area is on an RV pad behind a locked gate. The Committee should determine the nature of material stored and how it will be stored.

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for a Lawn Care and/or Landscaping Home Occupation at 124 West 3100 South, subject to the following conditions:

1. The Applicant shall maintain an active Bountiful City Business License.
2. The Home Occupation will not create nuisances discernible beyond the premises (e.g., dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
3. Any storage of material in connection with the business shall be in accordance with standards of the Bountiful City Land Use Code.
4. The use will comply with all the applicable fire, building, plumbing electrical and life safety and health codes in the State of Utah, Davis County and Bountiful City.
5. Any signage connected with the business shall meet the standards of the Sign Code and receive approval through a separate permit.
6. The Conditional Use Permit is solely for this site and is non-transferable.

Mr. Rickards clarified that he would not be storing more fertilizer than the average homeowner and that he would initially be using pellet form but hoped to change to liquid form in the future. He also noted that he would be utilizing a trailer for his business.

PUBLIC HEARING: Mr. Astorga opened and closed the Public Hearing at 5:08 p.m. with no comment from the public.

Mr. Badham advised Mr. Rickards to create a spill management plan. A discussion ensued regarding use of liquid product and also management of spills. Mr. Astorga reiterated that a home occupation business should not detract from a home looking like a home rather than a business.

Mr. Badham made a motion to approve a Conditional Use Permit to allow for a Home Occupation Contractor Business at 124 West 3100 South, Bradley G. Rickards, applicant. Mr. Clawson seconded the motion.

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

Motion passed 3-0 based on conditions outlined by staff.

4. **Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 1154 North 950 East, Duane W. Fisher, applicant.**

Mr. Clawson made a motion to approve a Conditional Use Permit, **in written form**, to allow for an Accessory Dwelling Unit at 1154 North 950 East, Duane W. Fisher, applicant. Mr. Badham seconded the motion.

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

Motion passed 3-0.

5. Miscellaneous business and scheduling.

Mr. Astorga noted the next Administrative Committee meeting would be held on February 24, 2020 and ascertained there were no further items of business. The meeting was adjourned at 5:18 p.m.

Francisco Astorga, Planning Director

PENDING APPROVAL

Administrative Committee Staff Report

Subject: PUBLIC HEARING: Conditional Use Permit to allow for an Accessory Dwelling Unit
Author: Curtis Poole, Assistant City Planner
Address: 3112 South 950 East
Date: February 24, 2020



Description of Request:

The Applicant, Duane Fisher, requests Conditional Use Permit approval to allow for an Accessory Dwelling Unit at 3112 South 950 East. The property is located in the R-3 Single-Family Residential Zone.

Background and Analysis:

The Applicant is requesting approval of an Accessory Dwelling Unit (ADU) to be constructed in their existing home. Information submitted shows the ADU will be located in the basement and contains one (1) bedroom, a bathroom, kitchen and living space.

According to City Code, 14-4-124, a Conditional Use Permit for an ADU is required and the Applicant shall meet all standards of the Code for approval. The property is located in the R-3 Single-Family Residential Zone and consists of a single-family dwelling which will be maintained as such by the Applicant. The lot is 0.223 acres (9,713 square feet). There will only be one (1) ADU and there will only be one (1) utility connection located at this property. The Applicant has indicated the residence at this location is 4,117 square feet and the ADU will be approximately 1,300 square feet, which is approximately 33% of the total residence and will be below the maximum 40% standard in the Code.

The property will meet the parking standard required for approval. The entrance to the ADU can be through an interior connection in the residence or through a separate rear entry door, which would not be 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 3112 South 950 East subject to the following conditions:

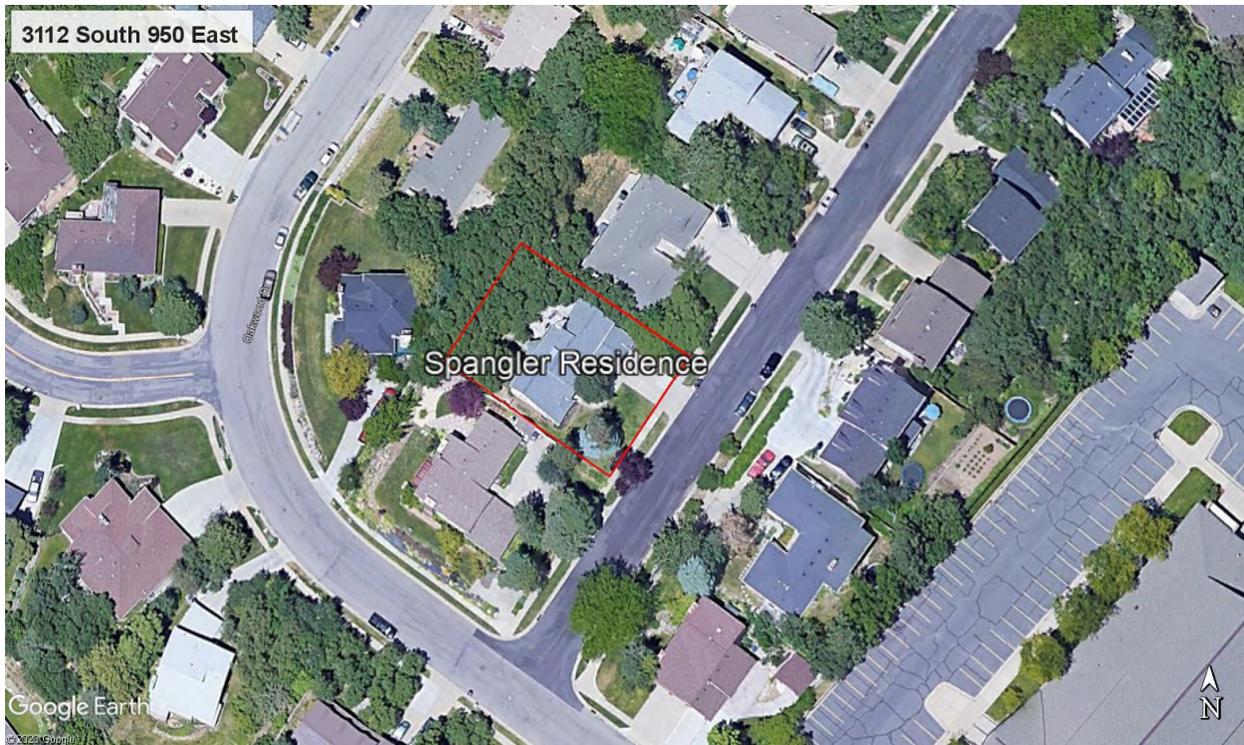
1. The owner(s) of the property must continually occupy the primary dwelling or the ADU.
2. The property is to be used only as a single-family use and shall be subject to a Deed Restriction.
3. There shall be no separate utility service connections.

4. The Applicant shall apply separately for a building permit to be reviewed and inspected by Staff.
5. The ADU shall meet all the standards in 14-14-124 of the City Land Use Code.
6. The Conditional Use Permit is solely for this property and is non-transferable.

Attachments

1. Aerial Photo
2. Bountiful Land Use Code
3. Site Plan
4. Application submitted

Aerial Photo



Bountiful Land Use Code

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.*

3112 S 950 E Bountiful, UT 84010

5 beds · 4 baths · 4,117 sqft

3112 S 950 E, Bountiful, UT is a single family home that contains 4,117 sq ft and was built in 1989. It contains 5 bedrooms and 4 bathrooms. This home last sold for \$395,000 in September 2015. The Zestimate for this house is \$527,696, which has increased by \$20,721 in the last 30 days. The Rent Zestimate for this home is \$2,150/mo, which has decreased by \$146/mo in the last 30 days.

OFF MARKET

Zestimate®: \$527,696

Rent Zestimate®: \$2,150 /mo

EST. REFI PAYMENT

\$1,909/mo

See current rates

Facts and Features

 **Type**
Single Family

 **Year Built**
1989

 **Heating**
Radiant

 **Cooling**
Central

 **Parking**
2 spaces

 **Lot**
9,583 sqft

INTERIOR FEATURES

Bedrooms

Beds: 5

Bathrooms

Baths: 3 full, 1 half

Heating and Cooling

Heating: Radiant

Heating: Gas

Cooling: Central

Basement

Finished basement

1363 sqft basement

Attic

Attic

Appliances

Appliances included:

Dishwasher, Dryer, Freezer, Garbage disposal, Microwave, Range / Oven, Refrigerator, Washer

Flooring

Floor size: 4,117 sqft

Flooring: Carpet, Hardwood, Tile

Other Interior Features

Fireplace

Vaulted Ceiling

Ceiling Fan

Room count: 15

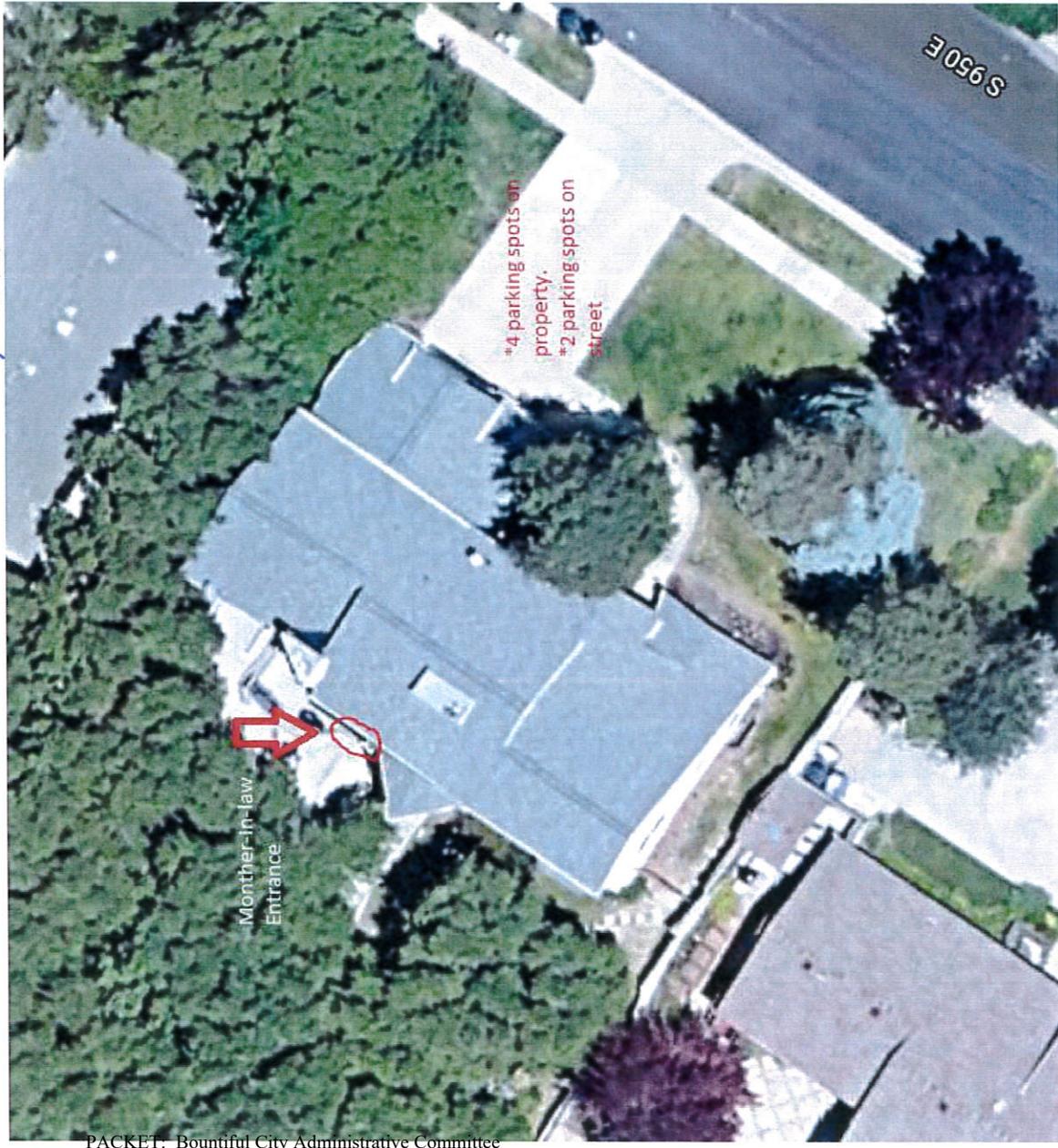
Storage

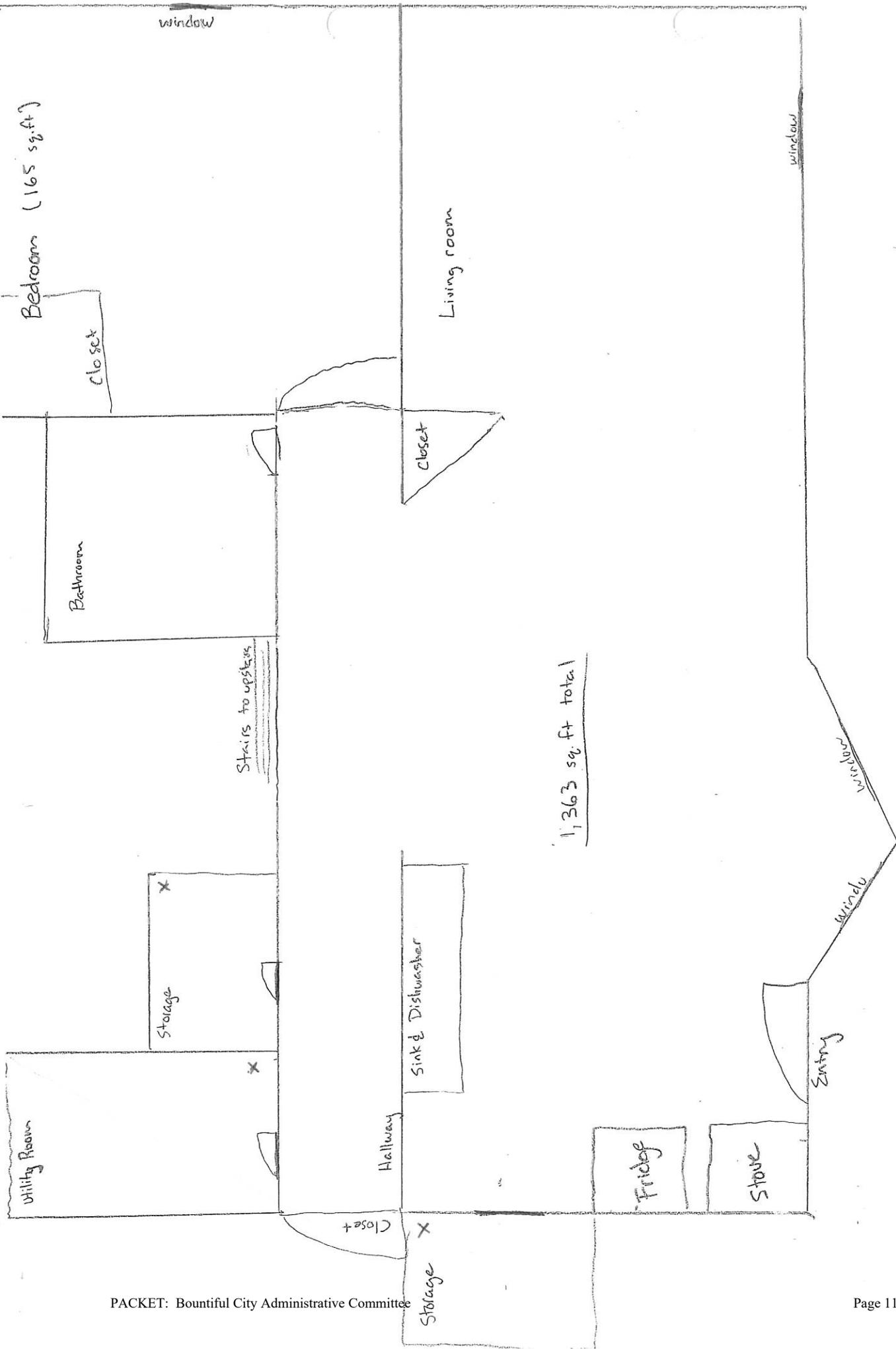
Telecom

33% in
Basement

3112 S. 950 E.
Bountiful UT, 84010

North





1,363 sq. ft total

Administrative Committee Staff Report

Subject: PUBLIC HEARING: Conditional Use Permit to allow for an Accessory Dwelling Unit
Author: Curtis Poole, Assistant City Planner
Address: 3082 South 200 East
Date: February 24, 2020



Description of Request:

The Applicant, Scott Frost, requests Conditional Use Permit approval to allow for an Accessory Dwelling Unit at 3082 South 200 East. The property is located in the R-3 Single-Family Residential Zone.

Background and Analysis:

The Applicant is requesting approval of an Accessory Dwelling Unit (ADU) which is proposed as part of a basement finish in the Applicant's home. Information submitted shows the proposed ADU will contain two (2) bedrooms, a bathroom, separate laundry room, kitchen and living space.

According to City Code, 14-4-124, a Conditional Use Permit for an ADU is required and the Applicant shall meet all standards of the Code for approval. The property is located in the R-3 Single-Family Residential Zone and consists of a single-family dwelling which will be maintained as such by the Applicant. The lot is 0.255 acres (11,107 square feet). There will only be one (1) ADU and there will only be one (1) utility connection located at this property. The Applicant has indicated the residence at this location is 2,484 square feet and further indicated the proposed ADU will be approximately 800 square feet, which will be approximately 32% of the total residence and will be below the maximum 40% standard in the Code.

The property will meet the parking standard required for approval; however, prior to occupying the ADU the Applicant will need to convert the existing two (2) car carport to a two (2) car garage as required by Code. The entrance to the ADU will be through an interior connection in the residence. 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 3082 South 200 East subject to the following conditions:

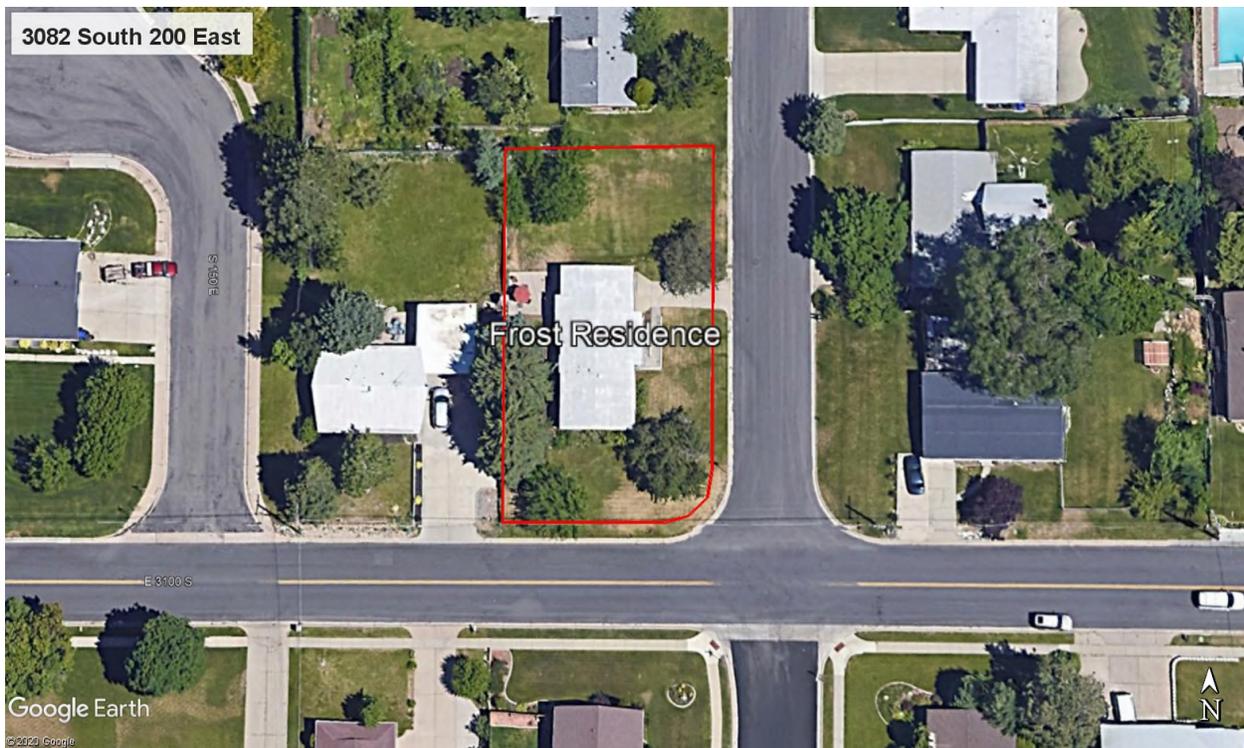
1. The owner(s) of the property must continually occupy the primary dwelling or the ADU.

2. The property is to be used only as a single-family use and shall be subject to a Deed Restriction.
3. There shall be no separate utility service connections.
4. Prior to occupying the Applicant shall convert the existing carport into a two (2) car garage.
5. The Applicant shall apply separately for a building permit to be reviewed and inspected by Staff.
6. The ADU shall meet all the standards in 14-14-124 of the City Land Use Code.
7. The Conditional Use Permit is solely for this property and is non-transferable.

Attachments

1. Aerial Photo
2. Bountiful Land Use Code
3. Site Plan
4. Application submitted

Aerial Photo



Bountiful Land Use Code

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.*

1. How does your proposed project fit in with surrounding properties and uses?
 - a. ADU would be located in existing basement in a space that we will finish. There would be really no noticeable difference to our property. We already have an inconspicuous entry on the rear area of the house. We, as the primary owners, would live on the upper floor and care for the yard and have pride of ownership that is consistent with adjacent homeowners.
2. In what ways does the project not fit in with surrounding properties and uses?
 - a. ADU would add some additional cars to the neighborhood.
3. What will you do to mitigate the potential conflicts with surrounding properties and uses?
 - a. Use the inconspicuous entry on the back of the house for entry and enclose our existing carport to reduce visible cars.

Curtis Poole

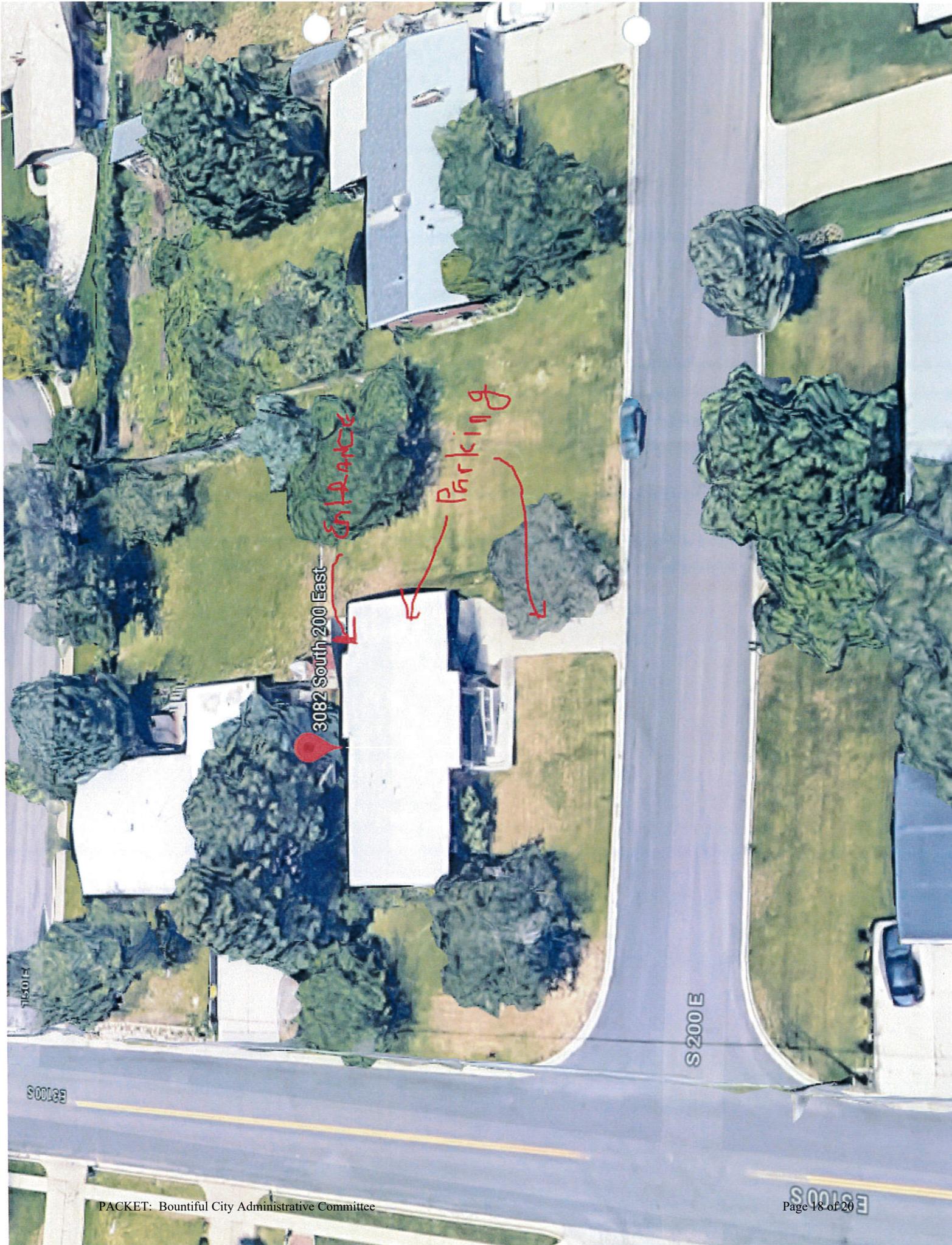
From: Scott Frost <scott.m.frost@gmail.com>
Sent: Monday, January 27, 2020 8:00 PM
To: Curtis Poole
Subject: Fwd: CUP Responses
Attachments: Cond. Use Permit Responses.pdf; CUP Application - Frost.pdf; Site Plan & Parking.PNG; Frost Dimensions - ADU.pdf; Total Sq Ft of ADU.PNG; Real Estate listing sq ft.pdf

Hi Curtis, so attached is the following for the CUP. I'm missing something likely, but that's my first stab at it. Attachments are associated with the numbers listed in your last email for requirements.

Attached for:

1. Site Plan and Parking .PNG
2. Frost Dimensions pdf
3. Total Sq ft of ADU .PNG
4. Total sq ft. Home = 2,484
 - A. Upstairs sq ft. = 1,242
 - B. Utility Room/Storage = 1,242 - 800 = 442 sq ft.
5. Real estate listing sq. ft pdf
6. Cond. Use Permit Responses pdf

Thanks,
Scott



3082 South 200 East

Entrance

Parking

S 200 E

E 3100 S



Conditional Use Permit

A public hearing was held on February 10, 2020, at Bountiful City Offices to consider the request of Bradley G. Rickards, for a Conditional Use Permit allowing a Home Occupation Contractor Business at 124 West 3100 South, Bountiful, Utah.

The Bountiful City Administrative Committee heard the matter and considered the statements of the applicant, the City staff, and the public. As a result, the Administrative Committee makes the following findings:

1. This matter is properly heard before the Administrative Committee.
2. Appropriate public notice has been provided and a public hearing held.
3. The proposed request to operate a contractor business meets the letter and the intent of the specific requirements in §14-17 et seq. (Conditional Use Permit provisions) of the Bountiful City Land Use Ordinance.

The Bountiful City Administrative Committee hereby grants this Conditional Use Permit for Bradley G. Rickards to operate a contractor business located at 124 West 3100 South, in Bountiful, Davis County, Utah, with the following conditions:

1. The Applicant shall maintain an active Bountiful City Business License.
2. The Home Occupation will not create nuisances discernible beyond the premises (e.g., dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
3. Any storage of material in connection with the business shall be in accordance with standards of the Bountiful City Land Use Code.
4. The use will comply with all the applicable fire, building, plumbing electrical and life safety and health codes in the State of Utah, Davis County and Bountiful City.
5. Any signage connected with the business shall meet the standards of the Sign Code and receive approval through a separate permit.
6. The Conditional Use Permit is solely for this site and in non-transferable.

The Conditional Use Permit was approved on February 10, 2020, and this written form was approved this 24th day of February, 2020.

Francisco Astorga
Planning Director

ATTEST: Julie Holmgren
Recording Secretary