

**Approved Minutes of the
BOUNTIFUL CITY PLANNING COMMISSION
Tuesday, May 20, 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, Krissy Gilmore, Beverly Ward, and Jim Clark
	Planning Director	Francisco Astorga
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris
Excused:	Planning Commission	Sean Monson, Richard Higginson, and Alan Bott
	Senior Planner	Amber Corbridge
	Assistant Planner	DeAnne Morgan

1. Welcome

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

2. Meeting Minutes from March 04, 2025

Commissioner Gilmore motioned to approve the minutes from March 04, 2025. Commissioner Ward seconded the motion. The motion was approved with Commissioners Jacobs, Gilmore, Ward, and Clark voting “aye.”

3. Lot Line Adjustment at 965 Barton Court

Planning Director Astorga presented the item on behalf of Assistant Planner Morgan as outlined in the packet.

Chair Jacobs asked how the Boundary Adjustments will be handled moving forward. Planning Director Astorga explained that the land use authority has not been designated but reviewing and approving Boundary Adjustments will be handled by Staff.

Commissioner Ward commented stating that the properties’ landscaping looks like it is supposed to be the way it is proposed.

Chair Jacobs opened the Public Hearing at 6:36 p.m. Chair Jacobs closed the Public Hearing at 6:36p.m.

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

4. Variance for Non-Complying Sign at 390 North 500 West

Planning Director Astorga presented the item on behalf of Assistant Planner Morgan as outlined in the packet.

City Engineer Cheney stated that this property already has an impact from UDOT, and that this Variance is a reasonable request.

Chair Jacobs asked if the applicant is replacing the sign with a new sign or moving the existing sign. Planning Director Astorga confirmed that it is moving of the existing sign.

Commissioner Ward asked who will be responsible for paying for the sign to be moved. Planning Director Astorga stated that the property owner will be responsible for paying for the sign to be moved but that UDOT will do a “cost to cure”.

Commissioner Ward asked about the measurements of the pole of the sign. Planning Director Astorga stated that his measurement was an estimated guess.

Chair Jacobs opened the Public Hearing at 6:48 p.m. Chair Jacobs closed the Public Hearing at 6:48 p.m.

Commissioner Gilmore motioned to approve. Commissioner Clark seconded the motion. The motion was approved with Commissioners Jacobs, Gilmore, Ward, and Clark voting “aye.”

5. Planning Director’s Report/Update

Planning Director Astorga asked the Commission to save the date October 8 and 9, 2025 for the Utah APA Local Conference. The Planning Department will pay for the registration for the conference.

Planning Director Astorga mentioned that Jim Clark’s term ends in July 2025 as well as a couple in 2026 and 2027.

6. Adjourn

Chair Jacobs adjourned the meeting at 6:55 p.m.