

1 **Approved Minutes of the**
2 **BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**
3 **January 31, 2022**

4
5 Present: Committee members Francisco Astorga (Chair), Brad Clawson, and Scott
6 Schlegel
7 Assistant City Planner Nicholas Lopez
8 Recording Secretary Jacinda Shupe

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11 **1. Welcome and Introductions**

12
13 Chair Astorga opened the meeting at 5:01 p.m. and introduced all present.

14
15 **2. Review and approval of minutes for January 11, 2022**

16
17 MOTION: Chair Astorga made a motion to APPROVE the minutes for January 11, 2022.
18 Committee Member Schlegel seconded the motion.

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20 VOTE: The motion passed (3-0).

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22 **3. 1106 East 400 North - Conditional Use Permit for a Detached Accessory Dwelling Unit**
23 **(ADU), David Edwards, applicant**

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25 Assistant Planner Lopez has requested more time prior to presenting this item.

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27 Chair Astorga opened the public hearing at 5:03 p.m.

28
29 There were no comments.

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31 Chair Astorga closed the public hearing at 5:03 p.m.

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33 MOTION: Committee Member Schlegel made a motion to CONTINUE this item to a date
34 uncertain. Committee Member Clawson seconded the motion.

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36 VOTE: The motion passed unanimously (3-0).

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38 **4. 275 South 300 East - Conditional Use Permit for a Home Occupation Construction, Justin**
39 **Brown, applicant**

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41 Mr. Brown, applicant, was present. Assistant Planner Lopes presented the item.

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43 Assistant Planner Lopez indicated that the applicant is requesting a Conditional Use Permit
44 for a Construction home business. Mr. Brown currently has a Bountiful Business License and
45 will be adding Construction to his current business. All tools will be kept in his personal
46 truck, there would be no additional employees, and everything goes along with the Land Use
47 Code.

48 Committee Member Clawson inquired why he will need approval through this meeting if he

1 already has a Business License. Chair Astorga stated that due to City Code for a home
2 business for Construction approval a Conditional Use Permit it is required due to possible
3 impact on the community.

4
5 Chair Astorga opened the public hearing at 5:11 p.m.

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7 There were no comments.

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9 Chair Astorga closed the public hearing at 5:11 p.m.

10
11 Applicant had nothing further to add.

12
13 MOTION: Committee Member Schlegel made a motion to APPROVE a Conditional Use
14 Permit for a Home Occupation Construction located at 275 South 300 East as recommended
15 by staff and in WRITTEN form. Committee Member Clawson seconded the motion.

16
17 **CONDITIONS OF APPROVAL:**

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

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29 VOTE: The motion passed unanimously (3-0).

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31 **5. 50 West 400 South- Conditional Use Permit for a Detached Accessory Dwelling Unit**
32 **(ADU), Ron Robinson, applicant**

33
34 Mr. Robinson, applicant, and applicant representative, Mr. Lynn Jacobs, were present.
35 Assistant Planner Lopez presented the item.

36
37 Assistant Planner Lopez indicated that the applicant is requesting a detached ADU located in
38 the Downtown Mixed-Use zone. Mr. Robinson would like to rent out the single-family home
39 located in the front of the property and reside in the property in the back. There is ample
40 parking, and the property meets all other the city codes except unique to this property there
41 are two utility meters which normally would not meet the code. Assistant Planner Lopez
42 recommends flexibility due to the Mixed-Use zoning of the property which was previously
43 used as a Commercial Business and the extra utility meter was placed at that time.

44
45 Chair Astorga further explained due to this property being zoned Mixed-Use there is some
46 flexibility with the property being used as and ADU or Commercial Business but not both at
47 the same time. The Owner must occupy the residence as an ADU to meet code. This will not

1 change the property to a duplex.
2

3 Mr. Jacobs discussed previous city code concerning ADU vs. Duplex and how this property
4 is not a Duplex due to it being two separate buildings.
5

6 Mr. Brown added that he would prefer to keep the two utility meters to help separate the bill
7 for the renter.
8

9 Chair Astorga opened the public hearing at 5:28 p.m.
10

11 There were no comments.
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13 Chair Astorga closed the public hearing at 5:28 p.m.
14

15 Mr. Jacobs stated the home has sat empty and he is excited to have another unit available to
16 rent with the current lack of available rentals.
17

18 MOTION: Committee Member Clawson made a motion to APPROVE the Conditional Use
19 Permit to permit an Accessory Dwelling Unit located at 50 West 400 South as recommended
20 by staff and in WRITTEN form with the revision on page 13 to the property listed as a
21 basement ADU and the address listed incorrectly in the Recommendations in the staff report,
22 as well as in the WRITTEN form condition #4 to be added. Committee Member Schlegel
23 seconded the motion.
24

25 VOTE: The motion passed unanimously (3-0).
26

27 CONDITIONS OF APPROVAL:

- 28 1. The accessory dwelling unit shall meet all the standards in Section 14-14-124 of the City
29 Land Use Code including the following:
30 a. The owner(s) of the property must continually occupy the principal dwelling or
31 the accessory dwelling unit.
32 b. The property is to be used only as a Single-Family dwelling with an accessory
33 dwelling unit and shall be subject to a Deed Restriction.
34 2. The Conditional Use Permit for the accessory dwelling unit is solely for this property and
35 is non-transferable to another property.
36 3. The Deed Restriction shall be signed within six (6) months of the date of approval.
37 4. The detached accessory dwelling unit is only approved while the single-family dwelling
38 is in use and not in any conjunction with any commercial uses on site.
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40 Chair Astorga ascertained there were no further items of business. The meeting was adjourned
41 at 5:32 p.m.



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45 Francisco Astorga
Administrative Committee Chair