

**Approved Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
Monday, September 08, 2025 – 3:00 p.m.**

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

Planning Conference Room
795 South Main Street, Bountiful, Utah 84010

Present:	Administrative Committee	Chair Francisco Astorga Lloyd Cheney Jill Fraiser
	Planning Technician	Rachel Coleman
Absent:	Recording Secretary	Sam Harris

1. Welcome

Chair Astorga called the meeting to order at 3:13 p.m. and welcomed everyone.

2. Meeting Minutes from August 04, 2025

Chair Astorga motioned to approve the minutes from August 04, 2025. Committee Member Frasier seconded the motion. The motion was approved with Committee Members Astorga and Frasier voting “aye.”

3. Conditional Use Permit for a Detached Accessory Dwelling Unit at 408 North 1000 East

Committee Member Cheney arrived at 3:18 p.m.

Planning Technician Coleman presented the item as outlined in the packet.

Chair Astorga asked about the parking spaces available and the applicants’ proposed landscaping specifically comparing xeriscaping and zero-scaping. Planning Technician Coleman confirmed that there are six (6) parking spaces. Brandon Menlove, Applicant, confirmed that the proposed xeriscaping will comply with the Land Use Code.

Committee Member Frasier asked about the walkway. Brandon Menlove, Applicant, confirmed that it will follow Land Use Code. Committee Member Cheney also made comments about the walkway being a continuous path.

Chair Astorga opened the Public Hearing at 3:27 p.m. No comments were made. Chair Astorga closed the Public Hearing at 3:28 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached Accessory Dwelling Unit at 408 North 1000 East. Committee Member Cheney seconded the motion. The motion was approved with Committee Members Astorga, Cheney, and Frasier voting “aye.”

4. Conditional Use Permit Home Occupation for a Residential Preschool at 1062 Arlington Way

Planning Technician Coleman presented the item as outlined in the packet.

Chair Astorga opened the Public Hearing at 3:31 p.m. No comments were made. Chair Astorga closed the Public Hearing at 3:32 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit Home Occupation for a Residential Preschool at 1062 Arlington Way. Committee Member Cheney seconded the motion. The motion was approved with Committee Members Astorga, Cheney, and Frasier voting “aye.”

5. Adjourn

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