

1 **Bountiful City Planning Commission**

2 **Approved Minutes**

3 **July 7, 2020**

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5 *This meeting was viewed by Planning Commission members, staff and residents via video conference*  
6 *meeting (Zoom) and in person.*

7  
8 Present: Chair Sean Monson; Vice Chair Jesse Bell; Planning Commission Members – Sam Bawden,  
9 Jim Clark, Lynn Jacobs and Sharon Spratley; Councilwoman Kendalyn Harris; City  
10 Attorney Clint Drake; City Engineer Lloyd Cheney; Planning Director Francisco Astorga;  
11 City Planner Curtis Poole and Recording Secretary Darlene Baetz

12  
13 **1. Welcome and Introductions.**

14  
15 Vice Chair Bell opened the meeting at 6:31 pm and welcomed all those present.

16  
17 **2. Approval of the minutes for June 2, 2020.**

18  
19 Commissioner Spratley made a motion to approve the minutes for June 2, 2020 with five  
20 corrections.

- 21 1. Page 2 line 33 should read “Commissioner Spratley made a motion...*with the five criteria met*  
22 *and the two (2) conditions outlined by staff*”.
- 23 2. Page 3 line 48 should read “small parcel, the staff does not ~~feel~~ *find* that a pedestrian study is  
24 ~~not~~ required”.
- 25 3. Page 4 line 44 should read “Ms. Spratley stated how pleased...small zone changes *and setting*  
26 *a precedence*”.
- 27 4. Page 5 line 25 should read “Lot 308 should *only* be restricted to access...”.
- 28 5. Page 7 line 37 should read “Dr. Ward and Ms. Ward stated they ~~about~~ would like to see...”.
- 29

30 Councilwoman Harris seconded the motion. Voting passed 6-0 with Commission members  
31 Bawden, Bell, Clark, Harris, Jacobs, and Spratley voting aye.

32  
33 **3. PUBLIC HEARING – Consider approval of a Conditional Use Permit – To allow for the**  
34 **building footprint of all accessory structures to exceed 10% and not exceed 15% of the lot at**  
35 **329 E 1050 North, Derk and Aneisa Phelps, applicants.**

36  
37 Derk Phelps was present. Curtis Poole presented the staff report.

38  
39 The Applicants, Derk and Aneisa Phelps, request Conditional Use Permit approval to allow for the  
40 construction of a new detached garage, in addition to an existing playhouse, which would exceed  
41 ten percent (10%) of all accessory structures on the lot. The structures would be 12% and would  
42 not exceed the 15%.

43  
44 The lot is located in the R-4 (Single Family Residential) Zone and is bordered on all sides by  
45 single-family zoning. Tolman Elementary is located to the immediate north of the Applicant’s lot.  
46 The lot is 0.20 acres, or approximately 9,060 square feet. The home on the lot was built in 1957  
47 without a garage. The Applicants have submitted a building permit to construct a detached garage  
48 measuring 980 square feet, which would be located behind their home.

49  
50

1  
2 Bountiful code states that only 60% of the total lot can be covered which would include all  
3 structures, including home, driveways, patios, accessory structures and garages. Total lot coverage  
4 would be 4541 sq ft which will be under the 60% lot coverage. During the building permit  
5 application City staff made the applicant aware of a few non-compliant issues which the applicant  
6 has remedied. The building inspector went out to the property and inspected this issue. The home  
7 currently has a carport, in the City Code requires that the property needs to have a 2 car garage  
8 which the applicants will become compliant with this CUP.  
9

10 Staff recommends the Planning Commission approve the Conditional Use Permit to allow for the  
11 building footprint of all Accessory Structures to exceed 10% and not exceed 15% of the lot with the  
12 two conditions outlined by staff. Mr. Phelps has already taken care of Condition #1.  
13

14 Vice Chair Bell opened and closed the **PUBLIC HEARING** at 6:44 p.m.  
15

16 Mr. Phelps discussed the ease of getting these issues resolved.  
17

18 Commissioner Bawden asked for clarification about the garages and a possible alternative. Mr.  
19 Poole stated that the setback is 3 foot and the 4 foot easement bringing the home closer which will  
20 be a tight fit. Mr. Poole stated the code allows for 2 garage doors and would not limit the property  
21 owner on how they would park their vehicles.  
22

23 Commissioner Spratley asked if the commission should stay within the 12% outlined on the staff  
24 report instead of the 15% outlined in the City code. Mr. Poole stated that staff used the 15% to  
25 have a bit of flexibility if the building permit changed at all the applicant would still be approved  
26 and would not need to go back thru the approval process.  
27

28 Sharon Spratley made a motion to approve the Conditional Use Permit to allow for the building  
29 footprint of all accessory structures to exceed 10% and not exceed 15% of the lot at 329 E 1050  
30 North with the two (2) conditions outlined by staff noting to strike condition 1 as it has already been  
31 completed. Jim Clark seconded the motion. Voting passed 6-0 with Commission members  
32 Bawden, Bell, Clark, Harris, Jacobs, and Spratley voting aye.  
33

34 **4. Consider forwarding a recommendation to the City Council – Daniel Wood Square -**  
35 **Preliminary and Final *AMENDED* site plan approval for commercial business, located at 410**  
36 **South 500 West, Leslie Mascaro representing Wright Development Group, applicant.**  
37

38 Leslie Mascaro was present. Curtis Poole presented the staff report.  
39

40 The Applicant, Wright Development Group, requests Amended Preliminary and Final Architectural  
41 and Site Plan approval for the construction of a new multi-tenant commercial development located  
42 at 410 South 500 West. The property is located within the C-G (General Commercial) Zone and is  
43 surrounded by commercial uses within Bountiful and West Bountiful cities.  
44

45 The Planning Commission reviewed and forwarded a positive recommendation to the City Council  
46 for the Preliminary and Final Architectural and Site Plan at its November 19, 2019 meeting. The  
47 City Council reviewed the recommendation from the Commission and approved the Preliminary  
48 and Final Architectural and Site Plan at its January 28, 2020 meeting. The Applicant is requesting

1 to amend the original application that was approved.  
2

3 The property is located adjacent to the Daniel Wood Cemetery. The property is north of  
4 McDonald's, has a large retail complex to the west in West Bountiful City, a smaller retail complex  
5 directly to the north, with restaurants, commercial and recreational uses across 500 West to the east.  
6

7 The first change to the amended plans was to add an additional 912 sq foot to the building which  
8 required an increase in the parking requirement. The original approved site plan had 24 stalls and  
9 the amended plan required 27 stalls. The second change was to the landscaping. The change will  
10 still be above the requirements. The applicant is requesting the setback of the landscaping to be  
11 reduced along the rear yard and north yard. The landscaping will include additional trees and  
12 bushes and the applicant indicated the roots would not obstruct with the existing cemetery.  
13

14 Staff recommends that the Planning Commission forward to the City Council a recommendation of  
15 approval for the Amended Preliminary and Final Architectural and Site Plan for the proposed  
16 Multi-Tenant Commercial Development subject to the following conditions. Staff noted the  
17 applicant has already taken care of condition #2.  
18

19 Ms. Mascaro explained the amenities would include outdoor seating for the businesses that would  
20 be added next to the trees.  
21

22 Commissioner Jacobs asked about the possibility of ADA access to the site from the sidewalk. Ms.  
23 Mascaro noted that this would be a good idea and will work to accommodate this item.  
24 Commissioner Bell asked about the number of street trees. Mr. Poole noted the number of trees for  
25 the landscaping has been met but would double-check the street tree calculation. Mr. Bell asked  
26 about the possibility of cross walks across the parking lot for the safety of the pedestrians.  
27

28 Commissioner Spratley made a motion to forward a recommendation to City Council of approval  
29 for the preliminary and final AMENDED site plan for commercial business located at 410 South  
30 500 West with the seven (7) conditions outlined by staff striking condition #2 as it has been  
31 completed and to add an additional condition to include stripping for crosswalks and if possible to  
32 add an ADA ramp and to check the required street trees. Commissioner Jacobs seconded the  
33 motion. Voting passed 6-0 with Commission members Bawden, Bell, Clark, Harris, Jacobs and  
34 Spratley voting aye.  
35

## 36 **5. PUBLIC HEARING - Land Use Code Text Amendment – Hospital Sign Code**

37

38 Kendal Black presented the staff report.  
39

40 Mr. Black described the current Hospital zone which included un-occupied buildings and the  
41 existing approved signage for the zone.  
42

43 Commissioner Jacobs asked why the Hospital zone signage was so restrictive. Staff noted that it  
44 may have been because of the zone was created in 1974 and at that time businesses may not have  
45 needed the signage for their business since they were next door to the hospital and possibility  
46 because the hospital is surrounded by residential zone.  
47

48 Commissioner Clark was concerned that some of the proposed sign changes could make the

1 hospital zone look more like the commercial zone and that pole signs would detract from the  
2 hospital zone. Commissioner Bell asked about the location of the pole signs that would be allowed.  
3 Commissioner Spratley also was concerned about approving pole signs in the hospital zone.  
4

5 Vice Chair Bell opened the **PUBLIC HEARING** at 7:37 p.m.  
6

7 Dr. Ward is concerned about the current signage that has been maxed out and is inadequate for the  
8 number of tenants in one building. They would like to offer potential tenants more advertising.  
9

10 Calvin Murri resides at 262 South 750 East. Mr. Murri stated that he thought that in 1974 when the  
11 hospital zone was established it was to be more of a combination Professional office area and  
12 Hospital Zone. He would like to see this zone be opened up to Professional office area. Also he  
13 would like to see an ambiance with the signage and lighting and does not want to see the large pole  
14 signs allowed in the Hospital zone.  
15

16 Cody Bell resides at 450 East 100 South. Mr. Bell is concerned that the neighborhood should  
17 continue to feel as a residential neighborhood and is concerned that existing signage is lit all  
18 through the night. He feels that signage in the hospital zone should have a lighting restriction at  
19 night.  
20

21 Alex Densley resides at 33 South 300 West. Mr. Densley noted that he is familiar with the area and  
22 is concerned for the signs that are lit throughout the night and would like to see changes with the  
23 night lighting.  
24

25 *Chair Monson arrived at 7:45 p.m.*  
26

27 Vice Chair Bell closed the **PUBLIC HEARING** at 7:50 p.m.  
28

29 Councilwoman Harris discussed the possible signage to be allowed in the hospital zone.  
30

31 Commissioner Jacobs asked staff to look into possible restrictions to lighting that was brought to  
32 the attention of the Commission.  
33

34 Mr. Astorga noted restrictions for night time lighting is not noted in the City code but could be  
35 addressed in any proposed changes.  
36

37 Chair Monson stated a concern for what does the City want this area to look like or to become.  
38

39 Mr. Astorga discussed the upcoming changes to the overall sign code. He does not feel that the  
40 hospital sign code at this time would make a huge difference due to challenges of the location of  
41 this zone. Mr. Astorga would like to move forward with an amendment for just the hospital zone.  
42

43 Councilwoman Harris would like to see us move forward with options that the Commission feels  
44 comfortable with.  
45

46 Commission members discussed how to move forward with this item. There was concern about  
47 lighting of the signs during the evening and would new signage codes make the existing signs non-  
48 compliant. Mr. Astorga noted that some of the possible changes will not be immediate changes and

1 staff was directed to find deficiency in the sign code for the hospital zone.

2  
3 Vice Chair Bell would recommend that Commission provide clear direction to staff and to have  
4 definite sizes allowed if pole signs are allowed.

5  
6 Vice Chair Bell re-opened the **PUBLIC HEARING** at 8:22 p.m.

7  
8 Ms. Ward discussed the challenge of having a large number of tenants in one building and having a  
9 maximum cap for signage. This is a concern for which tenant would have signage in these large  
10 buildings. She also spoke about two possible changes, first one was to keeping signage on the one  
11 primary façade (unless a corner lot) and the 2-secondary façades and have no signage on the rear of  
12 the building near the residential neighborhoods and the second to keep wall signs at 10% and no  
13 64% sq foot maximum cap.

14  
15 Mr. Murri felt that this zone change felt more like a commercial zone change from the hospital  
16 zone.

17  
18 Mr. Densley didn't feel that the City should do one change at a time and would prefer to have the  
19 Planning Commission deal with the entire Hospital zone issues at once. He is concerned about the  
20 night lighting of the signs.

21  
22 Vice Chair Bell re-closed the **PUBLIC HEARING** at 8:30 p.m.

23  
24 Commissioner Jacobs would like to thank the staff in all the work that they have put into this item.

25  
26 The Commission discussed only making changes to the sign code that would remove the maximum  
27 square feet allowed for a wall sign. The Commission felt this was the only change needed at this  
28 time.

29  
30 Commissioner Spratley made a motion to forward a recommendation to City Council of approval  
31 for the Hospital zone sign code 14-19-111 with the conditions to read as follows: The removal of  
32 the maximum of 64 ft on the wall signs.

33  
34 Councilwoman Harris seconded the motion. Voting passed 7-0 with Commission members  
35 Bawden, Bell, Clark, Harris, Jacobs, Monson, and Spratley voting aye.

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37 **6. Consider approval in *written form* of a Variance to allow construction of a single-family**  
38 **dwelling on slopes 30% or greater, located at 2955 S Maple Cove Ln.**

39  
40 Commissioner Spratley made a motion to approve in written form of a Variance to allow  
41 construction of a single-family dwelling on slopes 30% or greater, located at 2955 S Maple Cove  
42 Ln. Commissioner Jacobs seconded the motion.

43  
44 Voting passed 7-0 with Commission members Bawden, Bell, Clark, Harris, Jacobs, Monson, and  
45 Spratley voting aye.

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47 **7. Director's report, review of pending applications and miscellaneous business.**  
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1. Next Planning Commission will be on July 21, 2020.
  - a. Agenda items include Renaissance Lot 13 and Bahr Dermatology.
2. Accessory Dwelling Unit (ADU) Discussion with Administrative Committee.
3. Signage in the Hospital Zone to City Council and additional code changes
4. Short Term Rentals will come to Planning Commission in the Fall.
5. Town Square will be opening with the next 5 weeks.

Chairman Monson ascertained there were no other items to discuss. The meeting was adjourned at 8:41 p.m.

  
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Sean Monson  
Planning Commission Chairman