ADMINISTRATIVE COMMITTEE

Monday, November 19, 2018 5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold its regular meeting in the Conference Room at City Hall, 790 South 100 East, 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 October 22, 2018 and October 29, 2018.
- 3. **PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 114 West 3300 South, Marco and Melynda Geronimo, applicants.
- 4. **PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 2008 Browns Park Drive (1200 East), John Norman, Jr., applicant.
- 5. Miscellaneous business and scheduling.

Chad Wilkinson, City Planner

<u>Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.</u>

Bountiful City Administrative Committee Minutes October 22, 2018

Present: Chairman – Chad Wilkinson; Committee Members – Lloyd Cheney and Dave Badham; Assistant Planner – Curtis Poole; Recording Secretary – Julie Holmgren

1. Welcome and Introductions.

Chairman Wilkinson opened the meeting at 5:00 p.m. and introduced all present.

2. Consider approval of minutes for October 8, 2018.

Mr. Cheney made a motion for approval of the minutes for October 8, 2018. Mr. Badham seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Badham

Motion passed 3-0.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for an Accessory Structure exceeding 10% of lot or parcel area at 150 West 1950 South, Wade and Cindy Longman, applicants.

Wade and Cindy Longman, applicants, were present.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicants are applying for a Conditional Use Permit for the purpose of building an accessory structure which will serve as a garage. The proposed structure will exceed the 10% permitted lot coverage for accessory structures. City Code 14-4-105 §J-2 states accessory structures exceeding 10% of lot coverage may be allowed as a Conditional Use.

The applicant's property is located in the R-4, Single Family Residential zone. The lot is 8,851 square feet (.203 acres) and the home on the lot was built in 1958. The proposed accessory structure is a detached two-car garage measuring 34 feet by 38 feet (1,292 square feet), and covers 14.6% of the total lot area. The proposed structure does not exceed 15% maximum allowed as a Conditional Use. The plans submitted by the applicants for the proposed accessory structure meet all set back standards as required by City Code. Also, the plans do not show any windows or openings on the west of the structure which would open towards the neighboring property.

Based on the above findings, Staff has determined the applicants would comply with requirements of the Conditional Use Permit and recommends approval, with the following conditions:

<u>Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.</u>

- 1. The Accessory Structure shall meet all standards of City Code 14-4-105.
- 2. The applicants shall obtain a building permit.
- 3. The applicants shall follow all IBC building codes.
- 4. The Conditional Use Permit is solely for this site and is non-transferrable.

PUBLIC HEARING: Mr. Wilkinson opened and closed the Public Hearing at 5:03 p.m. with no comments from the public.

Mr. Badham inquired regarding demolition of the current carport and the status of the driveway. A discussion ensued and the Longmans explained that the driveway will be added on to the west of its current location. Mr. Wilkinson reminded the Longmans of the driveway code and the possibility of the future need for an excavation permit. Mr. Badham inquired regarding the use of a breezeway with the project, and Mr. Wilkinson explained that is not allowed but that a detached garage has the advantage of being built closer to interior property lines.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for an Accessory Structure exceeding 10% of lot or parcel area at 150 West 1950 South, Wade and Cindy Longman, applicants. Mr. Badham seconded the motion.

A Mr. Wilkinson
A Mr. Cheney

A Mr. Badham

Motion passed 3-0.

4. Consider approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 1221 South 400 East, Ian Cutler, applicant.

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 1221 South 400 East, Ian Cutler, applicant. Mr. Badham seconded the motion.

A Mr. Wilkinson
A Mr. Cheney

A Mr. Badham

Motion passed 3-0.

5. Miscellaneous business and scheduling.

Mr. Wilkinson announced a pending meeting to be held on October 29, 2018 and ascertained there were no further items of business. The meeting was adjourned at 5:11 p.m.

Chad	Wilkinson	. City Planner	

<u>Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.</u>

Bountiful City Administrative Committee Minutes October 29, 2018

Present: Acting Chairman – Todd Christensen; Committee Member – Dave Badham; Assistant

Planner – Curtis Poole; Recording Secretary – Julie Holmgren

Excused: Chad Wilkinson and Lloyd Cheney

1. Welcome and Introductions.

Acting Chairman Todd Christensen opened the meeting at 5:01 p.m. and introduced all present.

2. Consider approval of minutes for October 22, 2018.

Mr. Christensen tabled approval of minutes for October 22, 2018.

3. Consider approval of a Lot Line Adjustment at 230 South Main Street and 290 South Main Street, Millcreek Storage Unit Partners LLC, applicant.

The applicant, Millcreek Storage Unit Partners, LLC, was not represented at the meeting.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicant is applying for a Lot Line Adjustment between their properties at 230 South Main Street (Millcreek Storage Unit Partners LLC North Lot) and 290 South Main Street (Millcreek Storage Unit Partners LLC South Lot) in Bountiful, Utah. Both properties are located in the DN zone. The purpose of the property line adjustment is to convey 10,608 square feet (0.243 acres), from the applicant's North Lot, to the applicant's South Lot. The adjustment will bring the North Lot to 14,462 square feet (0.332 acres) and the South Lot to 43,189 square feet (0.991 acres). This lot line adjustment does not create a new lot.

There will be no new lots created in this transfer so this does not need to be an amended subdivision plat. On the first plat provided by the applicant, a note was made regarding shared parking access between the two lots, after it was found the lot line adjustment would split an existing parking stall. The applicant will need to either provide evidence of an existing shared access or parking agreement between the two properties or prepare a new parking and access agreement and record the agreement with Davis County.

Based on findings, Staff recommends approval for a lot line adjustment, with the following conditions:

- 1. Complete all redline corrections required on the plat.
- 2. Provide evidence of shared parking agreement between the lots or provide a shared access parking agreement.

<u>Pending minutes have not yet been approved by the Administrative Committee and are</u> subject to change until final approval has been made.

3. The approved lot line adjustment shall be recorded with Davis County.

<u>Note:</u> Approval of the property line adjustment by the City does not act as a conveyance of real property and appropriate conveyance documents must be prepared and recorded by the county.

Mr. Christensen noted that the applicant was not present, but that the item could nevertheless be opened for discussion. Mr. Badham inquired if the bank parking would be impacted by the proposed lot line adjustment. Mr. Poole noted that the proposed shared parking and shared access would accommodate parking for both properties involved. A discussion ensued regarding the importance of the properties having both shared parking and shared access, and also of the importance of a parking agreement being recorded with Davis County.

Mr. Badham made a motion for approval of a Lot Line Adjustment at 230 South Main Street and 290 South Main Street, Millcreek Storage Unit Partners LLC, applicant, and emphasized that evidence of the agreement outlined in condition item #2 be provided, and, per the staff report "Findings," the agreement must provide for shared parking and shared access and be properly recorded with Davis County. Mr. Christensen seconded the motion.

A Mr. Christensen A Mr. Badham

Motion passed 2-0.

4. Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Structure exceeding 10% of lot or parcel area at 150 West 1950 South, Wade and Cindy Longman, applicants.

Mr. Badham made a motion for approval of a Conditional Use Permit, in written form, to allow for an Accessory Structure exceeding 10% of lot or parcel area at 150 West 1950 South, Wade and Cindy Longman, applicants. Mr. Christensen seconded the motion.

A Mr. Christensen Mr. Badham

Motion passed 2-0.

5. Miscellaneous business and scheduling.

Mr. Christensen ascertained there were no further items of business. The meeting was adjourned at 5:22 p.m.

Chad Wilkinson, City Planner	



RANDY C. LEWIS MAYOR

CITY COUNCIL Kendalyn Harris Richard Higginson Beth Holbrook John Marc Knight Chris R. Simonsen

CITY MANAGER Gary R. Hill

Memo

Date:

November 15, 2018

To:

Administrative Committee

From:

Curtis Poole, Assistant Planner

Re:

Staff Report for the Administrative Committee Meeting on Monday, November 19.

2018

Overview

3. PUBLIC HEARING - Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 114 West 3300 South, Marco and Melynda Geronimo, applicants.

Background

The applicants are proposing an Accessory Dwelling Unit as part of their new home construction. The proposed unit will contain a full kitchen, bathroom and half bath, laundry room, living space and a bedroom. The plans submitted show the entrance to the unit in the rear of the home.

Findings

According to City Code, 14-4-124, a Conditional Use Permit for Accessory Dwelling Units (ADU) is required and applicants shall meet all standards of the Code. The plans submitted by the applicants show the proposed home is located in the R-4 Single Family Residential zone and will be a single family dwelling and maintained as such by the applicants. This will be the only ADU and there will be only one utility connection located at this property. According to plans submitted by the applicants, the ADU will be 1029 square feet of the 4657 square foot total living area at this proposed residence, which is less than the 40% standard in the Code. The plans for the proposed residence meet all of the setback and lot building square footage standards. The applicants will meet the minimum parking standard in the Code, requiring at least four parking spaces, as the plans show 4 garage spaces in addition to the driveway. The plans show access to the ADU from the rear of the home giving the proposed home the appearance of a single family dwelling and should have minimal impact on the neighboring properties.

Staff Recommendation

Based upon the above findings, staff has determined the applicants would comply with all requirements for the Conditional Use Permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

- 1. The principal owner(s) of the property must occupy the primary structure.
- 2. The entrance to the accessory dwelling unit must be located on the side or rear of the home and not facing the street in order to maintain the appearance of a single family home.
- 3. The applicants shall provide a complete set of architectural drawings as part of the building permit application.
- 4. The property is to be used only as a single-family use and shall be subject to a deed restriction.
- 5. There will be no separate utility service connections
- 6. The ADU shall meet all the criteria in 14-14-124 of the city Land Use Ordinance.
- 7. The Conditional Use Permit is solely for this property and is non-transferable.

Bountiful Land Use Ordinance

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;
 - 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:
 - An accessory dwelling unit shall be conditionally permitted only within a single-family residential zone, and shall not be permitted in any other zone.
 - It is unlawful to allow, construct, or reside in an accessory dwelling unit within a duplex or multi-family residential building or property.
 - 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.
 - 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.
- 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:
 - 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,
 - 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.
 - Shall not have a room used for sleeping smaller than one hundred twenty (120) square feet, exclusive of any closet or other space,

114 West 3300 South



MEMO

DATE: 10/30/2018

TO: Bountiful City, Administrative Committee

FROM: Marco & Melynda Geronimo

RE: Responses to Bountiful City's Conditional Use Permit Application questions regarding 114 W 3300 S

How does your proposed project fit in with surrounding properties and uses?

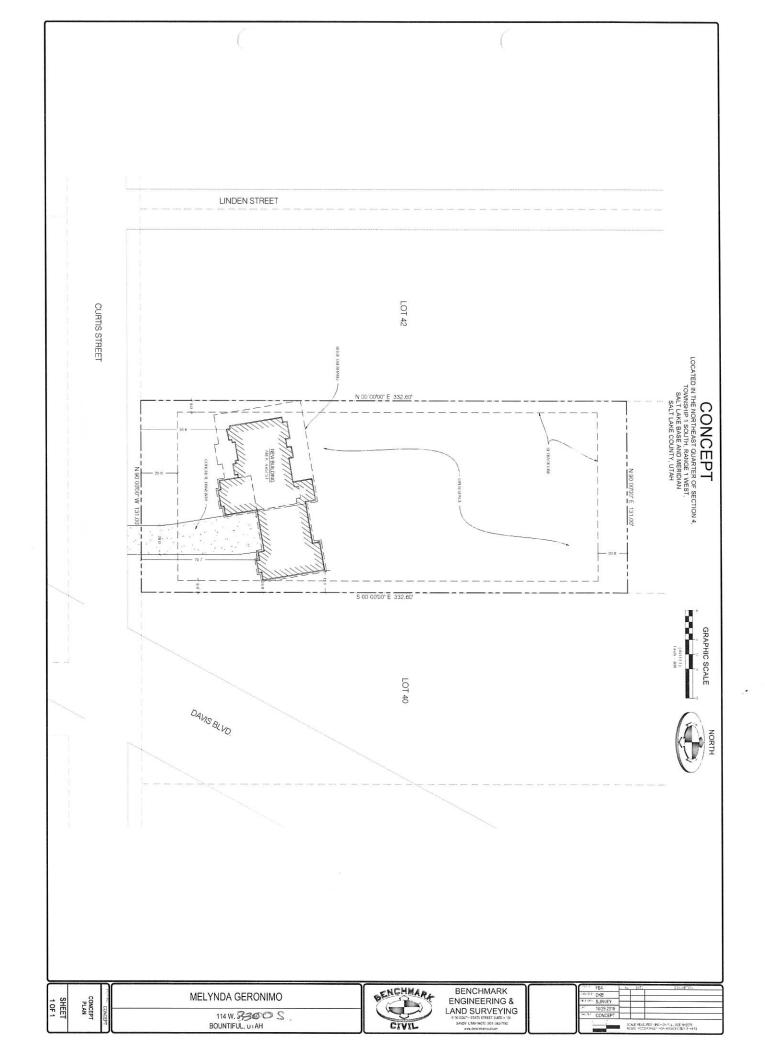
The proposed building is a residential home which is what the surrounding area consists of. The cottage home will be used as the primary residence for Marco's mom, Maria Occhialini. The design of the home will look and feel very much like a single-family residence and not at all like a duplex.

In what ways does the project not fit in with surrounding properties and uses?

Most of the surrounding properties have a single home located on the lot. Technically, we would have two homes that are connected.

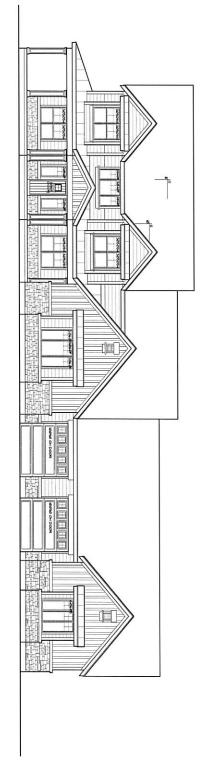
What will you do to mitigate the potential conflicts with surrounding properties and uses?

We are working on a design that makes the two homes look as much like one single home, as possible. The design of the driveway and garage also includes additional parking and space for maneuverability for Maria so there will not be an additional burden on street parking. The style of the home fits well in the neighborhood and the large lot will accommodate both homes.





FRONT ELEVATION



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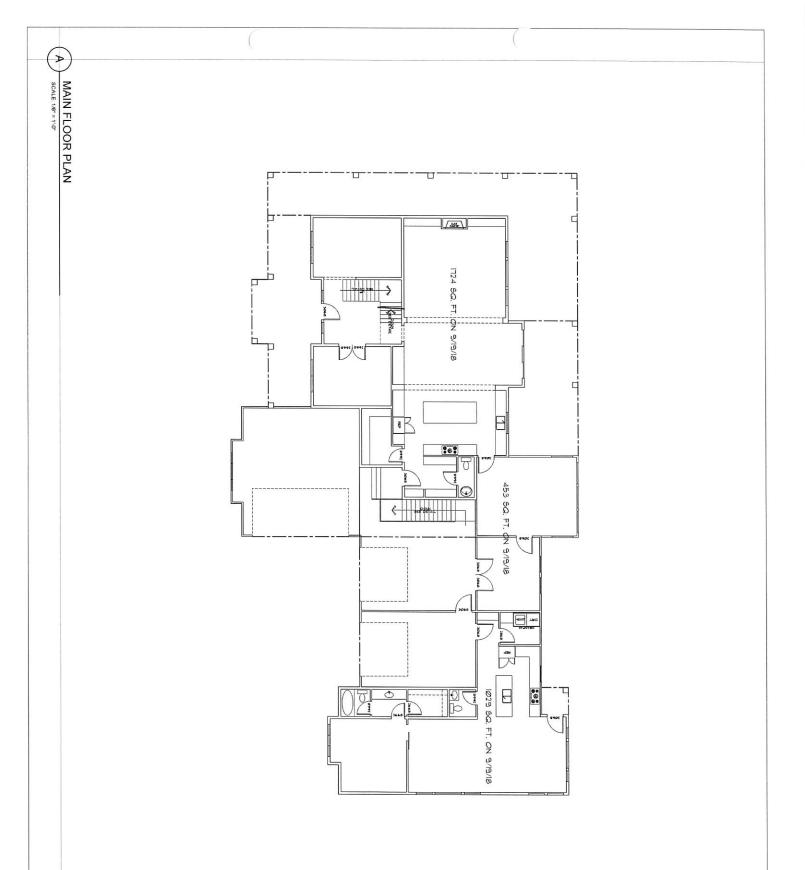
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ORIGINAL RELEASE: JAN 1, 2007

FRONT ELEVATIONS

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ORIGINAL RELEASE: JAN 1, 2007

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CLIENT NAME: MR. AND MRS. CLIENT

ORIGINAL RELEASE: JAN 1, 2007 PLAN NAME: PLAN NAME

MAIN FLOOR WALL FRAMING PLAN

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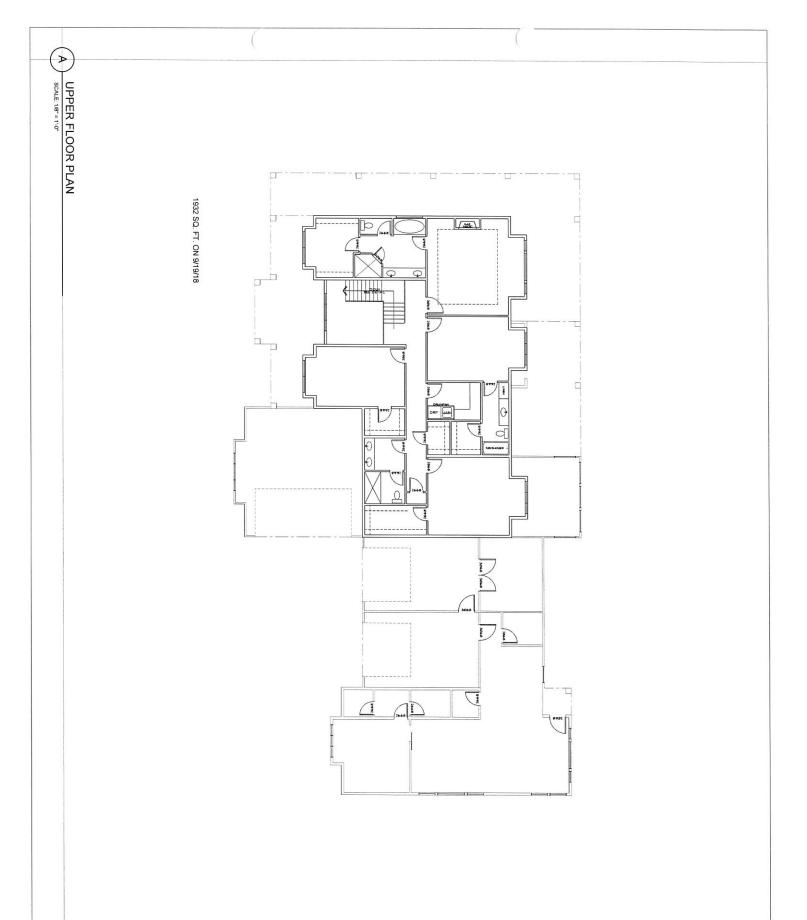
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CLIENT NAME: MR. AND MRS. CLIENT

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UPPER FLOOR PLAN

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> UPPER FLOOR WALL FRAMING PLAN SCALE: 18" = 11-0"

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PROJECT NAME: MR. AND MRS. CLIENT

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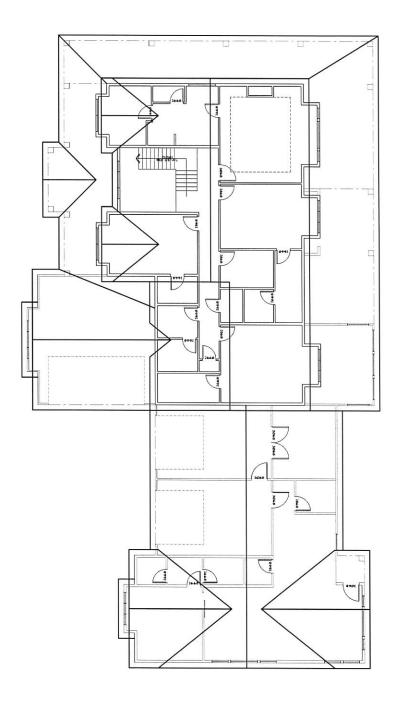
CLIENT NAME: MR. AND MRS. CLIENT

PLAN NAME: PLAN NAME

ORIGINAL RELEASE: JAN 1, 2007

UPPER FLOOR WALL FRAMING PLAN

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PROJECT NAME: MR. AND MRS. CLIENT

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CLIENT NAME: MR. AND MRS. CLIENT

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ROOF FRAMING PLAN

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RANDY C. LEWIS MAYOR

CITY COUNCIL Kendalyn Harris Richard Higginson Beth Holbrook John Marc Knight Chris R. Simonsen

CITY MANAGER Gary R. Hill

Memo

Date: November 14, 2018

To: Administrative Committee From: Curtis Poole, Assistant Planner

Re: Staff Report for the Administrative Committee Meeting on Monday, November 19,

2018

Overview

4. PUBLIC HEARING - Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 2008 Browns Park Drive (1200 East), John Norman, Jr., applicant.

Background

The applicant is proposing an Accessory Dwelling Unit in the basement of their home. The proposed unit will contain a full kitchen, bathroom, a living space and a bedroom. The plans show there is an internal connection between the primary residence and the accessory dwelling unit as well as sliding glass doors which can be accessed from the rear of the home.

Findings

According to City Code, 14-4-124, a Conditional Use Permit for Accessory Dwelling Units (ADU) is required and applicants shall meet all standards of the Code. The plans submitted by the applicant show the home is located in the R-4 Single Family Residential zone and is a single family dwelling and will be maintained as such by the applicant. This will be the only ADU and there will be one utility connection located at this property. The ADU will be 850 square feet of the 3600 square foot total living area at this residence, which is less than the 40% standard in the Code. The primary structure meets all of the setback and lot building square footage requirements. The applicant will meet the minimum parking standard in the Code, requiring at least four parking spaces and at least 2 will be in the existing garage. As the ADU can be accessed from the interior of the exiting home, or through the rear sliding glass doors, it will continue the appearance of a single family dwelling and should have minimal impact on the neighboring properties.

Staff Recommendation

Based upon the above findings, staff has determined the applicant would comply with all requirements for the Conditional Use Permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

- 1. The principal owner(s) of the property must occupy the primary structure.
- 2. The entrance to the accessory dwelling unit must be located on the side or rear of the home and not facing the street in order to maintain the appearance of a single family home.
- 3. The property is to be used only as a single-family use and shall be subject to a deed restriction.
- 4. There will be no separate utility service connections
- 5. The ADU shall meet all the criteria in 14-14-124 of the city Land Use Ordinance
- 6. The Conditional Use Permit is solely for this property and is non-transferable.

Bountiful Land Use Ordinance

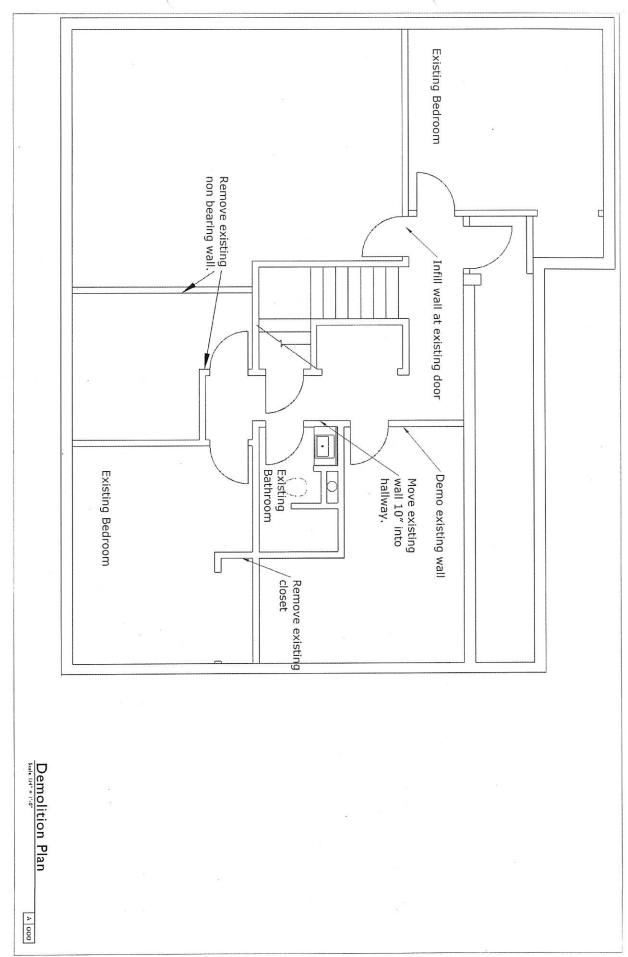
14-14-124 ACCESSORY DWELLING UNIT

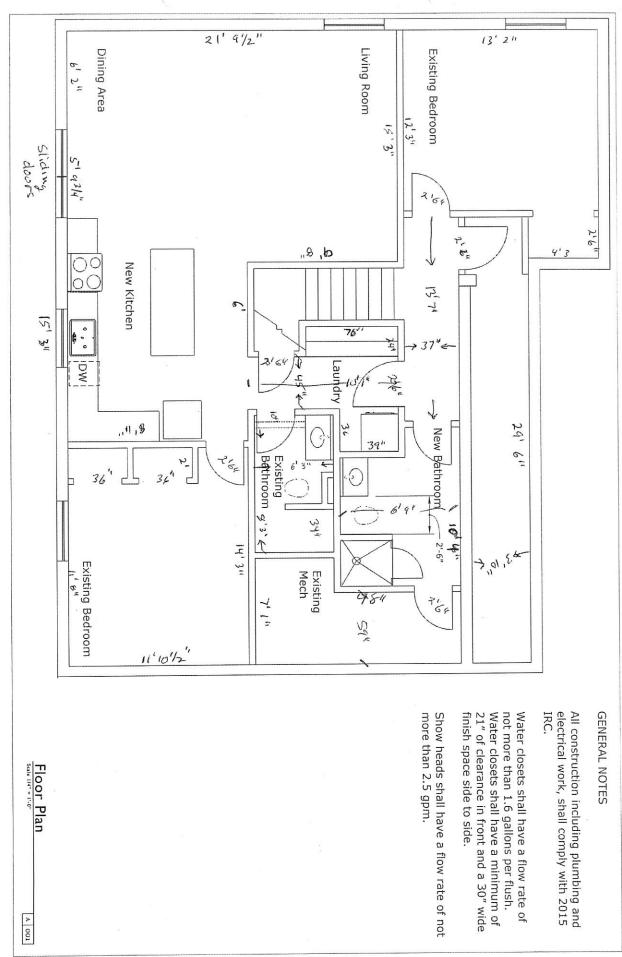
- A. Purpose: The city recognizes that accessory dwelling units (ADUs) in single-family residential zones can be an important tool in the overall housing plan for the city. The purposes of the ADU standards of this code are to:
 - Allow opportunities for property owners to provide social or personal support for family members where independent living is desirable;
 - 2. Provide for affordable housing opportunities;
 - 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;
 - 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.
 - It is unlawful to allow, construct, or reside in an accessory dwelling unit within a duplex or multi-family residential building or property.
 - 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.
 - 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.

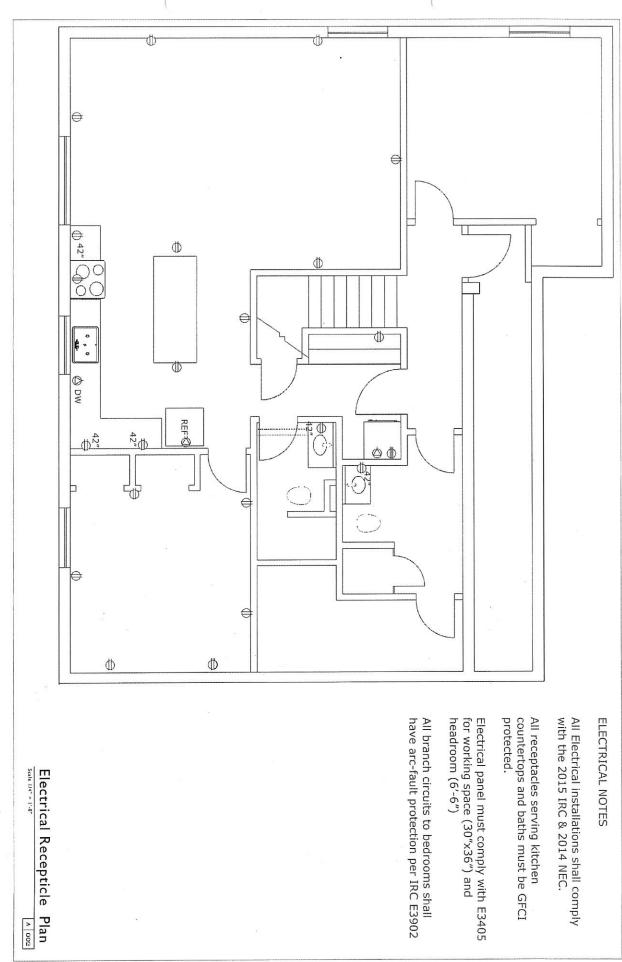
- 6. A deed restriction limiting the use of a property to a single-family use, prepared and signed by the Bountiful City Planning Director and all owners of the property on which an accessory dwelling unit is located, shall be recorded with the Davis County Recorder's Office prior to occupancy of the 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:
 - 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,
 - Shall meet all of the requirements of the International Building Code relating to dwelling units,
 - 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,

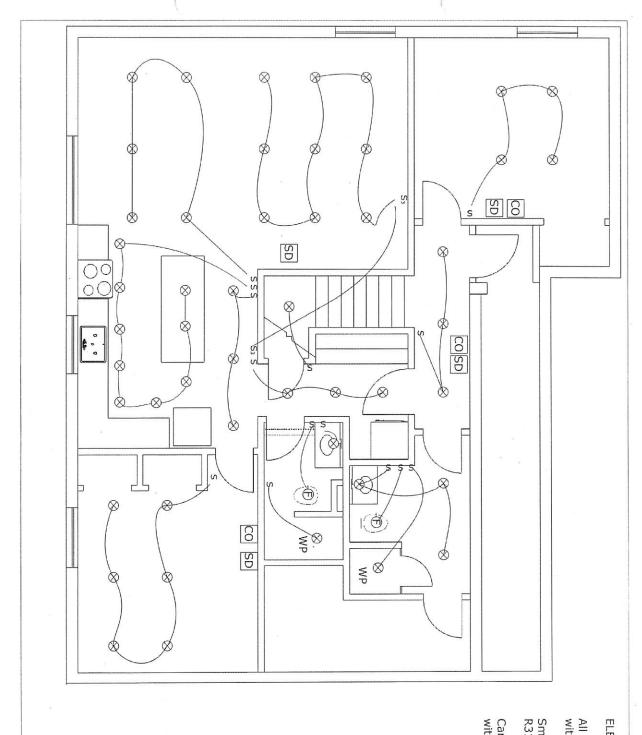
2008 Browns Park Drive (1200 East)











ELECTRICAL NOTES

All Electrical installations shall comply with the 2015 IRC & 2014 NEC.

Smoke detectors shall conform to IRC R314

Carbon Monoxide detectors shall comply with IRC R314

Electrical Lighting Plan