

ADMINISTRATIVE COMMITTEE
Monday, December 23, 2019
5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold its regular meeting in the Conference Room at **Bountiful City Offices, 150 North Main Street, Suite 103**, 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 December 16, 2019.
3. Consider approval of a Lot Line Adjustment at 1088 East 400 North and 352 North Davis Boulevard, Neal & Rebekah Hoopes and Joan Peterson, applicants.
4. Miscellaneous business and scheduling.



Francisco Astorga, Planning Director

**Bountiful City
Administrative Committee Minutes
December 16, 2019**

Present: Chairman – Francisco Astorga; Committee Member – Brad Clawson; Assistant Planner – Curtis Poole; Recording Secretary – Julie Holmgren

Absent: Committee Member – Dave Badham

1. Welcome and Introductions.

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

2. Consider approval of minutes for November 18, 2019.

Mr. Clawson made a motion to approve the minutes for November 18, 2019. Mr. Astorga seconded the motion.

 A Mr. Astorga
 A Mr. Clawson

Motion passed 2-0.

3. Consider approval of the 2020 Administrative Committee meeting schedule.

Julie Holmgren presented the staff report (the full staff report follows).

Under Utah Code Section 52-4-202 of the Utah Code (in the Open & Public Meetings Act), the Administrative Committee “shall give public notice at least once each year of its annual meeting schedule,” and “shall specify the date, time, and place of the scheduled meetings.”

The Administrative Committee is to meet as necessary to consider matters within its jurisdiction. Traditionally the Administrative Committee has met Monday evenings at 5:00 p.m., as needed. Staff recommends maintaining the current schedule.

The Public Notice given here announces that Bountiful City Administrative Committee meetings “shall take place Mondays as needed.” However, it notes that there will be no meetings on holidays designated by Bountiful City for its employees.

This Public Notice has been reviewed by the City Attorney.

It is recommended that the Administrative Committee approve the Public Notice of Bountiful City Administrative Committee Meetings in 2020, and meet on Mondays at 5:00 p.m, except holidays designated by Bountiful City for its employees.

Mr. Clawson made a motion to approve the 2020 Administrative Committee meeting schedule. Mr. Astorga seconded the motion.

A Mr. Astorga
A Mr. Clawson

Motion passed 2-0.

4. Consider approval of a Lot Line Adjustment at 371 North 800 East and 377 North 800 East, Bountiful City and Elaine Steele, applicants.

Todd Christensen, Bountiful City Staff Engineer, was present.

Curtis Poole presented the staff report (the full staff report follows).

Consider approval of a Lot Line Adjustment between 371 North 800 East and 377 North 800 East, Bountiful City and Elaine Steele, Applicants.

The Applicants, Bountiful City and Elaine Steele, are requesting a Lot Line Adjustment between their two properties located at 371 North 800 East and 377 North 800 East. Both properties, shown as Parcel 1 (Steele Property) and Parcel 2 (City Property), are located in the R-4 Single-Family Zone. The purpose of the adjustment is to convey a portion of Parcel 2 to Parcel 1. Parcel 2 will convey 551 square feet (0.0127 acres), shown as Parcel A, to Parcel 1. The adjustment will bring Parcel 1 to 11,456 square feet (.283 acres) and Parcel 2 to 12,197 square feet (.280 acres).

The property to be exchanged is a portion of the property formerly occupied by a culinary water reservoir which was operated by Bountiful City. Easements for both properties will remain as currently shown.

1. No new lots were created in this conveyance therefore an amended subdivision plat will not be necessary.
2. No new building permits have been issued or proposed.

Based on the above findings, Staff recommends approval of the Lot Line Adjustment, with the following conditions:

1. Complete any redline corrections required on the plat.
2. The approved Lot Line Adjustment shall be recorded with Davis County.

Note: 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 by the applicant and recorded by the County.

Mr. Christensen noted that the sidewalk view of the property gives the appearance that the lot line has already taken place (i.e. power pole placement, side lot improvements by Ms. Steele, and a city-replaced tree), and the City's Engineering Department determined that the lot line adjustment will more accurately reflect this street view.

Mr. Clawson made a motion to approve a Lot Line Adjustment at 371 North 800 East and 377 North 800 East, Bountiful City and Elaine Steele, applicants. Mr. Astorga seconded the motion.

A Mr. Astorga
A Mr. Clawson

Motion passed 2-0.

5. **Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 66 East 1200 South, Todd Willey, applicant.**

Mr. Clawson made a motion for approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 66 East 1200 South, Todd Willey, applicant. Mr. Astorga seconded the motion.

A Mr. Astorga
A Mr. Clawson

Motion passed 2-0.

6. **Miscellaneous business and scheduling.**

Mr. Astorga noted that the next meeting will be held on December 23, 2019 and ascertained there were no further items of business. The meeting was adjourned at 5:08 p.m.

Francisco Astorga, Planning Director

PENDING APPROVAL



RANDY C. LEWIS
MAYOR

CITY COUNCIL
Kate Bradshaw
Kendalyn Harris
Richard Higginson
John Marc Knight
Chris R. Simonsen

CITY MANAGER
Gary R. Hill

Memo

Date: December 18, 2019
To: Administrative Committee
From: Curtis Poole, Assistant City Planner
Re: Lot Line Adjustment between 1088 East 400 North and 352 North Davis Boulevard

Overview

Consider approval of a Lot Line Adjustment between 1088 East 400 North and 352 North Davis Boulevard, Neal and Rebekah Hoopes and Joan Peterson, Applicants.

Background

The Applicants, Neal and Rebekah Hoopes and Joan Peterson, are requesting a Lot Line Adjustment between their two properties located at 1088 East 400 North and 352 North Davis Boulevard. Both properties, shown as Lot 1 (Hoopes' Property) and Lot 4 (Peterson's Property), are located in the R-3 Single-Family Zone. The purpose of the adjustment is to convey a portion of Lot 1 to Lot 4 and a portion of Lot 4 to Lot 1. Lot 1 will convey 355 square feet (0.008 acres), shown as Parcel A, to Lot 4. Lot 4 will convey 288 square feet (0.007 acres), shown as Parcel B, to Lot 1. The adjustment will bring Lot 1 to 23,000 square feet (0.528 acres) and Lot 4 to 20,691 square feet (.475 acres). Public Utility Easements will not be affected with the Lot Line Adjustment.

Findings

1. No new lots were created in this conveyance therefore an amended subdivision plat will not be necessary.
2. No new building permits have been issued or proposed.

Staff Recommendation

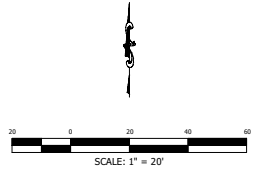
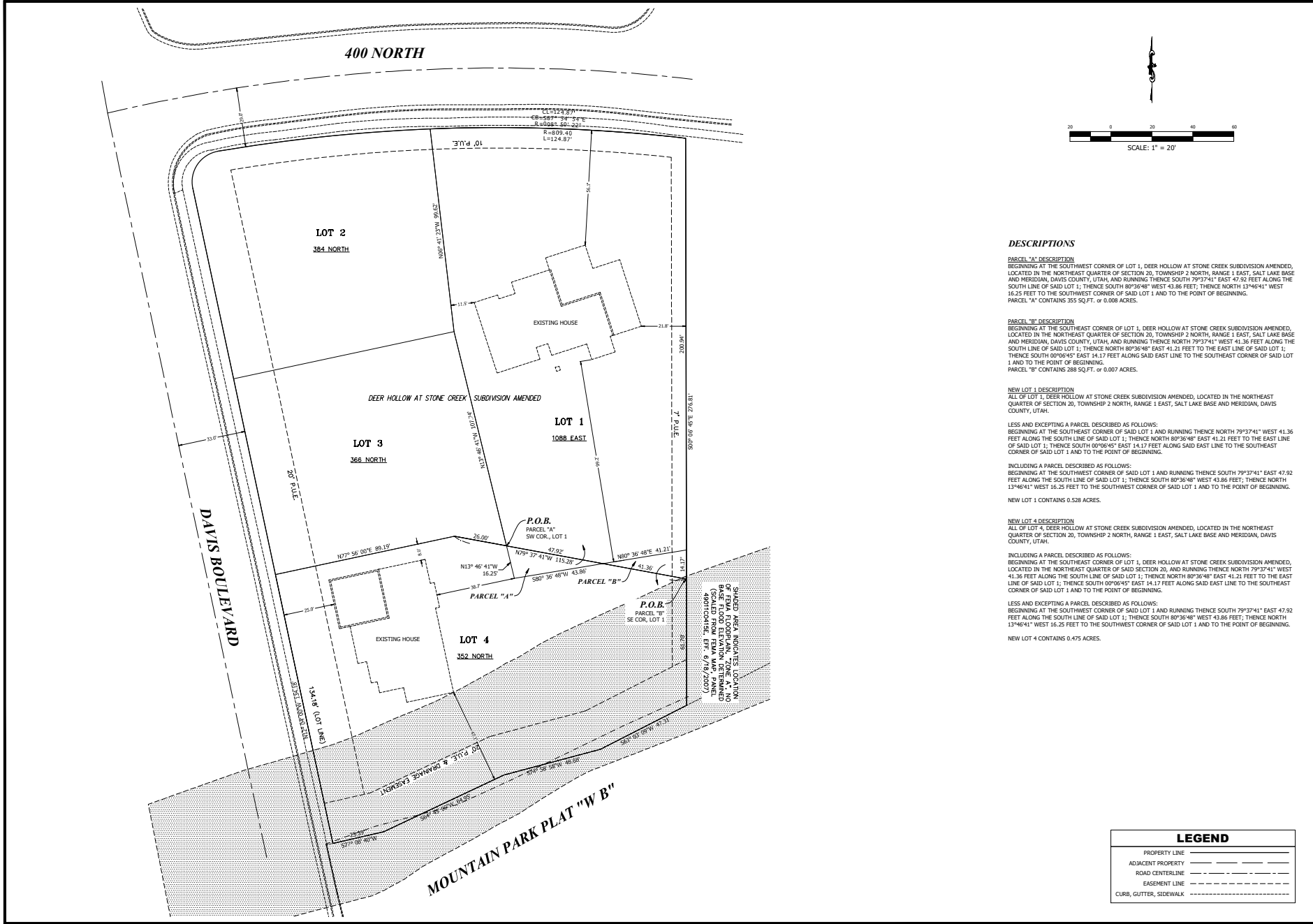
Based on the above findings, Staff recommends approval of the Lot Line Adjustment, with the following conditions:

1. Complete any redline corrections required on the plat.
2. The approved Lot Line Adjustment shall be recorded with Davis County.

Note: 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 by the applicant and recorded by the County.

Aerial Map





DESCRIPTIONS

PARCEL "A" DESCRIPTION
 BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED, LOCATED IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AND RUNNING THENCE SOUTH 79°37'41" EAST 47.92 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE SOUTH 80°36'48" WEST 43.86 FEET; THENCE NORTH 13°46'41" WEST 16.25 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.
 PARCEL "A" CONTAINS 355 SQ.FT. or 0.008 ACRES.

PARCEL "B" DESCRIPTION
 BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED, LOCATED IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AND RUNNING THENCE NORTH 79°37'41" WEST 41.36 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE NORTH 80°36'48" EAST 41.21 FEET TO THE EAST LINE OF SAID LOT 1; THENCE SOUTH 00°06'45" EAST 14.17 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.
 PARCEL "B" CONTAINS 288 SQ.FT. or 0.007 ACRES.

NEW LOT 1 DESCRIPTION
 ALL OF LOT 1, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED, LOCATED IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH.

LESS AND EXCEPTING A PARCEL DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1 AND RUNNING THENCE NORTH 79°37'41" WEST 41.36 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE NORTH 80°36'48" EAST 41.21 FEET TO THE EAST LINE OF SAID LOT 1; THENCE SOUTH 00°06'45" EAST 14.17 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.

INCLUDING A PARCEL DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1 AND RUNNING THENCE SOUTH 79°37'41" EAST 47.92 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE SOUTH 80°36'48" WEST 43.86 FEET; THENCE NORTH 13°46'41" WEST 16.25 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.

NEW LOT 1 CONTAINS 0.528 ACRES.

NEW LOT 4 DESCRIPTION
 ALL OF LOT 4, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED, LOCATED IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH.

INCLUDING A PARCEL DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED, LOCATED IN THE NORTHEAST QUARTER OF SAID SECTION 20, AND RUNNING THENCE NORTH 79°37'41" WEST 41.36 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE NORTH 80°36'48" EAST 41.21 FEET TO THE EAST LINE OF SAID LOT 1; THENCE SOUTH 00°06'45" EAST 14.17 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.

LESS AND EXCEPTING A PARCEL DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1 AND RUNNING THENCE SOUTH 79°37'41" EAST 47.92 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE SOUTH 80°36'48" WEST 43.86 FEET; THENCE NORTH 13°46'41" WEST 16.25 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1 AND TO THE POINT OF BEGINNING.

NEW LOT 4 CONTAINS 0.475 ACRES.

LEGEND	
PROPERTY LINE	---
ADJACENT PROPERTY	---
ROAD CENTERLINE	---
EASEMENT LINE	---
CURB, GUTTER, SIDEWALK	---

1470 South 600 West
 Woods Cross, UT 84010
 Phone 801.298.2236
 www.Entellus.com



PRELIMINARY
 CONSTRUCTION

Client: NEAL HOOPES
 Contact: --
 Phone #: --
 Address: --
 Email: --

NEAL HOOPES
 1088 EAST 400 NORTH STREET AND 352 NORTH DAVIS BOULEVARD
 LOT 1 AND LOT 4, DEER HOLLOW AT STONE CREEK SUBDIVISION AMENDED
 LOCATED IN THE NE 1/4 OF SECTION 20, T. 2N., R. 1E., S.L.R. & M.
 BOUNTIFUL CITY, DAVIS COUNTY, UTAH

REVISION	DATE	BY	REVISION	DATE	BY

DRAWN: JRC
 APPROVED: JRC
 PROJECT NO: 1839001
 EXHIBIT 1839001.dwg

C201
 BOUNDARY EXHIBIT