

**BOUNTIFUL CITY
PLANNING COMMISSION AGENDA
TUESDAY, FEBRUARY 17, 2026
6:30 P.M.**



Notice is hereby given that the Bountiful City Planning Commission will hold a meeting in the Council Chambers, Bountiful City Hall, located at 795 South Main Street, Bountiful, Utah, 84010, on the date and time provided. The public is invited to attend.

1. Welcome
2. Meeting Minutes from February 3, 2026
 - Review
 - Action
3. Architectural Site Plan for a Vehicle Service Business at 320 South 200 West
 - Review
 - Recommendation
4. Conditional Use Permit for a Vehicle Service Business 320 South 200 West
 - Review
 - Public Hearing
 - Action
5. Subdivision Amendment 1466 E 250 N
 - Review
 - Public Hearing
 - Action
6. Land Use Text Amendment to the Commercial Zone for Change of Use Site Plan Approval
 - Review
 - Public Hearing
 - Recommendation
7. Adjourn

**DRAFT Minutes of the
BOUNTIFUL CITY PLANNING COMMISSION
Tuesday, February 3, 2026 - 6:30 p.m.**

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

City Council Chambers

795 South Main Street, Bountiful, Utah 84010

Present: Planning Commission Aaron Arbuckle, Lynn Jacobs, Sean Monson
Beverly Ward, and Beth Child

Planning Director	Francisco Astorga
City Engineer	Lloyd Cheney
Assistant City Attorney	Aaron Nielsen
Recording Secretary	Rachel Coleman
Senior Planner	Amber Corbridge

Excused: Planning Commission Chair Alan Bott and Vice Chair Krissy Gilmore
Assistant Planner Chaz Leech
City Attorney Bradley Jeppson

1. Welcome

Planning Director Astorga notified the Commission that the Chair and Vice Chair were excused.

Commissioner Ward motioned to appoint Commissioner Jacobs as the Temporary Chair for the meeting. Commissioner Child seconded the motion. The motion passed unanimously, with Commissioners Arbuckle, Jacobs, Monson, Ward, and Child voting in favor. Commissioner Jacobs accepted the temporary appointment with excitement.

Temporary Chair Lynn Jacobs called the meeting to order at 6:30 p.m. and welcomed everyone.

2. Meeting Minutes from January 20, 2026

Commissioner Child made a motion to approve the minutes from January 20, 2026. Commissioner Ward seconded the motion. The motion was unanimously approved by Commissioners Arbuckle, Jacobs, Monson, Ward, and Child voting in favor.

3. Variance Request to Allow a Single-Family Dwelling to Develop a Retaining Wall on Slopes over 30% at 3285 South Sunset Loop Road

Senior Planner Amber Corbridge presented the item as outlined in the packet.

Temporary Chair Jacobs inquired about the prior variance and the specific approvals granted.

47 Senior Planner Corbridge said a variance was approved for the driveway to cross the steep slope
48 and for an easement that encroached onto the neighboring property.

49
50 City Engineer Cheney noted an additional change. In the original site plan, the applicant
51 proposed a retaining wall on the inside of the driveway. In the proposed plan, that retaining wall
52 has been removed. Overall, this is a reconfiguration of the retaining walls with only minor
53 impacts to steep slopes, but because a variance was involved, it required Commission review.

54
55 Commissioner Ward asked staff if there were two retaining walls in the steepest portion of the
56 site. Senior Planner Corbridge confirmed that one is in the upper portion and another along the
57 frontage. Commissioner Ward stated the existing wall height was minimal while the proposed
58 wall appears to be more substantial.

59
60 Temporary Chair Jacobs opened the public hearing at 6:36 pm.

61
62 Mr. Bill Richter, who resides at 454 Summerwood Circle, asked the Commission if the proposed
63 item required another public hearing and whether a decision could be made tonight.

64
65 Temporary Chair Jacobs stated the current meeting was the public hearing, would not require a
66 City Council hearing, and that a decision would be made tonight.

67
68 Mr. Bill Richter, the contractor for the retaining wall built along the front of the property, said he
69 understood construction was halted because a retaining wall was built too close to the curb,
70 within the ten-foot road easement. He asked the Commission to grant a variance tonight so
71 construction for a retaining wall can proceed along the frontage of the property.

72
73 Temporary Chair Jacobs said the variance to which Mr. Richter referred was previously approved
74 and that tonight's variance relates to revisions shown in the updated plans.

75
76 City Engineer Cheney said Mr. Richter's work did not match the work approved originally.

77
78 Temporary Chair Jacobs reaffirmed that a variance had previously been approved for a retaining
79 wall along the frontage of the property.

80
81 Temporary Chair Jacobs closed the public hearing at 6:39 pm.

82
83 Commissioner Monson asked staff to clarify what Mr. Richter meant when he referred to a
84 violation.

85
86 City Engineer Cheney said the wall constructed was approximately three feet behind the curb,
87 within the public-right-of-way. Additionally, the 10-foot-tall retaining wall exceeded the
88 permitted height.

89

90 Temporary Chair Jacobs asked if the issue had been resolved. City Engineer Cheney confirmed
91 the applicant is now aware of the required setbacks.

92
93 Commissioner Monson asked if the retaining wall is being rebuilt; City Engineer Cheney
94 confirmed that it is.

95
96 Commissioner Ward said the retaining walls are necessary to protect the roadway given how
97 steep the slope is near the road.

98
99 Temporary Chair Jacobs asked if staff reviewed plans for the retaining wall. City Engineer
100 Cheney said that staff has no objection to the proposed modification and stressed the importance
101 of compliance moving forward.

102
103 Commissioner Monson motioned to approve the Variance Request to Allow a Single-Family
104 Dwelling to Develop a Retaining Wall on Slopes over 30% at 3285 South Sunset Loop Road.
105 Commissioner Arbuckle seconded the motion. The motion was unanimously approved with
106 Commissioners Ward, Jacobs, Child, Arbuckle, and Monson voting “aye.”

107
108 **4. Staff Report**

109
110 Planning Director Astorga introduced Aaron Nielsen, Assistant City Attorney, in attendance,
111 covering for City Attorney Brad Jeppsen and introduced Wendy Schneider as the new
112 Administrative Assistant and Business License Coordinator.

113
114 **5. Adjourn**

115
116 Temporary Chair Jacobs adjourned the meeting at 6:45 p.m.

Planning Commission Staff Report

Subject: Conditional Use Permit / Architectural and Site Plan Review for a Vehicle Service Business at 320 South 200 West

Author: Chaz Leech, Assistant Planner

Date: February 17, 2026



Background

The applicant, KC Haslam, has submitted applications for **Architectural and Site Plan Review and a Conditional Use Permit** (CUP) to operate a vehicle service business at 320 South 200 West. The property is zoned C-G (General Commercial) where this proposed use is listed as a conditional use pursuant to [§ 14-6-103](#) of the Bountiful City Code.

The property was previously occupied by Diamond Rental, an equipment and tool rental business serving contractors and the general public.



Figure 1. Aerial Image of 320 S 200 W (Nearmap, September 2025)

Analysis

Change of Use

This proposed use is considered a change of use, and requires Site Plan Approval pursuant to [§ 14-6-111](#) of the Bountiful City Code. The applicant has declared that the proposed business will specialize in window tinting, paint protection film (PPF), vinyl wrapping, and cosmetic film installation.

The Planning Commission must determine whether the proposed change of use and existing site are consistent with the purpose and objectives of the Land Use Code ([§ 14-2-301](#)). The purpose of the architectural and site plan review and approval process is:

1. To determine compliance with the Land Use Code
2. To promote the orderly and safe development of land in the City
3. To implement the policies and goals established in the Bountiful City General Plan
4. To promote the orderly layout of buildings, landscaping, walkways, lighting, and other site improvements.

The architectural and site plans have been reviewed by staff. The intensity of the proposed use is comparable to the former use and does not affect the site's setbacks, height, landscaping, screening, parking, loading, lighting, or other applicable development standards. The existing structure is approximately 4,885 square feet and has four (4) service bays. Pursuant to § 14-18-107, the proposed use requires twelve (12) parking spaces. According to the submitted site plan, fifteen (15) parking spaces are provided, which exceeds the minimum requirement.

The existing structure does not meet the required side setback of ten (10) feet. Additionally, the existing structure does not meet the minimum building separation standards outlined in [§ 14-6-108](#). These legal nonconforming conditions may continue provided no structural expansions or enlargements are proposed. No additions or expansions to the building are proposed. The applicant proposes only repainting the exterior and perform minor interior cosmetic improvements.

The proposed vehicle service business supports General Plan goals by reinvesting in an existing commercial building, strengthening the 200 West corridor, improving site appearance through required landscaping, and contributing to the mix of service-oriented businesses. The proposal aligns with the Corridor Commercial Place Type by reinforcing the area's commercial character and promoting the efficient reuse of existing buildings consistent with the City's land use and economic development strategies.

Existing developments, such as this site, require a lesser review when the proposal meets criteria outlined in [§ 14-2-304\(B\)](#):

1. The site is an existing development
2. The change of use does not include significant work including additions, remodels, structure modifications, etc.
3. The intensity of the use is comparable or less to the former use in terms of parking, screening, utility capacity, etc.



Figure 2: Exterior of Existing Building

Analysis

Conditional Use Permit (CUP)

Under Bountiful City Land Use Code § 14-2-506, a CUP shall be approved if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards. The Planning Commission must consider:

1. *The location of the proposed use in relation to other existing uses in the general vicinity;*
2. *The effects of the proposed use and accompanying improvements on existing developments; and*
3. *The appropriate buffering of uses and buildings, proper parking and traffic circulation, and the use of building materials and landscaping that are in harmony with the area.*

Evaluation:

1. Location Relative to Surrounding Uses

The proposed use is consistent with adjacent and nearby businesses. The applicant has stated that the vehicle service business will improve the appearance of the property and may contribute to increased activity along the corridor.

Finding: The proposed use is compatible with surrounding properties. No unique location-based impacts have been identified that cannot be mitigated through standard conditions of approval.

2. Effects on Existing Developments

All services will occur fully indoors. The applicant states that the work performed involves low noise levels, is non-mechanical, and will not involve hazardous waste or heavy machinery. Accordingly, the proposed operations are anticipated to have minimal impact on surrounding properties.

Finding: Potential operational impacts are minimal and can be mitigated through compliance with standard conditions of approval and applicable City regulations.

3. Buffering, Circulation, and Design Harmony - Impacts Mitigated

Proposed changes to the structure and site are minor and primarily cosmetic. The applicant proposes to repaint the exterior of the existing building and make minor interior operational improvements. Existing parking, access, and site circulation will remain unchanged.

Finding: Adequate buffering, access, and circulation currently exist. The building scale, materials, and site configuration remain consistent with surrounding development. All reasonably anticipated detrimental effects can be mitigated through standard conditions of approval.

The CUP review evaluates overall compatibility and mitigation of potential impacts. Staff finds that the proposed CUP satisfies the standards of Bountiful City Land Use Code § 14-2-506. The reasonably anticipated detrimental effects of the proposed use are, or can be, mitigated through compliance with department review comments and ongoing operational standards. Approval subject to staff-recommended conditions will ensure continued compatibility with the surrounding commercial area.

Summary

As conditions of approval for both architectural and site plan review and the CUP, staff recommends that the applicant rehabilitate the existing landscaping within the park strip and along the sidewalk facing 200 West. The applicant would also be required to install additional landscaping along the western and southern property boundaries adjacent to the residential zone, including areas of the site that are currently undeveloped.

Additionally, applicant would be required to restripe the portion of the parking lot located west of the existing fence and gate to clearly delineate the required parking spaces.

Note: Proposed alterations, modifications, or changes may be approved by the Planning Commission only if the proposed alteration, modification or change does not increase the degree of the existing nonconformity, is in harmony with the surrounding neighborhood and is consistent with the General Plan. (Bountiful City Code § [14-2-402.C](#))

Department Review

This staff report was prepared by the Assistant Planner and reviewed by the City Engineer, City Attorney, and Planning Director.

Significant Impacts

No significant adverse impacts have been identified. The proposal complies with applicable Site Plan and CUP standards, and potential impacts are mitigated through conditions of approval.

Recommendation

Staff recommends that the Planning Commission review and approve the Conditional Use Permit for a vehicle service business (specializing in window tinting, paint protection film, vinyl wrapping, cosmetic film installation, etc.) at 320 South 200 West, subject to the following conditions, and forward a positive recommendation to the City Council for approval of the Final Architectural and Site Plan application. Staff suggest two (2) separate motions.

1. The applicant shall rehabilitate and install landscaping along the 200 West frontage, including the park strip and existing landscape areas between the building and the property line.
2. The applicant shall stripe or re-stripe the existing parking spaces to clearly delineate all required on-site parking stalls.
3. The applicant provide an adequate sized, on-site, screened refuse container maintained in an approved location in compliance with City standards.
4. The applicant shall provide landscaping along the southern and western property boundaries to provide screening adjacent to the abutting residential zone.
5. The applicant shall obtain all applicable and necessary building permits and approvals for remodels, signage, etc.
6. The use shall comply with all applicable requirements of the Bountiful City Land Use Code and ongoing operational standards.

7. Any modifications to the approved site plan or use shall require review and approval in accordance with the Bountiful City Land Use Code.
8. Approval of the Conditional Use Permit is contingent upon approval of the Final Architectural and Site Plan by the City Council. If the Site Plan is not approved, the Conditional Use Permit shall be null and void.

Attachments

1. Applicant Statement
2. Statement of Intent
3. Site Plan with Staff Comments
4. Landscape Plan with Staff Comments
5. Proposed Floor Plan
6. CUP Questions & Responses



December 11, 2025

Bountiful City
Planning Department
795 South Main Street
Bountiful, Utah 84010
Sent Via Electronic Copy

RE: Site Plan Approval Additional Comments | 320 South 200 West, Bountiful, Utah 84010

To Whom It May Concern:

With regards to the Site Plan Approval and additional documentation required by the city, here are some helping insights and clear points that will help push this process, deal, and approval process forward.

The applicant, KC Haslam with Revolutionary Rides is requesting an approval to operate his business at 320 South 200 West (formally known as the Diamond Rental Building). As staff is aware, Diamond Rental was a heavy commercial use, and Revolutionary Rides is not. They are a very standard and great commercial use that has no “heavy commercial” component that would impede approving their use and a business license.

In the attachments with the site plan drawings and information outlined, you will find that Revolutionary Rides is not modifying, adding structures or anything that would require a change of use. The business and use fits naturally with the surrounding area. They will help refresh and elevate the look of the property while bringing steady customers back into the neighborhood. That added activity will support the nearby businesses and help breathe new life into the area.

There are no requirements for Civil Plans since the building is built and no modifications will be made to any of the dirt or building, nor the topography. (No impact).

The Architectural and Elevations will remain as is.

There is no need for a Code Analysis Sheet since nothing is changing.

The landscaping already at the property that has been there for many years will not change besides simply dressing up the areas of landscape with removing overgrown bushes and removing the weeds that have been an eye sore to the property. They recently have newly paved asphalt in the front area of the building, which has made a drastic positive change for the look of the property.

The floorplan(s) will not be modified. There will be simple cosmetic changes to the interior but not structural modifications that would require any sort of city approval.

Revolutionary Rides will paint the exterior of the building (for cosmetic and “refresh” purposes only) to make the property look newer and show much better for its appearance. Revolutionary Rides has always agreed to get the paint color approved by the Owner of the property and based on city standard.

The Pedestrian Circulation Plan will not be modified and its shown in the attachment that it has and will have plenty of areas for employees and customers to remain safe.

Outdoor lighting is plenty sufficient already on the property in the areas indicated on the attachment and will not be modified.

REQUEST FOR RECONSIDERATION OF ZONING DECISION

Revolutionary Rides – Window Tinting & PPF Shop

Applicant: KC Haslam

Address: 320 South 200 West, Bountiful, UT

Zoning: C-G (General Commercial)

1. Clarification of Our Actual Business Operations

Our business specializes in window tinting, paint protection film (PPF), vinyl wrapping, and cosmetic automotive film installation. All services are fully indoors, low-noise, non-mechanical, and do not involve hazardous waste or heavy machinery. We do not perform engine work, mechanical repair, body work, or any heavy automotive services.

2. Compatibility With Surrounding Commercial Uses

Our operations are fully compatible with surrounding commercial uses. We have minimal customer traffic, no outdoor work, no fumes, no loud noise, and no outdoor vehicle storage. All work occurs inside, ensuring a clean, professional, low-impact environment.

3. Evidence From Other Municipalities

Multiple cities classify window tinting as minor automotive service or light accessory installation. Cities including Santa Paula, Brea, Los Angeles, and Orange categorize tinting as a clean, indoor, low-impact use that is distinctly separate from heavy automotive repair. This mirrors our operations and supports reclassification.

4. Alignment With the Intent of the C-G Zone

The C-G zone is intended for general commercial and service-based uses. Our business fits firmly within this intent as it provides a clean indoor service requiring no heavy equipment, no industrial activity, and causes less disruption than many typical C-G permitted uses.

5. Hours of Operation

Our hours of operation further support our low-impact nature:

- Monday–Friday: 9:00 AM – 6:00 PM
- Saturday: 10:00 AM – 4:00 PM

We do not operate late at night, early morning, or during any hours that could create additional impact on surrounding commercial or residential uses.

6. Willingness to Accept Conditions

We are fully willing to accept conditions such as indoor-only operations, no outdoor vehicle storage, limited vehicle count, compliance inspections, and restrictions on mechanical work. We understand the purpose of Conditional Use Permits and are committed to meeting all city requirements.

7. Request for Reconsideration

We respectfully request formal re-evaluation of our business classification or approval of our Conditional Use Permit with appropriate conditions. Our business enhances the commercial corridor without creating adverse impacts on neighboring properties or city infrastructure.

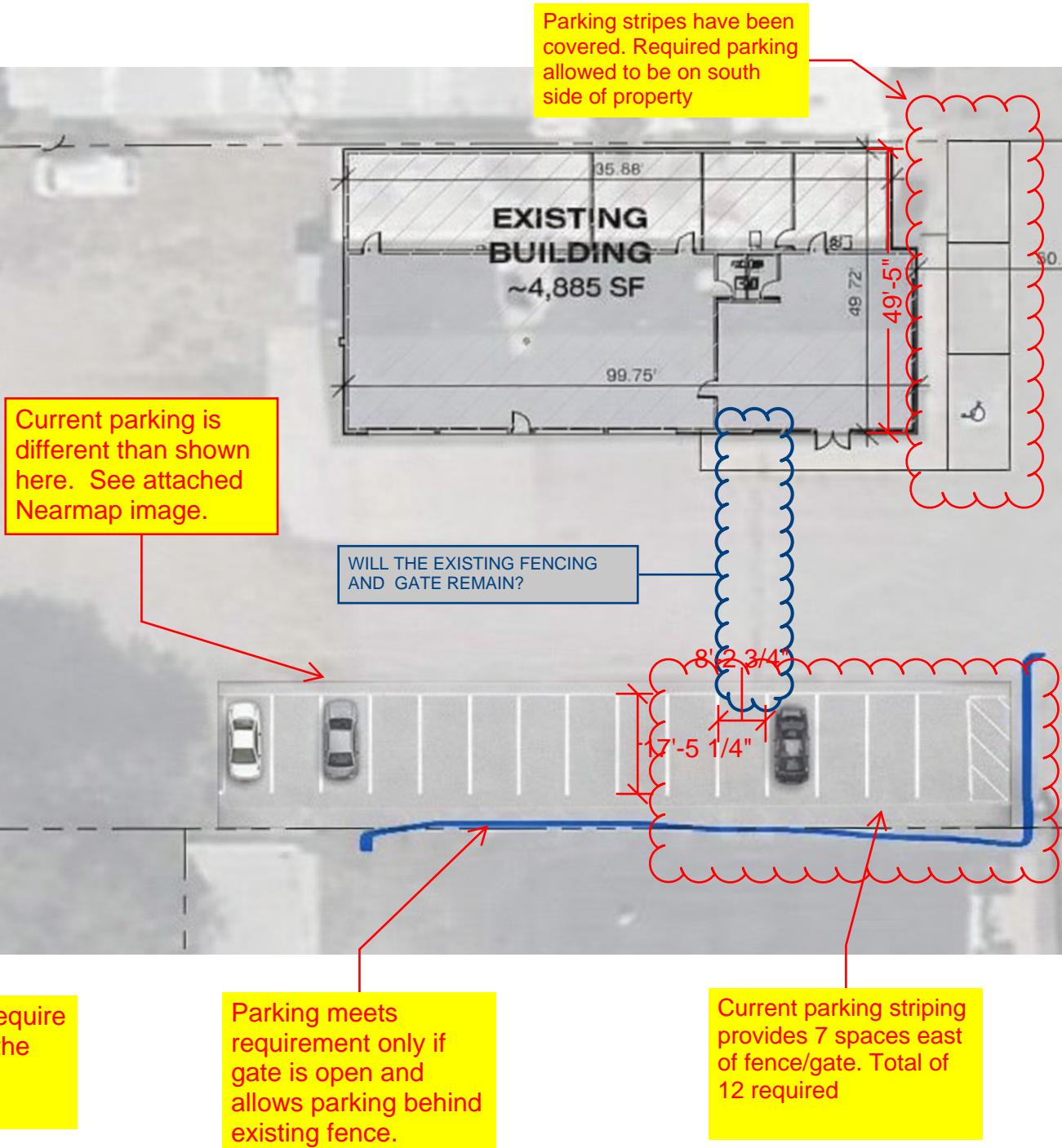
Respectfully,

KC Haslam

Revolutionary Rides

kc@revolutionaryridesut.com

801-660-0463



14-18-107 PARKING SPACES REQUIRED

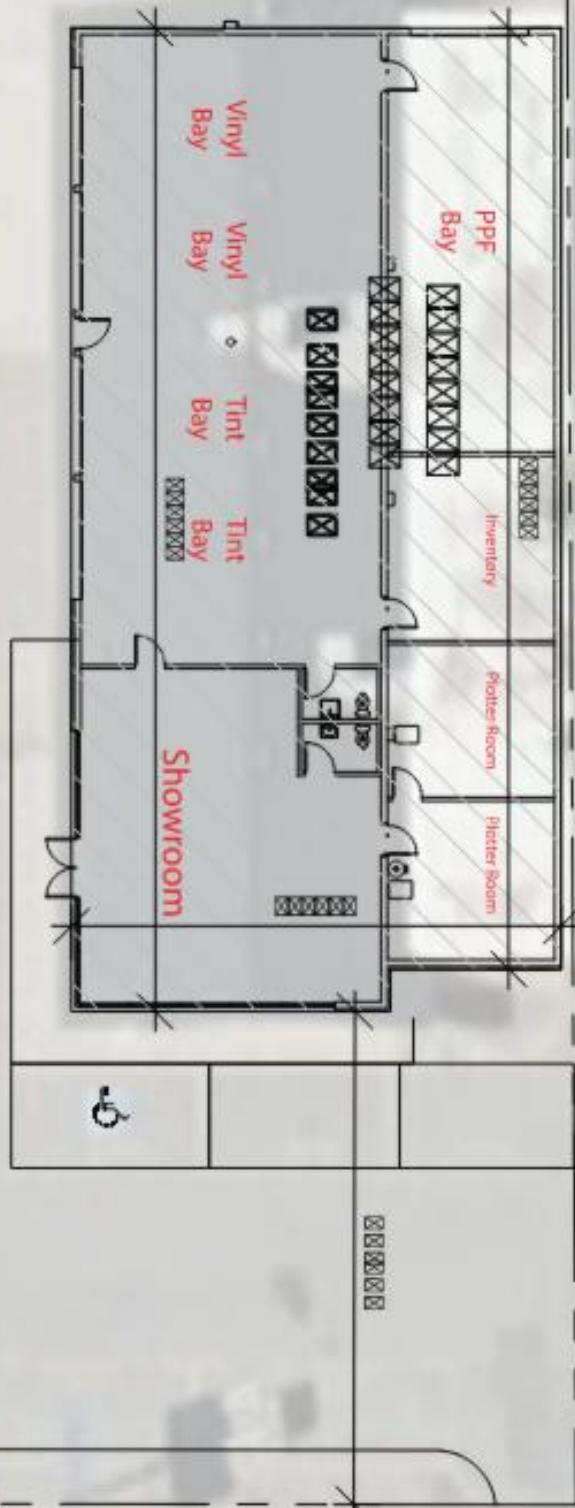
A. Except as otherwise provided in this Chapter, the number of off-street parking spaces for various uses will be as follows:

1. **Automobile Service and Repair Center.** Three (3) exterior parking spaces for each stall, service bay or work station. Such spaces shall be for customer parking only and are not intended for storage or parking of vehicles under repair. Adequate parking for vehicles under repair or impound must be provided in addition to the required customer parking spaces.

Exterior Paint – Conceptual Look and Feel









November 20, 2025

Bountiful City
Planning Department
795 South Main Street
Bountiful, Utah 84010
Sent Via Electronic Copy

RE: Conditional Use Permit | 320 South 200 West, Bountiful, Utah 84010

To Whom It May Concern:

With regards to the Conditional Use Permit Application, here are the answers to the answers to the application questions given to the best of our ability and knowledge below.

1. Project description typed to include the following:
 - a. How does the proposed project fit with surrounding properties and uses?
Our business fits naturally with the surrounding area. We'll help refresh and elevate the look of the property while bringing steady customers back into the neighborhood. That added activity will support the nearby businesses and help breathe new life into the area.
 - b. In what ways does the project not fit with the surrounding properties and uses?
There are no reasons why the project and our business would be conflicting or "not fit" with the surrounding businesses and uses.
 - c. What will you do to mitigate the potential conflicts with surrounding properties and uses.
N/A.
2. A certified topographical boundary survey of the existing site prepared and stamped by a license surveyor drawn to scale with two-foot (2') contours, which includes the following: **See Exhibit A.**
 - a. Complete address(es) and parcel number(s).
Property Address: 320 South 200 West, Bountiful, Utah

Tax ID Number: 03-025-0070

Legal Description: Beginning at a point 7.52 chains North from the Southeast corner of Lot 4, Block 3, North Mill Creek Plat, Bountiful Townsite Survey, and running thence North 00°07' East 119 feet to a point North 00°07' East 305.3 feet and South 89°39' West 39.5 feet from the Bountiful City Survey Monument marking the Intersection of Fourth South and Second West Street, Bountiful City Survey; thence South 89°39' West

300.4 feet; thence South 00°07' West 55.8 feet; thence North 89°39' East 56.4 feet; thence South 00°07' West 62.5 feet; thence East 244 feet, more or less, to the point of beginning.

- b. Lot/parcel size and property lines with dimensions, etc.
0.74 Acres and property lines shown in Exhibit A and Exhibit B.
- c. Footprints(s) of all existing buildings, structures, and other improvements on the site, including to but not limited to, paved surfaces, driveways, walkways, fences, retaining walls, features, etc.
See Exhibit A. We are not modifying the structure of the building at this time.
- d. Location of all existing structures within fifty feet (50') on immediately adjoining properties.
See Exhibit A and Exhibit B for reference.
- e. Existing utility locations.
Utilities from our understanding are in 200 West.
- f. Existing public infrastructure improvements (i.e., curb gutter, sidewalk, streets) together with existing easements and rights-of-way.
See Exhibit A.
- g. Existing drainage facilities.
N/A. We are not changing anything that is not there already.
- h. Existing vegetation.
See Exhibit C (Property Photos). We have cleaned up the overgrown weeds, bushes and trees.
- i. Existing on- and off-street circulation and parking.
Existing parking has seven (7) current painted stalls and behind the fence, we will add another eight (8) parking stalls to equal fifteen (15), which will satisfy the city's parking requirements.

3. Proposed Site Plan of the subject site which includes:

- a. Drawn to scale, north arrow, legend, date of the drawing.
See Exhibit A provided by the architect.
- b. Complete address(es) and parcel number(s).
Property Address: 320 South 200 West, Bountiful, Utah
Tax ID Number: 03-025-0070
- c. Lot/parcel size and property lines with dimensions, etc. (consistent with the submitted survey, see item 5)
See Exhibit A and Exhibit B for reference.

4. Proposed footprint(s) of all building, structures, and other improvements on the site, including to but not limited to, paved surfaces, driveways, walkways, fences, retaining walls, etc.

We plan to make cosmetic changes to the property to include:

- Clean up the signage out front, paint the sign pole and add building signage, which will be in accordance with the city rules and regulations.
- Paint the exterior of the building (See Exhibit D).
- Update the parking lot (which has been performed – See Exhibit C).
- Clean up the weeds, bushes, and landscaping.
- Landscaping requirement shall be out back in which we can accommodate what the city requires for such landscaping requirements (see 4.b.).

a. Location of all existing structures within fifty feet (50') on immediately adjoining properties (consistent with the submitted survey, see item 5).
See Exhibit A. Nothing changing from original building.

b. Location and types of landscaping and/or fencing and screening, including proposed sprinkling and irrigation systems. (May be provided separately).
We would like the city to weigh in on whether we may have a landscaping tradeoff be allowed on the sides or the back if not increased on the frontage, simply due to small area already at the property.

c. Location of existing and proposed utilities (i.e., power, water, sewer, gas, telephone, storm drains) and other public infrastructure improvements (i.e., curb, gutter, sidewalk, streets) together with existing easements and rights-of-way. A separate Utilities Plan may be provided.
Nothing changing from original building / plans.

d. Design of ingress and egress to provide a functional on-site traffic flow and to prevent interference with traffic on adjacent streets.
Nothing changing from original building / plans. We can request this from the architect to show this if applicable, but nothing is changing from how it is now.

e. Off-street parking and loading facilities in compliance with the off-street parking and loading standards as set forth in Ch.18 of the Land Use Code, including provisions for pedestrians and disabled.
Nothing changing from original building / plans.

f. Existing and proposed contours, and spot elevations. A separate Grading Plan may be provided.
Nothing changing from original building / plans.

g. Preliminary Drainage Plan (may be provided separately). Demolition plan, if applicable (may be provided separately).
Nothing changing from original building / plans.

h. Off-street parking and loading facilities in compliance with the off-street parking and loading standards as set forth in Ch. 18 of the Land Use Code, including provisions for pedestrians and disabled.
Nothing changing from original building / plans.

- i. Existing and proposed contours, and spot elevations. A separate Grading Plan may be provided.
Nothing changing from original building / plans.
- j. Preliminary Drainage Plan (may be provided separately). Demolition plan, if applicable (may be provided separately).
Nothing changing from original building / plans.

Exhibit A



200 E. South Temple
Suite 160
Salt Lake City, Utah 84111
(800) 321-7762
www.sambrady.com

NOTE: THIS DRAWING IS PROVIDED FOR YOUR INFORMATION ONLY. THE SPACE NOTED IS NOT FOR CONSTRUCTION. THE ACTUAL DIMENSIONS COULD VARY.

300 BOUNTIFUL
300 SOUTH 200 WEST
BOUNTIFUL, UTAH

SITE PLAN

SCALE: 1" = 20'-0"
NOVEMBER 17, 2025
SITE_Exist.dwg



AS.1

Exhibit B

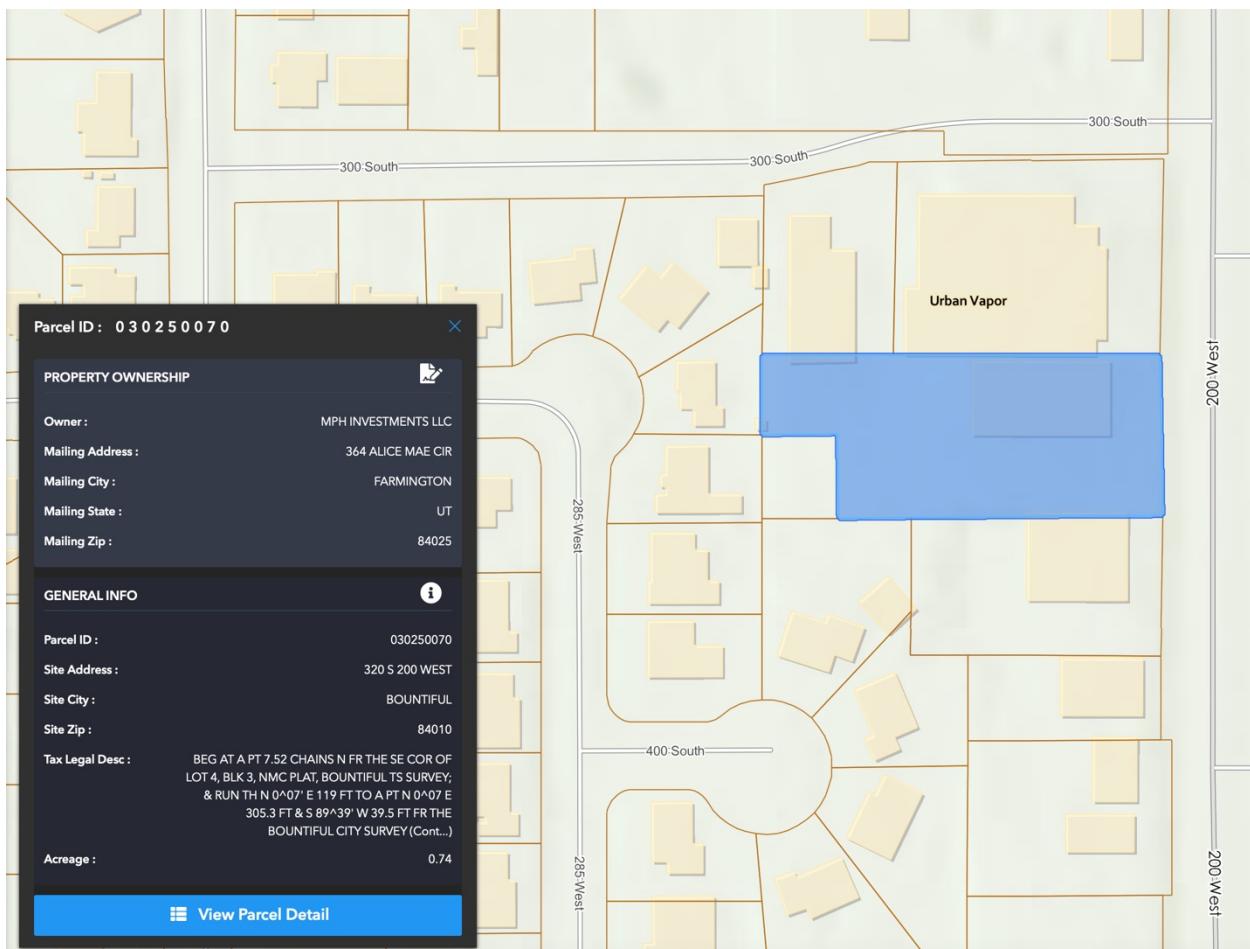


Exhibit C



Exhibit D



Planning Commission Staff Report



Subject: Preliminary Subdivision Amendment - Johnson-Murray Subdivision
Author: Chaz Leech, Assistant Planner
Date: February 17, 2026

Background

R. Pepper Murray, the property owner, has submitted an application for a Preliminary Subdivision Amendment to the Johnson-Murray Subdivision located at 1466 East 250 North. The subject properties are zoned Residential (R-3).

The proposed amendment modifies the boundaries of four (4) existing lots to allow for improved placement of a future single-family dwelling and potential future lot consolidation.



Figure 1. NearMap Imagery (September 2025)

Analysis

The proposed amendment involves four (4) lots. One of the lots has an existing single-family dwelling, while the remaining lots are undeveloped. The applicant has expressed a

desire to adjust the property boundary of proposed Lot 202 (currently lot 5) to allow placement of a single-family dwelling in a more suitable location (see proposed plat). Additionally, relocating the easements affecting proposed Lots 203 (currently Lot 15) and 204 (currently Lot 6) would allow for potential consolidation of the two (2) lots in the future, should additional development be pursued. Changing the parcel boundaries would also involve vacating existing easements and dedicating new easements as appropriate.

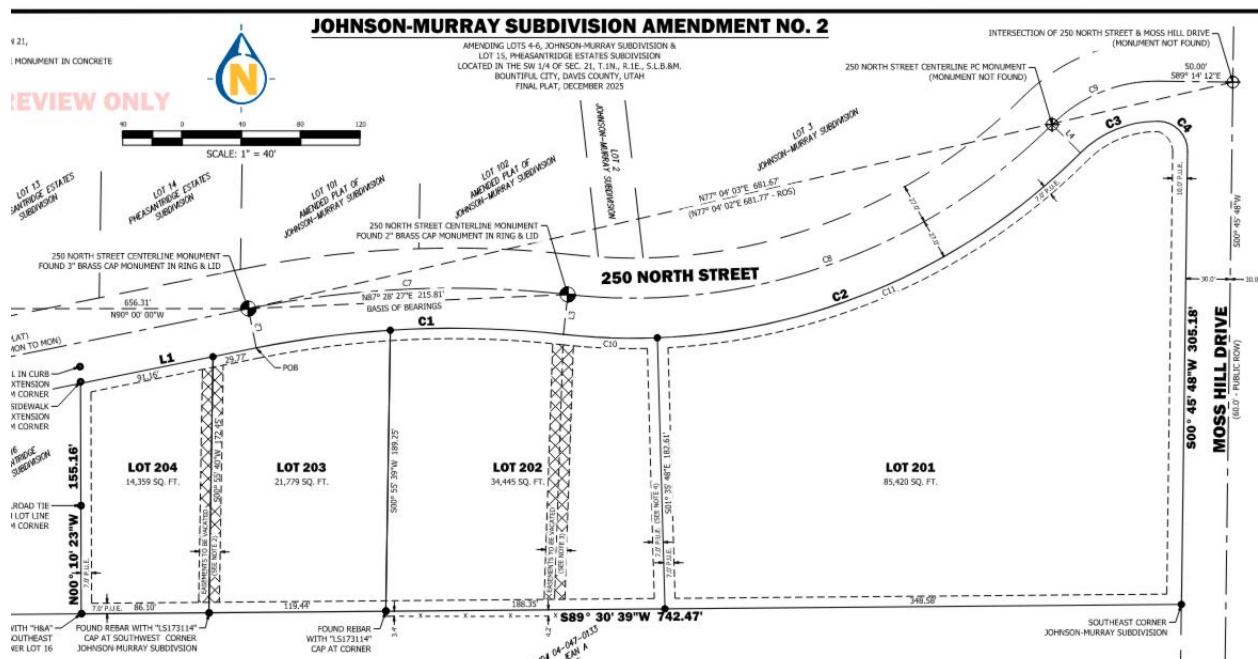


Figure 2. Proposed Changes

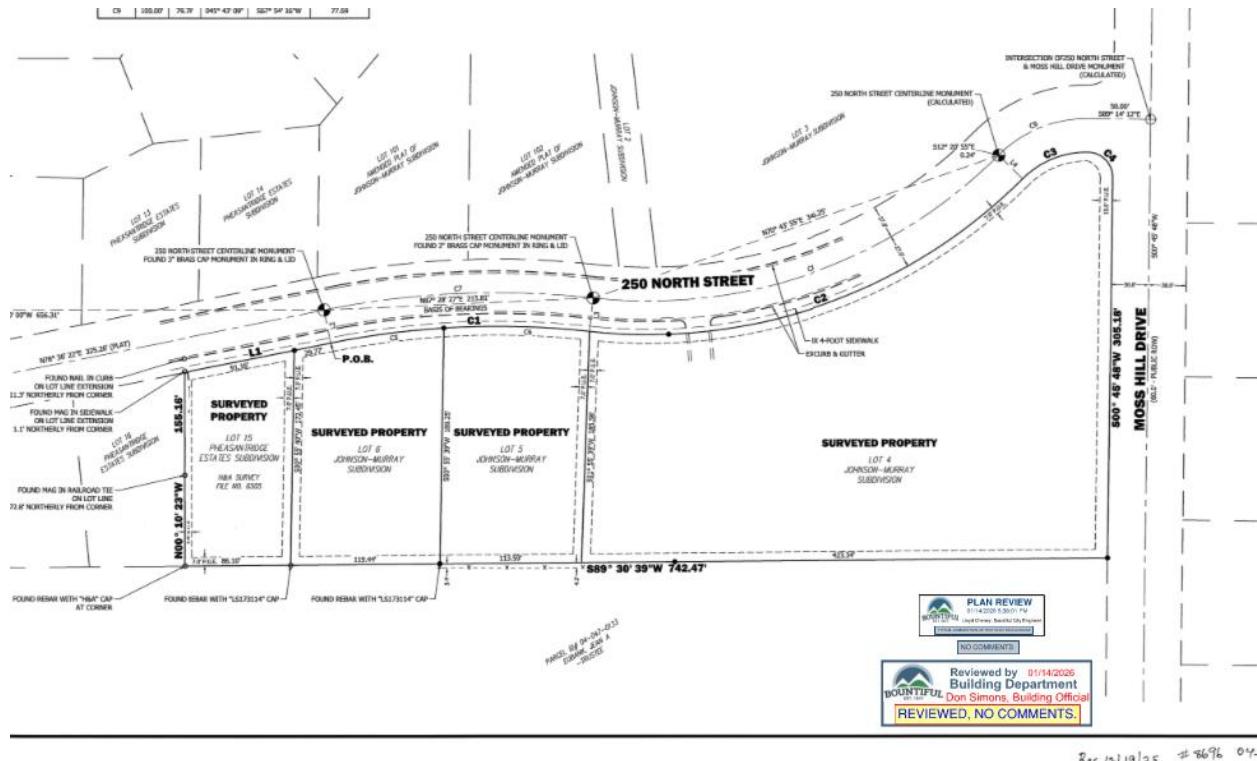


Figure 3. Current Boundaries

The Planning Commission will need to find the proposed subdivision meeting the Bountiful City (Subdivision) [Code § 14-20-101](#):

1. *Meets the best interest of the public*
2. *Meets good neighborhood development of the area concerned and Citywide*
3. *Meets City codes and ordinances*

The recorded plat was approved by the Bountiful City Council on October 5, 1994, (See Figure 4 below). The proposed subdivision amendment maintains the existing density and enhances lot configuration, allowing for improved placement of future homes, which may be in the best interest of the City. Staff reviewed the proposal for compliance with City codes, including Chapter 14-20 (Subdivision Ordinance) of the Bountiful City Code. Each of the four (4) lots exceeds the minimum requirement of buildable area and lot size for the R-3 Sub-Zone.

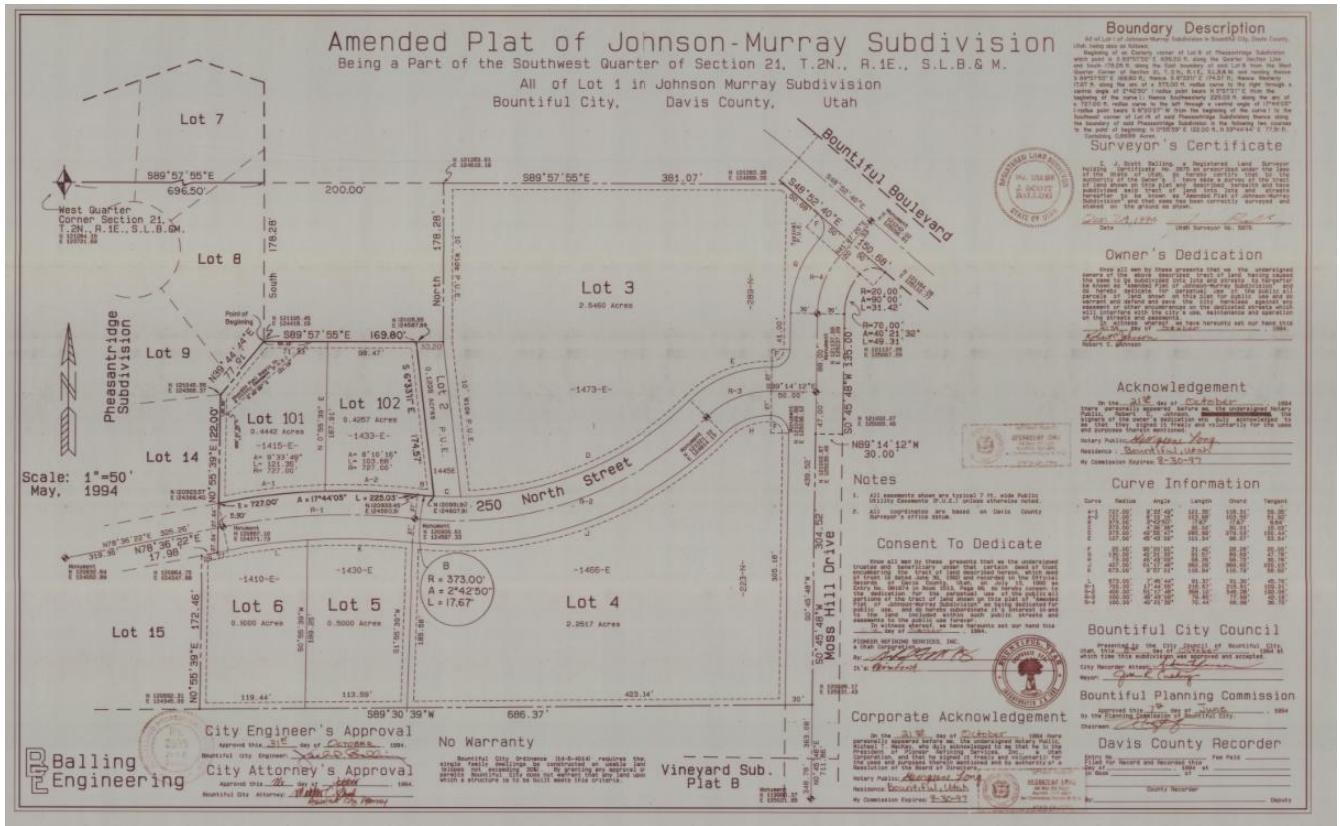


Figure 4. Amended Plat of Johnson-Murray Subdivision (June 1994)

Department Review

This staff report was prepared by the Assistant Planner and reviewed by the City Engineer, City Attorney, and Planning Director.

Significant Impacts

Staff has not identified any significant adverse impacts associated with the proposed subdivision amendment. The proposal can be accommodated by the existing infrastructure, which has sufficient capacity to serve the adjusted lots without the need for major upgrades.

Recommendation

Staff recommends the Planning Commission review the proposed Preliminary Subdivision Plat Amendment, hold a public hearing, and approve the Preliminary Subdivision Amendment subject to compliance with all staff review comments and applicable City standards.

Approval of the Preliminary Subdivision Amendment does not constitute Final Plat approval. For single-family and two-family residential subdivision plats, final plat approval is subject to administrative review and authorization by the Planning Director and City Engineer in accordance with state law and Chapter 14-20 of the Bountiful City Code.

Attachments

1. Statement of Intent
2. Preliminary Plat Map
3. Boundary Survey
4. Recorded Johnson-Murray Subdivision Amendment Plat (1994)

Statement of Intent

8 January 2026

Bountiful, Utah

Application #: PREPPLANSUB26-011 / Johnson Murray Subdivision Amendment No.2 / SW 1/4 of Sec. 21, T.1N, R.1E., S.L.B.&M, Bountiful, Utah

Our intent to apply for this subdivision amendment is to allow the anticipated construction of a home on the proposed amended lot 202. Moving the current easements as proposed will allow placement of a new home in a more desirable location and attitude on said lot.

Moving the easements that currently affect proposed lots 203 and 204 will allow possible consolidation of these two lots in the future should construction be considered with the same improvement in location and attitude of a future home.

Respectfully

R. Pepper Murray



Planning Commission Staff Report



Subject: Commercial Zone Change of Use - Site Plan Approval
Land Use Code Text Amendment
Author: Amber Corbridge, Senior Planner
Francisco Astorga, AICP, Planning Director
Date: February 17, 2026

Background

The City is considering an amendment to the site plan approval requirement listed in the Commercial (C) Zone related to change in use. Currently, site plan approval is required for any new construction or change in use within the Commercial Zone, regardless of whether the proposed use is similar in intensity to the prior use.

Staff recommends amending Section 14-6-111 (Site Plan Approval) to require site plan approval for:

- 1. Any new construction within the Commercial Zone;*
- 2. Any change in use that results in an increase in the number of required parking spaces pursuant to Chapter 18 exceeding twenty percent (20%) over the most recently approved use; or*
- 3. Any change in use that requires site modifications otherwise subject to site plan approval under this Title.*

The proposed amendment would affect how potential business/property owners obtain City approval to reuse an existing building and site in the C Zone, specifically for uses that do not result in a substantial increase in required parking or physical site modification. For consistency, other sections of the Land Use Code would need to be amended (See attached Draft Ordinance).

Analysis

The Planning Commission must find that the proposed Land Use Code Text Amendment is necessary, in the best interest of the public, and consistent with the goals and objectives of the Bountiful General Plan.

The current code requires Site Plan Approval for all changes in use in the Commercial (C) Zone, including same-for-same and similar-intensity type uses. The proposed amendment is necessary to remove barriers for small businesses and property owners. For example, uses that do not exceed the twenty percent (20%) required parking threshold and do not require physical site modification would not require Planning Commission recommendation and City Council approval, prior to business license and/or business permit review, making the process more proportional.

The proposed amendment introduces an objective, measurable threshold based on required parking as established in Chapter 18. By tying site plan approval to a substantial increase in required parking, the City maintains oversight for higher-impact changes while allowing similar-intensity commercial uses to proceed administratively.

According to the 2025 Bountiful By Design General Plan, the goal for the City is to evolve to meet future needs, by managing development to achieve the vision of a vibrant, high-quality community. The Plan states, “Encourage land use regulations that support business opportunities and reduce barriers to commercial development” (Bountiful By Design, 2025, p. 18). Streamlining the approval process for these similar intensity commercial changes-in-use encourages the filling of vacant storefronts and supports a vibrant commercial corridor.

Additionally, this proposal would allow Staff to focus on large-scale developments that would impact public infrastructure, while allowing minor commercial changes to proceed through business licensing and/or building services.

This amendment does not eliminate compliance review. All development must continue to comply with applicable parking, landscaping, screening, utility, drainage, design standards, etc. Any change in use that results in a substantial increase in required parking or requires site modifications otherwise subject to site plan approval will continue to be reviewed by the Planning Commission and City Council.

Conditional Uses will continue to be reviewed pursuant to Section [14-2-506](#), including consideration of the applicable standards such as “appropriate buffering of uses and buildings, proper parking and traffic circulation, and the use of building materials and landscaping which are in harmony with the area.”

This amendment does not alter the City’s approval authority structure. However, it may reduce the number of administrative site plan applications routed to the Planning Commission and City Council when no substantial increase in intensity or site modification occurs, allowing review bodies to focus on projects with greater impact on public infrastructure and community character.

Department Review

This staff report was written by the Senior Planner and Planning Director and has been reviewed by the City Engineer and City Attorney.

Significant Impacts

The proposed amendment reduces procedural burden for similar-intensity commercial tenant changes in the Commercial Zone while maintaining review for substantial increases in intensity or physical modifications. The amendment does not modify development standards or approval authority. No adverse fiscal or infrastructure impacts are anticipated.

Recommendation

Staff recommends that the Planning Commission review the proposed Land Use Code text amendment, hold a public hearing, and forward a recommendation to the City Council based on the findings drafted on the attached proposed Draft Ordinance.

Attachments

1. Draft Ordinance



BOUNTIFUL

Bountiful City Draft Ordinance No. 2026-01

MAYOR
Kate Bradshaw

CITY COUNCIL
MillieSegura Bahr
Dan Bell
Beth Child
Richard Higginson
Matt Murri

CITY MANAGER
Gary R. Hill

An Ordinance Amending Section 14-6-111 Site Plan Approval and 14-2-304 Accompanying Maps and Drawings Required, , of the Bountiful City Code Title 14.

It is the finding of the Bountiful City Council that:

1. The City Council of Bountiful City is empowered to adopt and amend general laws and land use ordinances pursuant to Utah State law (§10-9a-101 et seq.) and under corresponding sections of the Bountiful City Code; and
2. The Planning Department recommends amendments to provide clarity, consistency, and proportional application of site plan review requirements; and
3. After review and a public hearing on February 17, 2026, the Bountiful City Planning Commission forwarded a positive recommendation to the City Council; and
4. The City Council of Bountiful City held a public hearing on this Ordinance on **March 10, 2026**, and considered the recommendations from the Planning Commission and Staff; and
5. The City Council of Bountiful City finds that these amendments are necessary and are in harmony with the objectives and purposes of the Bountiful City Land Use Code and the General Plan; and
6. The City Council of Bountiful City reviewed the proposed ordinance and finds that the proposed amendments are in the best interest of the health, safety, and welfare of the City and the public.

Be it ordained by the City Council of Bountiful, Utah:

SECTION I. Section 14-6-111 Site Plan Approval Chapter 6 – (C) Commercial Zone of the Land Use Code, Title 14 of the Bountiful City Code; is hereby amended as shown on Exhibit A.

SECTION II. Section 14-2-304 Accompanying Maps and Drawings Required Chapter 2 – Administration and Procedures of the Land Use Code, Title 14 of the Bountiful City Code; is hereby amended as shown on Exhibit B.

Adopted by the City Council of Bountiful, Utah, this 10th day of March 2026.

Kate Bradshaw, Mayor

ATTEST:

Sophia Ward, City Recorder

1 **Exhibit A – Section I**

2 **14-6-111 Site Plan Approval**

3 Site plan approval shall be required for: ~~any new construction or change in use in the (C) Zone.~~

- 4 1. Any new construction within the (C) Zone;
- 5 2. Any change in use that results in an increase in the number of required parking spaces pursuant to Chapter 18 exceeding twenty percent (20%) over the most recently approved use; or
- 6 3. Any change in use that requires site modifications otherwise subject to site plan approval under this Title.

17 **Exhibit B – Section II**

18 **14-2-304 ACCOMPANYING MAPS AND DRAWINGS REQUIRED**

19 All plans, maps, drawings, and illustrations shall conform to Chapter 15 - Design Standards for Non-Single Family Development, and to all other provisions of this Title, and shall be prepared and drawn to a standard scale large enough to show details clearly with dimensions thereof. Said plans, maps, drawings, and illustrations shall be stamped by a licensed Architect, Engineer, Landscape Architect, and Surveyor, as applicable, in accordance with the laws of the State of Utah and the provisions of this Title. The following shall be included:

20 A. For Final Review:

- 21 1. Written, typed, statement describing overall project intent and scope of work. Provide statements of building use, number of units, occupancy, area tabulations, parking, and landscape tabulations, etc.
- 22 2. A vicinity map showing site orientation and location in relation to City streets.
- 23 3. A certified topographical boundary survey of the existing site prepared and stamped by a licensed surveyor drawn to scale with two-foot (2') contours, which includes:
 - 24 a. Complete address(es) and parcel number(s).

- b. Lot/parcel size and property lines with dimensions, etc.
- c. Footprint(s) of all existing buildings, structures, and other improvements on the site, including but not limited to, paved surfaces, driveways, walkways, fences, retaining walls, features, etc.
- d. Existing utility locations.
- e. Existing public infrastructure improvements (i.e., curb, gutter, sidewalk, streets) together with existing easements and rights-of-way.
- f. Existing drainage facilities.
- g. Existing vegetation.
- h. Existing on- and off-street circulation and parking.

4. Proposed Site Plan:

- a. Drawn to scale, north arrow, legend, and date of drawing.
- b. Complete address(es) and parcel number(s).
- c. Lot/parcel size and property lines with dimensions, etc. (consistent with the submitted Survey).
- d. Proposed footprint(s) of all buildings, structures, and other improvements on the site, including but not limited to, paved surfaces, driveways, fences, retaining walls, etc.
- e. Location and types of proposed fencing and screening, if applicable.
- f. Design of ingress and egress to provide a functional onsite traffic flow and to prevent interference with traffic on adjacent streets.
- g. Proposed off-street parking and loading facilities.

5. Proposed landscape plan, including but not limited to, the location and types of landscaping, plant materials list, details of installation, irrigation systems, etc.

6. Proposed utility plan including, but not limited to, the location of proposed utilities (i.e. power, water, sewer, gas, communications, storm drains) and other public infrastructure improvements (i.e. curb, gutter, sidewalk, streets) together with existing easements and rights-of-way.

91 7. Proposed grading plan including, but not limited to, existing and proposed contours,
92 spot elevations, etc.

93
94 8. Preliminary drainage plan.

95
96 9. Proposed demolition plan, if applicable.

97
98 10. Floor plans and building elevations.

99
100 11. Architectural drawings, sketches, or perspective drawings of the exterior elevations
101 of proposed buildings, structures, etc. Physical or digital material board
102 representing types, textures, and colors of materials to be used.

103
104 12. Other pertinent building features.

105 B. For Existing Developments:

106 1. The Planning Director and/or the City Engineer may waive the submittal
107 requirements listed under section 14-2-304(A) above, if all ~~three (3)~~ criteria are
108 met:

109 a. The site is an existing development.

110 b. The change of use does not include significant work including additions,
111 remodels, structure modifications, etc.

112 c. ~~The intensity of the use is comparable or less to the former use in terms
113 of parking, screening, utility capacity, etc.~~

114 c. **The change in use does not otherwise require site plan approval pursuant to the
115 applicable zoning chapter of this Title.**

116 C. For Building Permit Review:

117 1. All final construction documents including detailed development of all items
118 required for Final Review, as determined by State Code.

119 2. Documentation showing compliance with County Flood Control requirements.

120 3. Surface and subsurface drainage, including catch basins, piping and detention
121 basins.

122 4. Landscaping and sprinkler plans and details of installation prepared by a landscape
123 architect or licensed landscape installer.