

1 **Approved Minutes of the**  
2 **BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**  
3 **June 28, 2021**

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5 Present: Committee members Francisco Astorga (Chair), Brad Clawson, and Scott  
6 Schlegel  
7 Assistant City Planner Kendal Black  
8 Recording Secretary Jacinda Shupe  
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12 **1. Welcome and Introductions**

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14 Chair Astorga opened the meeting at 5:02 p.m. and introduced all present.  
15

16 **2. Consider approval of minutes for April 05, 2021**

17  
18 MOTION: Committee Member Clawson made a motion to APPROVE the minutes for April  
19 05, 2021. Committee Member Schlegel seconded the motion. Chair Astorga was not present  
20 during the April 05, 2021 meeting.  
21

22 VOTE: The motion passed 2-0 with Chair Astorga abstaining.  
23

24 **3. Consider a Conditional Use Permit for a Home Occupation Handyman at 848 South 450**  
25 **West –Silvestre Resendiz, applicant**

26  
27 Mr. Resendiz, applicant, and his daughter were present. Planner Black presented the item.  
28

29 Planner Black indicated that the applicant is requesting a Conditional Use Permit for a  
30 Handyman service located at 848 South 450 West. Mr. Resendiz would have no additional  
31 employees with one personal vehicle parked in the driveway. Associated tools will be stored  
32 in the garage.  
33

34 Chair Astorga opened the public hearing at 5:05 p.m.  
35

36 There were no comments.  
37

38 Chair Astorga closed the public hearing at 5:05 p.m.  
39

40 MOTION: Committee Member Schlegel made the motion to APPROVE a Conditional Use  
41 Permit for Home Occupation Handyman at 848 South 450 West as recommended by staff.  
42 Committee Member Clawson seconded the motion.  
43

44 **CONDITIONS OF APPROVAL:**

- 45 1. The applicant shall maintain an active Bountiful City Business License.  
46 2. The Home Occupation shall not create nuisances discernible beyond the premises (e.g.,  
47 dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).

- 1 3. Any storage of material in connection with the business shall be in accordance with
- 2 standards of the Bountiful City Land Use Code.
- 3 4. The use shall comply with all the applicable fire, building, plumbing, electrical, life
- 4 safety, and health codes in the State of Utah, Davis County and Bountiful City.
- 5 5. Any signage connected with the business shall meet the standards of the Sign Code and
- 6 receive approval through a separate permit.
- 7 6. The Conditional Use Permit is solely for this site and in non-transferable.

8  
9 VOTE: The motion passed unanimously (3-0).

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11 **4. Consider a Conditional Use Permit for an Accessory Dwelling Unit (ADU) at 1349 North**

12 **400 East –Andrew Koehler, applicant**

13  
14 Mr. Koehler, applicant, was present. Planner Black presented the item.

15  
16 Planner Black indicated that the applicant is requesting a basement Accessory Dwelling Unit

17 at 1349 North 400 East. Planner Black indicated that the applicant understands he needs a

18 building permit and is taking care of the meeting first. A walkway is currently being added

19 for the second entrance. The home meets all the city code requirements as far as second

20 entrance and parking.

21  
22 Committee Member Schlegel inquired about the square footage requirements per the new

23 legislation. Chair Astorga briefly explained the new legislation pertaining to Accessory

24 Dwelling Units from the State.

25  
26 Chair Astorga opened the public hearing at 5:11 p.m.

27  
28 There were no comments.

29  
30 Chair Astorga closed the public hearing at 5:11 p.m.

31  
32 Committee Member Clawson inquired about the inspection of the walkway as discussed.

33 The walkway is addressed in item #2 under Conditions of Approval.

34  
35 MOTION: Committee Member Clawson made a motion to APPROVE a Conditional Use

36 Permit to permit an Accessory Dwelling Unit located at 1349 North 400 East as

37 recommended by staff and in WRITTEN form. Committee Member Schlegel seconded the

38 motion.

39  
40 **CONDITIONS OF APPROVAL:**

- 41 1. The accessory dwelling unit shall meet all the standards in Section 14-14-124 of the City
- 42 Land Use Code including the following:
  - 43 a. The owner(s) of the property must continually occupy the principal dwelling or
  - 44 the accessory dwelling unit.
  - 45 b. The property is to be used only as a Single-Family dwelling with an accessory
  - 46 dwelling unit and shall be subject to a Deed Restriction.
  - 47 c. There shall be no separate utility service connections.

- 1           d. The Applicants shall apply separately for a building permit to be reviewed and  
2           inspected by Staff.
- 3           2. The required walkway and all other applicable aspects of the ADU conversion are to be  
4           inspected, including the required walkway, proper window egress, proper door width,  
5           that the ADU is an independent unit from the main dwelling, etc. Building codes shall be  
6           inspected prior to the City signing the deed restriction.
- 7           3. The Conditional Use Permit for the accessory dwelling unit is solely for this property and  
8           is non-transferable to another property.
- 9           4. The Deed Restriction shall be signed within six (6) months of the date of approval.

10  
11 VOTE: The motion passed unanimously (3-0).

12  
13 **5. Consider a Conditional Use Permit for a Home Occupation Handyman at 1940 South 200**  
14 **East –Paiten Sims, applicant**

15  
16 Mr. Sims, applicant, and his brother were present. Planner Black presented the item.

17  
18 Planner Black indicated the applicant would have two (2) trucks, one (1) enclosed trailer,  
19 construction tools, and lawnmowing equipment. The trucks and trailer will be parked on the  
20 driveway and RV pad in tandem. The applicant will store lawn equipment in the shed and  
21 construction tools will be kept in the enclosed trailer. There will be sufficient parking at the  
22 residence and no additional employees.

23  
24 Chair Astorga opened the public hearing at 5:15 p.m.

25  
26 There were no comments.

27  
28 Chair Astorga closed the public hearing at 5:15 p.m.

29  
30 MOTION: Committee Member Schlegel made the motion to APPROVE a Conditional Use  
31 Permit for Home Occupation Handyman at 1940 South 200 East and in WRITTEN form.  
32 Committee Member Clawson seconded the motion.

33  
34 **CONDITIONS OF APPROVAL:**

- 35           1. The applicant shall maintain an active Bountiful City Business License.
- 36           2. The Home Occupation shall not create nuisances discernible beyond the premises (e.g.,  
37           dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
- 38           3. Any storage of material in connection with the business shall be in accordance with  
39           standards of the Bountiful City Land Use Code.
- 40           4. The use shall comply with all the applicable fire, building, plumbing, electrical, life  
41           safety, and health codes in the State of Utah, Davis County and Bountiful City.
- 42           5. Any signage connected with the business shall meet the standards of the Sign Code and  
43           receive approval through a separate permit.
- 44           6. The Conditional Use Permit is solely for this site and in non-transferable.

45  
46 VOTE: The motion passed unanimously (3-0).

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1 **6. Consider approval of a Lot Line Adjustment at 3219 South 100 East & 3224 South 200**  
2 **East, Kevin J & Maurine Young and Nicholas & Kellie Reynolds, applicants**

3  
4 Kevin & Maurine Young and Nicholas & Kellie Reynolds, applicants, were present. Planner  
5 Black presented the item.  
6

7 Planner Black indicated the applicants would be transferring 0.1342 acres from the Youngs  
8 to the Reynolds. This does affect a public utility easement. This public utility easement will  
9 run with the property.  
10

11 The applicants explained to the committee how the utility easement ran along the property  
12 and that they had been in discussion with Luke from the Bountiful Power.  
13

14 MOTION: Committee Member Schlegel made a motion to APPROVE the Lot Line as drafted  
15 for a property located at 3219 South 100 East & 3224 South 200 East. Committee Member  
16 Clawson seconded the motion.  
17

18 **CONDITIONS OF APPROVAL:**

- 19 1. Complete any redline corrections required on the plat.  
20 2. The approved Lot Line Adjustment shall be recorded with Davis County, subject to final  
21 form approved by City Engineer.  
22

23 VOTE: The motion passed unanimously (3-0).  
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25 Chair Astorga ascertained there were no further items of business. The meeting was adjourned  
26 at 5:20 p.m.  
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Francisco Astorga  
Administrative Committee Chair