

**APPROVED Minutes of the
BOUNTIFUL CITY PLANNING COMMISSION
Tuesday, October 21, 2025 - 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	Chair Lynn Jacobs, Alan Bott, Aaron Arbuckle, Beverly Ward, and Richard Higginson
	Planning Director	Francisco Astorga
	Senior Planner	Amber Corbridge
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris
	Assistant Planner	Chaz Leech
Excused:	Planning Commission	Krissy Gilmore and Sean Monson

1. Welcome

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

2. Meeting Minutes from September 02, 2025

Item to be reviewed at a future meeting. Draft minutes available online per state code.

3. Meeting Minutes from September 16, 2025

Item to be reviewed at a future meeting. Draft minutes available online per state code.

4. Meeting Minutes from September 30, 2025

Item to be reviewed at a future meeting.

5. Meeting Minutes from October 07, 2025

Item to be reviewed at a future meeting.

6. Architectural Site Plan Review for General Retail without Outside Storage at 358 West 500 South

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

Commissioner Bott asked why they need to go through a process with UDOT if they are not making any changes. City Engineer Cheney stated that UDOT has an adopted access management program and as part of that, under state law they are required to receive a referral from the municipality for any land use decisions on properties that front onto the state system. Commissioner Bott asked if UDOT did not like the access (entrances and exits) and either they would be required to change it. City Engineer Cheney confirmed that is correct. City Engineer Cheney stated that it is not uncommon for UDOT to require applicants to obtain cross access agreements.

Garrett Goff, Applicant, made comments regarding typical zone-change process and UDOT's process requirement given that it is a permitted use. Garrett Goff suggested changing Bountiful City Code as the process with UDOT makes it difficult for developers. Commissioner Bott asked if there is another way in which the City can handle this, so it doesn't have to involve UDOT. City Engineer Cheney stated that it is a requirement in State Code. Garrett Goff stated that in any other municipality if the zoning is not changing it would not constitute a UDOT approval. Commissioner Higginson expressed concerns regarding the permitted use. Chair Jacobs mentioned that State Code *may* require a cross-access agreement when there is a change in land use. Chair Jacobs also suggested consolidating the land use types in the land use table. Planning Director Astorga explained the three (3) methods to initiate a Land Use Code Text Amendment; 1) City Council 2) Staff, and 3) Public Application. Planning Director Astorga mentioned that Planning Commission would like Staff to be the authority for Site Plan Reviews in the future.

Commissioner Higginson motioned to forward a positive recommendation to the City Council. Commissioner Bott seconded the motion. The motion was approved with Commissioners Jacobs, Bott, Arbuckle, Ward, and Higginson voting "aye."

7. General Plan Update

Planning Director Astorga presented the item, specifically Economic Development, as outlined in the packet.

Chair Jacobs mentioned the disconnect between how many people go out of the City vs coming into the City. Planning Director Astorga suggested that during the discussion the Commission analyze the City and possibly consider bifurcating the City.

Commissioner Ward stated that in the second graph, Weber County should be 5.1% not 51% which will change the comparison.

Commissioner Ward mentioned that Public Safety is approximately half of our Total Revenue.

Chair Jacobs mentioned how important it is to preserve the retail industry. Commissioner Bott questioned how much it would benefit the City to develop a little more commercial. Planning Director Astorga explained that the interest level is low for commercial development. Commissioner Bott questioned how Bountiful City creates a retail-centric environment. Planning

Director Astorga mentioned that City Council would like the City to focus more on the vibrancy of development versus office space, including medical office development.

Commissioner Arbuckle made a comment regarding the need for the community to stay within the City to shop and dine.

Planning Director Astorga explained the RDA and referenced some of the RDA projects including the Stoker Lot, Renaissance Towne Center, and the Square. Chair Jacobs asked what the process would be to change the boundaries of the RDA. Planning Director Astorga explained that it would be very difficult and that it would involve a Tax Entity Committee (TEC).

Chair Jacobs opened the public hearing at 7:25 p.m.

Ron Mortenson, Resident, expressed concern regarding the lack of income from the enterprise funds, which are a source of revenue.

Chair Jacobs closed the public hearing at 7:26 p.m.

Planning Director Astorga mentioned that the information that Ron Mortenson is referring to is shown on page 74. Chair Jacobs suggested that the Planning Department double-check that the information from the enterprise funds is included.

Planning Director Astorga presented the item, specifically Guiding Principles, Goals and Objectives, as outlined in the packet.

Chair Jacobs opened the public hearing at 7:41 p.m.

Phil Ferguson, Resident, stated that he doesn't think about shopping or dining in Bountiful. Ron Mortenson, Resident, expressed concerns regarding water and suggested an analysis on the aquifer preservation and water conservation. Todd Elkins, Resident, expressed thanks to the Commission and Staff for their hard work on the General Plan.

Chuck Hubley, Resident, expressed concerns regarding water and the various aspects to consider with new development.

Chair Jacobs closed the public hearing at 7:55 p.m.

A short recess started at 7:55 p.m. and reconvened at 8:00 p.m.

Planning Director Astorga stated that the Goals and Objectives were based on the community vision. Commissioner Arbuckle added that the wording is a great direction. Commissioner Ward stated that just because something is not listed does not mean it is not important.

Planning Director Astorga presented the item specifically Existing Conditions, as outlined in the packet.

Commissioner Ward stated that the text and map of 2.2 do not match and suggested changing the text below the map from density to construction dates.

Commissioner Ward mentioned that in graph 2.4 the projected growth is really what the area can bear.

Commissioner Ward expressed her concerns regarding the age breakdown graph and mentioned that the graph is incorrect.

Chair Jacobs suggested having the same figures for the Future Land Use Map.

Commissioner Ward suggested that the Vacant Land on the map be changed to a different color.

Chair Jacobs suggested getting the most recent data available and not to duplicate information. Planning Director Astorga stated that it might be beneficial to combine and not duplicate information. Commissioner Bott suggested keeping Economic Development and eliminating duplicated information and referring back when needed.

Commissioner Bott asked if the median income is correct as one figure states \$109,000 and another states \$89,000. Planning Director Astorga stated that it depends on the source but recommends using the latest and most accurate information available. Chair Jacobs suggested using only one source.

Chair Jacobs expressed concern regarding the definitions and that they may be incorrect and suggested double-checking that the titles are correct.

Commissioner Ward suggested making the numbers black on the collision heat map to make it easier to read.

Commissioner Ward suggested changing the internet broadband section, stating that we already own the network.

Chair Jacobs opened the public hearing at 8:50 p.m. No comments were made. Chair Jacobs closed the public hearing at 8:51 p.m.

Commissioner Ward made comments regarding City Council and moving forward with changes based on the changes that the Commission has made.

Commissioner Bott motioned to forward a positive recommendation to the City Council. Commissioner Arbuckle seconded the motion. The motion was approved with Commissioners Jacobs, Bott, Arbuckle, Ward, and Higginson voting “aye.”

8. Planning Director's Report/Update

Planning Director Astorga mentioned that the next scheduled meeting is November 18, 2025.

9. Adjourn

Chair Jacobs adjourned the meeting at 9:00 p.m.