

**Bountiful City
Administrative Committee Minutes
May 5, 2020**

This meeting was viewed by Administrative Committee members, staff and residents via video conference meeting (Zoom).

Present: Chairman – Francisco Astorga; Committee Members – Brad Clawson and Scott Schlegel; Assistant Planner – Curtis Poole; Recording Secretary – Darlene Baetz

1. Welcome and Introductions.

Chairman Astorga opened the meeting at 5:06 p.m. and introduced all present.

2. Consider approval of minutes for March 23, 2020.

Mr. Clawson made a motion to approve the minutes for March 23, 2020. Mr. Astorga seconded the motion.

<u> A </u>	Mr. Astorga
<u> A </u>	Mr. Clawson
—	Mr. Schlegel (abstained)

Motion passed 2-0.

3. PUBLIC HEARING: Consider approval of Conditional Use Permit to allow for a Home Occupation Contractor/Landscaping Business at 1697 North Pages Place, Tim Brandt, applicant.

Tim Brandt, applicant, was present.

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

The Applicant, Tim Brandt, requests Conditional Use Permit approval to allow for a Lawn Care and/or Landscaping Home Occupation at 1697 North Pages Place. The property is located within the R-4 Single Family Residential Zone.

The Applicant operates Intune Landscape Services, a landscaping and lawn care business, which primarily operate within the Pages Place HOA. The Applicant indicates he will be the only employee and there will be one (1) personal vehicle associated with the business, which will be parked in the driveway.

There will be five percent (5%) of the home will be used in connection with the business; which is within the standards required by Code. There will be tools, equipment and materials consistent with landscaping and lawn maintenance, stored at the Applicant's home. The Applicant has indicated this storage area will be in the garage or locked in an existing shed not visible from the road.

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for a Lawn Care and/or Landscaping Home Occupation at 1697 North Pages Place, subject to the following conditions:

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

PUBLIC HEARING: Mr. Astorga opened and closed the Public Hearing at 5:13 p.m. with no comment from the public.

Mr. Schlegel made a motion to approve a Conditional Use Permit to allow for a Home Occupation Contractor/Landscaping Business at 1697 North Pages Place, Tim Brandt, applicant, with conditions outlined by staff. Mr. Clawson seconded the motion.

A Mr. Astorga
A Mr. Clawson
A Mr. Schlegel

Motion passed 3-0 based on the six (6) conditions outlined by staff.

4. **PUBLIC HEARING: Consider approval of Conditional Use Permit to allow for an Accessory Dwelling Unit at 3706 Huntington Drive, Nicholas and Lindsey Woolley, applicants.**

Nicholas and Lindsey Woolley, applicants, were present.

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

The Applicants, Nicholas and Lindsey Woolley, requests Conditional Use Permit approval to allow for an Accessory Dwelling Unit (ADU) at 3706 Huntington Drive. The property is located in the R-3 Single-Family Residential Zone.

The Applicants' property is located in the R-3 Single-Family Residential Zone. The Applicants are requesting approval of an ADU which will be part of the existing residence. Information submitted by the Applicants shows the proposed ADU will consist of three (3) bedrooms, a bathroom, kitchen and living space.

According to City Code, 14-4-124, a Conditional Use Permit for an ADU is required and the Applicants shall meet all standards of the Code for approval. The property has an existing Single-Family dwelling and will be maintained as such by the Applicants. The property is

approximately 0.45 acres (19,602 square feet). There will only be one (1) ADU and there will only be one (1) utility connection located at this property. The Applicants have submitted building plans which indicate the living space at this residence is approximately 5,600 square feet and further indicate the proposed ADU will be approximately 1,500 square feet, which will be less than twenty-seven (27%) of the total residence and below the maximum forty percent (40%) standard in the Code.

The property will meet the parking standard required for approval with the existing three (3) car garage and driveway. The ADU will be accessed by an interior stairwell in addition to an exterior door at the rear of the residence. The plan submitted by the Applicants shows there will be a shared landing space in the basement which will allow the Applicants to access the storage and mechanical room. The Committee will need to consider the impact of this shared space and the access to the third bedroom of the ADU. The property will have the appearance of a Single-Family dwelling and should have minimal impact on the surrounding neighborhood.

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for an Accessory Dwelling Unit at 3706 Huntington Drive subject to the following conditions:

1. The Owner(s) of the property must continually occupy the primary dwelling or the ADU.
2. The property is to be used only as a Single-Family residence and shall be subject to a Deed Restriction.
3. There shall be no separate utility service connections.
4. The Applicants shall apply separately for a building permit to be reviewed and inspected by Staff.
5. The ADU shall meet all the standards in 14-14-124 of the City Land Use Code.
6. The Conditional Use Permit is solely for this property and is non-transferable.

Mr. Wooley stated the rear area has an extension to the patio.

PUBLIC HEARING: Mr. Astorga opened and closed the Public Hearing at 5:18 p.m. with no comment from the public.

Mr. Clawson made a motion to approve a Conditional Use Permit to allow for an Accessory Dwelling Unit at 3706 Huntington Drive, Nicholas and Lindsey Woolley, applicants, with conditions outlined by staff. Mr. Schlegel seconded the motion.

 A Mr. Astorga
 A Mr. Clawson
 A Mr. Schlegel

Motion passed 3-0 based on the six (6) conditions outlined by staff.

5. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Commercial Food Preparation Business (production of produce) at 37 North Main Street, Melissa Ure, applicant.**

Melissa Ure, applicant, was present.

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

The Applicant, Melissa Ure, requests Conditional Use Permit approval to allow for a Food Preparation/Food Production Business at 37 North Main Street. The property is located within the Downtown (DN) Zone.

The Applicant operates Elite Greens Hydro Farms LLC, a business in the production of produce using hydroponic systems. The business will operate out of the basement of Garner Antiques building. Food Preparation and Bakery related uses in the DN Zone are approved as a Conditional Use through the Administrative Committee.

Elite Greens proposes to grow microgreens, lettuces and other similar produce using hydroponic growing systems. The Applicant has indicated they will sell this produce to local restaurants. There will not be a retail store front, at this location, in connection with the business as all sales will be done wholesale. The growing system will be arranged both horizontally on tables and mounted vertically. The entire hydroponic and lighting system is run through an automatic timer. The Applicant has further indicated because of the automation there is not a plan to have more than three (3) employees at this location, which would not negatively impact the parking behind the building.

The Applicant is aware of the surrounding business as is taking steps to reduce any potential negative impacts to those properties. The Applicant has indicated the business will only use organic methods to control pests and disease associated with indoor food production. In addition, the Applicant has purchased dehumidifiers to reduce the amount of humidity released into Garner Antiques. The Applicant has received permission from the property owner.

Staff recommends the Administrative Committee approve the Conditional Use Permit to allow for a Food Preparation/Food Production business located at 37 North Main Street, subject to the following conditions:

1. The Applicant shall maintain an active Bountiful City Business License.
2. The business will not create nuisances discernible beyond the premises (e.g., dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
3. Any storage of material in connection with the business shall be in accordance with standards of the Bountiful City Land Use Code.
4. Any remodeling or structural changes to the building shall be approved through a separate permit.
5. The use will comply with all the applicable fire, building, plumbing electrical and life safety and health codes in the State of Utah, Davis County and Bountiful City.
6. Any signage connected with the business shall meet the standards of the Sign Code and receive approval through a separate permit.
7. The Conditional Use Permit is solely for this site and is non-transferable.

Mr. Astorga stated he was able to take a tour of the site before the application was turned in to the City office. He felt that this would be a very minimal impact to the neighborhood.

Mr. Poole explained that the parking would be a shared. Ms. Ure stated the produce will be delivered to the clients and would not be open for retail business at this site.

PUBLIC HEARING: Mr. Astorga opened and closed the Public Hearing at 5:25 p.m. with no comment from the public.

Mr. Schlegel made a motion to approve a Conditional Use Permit to allow for a Commercial Food Preparation Business (production of produce) at 37 North Main Street, Melissa Ure, applicant. Mr. Clawson seconded the motion.

A Mr. Astorga
A Mr. Clawson
A Mr. Schlegel

Motion passed 3-0 based on the seven (7) conditions outlined by staff.

6. **Consider approval of Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 621 East 350 North, Spencer Hymas, applicant.**

Mr. Clawson made a motion to approve a Conditional Use Permit, **in written form**, to allow for an Accessory Dwelling Unit at 621 East 350 North, Spencer Hymas, applicant, with conditions outlined by staff. Mr. Astorga seconded the motion.

A Mr. Astorga
A Mr. Clawson
_____ Mr. Schlegel (abstained)

Motion passed 2-0 based on conditions outlined by staff.

7. **Miscellaneous business and scheduling.**

Mr. Astorga noted the next meeting would be held, as needed, on Tuesday, June 2, 2020 at 5:00 p.m. at the South Davis Metro Fire Station. He ascertained there were no further items of business. The meeting was adjourned at 5:34 p.m.



Francisco Astorga
Administrative Committee Chair