ADMINISTRATIVE COMMITTEE

Monday, June 3, 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 May 20, 2019.
- 3. Consider approval of a Lot Line Adjustment at 127 Oakridge Drive and 131 Oakridge Drive, Larry Moore, applicant.
- 4. Consider approval of a Lot Line Adjustment at 764 North 225 East, Terry S. Toone, applicant.
- 5. **PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for General Retail with Outside Storage at 2301 South Main Street, Performance Ford Lincoln Bountiful, applicant.
- 6. Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 515 North 900 East, Janet Brown, applicant.
- 7. Consider approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 62 West 800 North, Franklin Alexander Romero, applicant.
- 8. Miscellaneous business and scheduling.

Clint Drake, Interim City Planner

Bountiful City Administrative Committee Minutes May 20, 2019

Present: Acting Chairman – Clint Drake; Committee Members – Brad Clawson and Dave Badham; Assistant Planner – Curtis Poole; Recording Secretary – Darlene Baetz

1. Welcome and Introductions.

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

2. Consider approval of minutes for April 8, 2019.

Mr. Badham made a motion for approval of the minutes for April 8, 2019 as written. Mr. Clawson seconded the motion.

A Mr. Drake
A Mr. Clawson
A Mr. Badham

Motion passed 3-0.

3. Consider approval of a Lot Line Adjustment at 253 South 200 East and 249 South 200 East, Allen Larsen, applicant.

Allen Larsen, applicant, and Leann Larsen, were present.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicant is applying for a Lot Line Adjustment between two of his properties located at 249 S 200 East (parcel #03-034-0002) and 253 South 200 East (parcel #03-034-0009). Both properties are located in the R-4 zone. The purpose of the adjustment is to convey a portion of the northern parcel to the southern parcel in order for the existing structure on the southern property to meet setback requirements. The property line adjustment will convey approximately 321 square feet, shown on aerial map as Center Parcel, from the northern parcel to the southern parcel. The adjustment will bring the southern parcel to 6,027 square feet (approximately 0.138 acres) and the southern parcel to 9,697 square feet (approximately 0.22 acres). The home on the northern parcel will be demolished for the purpose of building a new home. The home on the southern parcel will remain, and the adjustment to the lot line will help the structure meet setback standards of the code. No new lots are being created in the conveyance.

- 1. No new lots were created in this conveyance so 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 and recorded by the County.

Mr. Poole explained the redline corrections noted on the submitted plat and stated that changes would be required as a condition of approval.

Mr. Clawson made a motion for approval of a Lot Line Adjustment at 253 South 200 East and 249 South 200 East, Allen Larsen, applicant. Mr. Badham seconded the motion.

 A
 Mr. Drake

 A
 Mr. Clawson

 A
 Mr. Badham

Motion passed 3-0.

4. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 515 North 900 East, Janet Brown, applicant.

Janet Brown, applicant, was present along with her son-in-law, Cameron Woodbury.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicant is requesting approval of an Accessory Dwelling Unit for a new detached structure on the property. The accessory unit will contain a full kitchen, a separate garage, living space, and three bedrooms. The building will be behind the main home.

According to City Code, 14-4-124, a Conditional Use Permit for Accessory Dwelling Units (ADU) is required and applicants shall meet all standards of the Code. The existing home is located in the R-4 Single-Family Residential zone and is a single-family dwelling and will be maintained as such by the applicant. The lot is much larger than most in the R-4 zone with 1.31 acres (approximately 57,063 square feet), which provides additional space for detached structures. There will be only one ADU and there will only be one utility connection located at this property. The primary home is 3,614 square feet and the square footage of the detached ADU is 1,444, which is less than the 40% standard in the Code. The proposed detached structure meets all of the setback and lot building square footage requirements. The total square footage of all detached structures on the lot is also less than the maximum of 10% standard of the Land Use Ordinance. As the ADU is behind the main home and the size of the lot is large enough that it will continue to have the appearance of a single family residence and should have minimal impact on the neighboring properties.

Based upon the above findings, staff has determined the applicant would comply with all requirements for the Conditional Use Permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

- 1. The principal owner(s) of the property must occupy the primary residence or the ADU.
- 2. The property is to be used only as a single-family use and shall be subject to a deed restriction.
- 3. There shall be no separate utility service connections.
- 4. The ADU shall meet all the criteria in 14-14-124 of the City Land Use Ordinance.
- 5. The Conditional Use Permit is solely for this property and is non-transferable.

Mr. Badham expressed concern regarding the location of the ADU's front door in proximity to the street. Mr. Poole explained that the code requires the ADU front door not be visible from the street, and the applicant's plans comply. Mr. Woodbury expressed his opinion that the ADU is an ideal use of this property. Mr. Clawson inquired regarding the intended use for the ADU. Ms. Brown explained that it will be used for housing family members. Mr. Drake inquired regarding use of driveway space, and Mr. Woodbury noted there would be ample space for turning around.

PUBLIC HEARING: Mr. Drake opened and closed the Public Hearing at 5:14 p.m. with no comments from the public.

Mr. Clawson made a motion for approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 515 North 900 East, Janet Brown, applicant. Mr. Badham seconded the motion.

A Mr. Drake

A Mr. Clawson

A Mr. Badham

Motion passed 3-0.

5. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 62 West 800 North, Franklin Alexander Romero, applicant.

Alexander Romero, applicant, was present.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The property for the proposed Home Occupation request is located in the R-4 Zone. Home Occupations in this zone are allowed in City Code, 14-4-103, with approval of a Conditional Use Permit.

The application submitted indicates the property will be used to operate Franklin Home Improvement, which provides painting and handyman services. There will be tools

associated with this business, which will be stored in temporarily in the basement until a shed can be constructed which would house them. In addition to the room in the basement, the applicant indicated they will use a small portion of the living room for paperwork. The applicant indicates he will use his minivan for the business. The applicant indicates there will be no additional employees involved in the business. The business does appear incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

Based upon the above findings, staff has determined that the applicant would comply with all requirements for the Conditional Use Permit; therefore staff recommends approval of the Conditional Use Permit with 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. noise, dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
- 3. The use will comply with all applicable fire, building, plumbing, electrical, and life safety and health codes in the State of Utah, Davis County, and Bountiful City.
- 4. The Conditional Use Permit is solely for this site and is non-transferable.

Mr. Badham cautioned the applicant that a permit may be required for building the shed and that neighbors should be unaware that there is a business in operation at the home. Mr. Romero inquired regarding shed standards, and Mr. Poole offered to provide those standards following the meeting.

PUBLIC HEARING: Mr. Drake opened and closed the Public Hearing at 5:20 p.m. with no comments from the public.

Mr. Drake reiterated to the applicant that neighbors should be unaware of the business and that the home site be uncluttered from business materials.

Mr. Badham made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 62 West 800 North, Franklin Alexander Romero, applicant. Mr. Clawson seconded the motion.

A Mr. Drake
A Mr. Clawson
A Mr. Badham

Motion passed 3-0.

6. Consider approval of a Conditional Use Permit, in written form, to allow an Accessory Building exceeding 10% of the lot area at 146 West 100 South, Jan Rawlins, applicant.

Mr. Badham made a motion for approval of a Conditional Use Permit, in written form, to allow an Accessory Building exceeding 10% of the lot area at 146 West 100 South, Jan Rawlins, applicant. Mr. Clawson seconded the motion.

 A
 Mr. Drake

 A
 Mr. Clawson

 A
 Mr. Badham

Motion passed 3-0.

7. Miscellaneous business and scheduling.

Mr. Drake ascertained there were no further items of business. The meeting was adjourned at 5:24 p.m.

Clint Drake, Interim Planning Director



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:

May 29, 2019

To:

Administrative Committee

From:

Curtis Poole, Assistant City Planner

Re:

Staff Report for the Administrative Committee Meeting on Monday, June 3, 2019

Overview

3. Consider approval of a Lot Line Adjustment at 127 and 131 Oakridge Drive, Larry Moore, applicant.

Background

The applicant is applying for a Lot Line Adjustment between two properties, 127 Oakridge Drive (parcel #01-032-0079) and 131 Oakridge Drive (parcel #01-032-0084) and to memorialize a previous lot line adjustment between 131 Oakridge Drive and 3648 South Oakridge Circle (parcel #01-033-0001). The purpose of the adjustment between 127 and 131 Oakridge Drive is to match the existing retaining wall and fence.

The first adjustment (shown as Quit Claim 1) is to memorialize a previous lot line adjustment between 131 Oakridge Drive and 3648 South Oakridge Drive. This conveyed 459 square feet (approximately 0.0105 acres) from 3648 South Oakridge Drive to 131 Oakridge Drive. The second adjustment (shown as Quit Claim 2) is a conveyance of 124 square feet (approximately 0.0029 acres) from 127 Oakridge Drive to 131 Oakridge Drive. The third adjustment (shown as Quit Claim 3) is a conveyance of 395 square feet (approximately 0.0091 acres) from 131 Oakridge Drive to 127 Oakridge Drive.

The adjustment will bring 127 Oakridge Drive to 22,052 square feet (approximately 0.5062 acres), and will bring 131 Oakridge Drive to 12,023 square feet (approximately 0.2760 acres), and will bring 3648 South Oakridge Drive to 18,617 square feet (approximately 0.4274 acres). No new lots are being created in the conveyance.

Findings

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

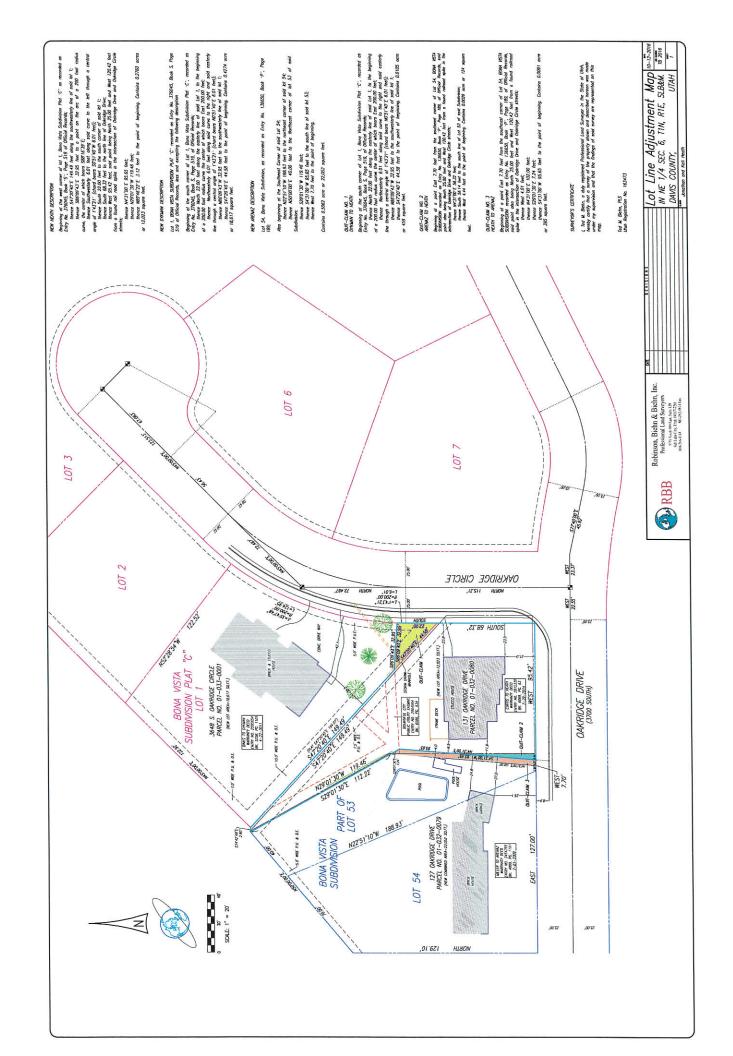
Staff Recommendation

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.

<u>Note:</u> 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.







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: May 29, 2019

To: Administrative Committee

From: Curtis Poole, Assistant City Planner

Re: Staff Report for the Administrative Committee Meeting on Monday, June 3, 2019

Overview

4. Consider approval of a Lot Line Adjustment 764 North 225 East, Terry S. Toone, applicant.

Background

The applicant is applying for a Lot Line Adjustment between two of his properties located at 764 North 225 East. Both properties, Lot 35 and Lot 36, are located in the R-4 zone. The purpose of the adjustment is to straighten the existing lot line between the two properties and to meet setback standards for the existing garage. Lot 35 will convey approximately 206 square feet, shown as Parcel B, to Lot 36. Lot 36 will convey approximately 47 square feet, Shown as Parcel A, to Lot 35. The adjustment will bring Lot 35 to 8,407 square feet (approximately 0.193 acres) and Lot 36 to 9,801 square feet (approximately 0.225 acres).

The home on Lot 35 will remain and the existing garage on Lot 36 will remain with a future proposal to build a home on Lot 36 by the applicant. Standards in the code prohibited the adjustment with an existing non-dwelling structure on the property; however in order to secure construction loans the applicant was required to have a new parcel number for Lot 36 which required the lot line adjustment. As a condition of approval of the lot line adjustment, the applicant will need to begin construction of the new home on Lot 36 within 90 days, and if not will need to remove the existing garage to bring the property into compliance. There is another issue regarding this existing garage. The original plat map shows a 5' easement running along the northern border of both lots. The garage has been built on this easement and will need to be altered or removed to bring the property into compliance for approval of a building permit. The drive approach on the southern portion of these two lots will need to be removed and relocated on Lot 36 so as not to create a shared driveway between the two lots. No new lots are being created in the conveyance.

Findings

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

Staff Recommendation

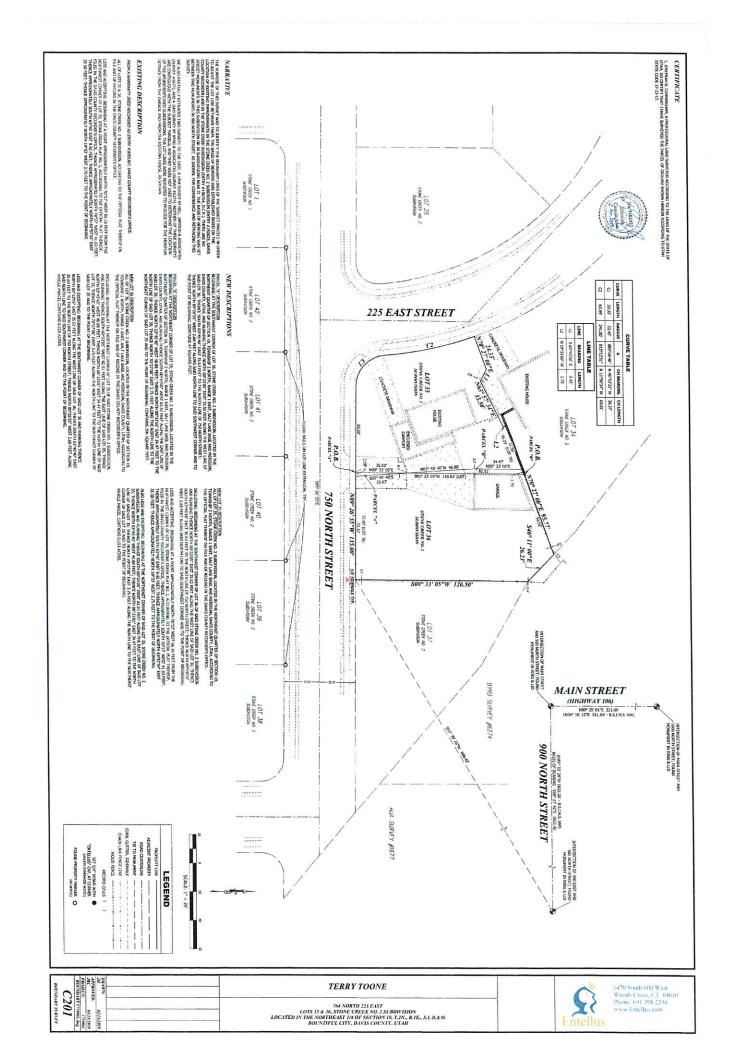
Based on the above findings, Staff recommends approval of the lot line adjustment, with the following conditions:

- 1. Complete any redline corrections required on the plat.
- 2. Alter or remove the garage to eliminate the encroachment into the easement on the north of the property.
- 3. Apply for building permit and begin construction on new home within 90 days from approval of the lot line adjustment or remove the existing garage on Lot 36. An agreement and/or bond memorializing this condition will need to be completed before approval.
- 4. The approved lot line adjustment shall be recorded with Davis County.

<u>Note:</u> 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.









RANDY C. LEWIS MAYOR

CITY COUNCIL

Kendalyn Harris
Richard Higginson
Beth Holbrook
John Marc Knight
Chris R. Simonsen

CITY MANAGER Gary R. Hill

Memo

Date:

May 29, 2019

To:

Administrative Committee

From:

Curtis Poole, Assistant City Planner

Re:

Staff Report for the Administrative Committee Meeting on Monday, June 3, 2019

Overview

5. PUBLIC HEARING - Consider approval of a Conditional Use Permit to allow for General Retail with Outside Storage at 2301 South Main Street, Performance Ford Lincoln Bountiful, applicant.

Background

The applicant is requesting a Conditional Use Permit for the purpose of temporarily using the parking lot at this location, the old Smith's Grocery Store building location, for overflow parking of their fleet and other vehicles to sell on their existing lot located a few blocks to the north of this site. The applicant will be moving their fleet vehicle sales to Woods Cross in late June.

Findings

According to City Code, 14-2-506, a Conditional Use Permit 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 the applicable standards. A Conditional Use Permit may be denied or revoked if the proposed conditions to achieve compliance are not met. The applicant, Performance Ford Lincoln Bountiful, operates a dealership to the north of the subject property and all sales will be conducted at the dealership and not at this location. No additional signage has been requested for this temporary location. The applicant intends to move the fleet vehicles to Woods Cross the end of June at which time the overflow parking at this location will cease.

A proposed parking plan for the vehicles has been submitted by the applicant indicating the areas where the overflow parking will occur. The plan shows there will be adequate space to allow for vehicular traffic around the neighboring Chevron station as well as passage between Highway 89 and 500 West. The applicant has received approval from the current property owner, the Olson's, as required for this Conditional Use Permit.

Staff Recommendation

Based upon the above findings, staff recommends approval of the Conditional Use Permit with the following conditions:

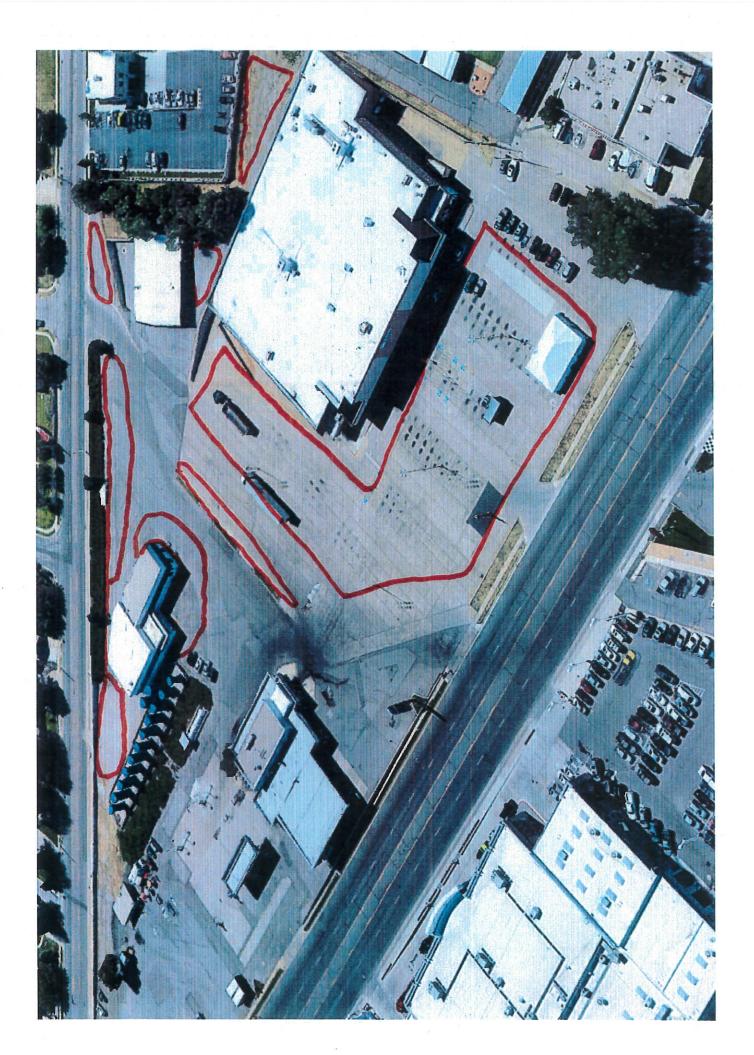
- 1. The applicant shall maintain a current Bountiful City Business License.
- 2. The Conditional Use Permit is for this location only and is non-transferable.
- 3. The applicant shall only park vehicles in the designated zones of the parking lot in accordance with the proposed parking plan so as not to impede vehicular travel between Highway 89 and 500 West and neighboring businesses.

Bountiful Land Use Ordinance

Section 14-2-111, authorizes the Administrative Committee as the review body for Conditional Use Permits for commercial business operations that do not require a new and or amended site plan.

Aerial Map







RANDY C. LEWIS MAYOR

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

CITY MANAGER Gary R. Hill

Bountiful City, Utah Conditional Use Permit

A public hearing was held on May 20, 2019, at Bountiful City Hall to consider the request of Janet Brown for a Conditional Use Permit allowing an Accessory Dwelling at the following location:

515 North 900 East, Bountiful City, Davis County, Utah

BEG AT A PT 1401.33 FT S & 16.5 FT W FR NE COR OF NW 1/4 OF SEC 20-T2N-R1E, SLM; TH S 198.85 FT; TH W 320 FT; TH N 91 FT TO A PT 90 FT E NE COR OF LOT 94, BOUNTIFUL'S LAKE HILLS PLAT E; TH S 89^58' E 85.97 FT; TH N 0^05' W 110.73 FT, M/L, TO A PT W OF BEG; TH E 230 FT, M/L, TO POB. CONT 1.26 ACRES (WENT TO 04-001-0138)

Parcel 04-001-0137

The Bountiful City Administrative Committee heard the matter and considered the statements of the applicant, the City staff, and the public. As a result, the Administrative Committee makes the following findings:

- 1. This matter is properly heard before the Administrative Committee.
- 2. Appropriate public notice has been provided and a public hearing held.
- 3. The proposed request for an accessory dwelling shall meet all the criteria in 14-14-124 and other applicable sections of the City Ordinance.

The Bountiful City Administrative Committee hereby grants this Conditional Use Permit for an Accessory Dwelling Unit (ADU) as requested by Janet Brown to be located at 515 North 900 East, Bountiful, Davis County, Utah, with the following conditions:

- 1. The principal owner(s) of the property must occupy the primary residence or the ADU.
- 2. The property is to be used only as a single-family use and shall be subject to a deed restriction.
- 3. There shall be no separate utility service connections.
- 4. The ADU shall meet all the criteria in 14-14-124 of the City Land Use Ordinance.
- 5. The Conditional Use Permit is solely for this property and is non-transferable.

The Conditional Use Permit was approved on May 20, 2019, and this written form was approved this 3rd day of June, 2019.

Clinton Drake	ATTEST: Julie Holmgren
Acting Planning Director	Recording Secretary



RANDY C. LEWIS MAYOR

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

CITY MANAGER Gary R. Hill

Bountiful City, Utah Conditional Use Permit

A public hearing was held on May 20, 2019, at Bountiful City Hall to consider the request of Franklin Alexander Romero, for a Conditional Use Permit allowing a Home Occupation Contractor Business at the following location:

62 West 800 North, Bountiful, Davis County, Utah

ALL OF LOT 5, BLK 3, CHAPEL SUB PLAT A. CONT. 0.211 ACRES

Parcel 03-048-0022

The Bountiful City Administrative Committee heard the matter and considered the statements of the applicant, the City staff, and the public. As a result, the Administrative Committee makes the following findings:

- 1. This matter is properly heard before the Administrative Committee.
- 2. Appropriate public notice has been provided and a public hearing held.
- 3. The proposed request to operate a contractor business meets the letter and the intent of the specific requirements in §14-17 et seq. (Conditional Use Permit provisions) of the Bountiful City Land Use Ordinance.

The Bountiful City Administrative Committee hereby grants this Conditional Use Permit for Franklin Alexander Romero to operate a contractor business located at 62 West 800 North, in Bountiful, Davis County, Utah, with 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. noise, dust, odors, noxious fumes, glare, traffic, etc.).
- 3. The use will comply with all applicable fire, building, plumbing, electrical, and life safety and health codes in the State of Utah, Davis County, and Bountiful City.
- 4. The Conditional Use Permit is solely for this site and is non-transferable.

The Conditional Use Permit was approved on May 20, 2019, and this written form was approved this 3rd day of June, 2019.

Clinton Drake	ATTEST: Julie Holmgren
Acting Planning Director	Recording Secretary