

**Bountiful City**  
**Administrative Committee Minutes**  
**February 5, 2018**

**Present:** Chairman – Chad Wilkinson; Committee Members – Lloyd Cheney and Beth Holbrook; Assistant Planner – Browne Sebright; Recording Secretary – Julie Holmgren

**1. Welcome and Introductions.**

Chairman Wilkinson opened the meeting at 5:01 p.m., welcomed new committee member Beth Holbrook, and introduced all present.

**2. Consider approval of minutes for January 8, 2018.**

Mr. Cheney made a motion for approval of the minutes for January 8, 2018. Mr. Wilkinson seconded the motion.

  A       Mr. Wilkinson  
  A       Mr. Cheney  
         Ms. Holbrook (abstained)

Motion passed 2-0.

**3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 397 West 800 South, Damon Garner, applicant.**

Damon Garner, applicant, was present. Several of Mr. Garner’s neighbors were present – none of them chose to comment during the Public Hearing.

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

The property where the Home Occupation Business is proposed is located in the R-4 Residential Zone. Home Occupation Contractor Businesses in this zone are classified in the City Ordinance as requiring a Conditional Use Permit.

The application submitted indicates that the property will be used for the office of a handyman business. The applicant indicated that a personal vehicle used for the business will be parked on the driveway. The applicant will store his tools in the vehicle, including screwdrivers, saws, hammers and wrenches. The applicant has indicated that 5% of the home will be used for the business for administrative duties including filing cabinets and electronic storage. The applicant has indicated that there will be no employees on site. The applicant has acknowledged that no work may be performed on site and there will be no signage advertising the business on site. The use appears to be incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

Based on the findings, staff has determined that 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 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, 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.
5. No work, other than office related operations, will be performed at this site.

Mr. Sebright explained that one of Mr. Garner's neighbors submitted an email expressing concern regarding the conditional use permit. Mr. Sebright shared the letter with the committee in which concerns were outlined regarding street parking, reckless driving and the concept of conducting business in a residential neighborhood. Mr. Sebright noted that he communicated with the neighbor and explained the restrictions which would be placed on the home occupation business. The neighbor then expressed that he felt satisfied regarding the matter.

**PUBLIC HEARING:** Mr. Wilkinson opened and closed the Public Hearing at 5:05 p.m. with no comments from the public.

Mr. Wilkinson explained that one of the reasons for a public hearing is to give neighbors the opportunity to express concerns. He emphasized the importance of adhering to the code regarding home occupation businesses, especially regarding equipment and employees. Mr. Wilkinson noted that a conditional use permit can be revoked for non-adherence to the code. Mr. Garner noted that he has no intention to advertise except with magnetic vehicle signs. Mr. Wilkinson explained that all vehicles should be parked on a paved surface and off the street. Mr. Cheney noted that if the business expands and a trailer is utilized, there are requirements the applicant would need to be aware of regarding the use of trailers.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 397 West 800 South, Damon Garner, applicant. Ms. Holbrook seconded the motion.

A Mr. Wilkinson  
A Mr. Cheney  
A Ms. Holbrook

Motion passed 3-0.

4. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 295 East 1650 South, Cameron Kent, applicant.**

Cameron Kent, applicant, was present.

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

The property where the Home Occupation Business is proposed is located in the R-4 Residential Zone. Home Occupation Contractor Businesses in this zone are classified in the City Ordinance as requiring a Conditional Use Permit.

The application submitted indicates that the property will be used for the office of a general contractor business. The applicant indicated that a personal vehicle used for the business will be parked on the driveway. The applicant has indicated that approximately 20% of the home (230 square feet) will be used for the business for an office and storage for hand tools. The applicant has indicated that there will be no employees on site. The applicant has acknowledged that no work may be performed on site and there will be no signage advertising the business on site. The use appears to be incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

Based on the findings, staff has determined that 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 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, 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.
5. No work, other than office related operations, will be performed at this site.

Mr. Kent noted that he had recently changed from a handyman to a general contractor business, and the change necessitated the conditional use permit.

**PUBLIC HEARING:** Mr. Wilkinson opened and closed the Public Hearing at 5:11 p.m. with no comments from the public.

Mr. Wilkinson explained that the idea behind a home occupation business is that it remain fairly invisible to the public. Mr. Kent noted that he would not have any advertising signs or employees.

Ms. Holbrook made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 295 East 1650 South, Cameron Kent, applicant. Mr. Cheney seconded the motion.

A Mr. Wilkinson

A Mr. Cheney

A Ms. Holbrook

Motion passed 3-0.

5. **Consider approval of a Conditional Use Permit, in written form, to allow an Accessory Building exceeding 10% of the lot area at 55 West 700 North, Brent and Kathy Vodopich, applicants.**

Mr. Cheney 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 55 West 700 North, Brent and Kathy Vodopich, applicants. Mr. Wilkinson seconded the motion.

A Mr. Wilkinson  
A Mr. Cheney  
A Ms. Holbrook

Motion passed 3-0.

6. **Consider approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 1261 Cassidy Circle, Jeremy and Erin-Leigh Hess, applicants.**


Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for an Accessory Dwelling Unit at 1261 Cassidy Circle, Jeremy and Erin-Leigh Hess, applicants. Mr. Wilkinson seconded the motion.

A Mr. Wilkinson  
A Mr. Cheney  
A Ms. Holbrook

Motion passed 3-0.

7. **Miscellaneous business and scheduling.**

Mr. Wilkinson noted that the next meeting will be February 12, 2018 and ascertained there were no further items of business. The meeting was adjourned at 5:15 p.m.

  
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Chad Wilkinson, City Planner