

**Approved Minutes of the  
BOUNTIFUL CITY PLANNING COMMISSION  
Tuesday, July 2, 2024 – 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	Vice Chair Alan Bott, Sean Monson Beverly Ward, and Krissy Gilmore
	Planning Director	Francisco Astorga
	Senior Planner	Amber Corbridge
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris
Excused:	Planning Commission	Chair Lynn Jacobs, Jim Clark, and Richard Higginson
	Assistant Planner	Jonah David Hadlock

**1. Welcome**

Vice Chair Bott called the meeting to order at 6:34 p.m. and welcomed everyone.

**2. Consideration to approve meeting minutes from June 18, 2024**

Commissioner Gilmore motioned to approve the minutes from June 18, 2024, and Commissioner Ward seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward, and Gilmore voting “aye”.

**3. Variance Request to construct a single-family dwelling on slopes 30% or greater at 3285 South Sunset Loop**

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

Vice Chair Bott questioned if the slope of twenty (20%) is currently or after they construct the access. Senior Planner Corbridge confirmed the twenty (20%) is the current slope. Planning Director Astorga explained the Slope Analysis in better detail, confirming it is only a small area being disturbed at thirty percent (30%).

Vice Chair Bott opened the Public Hearing at 6:42 p.m. No one provided public comment. Vice Chair Bott closed the Public Hearing at 6:42 p.m.

Commissioner Gilmore questioned the necessity of the variance if when the subdivision was created the code regulated slope disturbances over thirty percent (30%). Senior Planner Corbridge referred to the plat map and stated that the plat shows an ordinance put into place where single-family dwellings must be constructed on usable land. Senior Planner Corbridge stated the proposed single-family dwelling is proposed on useable land, however there is no mention about the access to the buildable area, which is the need for the variance.

Commissioner Gilmore motioned to approve the Variance Request to construct a single-family dwelling on slopes thirty percent (30%) or greater at 3285 South Sunset Loop. Commissioner Ward seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward and Gilmore voting “aye.”

**4. Preliminary/Final Architectural and Site Plan Review for a change of use: retail store at 750 South Main, Suite 102**

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

Vice Chair Bott questioned if the reason for approval of a Site Plan Review for change of use as stated in the Land Use Code was because of parking. Senior Planner Corbridge confirmed that the reason for approval of a site plan review is to look at all the standards, including parking, landscaping, and architectural features of the building. Planning Director Astorga confirmed what Senior Planner Corbridge mentioned. Commission discussed a possible future Land Use Code Amendment.

Commissioner Ward motioned to forward a positive recommendation to approve the Preliminary/Final Architectural and Site Plan Amendment for a Change of Use, to the City Council. Commissioner Monson seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward and Gilmore voting “aye.”

**5. Preliminary/Final Architectural and Site Plan Review for a change of use: salon suites at 146 West 300 South**

Planning Director Francisco Astorga presented the item as outlined in the packet on behalf of Assistant Planner Jonah David Hadlock.

Derek Schlenker, applicant, spoke about how it has been a challenge working through the complexity of the parking and landscaping situation. The owners ultimately want to create a good situation aligning with the community. Commissioner Ward had concerns with how many spaces inside the building compared to parking spaces. Mr. Schlenker stated that the concept is to have entrepreneurs that will be renting a space inside the building. He stated each tenant would have different hours, and most are very part time hours. The owners feel that with this concept

and after completing a parking study, they will not have an issue with parking. Planning Director Astorga confirmed that doing a local parking study is the best way to get the best parking ratio.

Commissioner Monson motioned to forward a positive recommendation to approve the Preliminary/Final Architectural and Site Plan Amendment for a Change of Use, to the City Council. Commissioner Gilmore seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward and Gilmore voting “aye.”

#### **6. Planning Director’s Report/Update**

Planning Director Astorga gave an update on the General Plan stating that a Work Session with the City Council is coming up next week with a continuing focus on active transportation.

#### **7. Adjourn**

Vice Chair Bott adjourned the meeting at 7:16 p.m.