

1 **Draft Minutes of the**
2 **BOUNTIFUL CITY PLANNING COMMISSION**
3 **Tuesday, July 2, 2024 – 6:30 p.m.**

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5 Official notice of the Planning Commission Meeting was given by posting an agenda at City
6 Hall, and on the Bountiful City Website and the Utah Public Notice Website.
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8 **City Council Chambers**
9 795 South Main Street, Bountiful, Utah 84010

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11 Present: Planning Commission Vice Chair Alan Bott, Sean Monson
12 Beverly Ward, and Krissy Gilmore
13
14
15 Planning Director Francisco Astorga
16 Senior Planner Amber Corbridge
17 City Engineer Lloyd Cheney
18 City Attorney Bradley Jeppson
19 Recording Secretary Sam Harris
20
21 Excused: Planning Commission Chair Lynn Jacobs, Jim Clark, and Richard
22 Higginson
23
24 Assistant Planner Jonah David Hadlock
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26

27 **1. Welcome**

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29 Vice Chair Bott called the meeting to order at 6:34 p.m. and welcomed everyone.
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31 **2. Consideration to approve meeting minutes from June 18, 2024**

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33 Commissioner Gilmore motioned to approve the minutes from June 18, 2024, and Commissioner
34 Ward seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward,
35 and Gilmore voting “aye”.
36

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

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40 Senior Planner Amber Corbridge presented the item as outlined in the packet.
41

42 Vice Chair Bott questioned if the slope of twenty (20%) is currently or after they construct the
43 access. Senior Planner Corbridge confirmed the twenty (20%) is the current slope. Planning
44 Director Astorga explained the Slope Analysis in better detail, confirming it is only a small area
45 being disturbed at thirty percent (30%).
46

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

49
50 Commissioner Gilmore questioned the necessity of the variance if when the subdivision was
51 created the code regulated slope disturbances over thirty percent (30%). Senior Planner
52 Corbridge referred to the plat map and stated that the plat shows an ordinance put into place
53 where single-family dwellings must be constructed on usable land. Senior Planner Corbridge
54 stated the proposed single-family dwelling is proposed on useable land, however there is no
55 mention about the access to the buildable area, which is the need for the variance.

56
57 Commissioner Gilmore motioned to approve the Variance Request to construct a single-family
58 dwelling on slopes thirty percent (30%) or greater at 3285 South Sunset Loop. Commissioner
59 Ward seconded the motion. The motion was approved with Commissioners Bott, Monson, Ward
60 and Gilmore voting “aye.”

61
62 **4. Preliminary/Final Architectural and Site Plan Review for a change of use: retail store at**
63 **750 South Main, Suite 102**

64
65 Senior Planner Amber Corbridge presented the item as outlined in the packet.

66
67 Vice Chair Bott questioned if the reason for approval of a Site Plan Review for change of use as
68 stated in the Land Use Code was because of parking. Senior Planner Corbridge confirmed that
69 the reason for approval of a site plan review is to look at all the standards, including parking,
70 landscaping, and architectural features of the building. Planning Director Astorga confirmed
71 what Senior Planner Corbridge mentioned. Commission discussed a possible future Land Use
72 Code Amendment.

73
74 Commissioner Ward motioned to forward a positive recommendation to approve the
75 Preliminary/Final Architectural and Site Plan Amendment for a Change of Use, to the City
76 Council. Commissioner Monson seconded the motion. The motion was approved with
77 Commissioners Bott, Monson, Ward and Gilmore voting “aye.”

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

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

84
85 Derek Schlenker, applicant, spoke about how it has been a challenge working through the
86 complexity of the parking and landscaping situation. The owners ultimately want to create a
87 good situation aligning with the community. Commissioner Ward had concerns with how many
88 spaces inside the building compared to parking spaces. Mr. Schlenker stated that the concept is to
89 have entrepreneurs that will be renting a space inside the building. He stated each tenant would
90 have different hours, and most are very part time hours. The owners feel that with this concept

91 and after completing a parking study, they will not have an issue with parking. Planning Director
92 Astorga confirmed that doing a local parking study is the best way to get the best parking ratio.
93

94
95 Commissioner Monson motioned to forward a positive recommendation to approve the
96 Preliminary/Final Architectural and Site Plan Amendment for a Change of Use, to the City
97 Council. Commissioner Gilmore seconded the motion. The motion was approved with
98 Commissioners Bott, Monson, Ward and Gilmore voting “aye.”
99

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

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102 Planning Director Astorga gave an update on the General Plan stating that a Work Session with
103 the City Council is coming up next week with a continuing focus on active transportation.
104

105 **7. Adjourn**

106
107 Vice Chair Bott adjourned the meeting at 7:16 p.m.