



Bountiful City
Administrative Committee Agenda
Monday, January 08, 2024
5:00 p.m.

NOTICE IS HEREBY GIVEN that Bountiful City Administrative Committee will hold a meeting in the Planning Department Conference Room, Bountiful City Hall, 795 South Main, Bountiful, Utah, 84010, at the time and on the date given above. The public is invited to attend. 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.

1. Welcome and Roll Call
2. Consideration to Approve the meeting minutes from July 31, 2023
 - Review
 - Action
3. Conditional Use Permit request to remodel an existing accessory building into a detached Accessory Dwelling Unit at 2941 South 100 West
Assistant Planner Hadlock
 - Review
 - Public Hearing
 - Action
4. Adjourn



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Bountiful City
Draft Administrative Committee Meeting Minutes
795 South Main Street, Bountiful UT 84010
Planning Conference Room – City Hall
Monday July 31, 2023

Members in Attendance: Chair Francisco Astorga, Aaron Arbuckle, and Todd Christensen

Ex Officio: Assistant City Planner Nicholas Lopez
Recording Secretary Darlene Baetz

1. Welcome and Introductions

Chair Astorga opened the meeting at 5:00 p.m. and introduced all members.

2. Approval of the meeting minutes for July 17, 2023.

Motion: Member Arbuckle motioned to approve the Administrative Committee meeting minutes for July 17, 2023, as drafted. Chair Astorga seconded the motion.

Vote: The motion passed with a 2-0-1 approval. Member Christensen abstained from voting as he was not present at that meeting.

3. Short-Term Rental (STR) – Continued item from July 17, 2023
1099 Bountiful Boulevard

Mr. Jacob Bunker, applicant, was in attendance. Assistant City Planner Lopez presented the item.

Staff recognized that this item was not noticed correctly for the July 17, 2023, Administrative Committee meeting and this was corrected by sending notices to the neighbors within three hundred feet (300’).

Assistant City Planner Lopez indicated that the applicant requested approval for a short-term rental permit for his previously approved accessory dwelling unit located above the garage on the north side of his single-family dwelling. He explained that a short-term rental is a rental dwelling unit rented for periods less than thirty (30) consecutive days and he indicated that he reviewed the standards found in Bountiful City Municipal Code.

Chair Astorga stated the property owner is still required to live on site with both the Accessory Dwelling Unit and Short-Term Rental.

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2 Assistant City Planner Lopez indicated that Staff recommended approval of the requested Short-
3 term Rental Permit.

4
5 Chair Astorga opened the public hearing.

6
7 Jase Jergensen asked for clarification about the entrance for the short-term rental permit and
8 parking requirements for the unit.

9
10 David Crapo asked for the number of approved short-term rentals, the number of days allowed
11 for a short-term rental and the code enforcement for excessive number of guests.

12
13 Assistant Planner Lopez discussed the entrance with a walkway for the unit and that the unit has
14 parking available in the driveway and noted that any vehicle may park on the side of the road
15 without any permits or approvals needed. He also went over the regulations for on-street parking
16 during the winter months.

17
18 Chair Astorga discussed that this is the first short-term rental in the Residential Foothill zone and
19 any short-term rental is rented for periods less than thirty (30) consecutive days. The number of
20 guests should be marketed as four (4) guests for this unit.

21
22 Chair Astorga closed the public hearing at 5:36 p.m.

23
24 Mr. Bunker thanked the Administrative Committee and Staff for their help with this item and
25 indicated that he wants to be a good neighbor.

26
27 Chair Astorga summarized the timeline of the Short-Term Rental Ordinance approved by City
28 Council in 2022.

29
30 **Motion:** Todd Christenson motioned to approve the item. Member Arbuckle seconded motion.

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32 **Vote:** The motion passed unanimously (3-0).

33
34 **4. Adjourn**

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36 Chair Astorga adjourned the meeting at 5:42 p.m.

Administrative Committee Staff Report



Subject: Conditional Use Permit for a Detached Accessory Dwelling Unit
at 2941 South 100 West
Authors: Jonah David Hadlock, Assistant City Planner
Date: January 8, 2024

Background

The applicant, Daniela Anghel, submitted a Conditional Use Permit (CUP) for a detached accessory dwelling unit (ADU) on her property located at 2941 South 100 West, on December 21, 2023. The Bountiful City Administrative Committee reviews all CUPs for ADUs. The Bountiful City Land Use Code defines an ADU (see also “Accessory In-Law Apartment”) as a self-contained dwelling unit within an owner-occupied single-family residence or in a detached accessory structure located on an owner-occupied property.

Analysis

Bountiful City Land Use Code § 14-14-124(C) states that an ADU shall meet all the following standards below. Staff findings for each standard are shown as underlined text.

1. Shall be a conditional use only within the Single-Family Residential zone, Residential Multiple (RM) Family Zone, and the Downtown (DN) Mixed Use Zone; and shall not be permitted in any other zone.
 - The proposed detached ADU is located within the Single-Family Residential Zone (R-4).
2. It is unlawful to allow, construct, or reside in an accessory dwelling unit within a duplex or multi-family residential building or property.
 - The site currently contains a single-family dwelling.
3. It is unlawful to reside in, or allow to reside in, an accessory dwelling unit that has not received a conditional use permit or without written authorization from the Bountiful City Planning Department.
 - The applicant has submitted a CUP application for the proposed detached ADU.
4. A maximum of one (1) accessory dwelling unit shall be permitted on a qualifying lot.
 - The applicant has submitted a CUP application for one (1) ADU.
5. It is unlawful to construct, locate, or otherwise situate an accessory dwelling unit on a lot or parcel of land that does not contain a habitable single-family dwelling.
 - The site currently contains a single-family dwelling.
6. A deed restriction limiting the use of a property to a single-family dwelling, prepared by the Bountiful City Planning Director, and signed by all owners of the

property on which an accessory dwelling unit is located, shall be recorded with the Davis County Recorder's Office prior to occupancy of the accessory dwelling unit. If a building permit is required, then said deed restriction shall be recorded prior to issuance of the building permit.

- The applicant has submitted a CUP application. Once approved by the Bountiful City Administrative Committee, the Planning Director will prepare the required deed restriction.
7. The property owner must occupy either the principal unit or the accessory dwelling unit as their permanent residence and at no time receive rent for the owner-occupied unit. An application for an accessory dwelling unit shall include proof of owner occupancy as evidenced by voter registration, vehicle registration, driver's license, county assessor records or other similar means required by the Planning Department.
 - The property owner resides at the primary single-family dwelling and is aware of the deed restriction and occupancy requirements.
 8. Separate utility meters shall not be permitted for the accessory dwelling unit.
 - The restriction applies and the deed restriction will indicate such. The property owner is aware of this provision.
 9. It is unlawful to construct an accessory dwelling unit, or to modify a structure to include an accessory dwelling unit, without a building permit, if applicable.
 - This site has appropriate building permit applications in progress.
 10. Adequate off-street parking shall be provided for both the primary residential use and the accessory dwelling unit, and any driveway and parking area shall be in compliance with this Title. In addition to the parking required for the principal unit at the time of construction, one (1) off-street parking space shall be provided for an accessory dwelling unit. Any additional occupant vehicles shall be parked off street in City Code compliant parking areas. On-street parking may be utilized in compliance with the current parking limitations outlined in the Bountiful Traffic Code regarding on-street parking.
 - The site has seven (7) parking spaces. A single-family dwelling requires four (4) parking spaces. The proposed detached ADU requires one (1) parking space.
 11. Shall be at least three hundred fifty (350) square feet in size and shall not exceed one thousand two hundred fifty (1,250) square feet.
 - The site plans show that the proposed DADU is approximately 570 square feet.
 12. Shall not be located on a lot with less than eight thousand (8,000) square feet buildable land.

- According to County records, parcel 05-155-0050 consisting of Lot 50 of the Val Vista Plat D Subdivision contains 0.398 acres which equates to approximately 17,337 square feet.
13. Shall be configured so that any exterior doors, stairs, windows, or similar features are located as far away from adjoining properties as is reasonably possible to provide privacy to those properties.
 - The proposed detached ADU complies with this provision.
 14. Shall meet all the setbacks required of an accessory structure.
 - The proposed detached ADU complies with this provision. The required side and rear yard setbacks are three feet (3'), minimum.
 15. Shall be located behind the front building line of the principal unit.
 - The proposed detached ADU complies with this provision.
 16. The separate entrance of the accessory dwelling unit may be visible from the front or corner lot side yard based on proximity and appropriate mitigation.
 - The entrance of the proposed detached ADU is not readily visible from the front.

Recommendation and Conditions of Approval

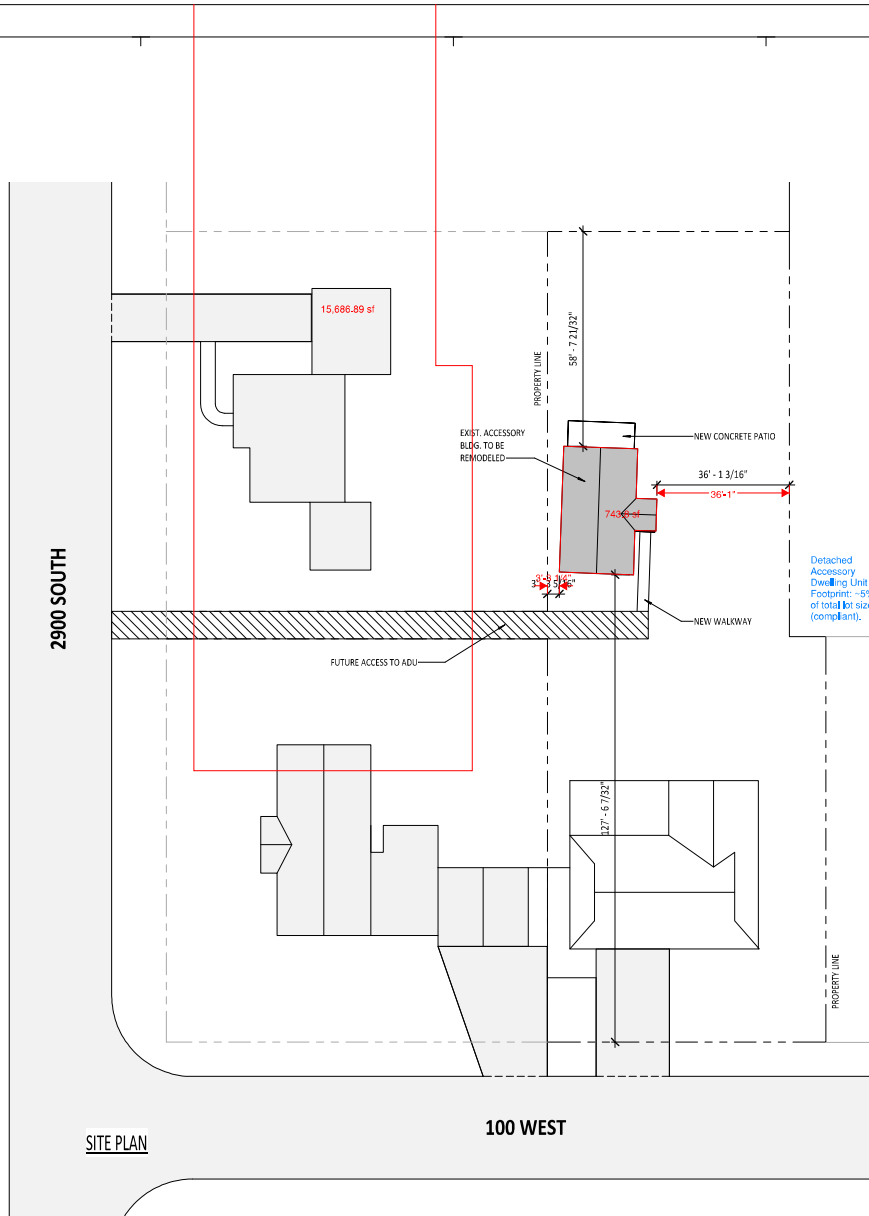
Staff recommends the Administrative Committee review the proposal, hold a public hearing, and consider approving the requested Conditional Use Permit allowing a detached accessory dwelling unit at 2941 South 100 West subject to the following conditions of approval:

1. The accessory dwelling unit shall meet all the standards in Section 14-14-124 of the City Land Use Code including the following:
 - a. The owner(s) of the property shall continually occupy the principal dwelling or the accessory dwelling unit.
 - b. The property is to be used only as a Single-Family dwelling with an accessory dwelling unit and shall be subject to a Deed Restriction.
 - c. There shall be no separate utility service connections.
 - d. The Applicants shall apply separately for a building permit to be reviewed and inspected by Staff.
2. The City shall inspect the site prior to the Planning Director signing the deed restriction.
3. The Conditional Use Permit for the accessory dwelling unit is solely for this property and is non-transferable to another property.
4. The Deed Restriction shall be signed prior to occupancy.

Attachments

1. Site Plan, Floor Plan, and Elevations
2. Additional Photographs

S:\2023\11-2-23\30-2-11-23 Prod_Dwg_31-833-1.rvt - 11/23/23 10:16 AM



SITE PLAN
SCALE 1/8" = 1'-0"

DANIELA ANGHEL ACCESSORY DWELLING UNIT 2941 SOUTH 100 WEST BOUNTIFUL, UT 84010



VICINITY MAP

SHEET INDEX	
SHEET NO.	SHEET TITLE
G1.00	COVER SHEET
G1.01	GENERAL INFORMATION
A1.01	FLOOR AND ROOF PLANS
A2.01	EXTERIOR ELEVATIONS & SECTIONS



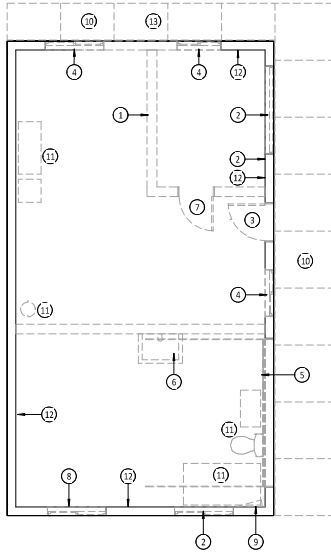
**DANIELA ANGHEL
ACCESSORY DWELLING UNIT
2941 SOUTH 100 WEST
BOUNTIFUL, UT 84010**

REVISIONS	
DATE	DESCRIPTION

PROJECT NO. 21833
DRAWN BY MSH
CHECKED BY CEG
DATE 05 APR, 2022
PROP. NO.

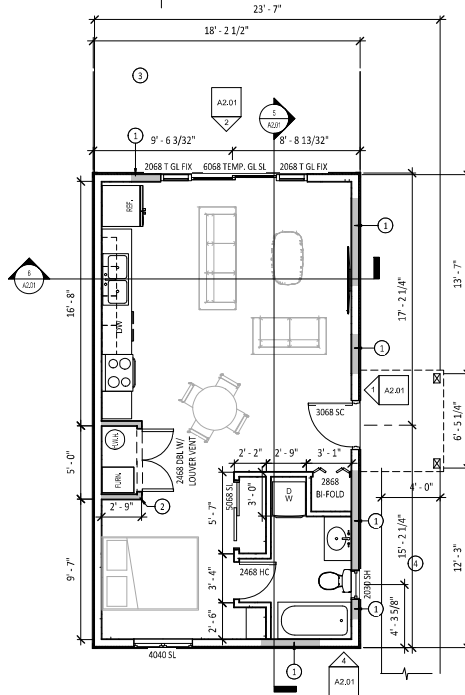
COVER SHEET

G1.00



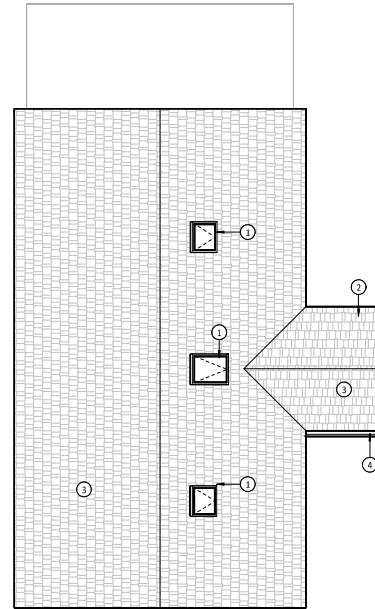
FLOOR PLAN - DEMOLITION

SCALE: 1/4" = 1'-0"



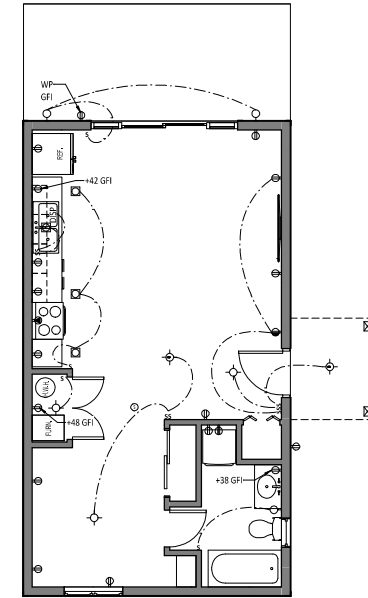
FLOOR PLAN

SCALE: 1/4" = 1'-0"



ROOF PLAN

SCALE: 1/4" = 1'-0"



ELECTRICAL PLAN

SCALE: 1/4" = 1'-0"

KEYED NOTES - MAIN LEVEL DEMOLITION

MARK	DESCRIPTION
1	REMOVE WALL
2	REMOVE WINDOWS AND INFILL OPENING
3	REMOVE DOOR AND FRAME OPENING
4	REMOVE AND CUT OPENING FOR NEW DOOR OR DOOR SYSTEM
5	REMOVE OVERHEAD DOOR AND FRAME OPENING
6	REMOVE SINK CAB AND TERMINATE PIPES FLUSH WITH FLOOR LEVEL
7	REMOVE DOOR AND DISPOSAL
8	REMOVE WINDOW AND ADJUST ROUGH OPENING FOR NEW
9	REMOVE AND RELOCATE ELECTRIC PANEL PER ELECTRIC PLAN
10	REMOVE ALL EXISTING CONCRETE PAVES AND/OR BULDING
11	SAW CUT EXIST. CONC. SLAB AS REQUIRED FOR INSTALLATION OF SINKER AND OTHER PLUMBING PIPING FOR NEW FIXTURES ABOVE
12	REMOVE ALL INTERIOR GYPSUM OR OTHER WALL FINISHES. INSTALL NEW R-15 INSULATION AND COVER WITH 1/2" CPB. BD. OVER 4" HI. AIR BARRIER
13	RELOCATE IRRIGATION CONTROL VALVES AND BOX

KEYED NOTES - MAIN LEVEL

MARK	DESCRIPTION
1	INFILL WALL WITH WOOD STUDS TO MATCH EXISTING
2	2X4 STUD WALL WITH 1/2" CPB. BD. EACH SIDE
3	NEW 4" THICK CONCRETE PATIO WITH THICKENED EDGE OVER 4" (MIN) COMPACTED ROAD BASE OVER COMPACTED SUB-GRADE
4	NEW 4" X 4" THICK CONCRETE WALKWAY TO FUTURE DRIVEWAY

KEYED NOTES - ROOF PLAN

MARK	DESCRIPTION
1	EXISTING SKYLIGHTS TO REMAIN
2	NEW GABLE ROOF AT ENTRY
3	REMOVE EXISTING SHINGLE SYSTEM DOWN TO WOOD DECK. INSTALL NEW ASPHALT SHINGLE SYSTEM OVER EXISTING AND NEW ROOF
4	NEW RAIN GUTTER AND DOWNSPOUTS

ELECTRICAL LEGEND

MARK	TYPE	MARK	TYPE
1	SINGLE POLE TOGGLE SWITCH	50	50 CFM EXHAUST FAN/LIGHT COMB.
3	THREE WAY TOGGLE SWITCH	50	50 CFM EXHAUST FAN
4	FOUR WAY TOGGLE SWITCH	50	110V SMOKE DETECTOR w/ BATTERY
5	GARAGE DOOR OPENER	50	CARBON MONOXIDE DETECTOR
6	DIMMER TOGGLE SWITCH	TV	TELEVISION JACK(CABLE,SATELLITE,ETC.)
10	110 VOLT DUPLEX OUTLET	D	GARAGE DOOR OPENER
11	110 VOLT FOURPLEX OUTLET	K	KEYLESS ENTRY
20	220 VOLT OUTLET	B	DOORBELL
110	110 VOLT HALF-SWITCHED OUTLET	SP	SPEAKER
110	110 VOLT SPECIALTY OUTLET	IC	INTERCOM
110	110 VOLT FLOOR DUPLEX OUTLET	SL	STEP LIGHT
110	110 VOLT GROUND FAULT INTERRUPTER	⊕	DISPOSAL
110	110 VOLT WATERPROOF GFI OUTLET	2'	2' STRIP FLUORESCENT FIXTURE
WP	TELEPHONE JACK	2' X 2'	2' X 2' FLUORESCENT FIXTURE
RC	RECESSED CAN	CF	CEILING FAN
EC	EYEBALL RECESSED CAN	WC	WALL WASH RECESSED CAN
WC	WALL WASH RECESSED CAN	UC 24"	UNDER CABINET (24")
UC 24"	CORNER WASH RECESSED CAN	UC 48"	UNDER CABINET (48")
LV	LOW VOLTAGE RECESSED CAN	TL	TRACK LIGHTING
CM	CEILING MOUNT FIXTURE	4'	4' STRIP FLUORESCENT FIXTURE
WM	WALL MOUNT FIXTURE	2' X 4'	2' X 4' FLUORESCENT FIXTURE
BL	BOLLARD LIGHT		

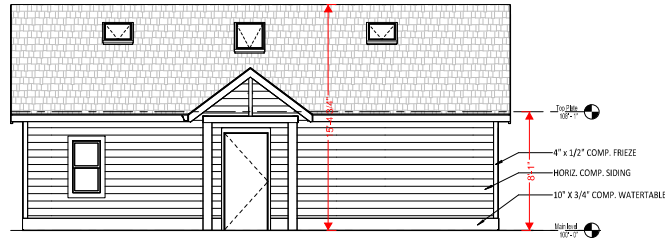
REVISIONS	DATE	DESCRIPTION

PROJECT NO.	21853
DRAWN BY	MSB
CHECKED BY	CSG
DATE	05 APR. 2022
PROP. NO.	

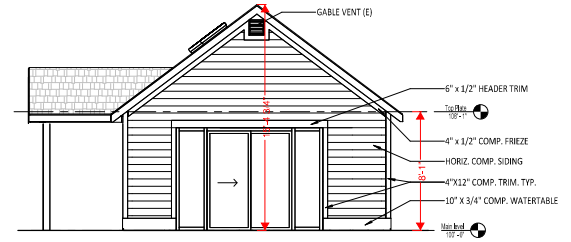
FLOOR AND ROOF PLANS

A1.01

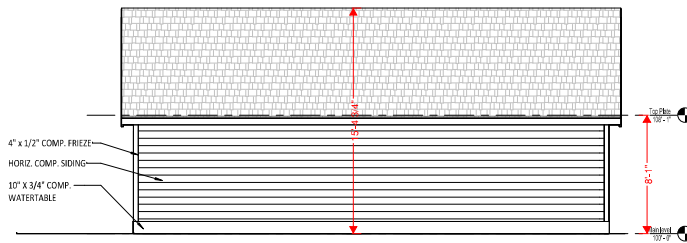
Approved by Planning Department
 Jonah David Hadlock, Assistant Planner
 12/21/2023 9:45:33 AM



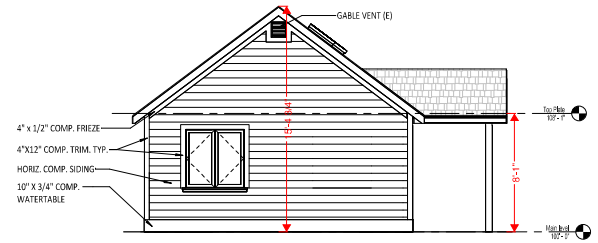
1 South Elevation
 SCALE: 1/4" = 1'-0"



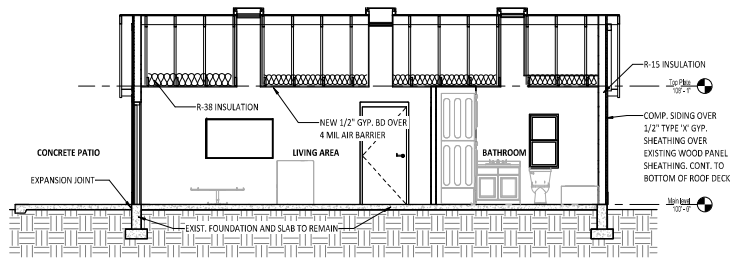
2 East Elevation
 SCALE: 1/4" = 1'-0"



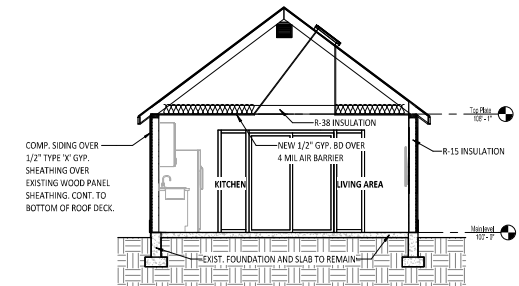
3 North Elevation
 SCALE: 1/4" = 1'-0"



4 West Elevation
 SCALE: 1/4" = 1'-0"



5 Section
 SCALE: 1/4" = 1'-0"



6 Section
 SCALE: 1/4" = 1'-0"

MCNEIL ENGINEERING
 Economic and Sustainable Design. Professionals You Know and Trust.
 Civil Engineering • Consulting & Landscape Architecture
 Structural Engineering • Land Surveying & HDS

DANIELA ANGHIEL
 ACCESSORY DWELLING UNIT
 2941 SOUTH 100 WEST
 BOUNTIFUL, UT 84010

REVISIONS	DATE	DESCRIPTION

PROJECT NO. 21853
 DRAWN BY: MSH
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EXTERIOR ELEVATIONS & SECTIONS

A2.01

