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**Draft Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
Monday, December 16, 2024 – 5:00 p.m.**

Official notice of the Administrative Committee Meeting was given by posting an agenda at City Hall, and on the Bountiful City Website and the Utah Public Notice Website.

Planning Conference Room
795 South Main Street, Bountiful, Utah 84010

Present:	Administrative Committee	Chair Francisco Astorga
		Andrew Hill
		Brad Clawson
	Assistant Planner	DeAnne Morgan
	Recording Secretary	Sam Harris

1. Welcome

Chair Astorga called the meeting to order at 5:01 p.m. and welcomed everyone.

2. Meeting Minutes from August 05, 2024

Committee Member Hill motioned to approve the minutes from August 05, 2024, and Chair Astorga seconded the motion. Committee Member Clawson abstained from the motion.

3. Home Occupation Conditional Use Permit for a Construction Business at 1653 North Pages Place Drive

Assistant Planner Morgan presented the item as outlined in the packet.

Chair Astorga asked if the condition of approval that the applicant shall maintain an active business license, was included in the first Conditional Use Permit granted in 2017. Assistant Planner Morgan stated that it was included in the 2017 Conditional Use Permit. Chair Astorga questioned that since they didn't renew their business license they were out of compliance. Assistant Planner Morgan stated that this is why they had to reapply for a Conditional Use Permit.

Committee Member Hill asked if there have been any reports or complaints from neighbors. Assistant Planner Morgan stated that there have not been any complaints and there are no changes to the previously granted Conditional Use Permit.

Chair Astorga opened the Public Hearing at 5:06 p.m. No comments were made. Chair Astorga closed the Public Hearing at 5:06 p.m.

46 Chair Astorga asked about the noticing requirements for a Conditional Use Permit Public
47 Hearing. Assistant Planner Morgan stated that a sign is to be posted on the site ten (10) days
48 prior, and a Public Notice posted on the City Website and the Public Notice Website. Committee
49 Member Hill asked for the location of the public notice sign. Assistant Planner Morgan indicated
50 that it was placed adjacent to the street as she pointed to the location on the printed packet.
51

52 Committee Member Hill motioned to approve the Home Occupation Conditional Use Permit for
53 a Construction Business at 1653 North Pages Place Drive. Committee member Clawson
54 seconded the motion. The motion was approved with Committee Members Astorga, Hill, and
55 Clawson voting “aye.”
56

57 **4. Meeting Schedule for 2025**
58

59 Committee Member Clawson motioned to approve the Public Notice for the Administrative
60 Committee meeting schedule to remain as meetings taking place on Monday evenings as needed.
61 Committee member Hill seconded the motion. The motion was approved with Committee
62 Members Astorga, Hill, and Clawson voting “aye.”
63

64 Chair Astorga informed the Committee that the Administrative Committee may dissolve in 2025.
65 Planning Director Astorga would then delegate those items to the Planning Commission or Staff.
66

67 **5. Adjourn**
68

69 Chair Astorga adjourned the meeting at 5:14 p.m.