

Approved Minutes of the
BOUNTIFUL CITY PLANNING COMMISSION
October 6, 2020
6:30 p.m.

Present:	Chair	Sean Monson
	Commission Members	Sam Bawden, Jesse Bell, Jim Clark, Lynn Jacobs, Sharon Spratley, and Councilwoman Harris
	City Attorney	Clinton Drake
	City Engineer	Lloyd Cheney
	Planning Director	Francisco Astorga
	City Planner	Curtis Poole
	Recording Secretary	Darlene Baetz (Attended via Zoom)

1. Welcome and Introductions.

Chair Monson opened the meeting at 6:30 pm and welcomed all those present.

2. Approval of the minutes for September 1, 2020.

Commissioner Spratley made a motion to approve the minutes for September 1, 2020 as written. Commissioner Clark seconded the motion. Voting passed 7-0 with Commission members Bawden, Bell, Clark, Harris, Jacobs, Monson and Spratley voting aye.

3. PUBLIC HEARING – Consider approval of a Variance - Allow construction of a single-family dwelling on slopes 30% or greater, located at 1874 Ridge Point, Karen Schramm representing Chad and Holly Snyder, property owner/applicant

Chad and Holly Snyder were present. City Planner Poole presented the staff report.

The Applicant, Karen Schramm, has requested a variance to allow for encroachments on slopes greater than thirty percent (30%) and retaining walls greater than ten feet (10') in height. The property is located at 1874 Ridge Point Drive, which is in the R-F Residential Foothill Zone. The proposed variance would allow for construction of a new residence. The plat was originally approved in 1996.

This property is very steep and the best location for the house and the driveway. Staff feels that the location of the house and driveway should be built as close to the road as possible.

The applicants do meet the state criteria and staff recommends the Planning Commission grant the requested variance related to encroachments on slopes greater than thirty percent (30%) and for the construction of retaining walls greater than ten feet (10') with the approval of the two conditions outlined. The applicant has completed condition 2 which was approved from Lloyd Cheney, City Engineer, and can be removed from the Commission members approval.

1. The Applicant will continue to work with City Staff to ensure the final plans submitted for the residence and retaining walls will have a minimal impact on slopes greater than thirty percent (30%).

1 2. Provide City Engineer final grading of slopes impacted with the development of the property.
2

3 Chair Monson opened and closed the **PUBLIC HEARING** at 6:37 without any comments.
4

5 Mr. Snyder expressed appreciation to the Bountiful City staff for all the help that was given.
6 Commissioner Bawden feels that the applicant has done a great job in minimizing the footprint and
7 the encroachment in the 30% slope.
8

9 Commissioner Jacobs made a motion of approval for the Variance to allow construction of a single-
10 family dwelling on slopes 30% or greater, located at 1874 Ridge Point with the approval of condition
11 1 and striking further approval of condition 2. Commissioner Bawden seconded the motion. Voting
12 passed 7-0 with Commission members Bawden, Bell, Clark, Harris, Jacobs, Monson and Spratley
13 voting aye.
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15 **4. Consider approval for a preliminary and final plat for Bountiful City Cemetery, located at 2224**
16 **South 200 West, Bountiful City, applicant.**
17

18 Lloyd Cheney presented the staff report.
19

20 Each addition to the City’s cemetery requires the preparation of a subdivision plat map, review by
21 the Planning Commission and the City Council, and then recording of the plat with the Bountiful City
22 Recorder, all before any new burial plots can be sold. The final plat for the western side of the existing
23 cemetery is now ready for review and recording.
24

25 This phase of the cemetery will yield 2,400 additional plots. The roads were constructed in 2015 and
26 landscaping is currently being worked on. Bountiful City is one of the only cities around that allows
27 non-residents to purchase plots at the Bountiful City Cemetery. The cemetery receives about 400
28 burials a year.
29

30 Commissioner Spratley made a motion to forward a recommendation of approval to the City Council
31 for the approval of the preliminary and final plat for Bountiful Cemetery, located at 2224 South 200
32 West with the two conditions outlined by staff. Commissioner Bell seconded the motion. Voting
33 was 7-0 with Commissioners Bawden, Bell, Clark, Harris, Jacobs, Monson and Spratley voting aye.
34

35 **5. PUBLIC HEARING – Consider forwarding a recommendation to the City Council amending**
36 **the Bountiful City Land Use Code for Accessory Dwelling Units (ADU) in the residential zone.**
37

38 Francisco Astorga presented the item.
39

40 In September of 2018, the City amended the Land Use Code regarding ADUs § 14-14-124 and § 14-
41 3-102. The City specifically amended residency requirements and changes that clarified owner
42 occupancy provisions. Accessory Dwelling Units are listed as a conditional use reviewed by the
43 Bountiful City Administrative Committee. The Planning Department initiated this text amendment.
44

45 Mr. Astorga discussed each proposed change to the current existing code as specified in the drafted
46 ordinance as attached to the staff report from October 6, 2020. The Planning department staff did
47 have a work session with the Administrative Committee members to discuss possible changes to help
48 create a better code for ADU’s. He feels the proposed code would be more specific and easier to

1 enforce.

2
3 Mr. Astorga stated that affordable housing is what is driving these changes in our city. He noted that
4 other city municipalities have a maximum sq ft of 1000 for ADUs and the residence will have a
5 maximum size of 60% for primary and 40% for the ADU. Existing homes sometimes need to be
6 retrofitted for an ADU and need more time to review while new construction of ADU's are easier for
7 staff. Not all residences will be able to house an ADU. Mr. Astorga clarified that the City code states
8 that the owner must live in the primary residence but could live in the main floor or in the ADU. He
9 feels that 50% primary and 50% ADU is not an ADU but a duplex.

10
11 Councilwoman Harris feels that the maximum of 1200 sq feet would give more flexibility for ADUs.

12
13 Commissioner Spratley would like to see the city be less restrictive on the sq footage and the number
14 of bedrooms. She feels that the 1000 sq ft and 2 bedrooms are too restrictive and 1200-1300 sq ft
15 and 3 bedrooms would be more flexible.

16
17 Commissioner Bell discussed the affordable housing flexibility of ADUs for older family members
18 on a fixed income or those families wanting to stay in the area.

19
20 Chair Monson feels that the limitation needs to be tied to parking and that the size of the unit and
21 parking requirements need to go together.

22
23 Commissioner Jacobs feels that the primary unit needs to be larger and believes the total percentage
24 should be more flexible.

25
26 Chair Monson opened the **PUBLIC HEARING** at 7:49 p.m.

27
28 Kathleen Bailey (1272 Northridge Dr) appreciates the Commission and staff reevaluating this code.
29 She feels that the two most important changes would be to not allow contract purchaser in 14-14-
30 124-C-7 and to limit the square footage of the ADU.

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32 Chair Monson closed the **PUBLIC HEARING** at 7:57 p.m.

33
34 Commissioner Spratley made a motion to forward a recommendation of approval to the City Council
35 for the approval of amending the Bountiful City Land Use Code for Accessory Dwelling Units (ADU)
36 in the residential zone with the changes outlined by staff and to include the following four (4)
37 additional changes.

38 ADU should not occupy more than forty-five percent (45%) of the residence.

39 ADU should have a maximum of 1250 sq footage.

40 ADU should allow not more 3 bedrooms.

41 Residence should have one additional on-site off-street parking space for the ADU.

42
43 Councilwoman Harris seconded the motion. Voting was 7-0 with Commissioners Bawden, Bell,
44 Clark, Harris, Jacobs, Monson, and Spratley voting aye.

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46 **6. Planning Director's report, review of pending applications and miscellaneous business.**

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48 Upcoming agenda items:

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1. The Brooks Final Site Plan.
2. Accessory Structure – detached accessory.
3. Xeriscape – Organic.
4. Shipping Containers for the inside structure of the building.
5. Omnibus – Including setbacks and landscape buffers.

Chair Monson ascertained there were no other items to discuss. The meeting was adjourned at 7:05 p.m.



Sean Monson
Planning Commission Chair