

**Bountiful City**  
**Planning Commission Minutes**  
**October 15, 2019**

Present: Chair – Sean Monson; Vice Chair – Von Hill; Planning Commission Members – Sam Bawden, Jesse Bell, and Sharon Spratley; City Council Representation – Richard Higginson; City Attorney – Clint Drake; City Planner – Francisco Astorga; City Engineer – Lloyd Cheney; and Recording Secretary – Darlene Baetz

Excused: Planning Commission Member – Jim Clark

**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 17, 2019.**

Richard Higginson made a motion to approve the minutes for September 17, 2019 as written. Sam Bawden seconded the motion. Voting passed 6-0 with Commission members Bawden, Bell, Higginson, Hill, Monson, and Spratley voting aye.

**3. Approval of the minutes for October 1, 2019.**

Sam Bawden made a motion to approve the minutes for October 1, 2019 as written. Richard Higginson seconded the motion. Voting passed 6-0 with Commission members Bawden, Bell, Higginson, Hill, Monson, and Spratley voting aye.

**4. Consider preliminary Architectural and Site Plan Review approval for a new building for AlphaGraphics located at 265 South Main Street, Spencer Anderson representing AlphaGraphics.**

Spencer Anderson was present. Francisco Astorga presented the staff report.

The Applicant, Spencer Anderson, who is representing Alpha Graphics, requests Preliminary Architectural and Site Plan approval for a new building and property improvements. The property is located within the Downtown (DN) Mixed Use Zone. The applicant plans to combine the existing Alpha Graphics parcel and the former Bountiful RV parcel. The Planning Commission reviewed and forwarded a positive recommendation of approval of a Preliminary Site Plan for a building expansion of Alpha Graphics at its August 20, 2019 meeting. The plans reviewed at that meeting showed a connecting structure which linked the existing building to the new proposed building. Prior to the City Council reviewing the proposal City Staff reviewed the definition of Nonconforming uses, and expansions of those uses, and determined the structure linking the two (2) buildings was considered an expansion and therefore not permitted. City Council reviewed the proposal on August 27, 2019, and remanded the item to the Planning Commission as the Council found that the proposal was increasing the degree of non-compliance. The Council recommended the Applicant alter the proposal to eliminate the connecting structure. The Applicant agreed to revisit the design with Staff.

The property is in the DN Zone and is surrounded by commercial uses on all sides. The City owns an adjacent property to the northeast that is currently being used as a soccer field. The City has plans to construct a parking lot on the western portion of this parcel to accommodate anticipated parking demands generated by the Bountiful Plaza. The proposal is to construct a new building consisting of

14,500 square foot office and production facility to the south of the existing Alpha Graphics building. The proposed development is located on a 1.03 (44,997 square feet) acre property consisting of two (2) parcels. Prior to construction of the new building, the parcels will need to be consolidated.

Access to the project will be via the current approach on Main Street and a new drive approach on 300 South. The Applicant will close two (2) existing approaches; one (1) on Main Street and the other on 300 South. The Applicant has submitted a parking/site plan; however, once the specific use of each space has been identified the submittal of an additional parking analysis may be required in order to demonstrate compliance with the Code.

The proposed new building meets the required setbacks and height standards for the DN Zone. The Applicant proposes building materials consisting of a mix of fiber cement panels, metal panels and aluminum or metal trim. Color renderings of the buildings are attached to this report. Plans submitted by the Applicant show an appropriate usage of architectural features which comply with the standards of the Code, which require certain building articulations to reduce large expansions of flat walls and surfaces of the building.

With the elimination of the connecting structure the Applicant is proposing a screening wall to buffer employee areas between the buildings from public access points. The wall will need to meet similar architectural features as the new building to eliminate a large blank wall. Plans show the proposal meets the minimum ten percent (10%) of landscape area.

Storm water will be collected on site in an underground detention facility with excess flows directed to a storm drainage system to be installed under the existing soccer field to the north of the property. Plans have been reviewed by the City Engineer with redline changes and installation of the storm drain will need to be coordinated with the construction of the parking lot. The development is occurring in an area with urban levels of infrastructure already in place. Impacts from the development of this property have been anticipated in the design of the existing storm water, sewer, and water and transportation system.

Staff recommends that the Planning Commission forward to the City Council a recommendation of approval for Preliminary Architectural and Site Plan review for the new proposed Alpha Graphics building and property improvements subject to the following conditions:

1. Complete any and all redline corrections.
2. Prior to issuance of building permit, consolidate the two (2) parcels.
3. Resolve the redline changes of the new storm drainage system to the satisfaction of the City Engineer.
4. Demonstrate the screening wall has architectural and landscaping features to mitigate the appearance of a large flat surface.

Mr. Anderson stated that the wall in between the buildings is for privacy for the employees.

Mr. Astorga discussed that Bountiful code requires the two parcels be combined to accommodate the needed parking for the proposed building.

Von Hill made a motion to recommend to City Council the approval for the preliminary Architectural and Site Plan Review for a new building for AlphaGraphics located at 265 South Main Street. Richard

Higginson seconded the motion. Voting passed 6-0 with Commission members Bawden, Bell, Higginson, Hill, Monson, and Spratley voting aye.

**3. Consider approval in written form for the Findings of Fact for the approved Variance for the standards of the Bountiful City Land Use Ordinance to allow for encroachments on slopes greater than 30% located at 925 E Highland Oaks, Don Crowther, representing owners, applicant.**

Richard Higginson made a motion to approve the written form for the Findings of Fact for the approved Variance for the standards of the Bountiful City Land Use Ordinance to allow for encroachments on slopes greater than 30% located at 925 E. Highland Oaks with two corrections:

Page 2 letter D - *It is ~~an interest to the City~~ in the City's interest to have all buildable lots developed as opposed to remaining vacant.*

Page 3 letter E – *The proposal submitted by the Applicant, demonstrates there has been a substantial effort ~~has been~~ made to minimize the impact construction will have on the slopes of the property.*

Von Hill seconded the motion. Voting passed 6-0 with Commission members Bawden, Bell, Higginson, Hill, Monson and Spratley voting aye.

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

1. Francisco Astorga presented training for Planning Commissioners
  - a. Video from the Land Use Academy of Utah titled "Rules and Procedures"
  - b. After reviewing the video the Commission Members asked that staff include the same types of agenda items into individual sections. (i.e. Public Hearing, Administrative, Legislative...) and they would like to see sample motions for each agenda item in the staff report.
2. Presentation from Francisco Astorga of a preview for the General Plan for the Moderate Income Housing for Compliance with 2019 Senate Bill 34.

Chair Monson ascertained there were no other items to discuss. The meeting was adjourned at 7:09 p.m.

  
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Francisco Astorga, Planning Director