

**Bountiful City**  
**Administrative Committee Minutes**  
**May 20, 2019**

**Present:** Acting Chairman – Clint Drake; Committee Members – Brad Clawson and Dave Badham; Assistant Planner – Curtis Poole; Recording Secretary – Darlene Baetz

**1. Welcome and Introductions.**

Acting Chairman Drake opened the meeting at 5:00 p.m. and introduced all present.

**2. Consider approval of minutes for April 8, 2019.**

Mr. Badham made a motion for approval of the minutes for April 8, 2019 as written. Mr. Clawson seconded the motion.

  A      Mr. Drake  
  A      Mr. Clawson  
  A      Mr. Badham

Motion passed 3-0.

**3. Consider approval of a Lot Line Adjustment at 253 South 200 East and 249 South 200 East, Allen Larsen, applicant.**

Allen Larsen, applicant, and Leann Larsen, were present.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicant is applying for a Lot Line Adjustment between two of his properties located at 249 S 200 East (parcel #03-034-0002) and 253 South 200 East (parcel #03-034-0009). Both properties are located in the R-4 zone. The purpose of the adjustment is to convey a portion of the northern parcel to the southern parcel in order for the existing structure on the southern property to meet setback requirements. The property line adjustment will convey approximately 321 square feet, shown on aerial map as Center Parcel, from the northern parcel to the southern parcel. The adjustment will bring the southern parcel to 6,027 square feet (approximately 0.138 acres) and the southern parcel to 9,697 square feet (approximately 0.22 acres). The home on the northern parcel will be demolished for the purpose of building a new home. The home on the southern parcel will remain, and the adjustment to the lot line will help the structure meet setback standards of the code. No new lots are being created in the conveyance.

1. No new lots were created in this conveyance so an amended subdivision plat will not be necessary.
2. No new building permits have been issued or proposed.

Based on the above findings, Staff recommends approval of the lot line adjustment, with the following conditions:

1. Complete any redline corrections required on the plat.
2. The approved lot line adjustment shall be recorded with Davis County.

**Note:** Approval of the property line adjustment by the City does not act as a conveyance of real property and appropriate conveyance documents must be prepared and recorded by the County.

Mr. Poole explained the redline corrections noted on the submitted plat and stated that changes would be required as a condition of approval.

Mr. Clawson made a motion for approval of a Lot Line Adjustment at 253 South 200 East and 249 South 200 East, Allen Larsen, applicant. Mr. Badham seconded the motion.

  A      Mr. Drake  
  A      Mr. Clawson  
  A      Mr. Badham

Motion passed 3-0.

**4. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 515 North 900 East, Janet Brown, applicant.**

Janet Brown, applicant, was present along with her son-in-law, Cameron Woodbury.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The applicant is requesting approval of an Accessory Dwelling Unit for a new detached structure on the property. The accessory unit will contain a full kitchen, a separate garage, living space, and three bedrooms. The building will be behind the main home.

According to City Code, 14-4-124, a Conditional Use Permit for Accessory Dwelling Units (ADU) is required and applicants shall meet all standards of the Code. The existing home is located in the R-4 Single-Family Residential zone and is a single-family dwelling and will be maintained as such by the applicant. The lot is much larger than most in the R-4 zone with 1.31 acres (approximately 57,063 square feet), which provides additional space for detached structures. There will be only one ADU and there will only be one utility connection located at this property. The primary home is 3,614 square feet and the square footage of the detached ADU is 1,444, which is less than the 40% standard in the Code. The proposed detached structure meets all of the setback and lot building square footage requirements. The total square footage of all detached structures on the lot is also less than the maximum of 10% standard of the Land Use Ordinance. As the ADU is behind the main home and the size of the lot is large enough that it will continue to have the appearance of a single family residence and should have minimal impact on the neighboring properties.

Based upon the above findings, staff has determined the applicant would comply with all requirements for the Conditional Use Permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

1. The principal owner(s) of the property must occupy the primary residence or the ADU.
2. The property is to be used only as a single-family use and shall be subject to a deed restriction.
3. There shall be no separate utility service connections.
4. The ADU shall meet all the criteria in 14-14-124 of the City Land Use Ordinance.
5. The Conditional Use Permit is solely for this property and is non-transferable.

Mr. Badham expressed concern regarding the location of the ADU's front door in proximity to the street. Mr. Poole explained that the code requires the ADU front door not be visible from the street, and the applicant's plans comply. Mr. Woodbury expressed his opinion that the ADU is an ideal use of this property. Mr. Clawson inquired regarding the intended use for the ADU. Ms. Brown explained that it will be used for housing family members. Mr. Drake inquired regarding use of driveway space, and Mr. Woodbury noted there would be ample space for turning around.

**PUBLIC HEARING:** Mr. Drake opened and closed the Public Hearing at 5:14 p.m. with no comments from the public.

Mr. Clawson made a motion for approval of a Conditional Use Permit to allow for an Accessory Dwelling Unit at 515 North 900 East, Janet Brown, applicant. Mr. Badham seconded the motion.

A Mr. Drake  
A Mr. Clawson  
A Mr. Badham

Motion passed 3-0.

5. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 62 West 800 North, Franklin Alexander Romero, applicant.**

Alexander Romero, applicant, was present.

Mr. Poole presented a summary of the staff report (the full staff report follows).

The property for the proposed Home Occupation request is located in the R-4 Zone. Home Occupations in this zone are allowed in City Code, 14-4-103, with approval of a Conditional Use Permit.

The application submitted indicates the property will be used to operate Franklin Home Improvement, which provides painting and handyman services. There will be tools associated with this business, which will be stored in temporarily in the basement until a shed

can be constructed which would house them. In addition to the room in the basement, the applicant indicated they will use a small portion of the living room for paperwork. The applicant indicates he will use his minivan for the business. The applicant indicates there will be no additional employees involved in the business. The business does appear incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

Based upon the above findings, staff has determined that the applicant would comply with all requirements for the Conditional Use Permit; therefore staff recommends approval of the Conditional Use Permit with the following conditions:

1. The applicant shall maintain an active Bountiful City business license.
2. The Home Occupation will not create nuisances discernible beyond the premises (e.g. noise, dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
3. The use will comply with all applicable fire, building, plumbing, electrical, and life safety and health codes in the State of Utah, Davis County, and Bountiful City.
4. The Conditional Use Permit is solely for this site and is non-transferable.

Mr. Badham cautioned the applicant that a permit may be required for building the shed and that neighbors should be unaware that there is a business in operation at the home. Mr. Romero inquired regarding shed standards, and Mr. Poole offered to provide those standards following the meeting.

**PUBLIC HEARING:** Mr. Drake opened and closed the Public Hearing at 5:20 p.m. with no comments from the public.

Mr. Drake reiterated to the applicant that neighbors should be unaware of the business and that the home site be uncluttered from business materials.

Mr. Badham made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 62 West 800 North, Franklin Alexander Romero, applicant. Mr. Clawson seconded the motion.

  A      Mr. Drake  
  A      Mr. Clawson  
  A      Mr. Badham

Motion passed 3-0.

**6. Consider approval of a Conditional Use Permit, in written form, to allow an Accessory Building exceeding 10% of the lot area at 146 West 100 South, Jan Rawlins, applicant.**

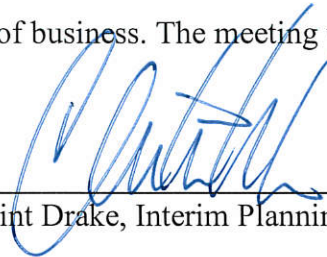
Mr. Badham made a motion for approval of a Conditional Use Permit, in written form, to allow an Accessory Building exceeding 10% of the lot area at 146 West 100 South, Jan Rawlins, applicant. Mr. Clawson seconded the motion.

A Mr. Drake  
A Mr. Clawson  
A Mr. Badham

Motion passed 3-0.

**7. Miscellaneous business and scheduling.**

Mr. Drake ascertained there were no further items of business. The meeting was adjourned at 5:24 p.m.

  
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Clint Drake, Interim Planning Director