

ADMINISTRATIVE COMMITTEE

Monday, June 4, 2018
5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold its regular meeting in the Conference Room at City Hall, 790 South 100 East, Bountiful, Utah, at the time and on the date given above. The public is invited. 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.

AGENDA

1. Welcome and Introductions.
2. Consider approval of minutes for May 21, 2018.
3. Consider approval of a Lot Line Adjustment at 3055 South 600 West and 578 West 3100 South, Miriam Beattie and Victor & Courtney Southwick, applicants.
4. Consider approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 240 West 400 North, Shawn Dee Petersen, applicant.
5. Miscellaneous business and scheduling.



Chad Wilkinson, City Planner

**Bountiful City
Administrative Committee Minutes
May 21, 2018**

Present: Chairman – Chad Wilkinson; Committee Members – Lloyd Cheney and Beth Holbrook; Assistant Planner – Browne Sebright; Recording Secretary – Julie Holmgren

1. Welcome and Introductions.

Chairman Wilkinson opened the meeting at 5:01 p.m. and introduced all present.

2. Consider approval of minutes for April 16, 2018.

Mr. Cheney made a motion for approval of the minutes for April 16, 2018. Ms. Holbrook seconded the motion.

 A Mr. Wilkinson
 A Mr. Cheney
 A Ms. Holbrook

Motion passed 3-0.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 240 West 400 North, Shawn Dee Petersen, applicant.

Shawn Petersen, applicant, was present.

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

The property where the Home Occupation Business is proposed is located in the RM-13 Multiple Family Zone. Home Occupation Contractor Businesses in this zone are classified in the City Ordinance as requiring a Conditional Use Permit.

The application submitted indicates that the property will be used for the office of a construction business. The applicant has indicated that he will use one personal truck for the business which will be parked on the driveway behind the home. The applicant has indicated that the home and yard tools for the business will be located in the shed in the back yard of the property. The shed is approximately 250 sq ft in size. The applicant has indicated that one 180 sq ft room in the basement of the home will be used as a small office for the applicant. The applicant has acknowledged that there will be no signage advertising the business on site. The use appears to be incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

On a site visit to the property, staff observed several vehicles parked on unpaved surfaces in the rear yard of the home. Parking vehicles on unpaved surfaces is a Code violation in Bountiful City. The applicant was notified on this violation on May 14, 2018.

Based on the findings, staff has determined that 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 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, fumes, glare, traffic, etc.).
3. No work, other than office related operations, will be performed at this site.
4. 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.
5. The Conditional Use Permit is solely for this site and is non-transferable.
6. The vehicles parked on unpaved surfaces must be moved to compliant locations prior to issuance of a business license.

Mr. Wilkinson inquired regarding improperly parked vehicles on the property. Mr. Petersen indicated that he had moved two of the vehicles and needed to move another. Mr. Wilkinson explained that issuance of the business license would be delayed until all vehicles on the property are moved to a compliant location. Mr. Petersen was instructed to contact Mr. Sebright for re-inspection of the property prior to issuance of the business license. Ms. Holbrook inquired regarding the use of the storage shed, and Mr. Wilkinson explained that use of the shed for storing tools is permissible but manufacturing of a product or congregating of employees would not be permissible.

PUBLIC HEARING: Mr. Wilkinson opened and closed the public hearing at 5:06 p.m. with no comments from the public.

Ms. Holbrook asked the applicant how long he has been a contractor. Mr. Petersen replied that it is something he has done for a good part of this life and has desired to venture out on his own.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Contractor Business at 240 West 400 North, Shawn Dee Petersen, applicant. Ms. Holbrook seconded the motion.

 A Mr. Wilkinson
 A Mr. Cheney
 A Ms. Holbrook

Motion passed 3-0.

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

4. **Consider approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 763 Park Shadows Circle, Dana Gray, applicant.**

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Contractor Business at 763 Park Shadows Circle, Dana Gray, applicant. Ms. Holbrook seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Ms. Holbrook

Motion passed 3-0.

5. **Miscellaneous business and scheduling.**

Mr. Wilkinson ascertained there were no further items of business. The meeting was adjourned at 5:09 p.m.

Chad Wilkinson, City Planner



MAYOR
RANDY LEWIS

CITY COUNCIL
RICHARD HIGGINSON
BETH HOLBROOK
JOHN M. (MARC) KNIGHT
KENDALYN HARRIS
CHRIS R. SIMONSEN

CITY MANAGER
GARY R. HILL

Memo

Date: May 23, 2018
To: Administrative Committee
From: Browne Sebright, Assistant Planner
Re: Staff Report for the Administrative Committee Meeting on Monday, June 4, 2018

Overview

Consider approval of a Lot Line Adjustment at 3055 S 600 W and 578 W 3100 S, Miriam D. Beattie (trustee) and Victor & Courtney Southwick, applicants.

Background

The applicants are applying for a Lot Line Adjustment between their properties at 3055 S 600 W (Beattie property) and 578 W 3100 S (Southwick property) in Bountiful, Utah. Both properties are located in the R-4 Single-Family 4 Units/Acre Zone. The purpose of the property line adjustment is to convey 7,197 square feet (0.1652 acres) of Parcel B from the Southwick property north to the Beattie property, bringing the Southwick property and Parcel B to a total of 9,733 square feet (0.2234 acres) and bringing the Beattie Property to 13,547 square feet (.331 acres). The lot line adjustment does not create a new lot.

Findings

1. No new lots are being created in this transfer so this does not need to be an amended subdivision plat.
2. The proposed home on the Beattie property will impact an existing public utility easement. The owner of lot will be required to obtain a release of easement in order to construct the home in this location. The applicants have proposed to relinquish 5' of the existing easement on the west and add an additional 10' to the east. This configuration will not affect the existing utilities in the easement and will accommodate the proposed footprint of the proposed home.

Staff Recommendation

Based on findings, Staff recommends approval for a 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.
3. Prior to issuance of a building permit for the new home on the Beattie property, obtain an easement release and modification for the existing PUE.

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.

3055 S 600 W & 578 W 3100 S





**Bountiful City, Utah
Conditional Use Permit**

RANDY C. LEWIS
MAYOR

CITY COUNCIL
Kendalyn Harris
Richard Higginson
Beth Holbrook
John Marc Knight
Chris R. Simonsen

CITY MANAGER
Gary R. Hill

A public hearing was held on May 21, 2018, at Bountiful City Hall to consider the request of Shawn Dee Petersen, for a Conditional Use Permit allowing a Home Occupation Contractor Business at the following location:

**240 West 400 North, Bountiful City, Davis County, Utah
BEG ON THE N LINE OF A STR AT A PT 171.2 FT W OF THE SE COR OF LOT 1,
BLK 8, NMC PLAT, BOUNTIFUL TS SURVEY; & RUN TH N 217.8 FT; TH W 172.0
FT TO A PT 79.5 RODS E OF THE W LINE OF SEC 19-T2N-R1E, SLM; TH S 117.8
FT TO A PT 100 FT N OF THE N LINE OF SD STR; TH E 48.0 FT; TH S 100.0 FT;
TH E 124.0 FT ALG SD STR TO THE POB. CONT. 0.764 ACRES.**

Parcel 03-021-0122

The Bountiful City Administrative Committee heard the matter and considered the statements of the applicant, the City staff, and the public. As a result, the Administrative Committee makes the following findings:

1. This matter is properly heard before the Administrative Committee.
2. Appropriate public notice has been provided and a public hearing held.
3. The proposed request to operate a contractor business meets the letter and the intent of the specific requirements in §14-17 et seq. (Conditional Use Permit provisions) of the Bountiful City Land Use Ordinance.

The Bountiful City Administrative Committee hereby grants this Conditional Use Permit for Shawn Dee Petersen to operate a contractor business located at 240 West 400 North, in Bountiful, Davis County, Utah, 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, fumes, glare, traffic, etc.).
3. No work, other than office related operations, will be performed at this site.
4. 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.
5. The Conditional Use Permit is solely for this site and is non-transferable.
6. The vehicles parked on unpaved surfaces must be moved to compliant locations prior to issuance of a business license.

The Conditional Use Permit was approved on May 21, 2018, and this written form was approved this 4th day of June, 2018.

Chad Wilkinson
Planning Director

ATTEST: Julie Holmgren
Recording Secretary