

**Approved Minutes of the  
BOUNTIFUL CITY PLANNING COMMISSION  
Tuesday, September 17, 2024 – 6:30 p.m.**

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

**City Council Chambers**  
795 South Main Street, Bountiful, Utah 84010

Present:	Planning Commission	Chair Lynn Jacobs, Krissy Gilmore, Beverly Ward, and Richard Higginson
	Planning Director	Francisco Astorga
	Senior Planner	Amber Corbridge
	City Engineer	Lloyd Cheney
	City Attorney	Bradley Jeppson
	Recording Secretary	Sam Harris

Excused: Planning Commission Jim Clark, Sean Monson, and Alan Bott

**1. Welcome**

Chair Jacobs called the meeting to order at 6:30 p.m. and welcomed everyone.

**2. Meeting minutes from August 20, 2024**

Commissioner Gilmore motioned to approve the minutes from August 20, 2024. Commissioner Higginson seconded the motion. The motion was approved with Commissioners Jacobs, Gilmore, Ward, and Higginson voting “aye.”

**3. Land Use Code Text Amendment regarding PUDs/Condominiums**

Senior Planner Corbridge presented the item as outlined in the packet.

Commissioner Higginson asked Staff what possible Land Use Code requirements might trip one of these up. Senior Planner Corbridge mentioned that setbacks, landscaping and parking requirements might hold it up; Planning Director Astorga clarified that staff added the catch all provisional last sentence. Commissioner Higginson was curious if the applicant has a current duplex or triplex and if he will run a foul of any land use code requirements. Planning Director Astorga stated that the applicant does have a duplex and that there is nothing that has been recognized at this time.

Chair Jacobs opened the Public Hearing at 6:40 p.m. Resident Gary Davis made comment regarding the city mandating separate ownerships of each unit and the cost of each unit.

Mr. Davis also had concerns about code requirements being in place then potentially changing code or getting variances. Chair Jacobs closed the Public Hearing at 6:42 p.m.

Commissioner Gilmore motioned to forward a positive recommendation to the City Council. Commissioner Ward seconded the motion. The motion was approved with Jacobs, Gilmore, Ward, and Higginson voting “aye.”

**4. Preliminary/ Final Culvers Commercial Subdivision Amendment at 638 North 500 West**

Senior Planner Corbridge presented the item as outlined in the packet.

Commissioner Gilmore motioned to forward a positive recommendation to the City Council subject to meeting all staff review comments. Commissioner Higginson seconded the motion. The motion was approved with Jacobs, Gilmore, Ward, and Higginson voting “aye.”

**5. Planning Director’s Report/Update**

Planning Director Astorga gave an update on the General Plan stating that a Work Session with the City Council is coming up next week on October 8, 2024, the City Council is going to be reviewing the Existing Conditions Report. He also introduced DeAnne Morgan, the Planning Departments Planning Technician. Commissioner Higginson asked if Assistant Planner Jonah was gone. Planning Director Astorga stated he is no longer with the City and that there is an open position.

**6. Adjourn**

Chair Jacobs adjourned the meeting at 6:50 p.m.