



BOUNTIFUL CITY
ADMINISTRATIVE COMMITTEE AGENDA
Monday December 5, 2022
5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold a meeting in the Planning Department Conference Room, Bountiful City Hall at 795 South Main Street, Bountiful, Utah, 84010, 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.

1. Welcome.
2. Review Administrative Committee Meeting minutes from October 17, 2022.
 - a. Action
3. 82 East North Canyon Road -Short Term Rental Application, Jen and Chris Newhouse, applicant(s) – Assistant City Planner Lopez
 - a. Action
4. Adjournment

Drafted Minutes
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
October 17, 2022

Present: Committee members Francisco Astorga (Chair), Brad Clawson, and Scott Schlegel
Assistant City Planner Nicholas Lopez
Recording Secretary Hanna Welch

1. Welcome and Introductions

Chair Astorga opened the meeting at 5:02 p.m. and introduced all present.

2. Review and approval of minutes for September 26, 2022

MOTION: Member Brad Clawson made motion to APPROVE meeting minutes for October 17 as written

Chair Astorga seconded the motion.

VOTE: The motion passed (2-0-1).

3. 174 East 470 North - Steiner Services LLC Home Occupation Conditional Use Permit, Eric Steiner, Applicant – Assistant City Planner, Nicholas Lopez presenting

Mr. Steiner, applicant was present

Nicholas stated that the Conditional Use Permit Applicant lives at the address on the application, and it is in the R-4 Zone. The Conditional Use is secondary to the Dwelling.

Staff recommends Approving the item based on the finding in the report and with the conditions that the applicant holds a valid Business License for the Home Occupation, and abides by the Land Use Code, 14-17-104, pertaining to the Home Occupation. The Home Occupation Conditional Use is also limited to equipment and apparatus that is usual to the Home Occupation, and the CUP and Business License shall be revoked if these conditions are not met.

Public hearing for Comment opened at 5:08 PM and closed with no comments at 5:08 PM

MOTION: Member Scott Schlegel made motion to APPROVE application and Conditional Use Permit in written form for Home Occupation at 174 East 470 North based on staff recommendations and the conditions set forth.

1 Seconded by Member Brad Clawson.

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3 VOTE: The motion passed (3-0)

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5 Chair Astorga ascertained there were no further items of business. The meeting was adjourned
6 at 5:10 p.m.

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DRAFT

Administrative Committee Staff Report



Subject: Short-Term Rental Permit
Authors: Nicholas Lopez, Assistant City Planner
Address: 82 East North Canyon Road
Date: December 5, 2022

Background

Jennifer and Christopher Newhouse, property owners of 82 East North Canyon Road, are requesting a short-term rental (STR) permit.

Analysis

A short-term rental is an accessory dwelling unit rented for periods less than thirty (30) consecutive days.

The Bountiful Municipal Code states that a short-term rental shall not be allowed unless a Short-Term Rental Permit is approved and is found in compliance with the following standards (Bountiful City Land Use Code § 14-14-127):

1. Short-term rentals are allowed within the Single-Family Residential (R) Zone, Residential Multiple-Family (RM) Zone, and Downtown (DN) Mixed Use Zone; and shall not be permitted in any other zone.
 - The property is in the Single-Family Residential (R-4) Zone.
2. Short-term rentals are only allowed within approved Accessory Dwelling Units. It is unlawful to allow, construct, or reside in a short-term rental within an entire single-family dwelling, duplex, or multi-family residential dwelling or property.
 - A Detached Accessory Dwelling Conditional Use Permit was approved by the City Planning Department on October 24, 2016.
3. A maximum of one (1) short-term rental shall be permitted on a qualifying lot.
 - Only one (1) short-term rental is being proposed.
4. It is unlawful to construct, locate, or otherwise situate a short-term rental on a lot or parcel of land that does not contain a habitable single-family dwelling.
 - The lot contains a habitable single-family dwelling.

5. If an Accessory Dwelling Unit is approved as a short-term rental, the parking for the Accessory Dwelling Unit shall be governed by the Accessory Dwelling Unit Ordinance. The site shall comply with the current parking limitations outlined in the Bountiful Traffic Code regarding on-street parking.
 - The site currently can accommodate at least five (5) parking spaces and complies with the Accessory Dwelling Unit parking requirements.
6. The site shall comply with the current Noise Ordinance. The use of sound equipment, sound related activities, and/or noise heard from the property line from 11:00 PM to 6:00 AM shall be prohibited.
 - The approval is subject to compliance with the Noise Ordinance and the 11:00 PM to 6:00 AM restrictions shall be adhered. The property owner is responsible for notifying all tenants of this restriction, see item 8 below.
7. The site shall not exceed International Building Code (IBC) occupancy standards based on unit square footage.
 - The approved internal Accessory Dwelling Unit (basement) is 510 square feet. The IBC states (per the Bountiful City Building Official) that for every individual, 200 square feet is required. The proposed short-term rental area is limited to two (2) occupants.
8. Prior to short-term rental occupancy the property owner shall place a notice behind the main short-term rental door to make occupants aware of parking standards and noise restrictions, etc. The Planning Department will produce the notice after approval. It is the property owner's responsibility to maintain the notice, and to share applicable regulations with renters by other means utilized by the property owner, such as onsite booklet, e-mail communications, website, rental agreement, etc.
 - The Applicant is aware that it is the property owner's responsibility to maintain the (door) notice, and make all tenants aware of restrictions regarding parking, notice, etc., via onsite booklet, e-mail communications, website, rental agreement, etc.
9. A short-term rental within an accessory dwelling unit shall meet all development standards found in Bountiful City Land Use Code 14-14-124 Accessory Dwelling Units, any applicable codes, etc.
 - The site was found in compliance with Land Use Code § 14-14-124 Accessory Dwelling Units.

10. A short-term rental shall not be approved unless it is compliant with all State and local laws, ordinances, rules, and regulations. This includes all applicable zoning and building codes. A short-term rental shall be prohibited within a non-conforming use or non-compliant structure.

- The site was found in compliance with ordinances, rules, and regulations.

Staff Recommendation

Based on the above findings, Staff recommends that the Administrative Committee approve the requested Short-Term Rental Permit at 82 East North Canyon Road.

Attachments

1. Aerial Imagery

Aerial Imagery

