



BOUNTIFUL CITY
ADMINISTRATIVE COMMITTEE AGENDA
Monday, October 11, 2021
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. Consider approval of minutes for August 2, 2021
3. Consider approval of minutes for August 30, 2021
4. Consider approval of a Lot Line Adjustment at 1895 and 1887 Stone Hollow Drive, Jacob & Trisha McSwain, applicants
 - a. Action
5. Consider a Conditional Use Permit for a Home Occupation Construction at 920 East 350 North - April McCafferty, applicant
 - a. Review and Public Hearing
 - b. Action
 - c. Consider drafted approval in written form
6. Consider approval of a Lot Line Adjustment at 1608 & 698 South Temple View Drive, and 698 & 690 South Temple View Drive, and 690 & 672 South Temple View Drive, Guy Merrill Haskell & K'lyn Ripplinger Haskell and Ileen Brown & Natalie Belnap and Jay Wiseman, applicants
 - a. Action
7. Adjournment

**Draft Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
August 2, 2021**

Present: Committee members Francisco Astorga (Chair), Lloyd Cheney, and Dave Badham
Assistant City Planner Kendal Black
Recording Secretary Jacinda Shupe

1. Welcome and Introductions

Chair Astorga opened the meeting at 5:04 p.m. and introduced all present.

2. Consider approval of minutes for June 28, 2021

MOTION: Committee Member Badham made a motion to APPROVE the minutes for April 05, 2021. Chair Astorga seconded the motion.

VOTE: The motion passed 3-0.

3. Consider approval of minutes for July 12, 2021

MOTION: Committee Member Badham made a motion to APPROVE the minutes for April 05, 2021. Chair Astorga seconded the motion.

VOTE: The motion passed 3-0.

4. Consider a Conditional Use Permit for an Accessory Dwelling Unit (ADU) at 196 East 1650 South–Makell Webb & Taylor Lewis, applicant

Ms. Webb, applicant, was present. Planner Black presented the item.

Planner Black indicated that the applicant is requesting a basement ADU zoned R4. Planner Black indicated that the only thing he would recommend is planting bushes to make the entrance less obvious. Everything else meets all requirements.

Ms. Webb stated that she has already planted shrubs. She passed around pictures to the Committee for viewing.

Committee Member Badham requested to see the street view of the residence. Chair Astorga left the meeting and returned to the meeting at 5:07 to grab his iPad. The street view of the residence was viewed and discussed by the Committee.

Chair Astorga opened the public hearing at 5:12 p.m.

There were no comments.

1 Chair Astorga closed the public hearing at 5:12 p.m.
2

3 Committee Member Badham brought into discussion if this residence would meet the new
4 requirements from the State for ADU's. Chair Astorga explained in detail the new law
5 concluding there would be no issues with the front entrance of this residence.
6

7 MOTION: Committee Member Cheney made a motion to APPROVE the Conditional Use
8 Permit to permit an Accessory Dwelling Unit located at 196 East 1650 South as
9 recommended by staff with a modification to item #5 to include that the shrubs remain
10 perpetuity. Committee Member Badham seconded the motion.
11

12 VOTE: The motion passed unanimously (3-0).
13

14 MOTION: Committee Member Badham made a motion to APPROVE the drafted approval
15 in WRITTEN form with the modification made to item #5 including the shrubs shall remain
16 in perpetuity directly in front of the entry to further hide the ADU's entrance. Committee
17 Member Cheney seconded the motion.
18

19 VOTE: The motion passed unanimously (3-0).
20

21 CONDITIONS OF APPROVAL:

- 22 1. The accessory dwelling unit shall meet all the standards in Section 14-14-124 of the City
23 Land Use Code including the following:
24 a. The owner(s) of the property must continually occupy the principal dwelling or
25 the accessory dwelling unit.
26 b. The property is to be used only as a Single-Family dwelling with an accessory
27 dwelling unit and shall be subject to a Deed Restriction.
28 c. There shall be no separate utility service connections.
29 d. The Applicants shall apply separately for a building permit to be reviewed and
30 inspected by Staff.
31 2. The required walkway and all other applicable aspects of the ADU conversion are to be
32 inspected, including the required walkway, proper window egress, proper door width,
33 that the ADU is an independent unit from the main dwelling, etc. Building codes shall be
34 inspected prior to the City signing the deed restriction.
35 3. The Conditional Use Permit for the accessory dwelling unit is solely for this property and
36 is non-transferable to another property.
37 4. The Deed Restriction shall be signed within six (6) months of the date of approval.
38 5. Shrubs shall be planted and remain in perpetuity directly in front of the entry to further
39 hide the ADU's entrance.
40

41 Chair Astorga ascertained there were no further items of business. The meeting was adjourned
42 at 5:21 p.m.
43
44
45

46 _____
47 Francisco Astorga
Administrative Committee Chair

**Draft Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
August 30, 2021**

Present: Committee members Francisco Astorga (Chair), Brad Clawson, and Scott Schlegel
Assistant City Planner Kendal Black
Recording Secretary Jacinda Shupe

1. Welcome and Introductions

Chair Astorga opened the meeting at 5:00 p.m. and introduced all present.

2. Consider approval of minutes for August 2, 2021

Item moved to next meeting. There were not enough voting Committee members present.

3. Consider approval of a Lot Line Adjustment at 1743 and 1749 Stone Ridge Drive, John & Wendy Gunderson and William & Julia Hamilton, applicants

John Gunderson, applicant, was present. Planner Black presented the item.

Planner Black indicated the applicants would be swapping 0.016 acres from Parcel A Lot 402 (Gunderson) to Lot 403 (Hamilton) and includes swapping 0.016 acres from Parcel B Lot 403 to Lot 402. The adjustment does not change any easements or create a new parcel.

Mr. Gunderson explained the reason for the swap was to obtain a 30-foot variance for required setback for a future addition.

MOTION: Committee Member Schlegel made a motion to APPROVE the Lot Line as drafted for a property located at 3219 South 100 East & 3224 South 200 East. Committee Member Clawson seconded the motion.

CONDITIONS OF APPROVAL:

1. Complete any redline corrections required on the plat.
2. The approved Lot Line Adjustment shall be recorded with Davis County, subject to final form approved by City Engineer.

VOTE: The motion passed unanimously (3-0).

4. Consider a Conditional Use Permit for a Home Occupation Construction at 1502 North 650 East -Shaun Berrett, applicant

Mr. Berrett, applicant, was present. Assistant Planner Black presented the item.

Assistant Planner Black indicated that the applicant is requesting a Conditional Use Permit for a Construction. There would be no additional employees and everything goes along with

1 the Land Use Code. There will be one truck parked in the driveway with all other tools being
2 kept in the truck and less than 10 percent (10%) of the house being used for business.

3
4 Applicant had nothing further to add.

5
6 Chair Astorga opened the public hearing at 5:07 p.m.

7
8 There were no comments.

9
10 Chair Astorga closed the public hearing at 5:07 p.m.

11
12 MOTION: Committee Member Clawson made a motion to APPROVE a Conditional Use
13 Permit for a Home Occupation Construction located at 1502 North 650 East as recommended
14 by staff and in WRITTEN form. Committee Member Schlegel seconded the motion.

15
16 CONDITIONS OF APPROVAL:

- 17 1. The applicant shall maintain an active Bountiful City Business License.
18 2. The Home Occupation shall not create nuisances discernible beyond the premises (e.g.,
19 dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
20 3. Any storage of material in connection with the business shall be in accordance with
21 standards of the Bountiful City Land Use Code.
22 4. The use shall comply with all the applicable fire, building, plumbing, electrical, life
23 safety, and health codes in the State of Utah, Davis County and Bountiful City.
24 5. Any signage connected with the business shall meet the standards of the Sign Code and
25 receive approval through a separate permit.
26 6. The Conditional Use Permit is solely for this site and in non-transferable.

27
28 VOTE: The motion passed unanimously (3-0).

29
30 Chair Astorga ascertained there were no further items of business. The meeting was adjourned
31 at 5:08 p.m.

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33
34
35 _____
36 Francisco Astorga
Administrative Committee Chair

Administrative Committee Staff Report



Subject: Lot Line Adjustment
Author: Kendal Black, Assistant City Planner
Address: 1895 East Stone Hollow Drive (Parcels 04-129-0515 and 04-129-0514)
Date: October 11, 2021

Overview

Consider approval of a Lot Line Adjustment located at 1895 East Stone Hollow Drive, between parcels 04-129-0515 and -4-129-0514, both owned by Jacob W. & Trisha L. Mc Swain.

Background/Analysis

The Applicants request a Lot Line Adjustment between their two (2) properties located at 1895 East Stone Hollow Drive. Both properties, shown as Lot 504 (Parcel #04-129-0515) and Lot 503 (Parcel #04-129-0514), are in the R-F Single-Family Zone. The proposal includes transferring 1.064 acres, shown as Parcel A, from Lot 503 (Parcel #04-129-0514) to Lot 504 (Parcel #04-129-0515). The adjustment does not create any new parcels.

Findings

1. The proposed Lot Line Adjustment does not create any new lots; therefore, an amended subdivision plat is not necessary.
2. The proposed lot area of Lot 503 is 47,916 square feet (1.100 acres; sufficient to remain a legal buildable lot, meeting the frontage requirements of 120 feet wide and minimum lot size of 40,000 square feet for a property with a 15-20% average slope).
3. The proposed lot area of Lot 504 is 178,421 square feet (4.096 acres).

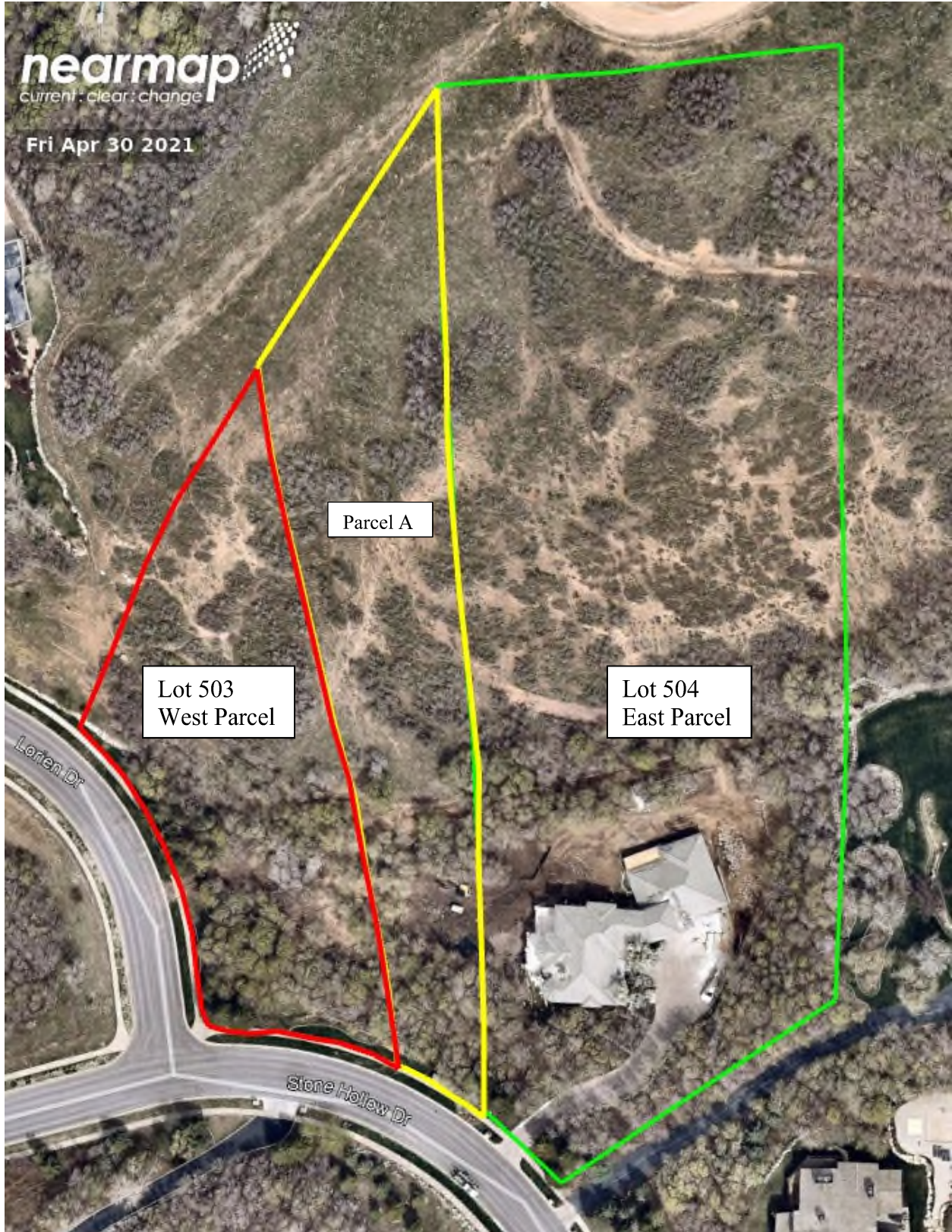
Staff Recommendation

Based on the above findings, Staff recommends approval of the Lot Line Adjustment, with the following conditions of approval:

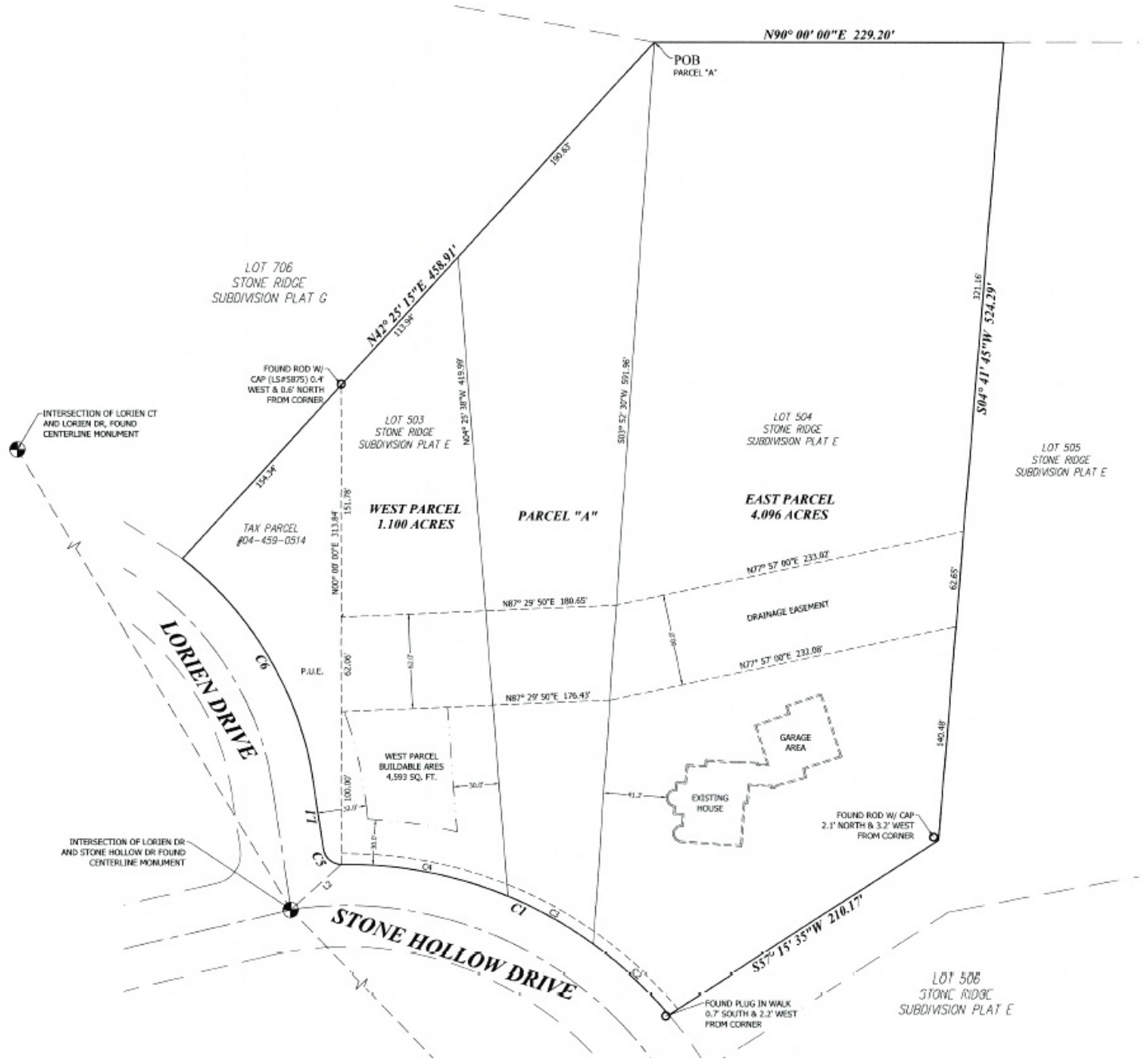
1. Complete any redline corrections required on the plat.
2. The approved Lot Line Adjustment shall be recorded with Davis County, subject to final form approved by the City Engineer.

Note: Approval of the lot line adjustment by the City does not act as a conveyance of real property and appropriate conveyance documents must be prepared by the applicant and recorded by the Davis County Recorder's Office.

Attachment 1: Aerial Map



Attachment 2: Drawing



Administrative Committee Staff Report



Subject: Conditional Use Permit for a Construction / Contractor Home Occupation at 920 East 350 North
Authors: Kendal Black, City Planner
Date: October 11, 2021

Background

The applicant, April McCafferty, submitted a Conditional Use Permit (CUP) for a Construction / Contractor Home Occupation located at 920 East 350 North. The property is located within the R-3 Single-Family Residential Zone.

Analysis

The applicant proposes to operate a construction / contractor business with no additional employees. The applicant proposes to store all vehicles used for the business at their rented yard in Kaysville and not on their property. The proposal indicates less than ten percent (10%) of the house that will be used in connection with the business. The proposal indicates that associated tools are to be stored offsite with the vehicles in the rented yard located in Kaysville.

Recommendation & Conditions of Approval

Staff recommends the Administrative Committee hold a public hearing and consider approving the requested Conditional Use Permit for a Construction / Contractor Home Occupation at 920 East 350 North, subject to the following conditions:

1. The applicant shall maintain an active Bountiful City Business License.
2. The Home Occupation shall not create nuisances discernible beyond the premises (e.g., dust, odors, noxious fumes, glare, traffic, outdoor storage, etc.).
3. Any storage of material in connection with the business shall be in accordance with standards of the Bountiful City Land Use Code.
4. The use shall comply with all the applicable fire, building, plumbing, electrical, life safety, and health codes in the State of Utah, Davis County and Bountiful City.
5. Any signage connected with the business shall meet the standards of the Sign Code and receive approval through a separate permit.
6. The Conditional Use Permit is solely for this site and is non-transferable.

Attachments

1. Aerial Photo
2. Bountiful Land Use Code
3. Site Plan

Attachment 1 - Aerial Photo



Attachment 2 – Bountiful City Land Use Code Section 14-17-105 & 14-17-108

14-17-105 HOME OCCUPATION REQUIREMENTS

A proposed home occupation use shall meet the following criteria to qualify for a Home Occupation Business License:

- A. The use shall be clearly incidental and secondary to the use of the dwelling and shall not change the appearance, character or condition thereof. There shall be no displays, advertisements, stock in trade, or signs related to the business except for: one (1) flat wall sign placed on the dwelling that shall not exceed four (4) square feet in size, and any sign required by State Law and/or which meet the provisions of this Title.*
- B. The use shall be conducted entirely within a dwelling, except for work performed offsite. Only members of the family related by blood, marriage, or adoption, and who reside in the dwelling, may work onsite. The only exception is that one (1) additional person may be employed as a secretary, apprentice, or assistant where there are no more than five (5) family members actively engaged in the home occupation. Employees who are not family members and/or who do not reside at the dwelling shall not meet, park, or otherwise congregate at the home or in the general vicinity. Additional outside employees are not allowed if there is more than one home occupation at the property.*
- C. The use shall not involve more than 50% of the entire dwelling.*
- D. The use shall not involve the area of required, covered, off-street parking.*
- E. No product or commodity shall be stored onsite, and no customer may physically visit the site of a home occupation to take delivery of a product or commodity. Commodities may be produced on the premises and sold offsite.*
- F. The use shall not create noise, dust, odors, noxious fumes, glare or other nuisances, including interruption of radio and/or television reception, which are discernable beyond the premises.*
- G. The use shall not involve using or storing flammable material, explosives, or other dangerous materials, including gun powder.*
- H. The use shall not involve mechanical or electrical apparatus, equipment, or tools not commonly associated with a residential use or as are customary to home crafts.*
- I. The use shall not generate traffic in greater volumes than would normally be expected in a residential neighborhood nor involve the use of commercial vehicles other than standard delivery vehicles for delivery of materials to or from the premises.*
- J. The use shall not involve the parking of equipment or motor vehicles having a gross weight of twelve thousand (12,000) pounds or more directly at the residence.*

- K. *The use shall be in compliance with all applicable fire, building, plumbing, electrical and life safety and health codes of the State of Utah, Davis County, and the City of Bountiful.*
- L. *The residence and property may be inspected from time to time to determine continued compliance with the provisions of this Code and other applicable codes.*

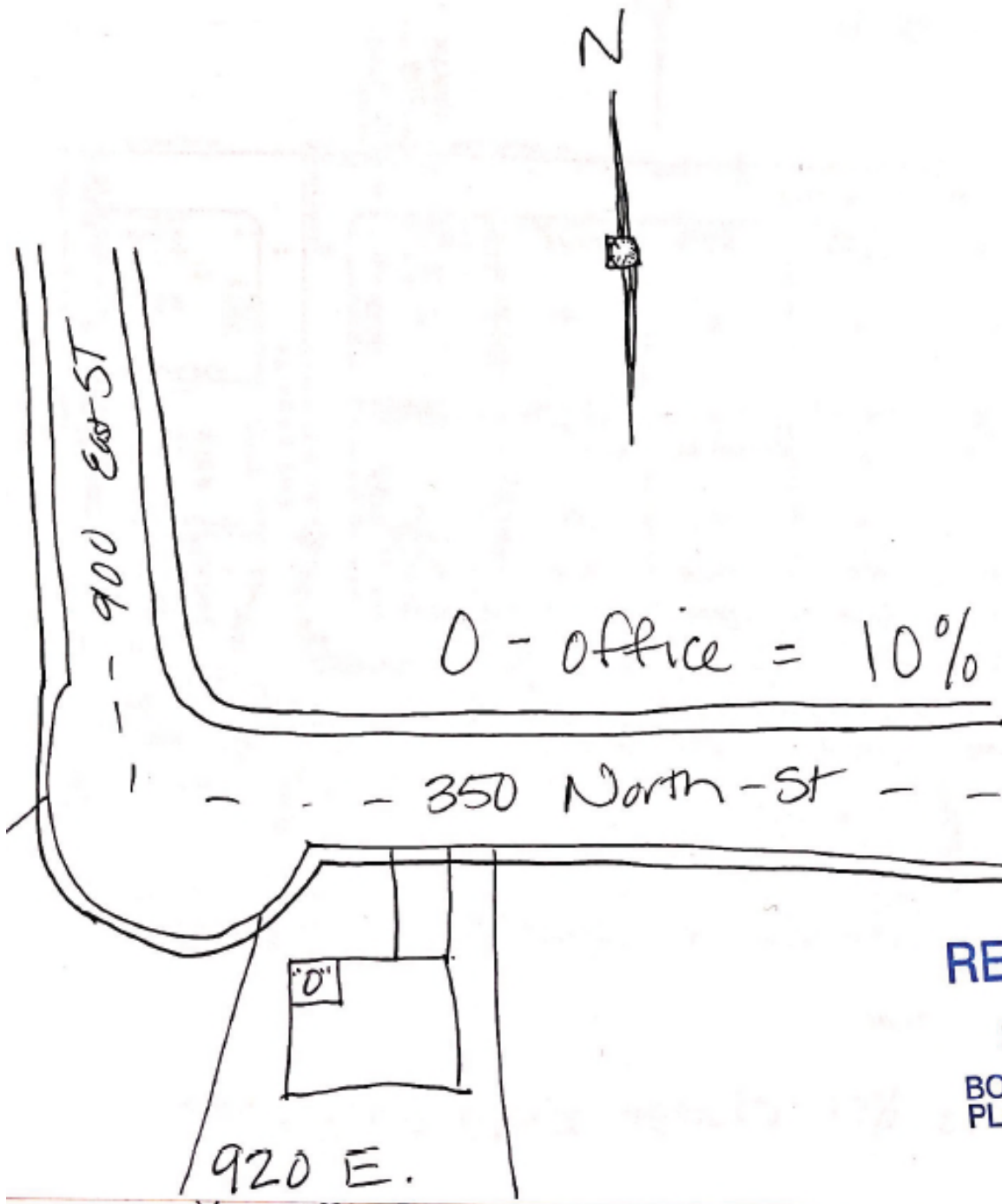
[...]

14-17-108 HOME OCCUPATION CONDITIONAL USES

Home occupations in the following areas of work are conditional uses, and licenses may be issued for them only if a conditional use permit is granted following notice and a public hearing:

- A. *Lawn care and/or landscaping,*
- B. *Construction and/or contracting,*
- C. *Snow removal,*
- D. *Residential day care or group instruction facilities with more than eight (8) people,*
- E. *A home occupation office use may be allowed in a detached accessory structure in accordance with the following:*
 - 1. *The total office area, including a restroom and any storage space, shall not exceed three hundred (300) square feet.*
 - 2. *The office shall not be located in an area of required, covered, off-street parking.*
 - 3. *No part of the office space shall be utilized if the required, covered, off-street parking is being utilized for a purpose other than parking.*
 - 4. *The only retail activity allowed is that transacted electronically or by mail. Any retail activity involving the physical delivery of goods or persons to the property is expressly prohibited.*
 - 5. *A home occupation office in a detached accessory structure shall be deemed unlawful and shall not be occupied unless the owner has recorded a deed restriction on the property stating that the use of the property is for a single family dwelling, and that the office space shall only be used in accordance with the provisions of the Bountiful City Land Use Code as it may be amended from time to time.*

Attachment 3 - Site Plan



RECEIVED

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BOUNTIFUL CITY
PLANNING DEPT.

Administrative Committee Staff Report



Subject: Lot Line Adjustment
Author: Kendal Black, Assistant City Planner
Address: 1608 & 698 Templeview Drive; 698 Templeview Drive & 690 Templeview Drive; and 690 Templeview Drive & 672 Templeview Drive
Date: October 11, 2021

Overview

Consider approval of a multi-faceted Lot Line Adjustment between multiple parcels. The subject sites consists of 1608 & 698 Templeview Drive, owned by Jay Wiseman; 698 Templeview Drive & 690 Templeview Drive, owned by Jay Wiseman and Guy Merrill & K'lyn Ripplinger Haskell - Trustees; and 690 Templeview Drive & 672 Templeview Drive, owned by Guy Merrill & K'lyn Ripplinger Haskell - Trustees and Joel G. & Ileen Brown Trustees.

Background/Analysis

The property at 698 Templeview Drive is being sold/was sold but there was an issue with the northwesterly side yard setback that would remain for the property at 1608 Templeview Drive. It would not have the required 8 (eight) feet. The two properties are/were owned by the same owner, so this was not an issue. The problem with just giving the one property three (3) feet is that the entrance to the other parcel would no longer have the required width of the drive access. This problem is exacerbated by each of the remaining tangent parcels if the few feet were removed from each parcel to give to the other. This Lot Line Adjustment is the answer that solves the issue and provides the required setbacks and drive accesses for each of the 4 parcels. The Lot Line Adjustment will simply move the parcel boundary line over a few feet on each parcel to provide the required separation.

Applicants request Lot Line Adjustments between properties shown as Lot 7 and Lot 8 (both Wiseman's properties); Lot 8 & and Lot 9 (Wiseman's and Haskell's properties); and Lot 9 and Lot 10 (Haskell's and Brown's properties), all located in the R-3 Single-Family Residential subzone. The proposal includes transferring 0.0086 acres (376 square feet) from Lot 7 to Lot 8, shown as Parcel A; 0.0093 acres (407 square feet) from Lot 8 to Lot 9, shown as Parcel B; and 0.0103 acres (452 square feet) from Lot 9 to Lot 10, shown as Parcel C. The adjustment does not create any new parcels.

Findings of Fact

1. The proposed Lot Line Adjustments do not create any new lots; therefore, an amended subdivision plat is not necessary.
2. The proposed lot area of Lot 7 is 29,670 square feet (0.681 acres).
3. The proposed lot area of Lot 8 is 35,387 square feet (0.812 acres).
4. The proposed lot area of Lot 9 is 25,686 square feet (0.589 acres).
5. The proposed lot area of Lot 10 is 15,169 square feet (0.348 acres).

Staff Recommendation and Conditions of Approval

Based on the above findings, Staff recommends approval of the Lot Line Adjustments, with the following conditions of approval:

1. Complete any redline corrections required on the plat.
2. The approved Lot Line Adjustments shall be recorded with Davis County, subject to final form approved by the City Engineer.

Note: Approval of the lot line adjustments by the City do not act as a conveyance of real property and appropriate conveyance documents must be prepared by the applicant and recorded by the Davis County Recorder's Office.

Attachments

1. Aerial Map
2. Proposed Lot Line Adjustments (Diagram)

Attachment 1 – Aerial Map



Attachment 2 – Proposed Lot Line Adjustment (Diagram)

