

# BOUNTIFUL CITY COUNCIL MEETING

TUESDAY, January 23, 2018

**Work Session – 6:30 p.m.**

**Regular Session - 7:00 p.m.**

NOTICE IS HEREBY GIVEN that the City Council of Bountiful, Utah will hold its regular Council meeting at City Hall, 790 South 100 East, Bountiful, Utah, at the time and on the date given above. The public is invited to all meetings. Deliberations will occur in the meetings. Persons who are disabled as defined by the Americans With Disabilities Act may request an accommodation by contacting the Bountiful City Manager at 801.298.6140. Notification at least 24 hours prior to the meeting would be appreciated.

If you are not on the agenda, the Council will not be able to discuss your item of business until another meeting. For most items it is desirable for the Council to be informed of background information prior to consideration at a Council meeting. If you wish to have an item placed on the agenda, contact the Bountiful City Manager at 801.298.6140.

## AGENDA

### 6:30 p.m. - Work Session

1. Personnel Policies and Procedures Manual update – Mr. Clinton Drake p. 3

### 7:00 p.m. – Regular Session

1. Welcome, Pledge of Allegiance and Thought/Prayer
2. Public Comment - **If you wish to make a comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 minutes. Public comment is limited to no more than ten minutes per meeting. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives.**
3. Approve minutes of previous meeting – January 9, 2018 p. 7
4. Council Reports
5. Consider approval of weekly expenditures > \$1,000 paid January 1 & 8, 2018 p. 11
6. Recognition of John Pitt
7. Recognition of Emma Dugal
8. Consider approval of the appointment of Councilwoman Beth Holbrook and Mr. Dave Badham to the Bountiful City Administrative Committee – Mr. Chad Wilkinson p. 15
9. Consider approval of Ordinance 2018-01 amending the Downtown Zoning Standards – Mr. Chad Wilkinson p. 17
  - a. Public Hearing
  - b. Action
10. Consider approval of Resolution 2018-01 amending the Personnel Policies and Procedures Manual of the City of Bountiful – Mr. Clinton Drake p. 3
11. Consider approval of a six month extension to the site plan approval for Carrington Apartments phase II. – Mr. Chad Wilkinson p. 41
12. Consider refinal subdivision plat approval for Renaissance Towne Centre, a mixed use planned unit development, phase 1 plat 3 – Mr. Paul Rowland p. 45
13. Consider approval of the purchase and installation of the Benecore DEF System through Westech Equipment for a total of \$22,436.40 – Mr. Charles Benson p. 49
14. Consider approval of the purchase of five S & C Switchgear from Codale Electric in the amount of \$100,300 – Mr. Allen Johnson p. 15
15. Adjourn to closed session to discuss the acquisition or sale of real property, pending litigation and/or to discuss the character and/or competency of an individual(s) (Utah Code §52-4-205).

  
City Recorder



# City Council Staff Report



**Subject: Amendments to City Policy Manual**  
**Author: Clinton Drake**  
**Department: Legal**  
**Date: January 23, 2018**

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## **Background**

Utah law allows city councils to establish personnel policies and guidelines by resolution. Accordingly, Bountiful City has adopted the Personnel Policies and Procedures Manual of the City of Bountiful ("Policy Manual"). The Policy Manual is essential in assisting in the efficient utilization of City resources and the fair and uniform application of requirements regarding City operations and City employees. The existing Policy Manual is an excellent document, however, because laws change with regularity, it is important to periodically review and amend the Policy Manual. The Executive, Legal and Human Resources Departments have reviewed the Policy Manual and made amendments to the Policy Manual for the Council to consider.

## **Analysis**

There are a large number of changes in the proposed amendment to the Policy Manual. Most of the changes are simple, such as grammatical and formatting changes. A smaller number of changes are intended to clarify existing policies or to remove outdated, repetitive or unnecessary provisions. The remaining changes are to ensure compliance with the recently adopted or amended Federal and State laws. This Staff Report does not go into detail about the proposed changes because a work session has been scheduled to discuss the substantive changes in detail.

## **Department Review**

This Staff Report was prepared by the City Attorney and reviewed by the City Manager.

## **Significant Impacts**

None of the proposed changes create significant impacts.

## **Recommendation**

It is recommended that the City Council approve Resolution 2018-01 amending the Personnel Policies and Procedures Manual of the City of Bountiful.

## **Attachments**

The proposed amendments to the Policy Manual are being finalized. A redline and clean copy of the proposed amendments to the Policy Manual will be provided before to the Council before the meeting.



# BOUNTIFUL

## BOUNTIFUL CITY, UTAH RESOLUTION NO. 2018-01

MAYOR  
Randy C. Lewis  
CITY COUNCIL  
Kendalyn Harris  
Richard Higginson  
Beth Holbrook  
John Marc Knight  
Chris R. Simonsen  
CITY MANAGER  
Gary R. Hill

### A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF THE CITY OF BOUNTIFUL

WHEREAS, Utah Code Annotated §10-3-717 and authorizes city councils to establish personnel policies and guidelines by resolution; and

WHEREAS, the Bountiful City Council has adopted a Personnel Policies and Procedures Manual to assist in the efficient utilization of City resources and the fair and uniform application of requirements regarding City operations and City employees; and

WHEREAS, the Personnel Policies and Procedures Manual should be reviewed and amended from time to time to ensure compliance with the law and contemporary management practices; and

WHEREAS, the City Council finds that amending, adopting and implementing the City Personnel Policies and Procedures Manual is in the best interests of Bountiful City and its employees.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bountiful City, Utah, as follows:

**Section 1. Amendment.** The Bountiful City Council does hereby adopt the Personnel Policies and Procedures Manual as attached hereto as Exhibit "A".

**Section 2. Effective date.** This Resolution shall take effect immediately upon passage.

**APPROVED, PASSED AND ADOPTED BY THE BOUNTIFUL CITY COUNCIL THIS 23<sup>RD</sup> DAY OF JANUARY, 2018.**

\_\_\_\_\_  
Randy C. Lewis, Mayor

ATTEST:

\_\_\_\_\_  
Shawna Andrus, City Recorder



1 Minutes of the  
2 BOUNTIFUL CITY COUNCIL

3 January 9, 2018 – 6:00 p.m.  
4

5 Present: Mayor Randy Lewis  
6 Councilmembers Kendalyn Harris, Richard Higginson, Beth Holbrook,  
7 John Marc Knight, John Pitt, Chris Simonsen  
8 City Manager Gary Hill  
9 Asst. City Manager Galen Rasmussen  
10 City Attorney Clinton Drake  
11 City Engineer Paul Rowland  
12 City Planner Chad Wilkinson  
13 City Recorder Shawna Andrus

14  
15 State Representative Ray Ward  
16 Rhonda Perkes from Congressman Chris Stewart's office  
17

18 Department Directors/Staff:

19 Police Chief Tom Ross  
20 Recording Secretary Nikki Dandurand  
21  
22

23 Official notice of the City Council Meeting was given by posting an agenda at City Hall and on  
24 the Bountiful City Website and the Utah Public Notice Website and by providing copies to the  
25 following newspapers of general circulation: Davis County Clipper and Standard Examiner.  
26

27 **Work Session – 6:00 p.m.**  
28 **Planning Conference Room**  
29

30 Mayor Lewis welcomed those in attendance and called the session to order at 6:05 p.m.  
31 Mayor Lewis invited Rhonda Perkes to update the Council on behalf of Congressman Chris Stewart  
32 (R-Utah). She stated the Congressman did receive the letter from the City Council and apologized  
33 for the late response. She provided a written response for all members of the Council to read. She  
34 also stated that because of the recent federal tax reform, their office has received over 11,000 letters  
35 from residents. She will be glad to answer any questions from the Council and will follow up with  
36 the Mayor on some additional questions.

37 Mayor Lewis then turned the time over to State Representative Ray Ward to update the  
38 Council on the items he is chairing in the Legislative session right now. Dr. Ward stated he has two  
39 bills he is working on. The first is a family planning waiver to Medicaid. This bill (HB12) would  
40 provide family planning to those at the poverty income level, with coverage the same as Medicaid.  
41 Currently there are only seven states doing this. The second bill is in regards to forms/papers when  
42 applying for drivers licenses through the Department of Motor Vehicles. This action would eliminate  
43 and/or simplify the paperwork required to be filled out by doctors if there are restrictions on the  
44 individual's license. Dr. Ward also addressed the recent tax changes and stated that five new  
45 initiatives are on the house floor. He stated that overall, a major concern is the cost of housing and he  
46 would like to see more cities plan for higher density projects, and to allow more arrangements like

1 Airbnb. Mr. Gary Hill stated that another concern is how the federal jurisdiction/legislature interacts  
2 on a local level and not just a blanket act to cover everyone the same. Mr. Hill provided an example  
3 from an article in the Salt Lake Tribune last week regarding imposing a fee to all cities to help with  
4 the homeless situation. If this is a state-wide problem, which it is, then it should be state funded, not  
5 locally funded.

6  
7 **OPEN PUBLIC MEETINGS TRAINING – MR. CLINTON DRAKE**

8 Mr. Drake presented a PowerPoint presentation to train the Council in correct procedures,  
9 rules, requirements, etc. for open public meetings and also the Municipal Officer/Employees Act.

10  
11 **Regular Meeting – 7:05 p.m.**  
12 **City Council Chambers**

13  
14 Mayor Lewis called the meeting to order at 7:03 p.m. and welcomed those in attendance.  
15 Landon Stevens, Troop 272, led the Pledge of Allegiance; Resident, Millie Bahr, gave an opening  
16 prayer. Mayor Lewis also mentioned the recent election and expressed appreciation for Councilman  
17 John Pitt and those elected officials now serving along with staff.

18  
19 **SWEARING IN OF NEWLY ELECTED OFFICIALS – MAYOR RANDY LEWIS,**  
20 **COUNCILWOMAN KENDALYN HARRIS AND COUNCILMAN CHRIS SIMONSEN**

21 Ms. Shawna Andrus invited all three members to the front and asked them to repeat the oath  
22 after her. All three members raised their hands and were sworn into their respective positions.

23  
24 Councilman Higginson and Councilwoman Harris expressed their appreciation to Councilman  
25 Pitt. Councilman Pitt stepped down from the dais and Councilman Chris Simonsen took his place.

26  
27 **PUBLIC COMMENT**

- 28 - Gary Davis – various comments about items on the agenda  
29 - Clint Halliday – was on the ballot for City Council, would like the opportunity to serve in  
30 any capacity

31  
32 **APPROVE MINUTES OF PREVIOUS MEETING – DECEMBER 12, 2017**

33 Mayor Lewis presented the minutes from the previous meeting. Councilman Higginson  
34 moved to approve the minutes and Councilman Knight seconded the motion. Voting was unanimous  
35 with Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.

36  
37 **COUNCIL REPORTS**

38 Mayor Lewis recognized Councilwoman Beth Holbrook on her duties as President of the Utah  
39 League of Cities and Towns and her duties she has to fulfill there as well. Councilman Knight stated  
40 it is Law Enforcement Recognition Day and expressed his appreciation to our Police Department. No  
41 other reports were made.

42  
43 **BCYC REPORT**

44 Olivia Harrison and Gabe Ure reported the Christmas party was really fun, and they are now  
45 making blankets for a local children’s hospital. They are looking forward to a leadership retreat in  
46 March at Utah State University.



1  
2 **CONSIDER APPROVAL OF:**

- 3 a. **WEEKLY EXPENDITURES > \$1,000 PAID DECEMBER 4, 11, 18 & 25, 2017**  
4 b. **NOVEMBER 2017 FINANCIAL REPORT**  
5

6 Mayor Lewis presented the expenditures/financial report and asked for a motion to approve.  
7 Councilman Higginson moved to approve the weekly expenditures/reports and Councilwoman Harris  
8 seconded the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook,  
9 Knight and Simonsen voting “aye”.

10  
11 **BOARD AND LIAISON APPOINTMENTS – MAYOR RANDY LEWIS**

12 Mayor Lewis presented the names and appointments for the Council to approve. Councilman  
13 Knight moved to approve the appointments and Councilman Higginson seconded the motion. Voting  
14 was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and Simonsen voting  
15 “aye”.

16  
17 **CONSIDER ADOPTION OF THE INTERLOCAL AGREEMENT WITH SOUTH DAVIS**  
18 **METRO FIRE FOR THE CALCULATION AND COLLECTION OF FIRE IMPACT FEES –**  
19 **MR. GARY HILL**

20 Mr. Hill stated Bountiful City did not collect fire impact fees prior to the creation of  
21 SDMFA last year. Because impact fees must be collected by the entire service area, those fees have  
22 now been imposed within the boundaries of Bountiful City. Calculating and remitting fees on behalf  
23 of other entities is a common practice and helps streamline the application process for development.  
24 Councilman Simonsen moved to adopt the interlocal agreement and Councilman Higginson seconded  
25 the motion. Voting was unanimous with Councilpersons Harris, Higginson, Holbrook, Knight and  
26 Simonsen voting “aye”.

27  
28 **CONSIDER APPROVAL OF A BID FROM ELECTRO POWER UTAH IN THE TOTAL**  
29 **AMOUNT OF \$60,260 TO BUILD AND INSTALL NEW CONTROL PANELS AT THE**  
30 **UPPER WILLIAMS AND 3100 SOUTH 400 EAST BOOSTER STATIONS – MR. PAUL**  
31 **ROWLAND**

32 Mr. Rowland stated funds for upgrade the aging control panels at the Upper Williams booster  
33 station and at the 3100 South 400 East booster station were included in the 2017-2018 budget. Staff  
34 recommends Council accept the bid from Electro Power Utah and approve a total amount of \$60,260  
35 to build and install these pump control panels. Councilwoman Harris asked if it would be cheaper to  
36 separate the bids/parts. Mr. Rowland said no. Councilman Knight made a motion to approve the bid  
37 and Councilman Higginson seconded the motion. Voting was unanimous with Councilpersons  
38 Harris, Higginson, Holbrook, Knight and Simonsen voting “aye”.

39  
40 Mr. Gary Hill concluded the meeting with a few comments about the new camera, streaming  
41 and testing of the video equipment. Mr. Hill also asked the Council about acquiring tablets/laptops  
42 for them to use and the best method to purchase those. The Council agreed that a stipend would be  
43 most useful.  
44

1 Mayor Lewis wished to thank all those that attended the meeting tonight, especially all the  
2 Boy Scouts. Councilman Simonsen encouraged all of them to be involved and be active in the cities  
3 they will live in.  
4

5 Mayor Lewis asked for a motion to adjourn the regular session of City Council. Councilman  
6 Higginson made a motion to adjourn the meeting and Councilwoman Holbrook seconded the motion.  
7 The regular session of the City Council was adjourned at 7:43 p.m.  
8  
9

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*Mayor Randy Lewis*

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*City Recorder*

PENDING

# City Council Staff Report

**Subject:** Expenditures for Invoices > \$1,000.00 paid  
January 1 & 8, 2018

**Author:** Tyson Beck, Finance Director

**Department:** Finance

**Date:** January 15, 2018



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## **Background**

This report is prepared following the weekly accounts payable run. It includes payments for invoices hitting expense accounts equaling or exceeding \$1,000.00.

Payments for invoices affecting only revenue or balance sheet accounts are not included. Such payments include: those to acquire additions to inventories, salaries and wages, the remittance of payroll withholdings and taxes, employee benefits, utility deposits, construction retention, customer credit balance refunds, and performance bond refunds. Credit memos or return amounts are also not included.

## **Analysis**

Unless otherwise noted and approved in advance, all expenditures are included in the current budget. Answers to questions or further research can be provided upon request.

## **Department Review**

This report was prepared and reviewed by the Finance Department.

## **Significant Impacts**

None

## **Recommendation**

Council should review the attached expenditures.

## **Attachments**

Weekly report of expenses/expenditures for invoices equaling or exceeding \$1,000.00 paid January 1 & 8, 2018.

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid January 1, 2018**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1615	CENTURYLINK	Enhanced 911	10.4219.428000.	Telephone Expense	\$ 3,578.45	200462	12222017	Acct # 801-578-0401 452B
1890	DAVIS COUNTY HEALTH	Water	51.5100.431000.	Profess & Tech Services	3,024.00	200465	IN0003849	Lab Fees for Sampling
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	1,178.29	200482	354509	Road Base
2920	LEFAVOR ENVELOPE CO	Treasury	10.4143.429050.	Util Billing Supplies	1,627.50	200485	158313	Envelopes
2920	LEFAVOR ENVELOPE CO	Treasury	10.4143.429050.	Util Billing Supplies	1,708.88	200485	158312	Envelopes
3541	PRECISION CONCRETE	Streets	10.4410.473400.	Concrete Repairs	22,214.67	200502	Ut67998JT	Concrete Cutting
5553	PURCELL TIRE AND SERVICE	Streets	10.4410.425000.	Equip Supplies & Maint	1,573.20	200504	2861294	Tires
4229	TOM RANDALL DIST. CO	Streets	10.4410.425000.	Equip Supplies & Maint	18,236.90	200510	0267758	Fuel
4330	US BANK TRUST N.A.	Light & Power	53.5300.484000.	Paying Agents Fees	1,000.00	200513	4823686	Bountiful City Electric Revenue Bonds
4522	WATERFORD SYSTEMS	Water	51.5100.448000.	Operating Supplies	5,364.93	200518	16876	Input/Output Cables
4567	WESTERN REFUSE & REC	Sanitation	58.5800.425000.	Equip Supplies & Maint	4,767.76	200520	149932	Packing Cylinders for Garbage Truck
<b>TOTAL:</b>					<u><u>\$ 64,274.58</u></u>			

**Expenditure Report for Invoices (limited to those outlined in staff report) >\$1,000.00  
Paid January 8, 2018**

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>AMOUNT</u>	<u>CHECK NO</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	\$ 5,011.89	200530	86X16717	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,011.89	200530	86X16817	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,035.88	200530	86K34717	Tree Trimming
1212	ASPLUNDH TREE EXPERT	Light & Power	53.5300.448632.	Distribution	5,140.40	200530	86K34617	Tree Trimming
5799	BALLEJOS, TRACY	Police	10.4210.415000.	Employee Education Reimb	2,940.00	200532	12202017	Reimbursed for Tuition Aug - Dec 2017
1428	BOUNTIFUL IRRIGATION	Water	51.5100.431000.	Profess & Tech Services	3,000.00	200539	03-1974	Elements Server
1473	BROKEN ARROW INC	Streets	10.4410.441100.	Special Highway Supplies	30,468.76	200543	26067	Road Salt
1507	BURT BROTHERS TIRE	Light & Power	53.5300.448635.	Vehicles	1,638.48	200544	3-G5204411	Tires and Service
9488	CHRISTENSEN AUTO LLC	Streets	10.4410.425000.	Equip Supplies & Maint	5,998.00	200552	01082018	Utility Trailer Purchase // Vin # JL555158
1889	DAVIS COUNTY GOVERNMENT	Police	10.4210.431600.	Animal Control Services	7,040.95	200563	86513	Dec 2017 Animal Control Services
1889	DAVIS COUNTY GOVERNMENT	Police	10.4210.431600.	Animal Control Services	7,041.01	200563	85713	Oct 2017 Animal Control Services
1889	DAVIS COUNTY GOVERNMENT	Police	10.4210.431600.	Animal Control Services	7,041.01	200563	86455	Nov 2017 Animal Control Services
5281	DOMINION ENERGY UTAH	Sanitation	58.5800.427000.	Utilities	1,040.08	200568	01032018C	Acct # 2893910000
5281	DOMINION ENERGY UTAH	Police	10.4210.427000.	Utilities	1,213.47	200568	01032018A	Acct # 3401140000
5281	DOMINION ENERGY UTAH	Water	51.5100.427000.	Utilities	1,894.88	200568	01032018G	Acct # 9591363682
5281	DOMINION ENERGY UTAH	Streets	10.4410.427000.	Utilities	1,935.25	200568	01032018B	Acct # 3893910000
2334	GRAINGER, INC	Light & Power	53.5300.448628.	Pineview Hydro	2,650.24	200576	9645201626	80 Gal Compressed Air
7850	GS TRACKME LLC	Streets	10.4410.448000.	Operating Supplies	1,169.61	200578	802	GOS Vehicle Tracking Service
2642	INTERWEST SUPPLY COM	Streets	10.4410.425000.	Equip Supplies & Maint	5,283.00	200593	IN0067823	Plow Blades
7803	J-U-B ENGINEERS, INC	Water	51.5100.472100.	Buildings	42,790.13	200594	0113749	Project # 83-16-004 // Professional Services
2727	JOHNSON, ALLEN R	Light & Power	53.5300.423000.	Travel & Training	1,800.00	200595	01052018	Training for Survalent SCADA Level 1 Kit
8137	LAKEVIEW ASPHALT PRODUCTS	Streets	10.4410.441200.	Road Matl Patch/ Class C	2,439.48	200600	2191	Patching
2886	LAKEVIEW ROCK PRODUCTS	Water	51.5100.461300.	Street Opening Expense	1,202.60	200602	354560	Road Base
6330	MGB+A INC	Parks	45.4510.473100.	Improv Other Than Bldgs	1,802.50	200610	2017-196	Creekside Park
3200	MOUNTAIN WEST TRUCK	Streets	10.4410.425000.	Equip Supplies & Maint	1,660.37	200615	903672	Parts
5429	PERFORMANCE FORD LINCOLN	Police	45.4210.474500.	Machinery & Equipment	62,116.00	200625	01022018	Purchase of (2) Vehicles Vin# JGA26701 & JKC97457
5553	PURCELL TIRE AND SERVICE	Streets	10.4410.425000.	Equip Supplies & Maint	1,008.00	200633	2861478	Tire & Services
3812	SAFETY SUPPLY & SIGN	Streets	10.4410.425000.	Equip Supplies & Maint	2,562.00	200641	162521	Arrow Board for Streets
3830	SALT LAKE COMMUNITY	Light & Power	53.5300.423001.	Education Benefit	2,346.00	200643	SCE18-111	Tuition for A. Leonhardt, J. Richards & J. Buckway
4841	SIEMENS INDUSTRY, INC	Light & Power	53.5300.474710.	CIP 01 138KV Trans Substation	37,610.00	200650	5700042873	4x46KV Curcuit Breakers forDistribution Substation
4841	SIEMENS INDUSTRY, INC	Light & Power	53.5300.448639.	Substation	150,440.00	200650	5700042873	4x46KV Curcuit Breakers forDistribution Substation
3982	SOUTH DAVIS METRO FIRE	Fire	10.4220.431000.	Profess & Tech Services	505,779.00	200652	0101218	Jan.1,2018 payment for Fiscal Year 2017/2018
4051	STATE OF UTAH	Landfill	57.5700.431300.	Environmental Monitoring	3,850.00	200656	12212017	Annual Solid Waste Fees for 2017
4369	UTAH DEPT OF WORKFORCE	Light & Power	53.5300.413060.	Unemployment Reimb	2,620.00	200667	01082018	December unemployment claims
4450	VERIZON WIRELESS	Police	10.4210.425200.	Communication Equip Maint	1,480.67	200673	9798585378	Acct # 771440923-00001
4535	WEBER RIVER WATER	Light & Power	53.5300.448627.	Echo Hyrdo	3,421.16	200677	12-2187	Annual Gas Bill
9409	WILLIAMSEN-GODWIN TRUCK	Streets	45.4410.474500.	Machinery & Equipment	5,825.00	200681	0003763-IN	Replacement Dump Bed for 1 Ton Truck
9409	WILLIAMSEN-GODWIN TRUCK	Storm Water	49.4900.474600.	Vehicles	10,559.00	200681	0003764-IN	Replacement Dump Bed & Warning Light Board
<b>TOTAL:</b>					<u>\$ 941,866.71</u>			



# City Council Staff Report

**Subject:** Appointments to Administrative Committee  
**Author:** Chad Wilkinson, Planning Director  
**Department:** Planning  
**Date:** January 23, 2018



## **Background**

The Administrative Committee is made up of three individuals. The Planning Director and City Engineer, or their designees, each serve as members of the Board. The third member and an alternate are citizen members appointed by the Mayor with the advice and consent of the City Council. The Administrative Committee processes items that are more routine in nature, such as minor conditional use permits, lot line adjustments and certain variances. Appointees, serve for a period of two years, at the end of which they need to be reappointed or replaced. The zoning ordinance specifies that Administrative Committee terms expire on July 1, of every odd year.

John Marc Knight has served on the Administrative Committee since July 16, 2007 in the position of a citizen's representative. Mr. Knight was appointed to the committee prior to his service on the City Council and has continued to serve in that capacity for the last 10 years. With the recent reorganization of City Council assignments, the Mayor has recommended that Beth Holbrook replace Mr. Knight as the citizen representative on the Committee.

Dave Badham served on the Planning Commission for seven years and on the Administrative Committee for the last nine years. Mr. Badham recently resigned from his position on the Planning Commission but has expressed his desire to continue to serve on the Administrative Committee.

## **Department Review**

This appointment and re-appointment was reviewed by the City Manager and Mayor Lewis.

## **Recommendation**

Council should approve the appointment of Beth Holbrook as the citizen representative and the reappointment of Dave Badham as an alternate member of the Administrative Committee for the remainder a two-year term, ending on July 1, 2019.

## **Significant Impacts**

None

## **Attachments**

None





# City Council Staff Report

**Subject: Public Hearing-Potential Changes to DN Zoning District Standards found in Chapter 7 of the Bountiful Land Use Ordinance**

**Applicant:** Bountiful City

**Author:** Chad Wilkinson

**Date:** January 23, 2018



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## **Background and Analysis**

At the Bountiful City Council meeting on October 10, 2017, the Council approved changes to the development standards for the Downtown (DN) Zoning District. As part of the motion approving these changes, the Council directed staff to schedule a combined work session with the Planning Commission to discuss potential additional refinements to the DN zoning standards. Specifically the Council desired to address concerns raised by property owners and other stakeholders related to development of multifamily residential structures in the downtown. The Commission and Council met in two separate work session on October 24 and December 12, 2017 to discuss additional potential revisions to the ordinance. Based on direction received during those discussions, staff has drafted potential refinements to the recently adopted DN standards.

The proposed changes deal primarily with building height and architectural standards. The major components of the proposed changes include the following:

- The maximum building height standards for properties along 100 West and 100 East have been increased to 45 feet. Maximum numbers of stories have been removed.
- Minimum landscape standards for multifamily developments have been reduced from 40 percent to 10 percent consistent with the remainder of the zone. The proposed revisions include additional landscaping on a per unit basis for multi-family residential and mixed use developments.
- Architectural standards have been revised. Instead of requiring “architectural feature consistent with single family residential” the proposed standards include required articulation at certain intervals and give minimum standards for depth and height of architectural features. The standards include articulation requirements for all buildings in the zone, as well as specific standards for multi-family development. As directed by the Council and Commission, the standards have been drafted with flexibility in mind. Standards provide a framework without prescribing a specific style or architectural theme.

The original standards adopted in October included a height of 35 feet in order to provide consistency with the properties to the west that are now zoned for single family

development and a to provide a transition to the higher buildings on Main Street. During the combined work sessions, the Council and Commission gave direction that 45 feet was an appropriate height and would allow for additional density in the Downtown. It should be noted that 45-foot tall buildings have been allowed in the DN zone since its inception. However, previous codes would have limited multi-family developments to a height of 35 feet consistent with the standards of the RM-zone. The previous Code also limited the number of stories on 45-foot tall buildings to three stories. The number of stories and height of buildings allowed in the Downtown is a policy issue. Changes to building height will impact the densities in Downtown, however limiting the height will not eliminate the ability to construct multi-family housing.

Again, the attached draft ordinance contains the proposed revisions to the existing DN zoning standards, with changes to the existing ordinance indicated with strikethrough text (showing deletions) and underline text indicating new text. At the public hearing, staff will provide a detailed discussion of each of the changes along with the reasoning behind the proposed change.

### **Standard of Review**

As a matter of procedure, whenever the Council considers a request for a rezone (zone map amendment), it shall review it in accordance with the provisions of 14-2-205 AMENDMENTS TO ORDINANCE AND MAP, which are as follows:

- B. For the purpose of establishing and maintaining sound, stable, and desirable development within the City, it is declared to be the public policy that amendments should not be made to the Bountiful City Land Use Ordinance or Zoning Map except to promote the objectives and purpose of this Title, the Bountiful City General Plan, or to correct manifest errors.

### **Department Review**

This item has been reviewed by the City Planner and City Engineer, City Attorney and City Manager.

### **Significant Impacts**

The proposed changes will impact the design of the buildings in the Downtown Zone and should be carefully considered.

### **Planning Commission Review:**

The Planning Commission reviewed the proposed amendments at their January 16, 2018 meeting. After holding a public hearing and receiving input, two separate motions were made to send a recommendation of approval to the City Council. The first motion included leaving the height along 100 West and 100 East at 35 feet with additional height allowed

consistent with the setback provisions in the current Code. This motion failed with a vote of 2-2. A second motion to adopt changes with a 40 foot maximum height along 100 West was also made and failed with a vote of 2-2. A third motion was made to forward the item onto the City Council with the minutes of the public hearing but without a formal recommendation. This motion passed with a vote of 4-0.

Section 14-2-205 (F) stipulates that failure on the part of the Planning Commission to make recommendation to the City Council within thirty (30) days after hearing the petition shall be deemed to constitute approval of such proposed amendment or change which shall then be passed on to the City Council for appropriate action. Since the Planning Commission did not make a recommendation, the amendment could be deemed to have received approval from the Commission based on language of the Code. Since by ordinance the Planning Commission has 30 days in which to make a recommendation, the City Council may wish to remand the item to the Planning Commission in order to seek a formal recommendation prior to their making a decision on the item. A copy of the minutes of the meeting is attached to this report.

**Recommendation:**

It is recommended that the City Council review the proposed changes to the Downtown Ordinance, including the minutes of the Planning Commission meeting, and hold a public hearing to allow for additional public comment. After receiving public input the Council may take one of the following actions:

1. Remand the item to the Planning Commission and request a formal recommendation.
2. Request additional revisions and continue the item to a future meeting for further review.
3. Approve the changes to the DN Zoning standards:
  - a. As proposed; or
  - b. With revisions specified by the Council.
4. Deny the proposed changes to the DN Standards.

**Attachments**

Ordinance 2018-01 (including proposed amendments)  
Draft Minutes from the January 16, 2018 Planning Commission

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**MAYOR**  
Randy C. Lewis  
**CITY COUNCIL**  
Kendalyn Harris  
Richard Higginson  
Beth Holbrook  
John Marc Knight  
Chris R. Simonsen  
**CITY MANAGER**  
Gary R. Hill

## **Bountiful City Ordinance No. 2018-01**

**An ordinance amending the development standards of the Downtown (DN) zone found in Chapter 7 of Title 14 of the Bountiful City Land Use Ordinance.**

**It is the finding of the Bountiful City Council that:**

1. The Bountiful City Council is empowered to adopt and amend general laws and land use ordinances pursuant to Utah State law (§10-9a-101 et seq.) and under corresponding sections of the Bountiful City Code; and
2. The proposed changes to the DN zoning regulations are consistent with the General Plan; and
3. The Planning Commission held a public hearing -on January 16, 2018, and forwarded the proposed amendment to the City Council without recommendation-; and
4. The Bountiful City Council held a public hearing on this proposed amendment to the DN zoning regulations on January 23, 2018; and
5. Adoption of the proposed amendments the DN zoning regulations is in the best interests of the health, safety and welfare of the City.

**Be it ordained by the City Council of Bountiful, Utah:**

**SECTION 1.** Chapter 7 of the Bountiful City Land Use Ordinance (Title 14 of the Bountiful City Code) is hereby amended as follows:

### **CHAPTER 7**

#### **DN – DOWNTOWN**

- 14-7-101 PURPOSE AND OBJECTIVES**
- 14-7-102 AREA OF ZONE**
- 14-7-103 PERMITTED, CONDITIONAL, AND PROHIBITED USES**
- 14-7-104 MINIMUM LOT STANDARDS**
- 14-7-105 YARD REQUIREMENTS**
- 14-7-106 PROJECTIONS INTO YARDS**
- 14-7-107 STRUCTURE HEIGHT**
- 14-7-108 DISTANCE BETWEEN STRUCTURES**
- 14-7-109 LANDSCAPING AND PERMISSIBLE LOT COVERAGE**

- 14-7-110 **PARKING, LOADING, AND ACCESS**
- 14-7-111 **SITE PLAN APPROVAL**
- 14-7-112 **OTHER REQUIREMENTS**

**14-7-101 PURPOSE AND OBJECTIVES**

The Downtown (DN) Mixed Use Zone is established to provide a district primarily for the preservation of the mixed use character of the commercial and residential uses in and adjacent to the Main Street downtown area, consistent with the provisions of the adopted Bountiful Historic Downtown Plan.

**14-7-102 AREA OF ZONE**

Each area of Downtown zoning shall be at least four (4) acres in size.

**14-7-103 PERMITTED, CONDITIONAL, AND PROHIBITED USES**

The following principal uses and structures, and no others, are allowed either as a permitted use (P) or by Conditional Use Permit (C) in the Downtown zone. Some uses may be expressly prohibited (N) in this zone. Any use not listed herein is also expressly prohibited. Properties fronting on 100 West or 100 East shall be limited to the residential uses allowed in the (DN) zone.

**Table 14-7-103**

<u>Use</u>	<u>DN</u>
Assisted Living Center	C
Bail Bonds	N
Banks, Credit Unions	P
Bar, Tavern, Drinking Establishment	N
Bottling, Canning, Food Production	C
Building/Construction Materials and Supplies w/ outside storage	N
Building/Construction Materials and Supplies w/o outside storage	C
Check Cashing, Title Loans	N
Construction Services w/ outside storage	N
Construction Services w/o outside storage	C
Convenience Stores	C
Dry Cleaner, Laundry Service	P
Fast Food Restaurant w/ drive-thru window	N
Fast Food Restaurant w/ pick-up	C
Fast Food Restaurant w/o drive-thru	P
Feed Lots, Animal Rendering, Animal Raising	N

<u>Use</u>	<u>DN</u>
Fire Arm/Shooting Range – Indoor	N
Fire Arm/Shooting Range – Outdoor	N
Food Preparation, Bakery	C
Funeral Parlor, Cemeteries, and Crematory Services	C
Gasoline Sales	N
General retail w/ outside storage	N
General retail w/o outside storage	P
Grocery Store	P
Hotels (Interior rooms)	P
Industrial Manufacturing	N
Kennels, Animal Boarding	N
Laundromat (Self-operated)	P
Mail Order/Online Distribution office w/ onsite storage	C
Medical/Dental Laboratory	N
Medical/Dental Office	P
Millwork, Cabinetry	P
Motels (Drive-up/exterior rooms)	N
Motorized Recreation	N
Multi-Family Residential – Stand alone, with frontage on Main Street	N
Multi-Family Residential – Stand alone without frontage on Main Street	C
Multi-Family Residential w/ Commercial Use on ground floor	C
Municipal Facility	P
Non-motorized Recreation, Pool, Gymnasium – Public or Private	P
Pawnshop, Secondhand Merchandise	N
Personal Services	P
Professional Services	P
Public/Private Assembly	C
Restaurant	P
Security Services	C
Self Storage Units or Warehouse w/o Office	N
Sexually Oriented Business, Escort Service	N
Single Family Dwelling,	P
Single Family Dwelling- property fronting on Main Street	N
Two Family Dwelling – New	C
Small engine/appliance repair	C
Tailor, Seamstress, Shoe repair	P
Tattoo Parlor	N

<u>Use</u>	<u>DN</u>
Tutoring, Dance, Preschool, Daycare	P
Vehicle Part Sales	N
Vehicle Repair	N
Vehicle Sales	N
Vehicle Salvage/Wrecking	N
Vehicle Service and Wash	N
Vehicle Storage – Indoor	C
Warehouse w/ office	N
Welding, Autobody, Machine Shop, Fiberglass, Painting	N

Accessory uses and structures shall be permitted in the Downtown Zone provided that they are incidental to and do not substantially alter the character of the permitted principal use of a main structure. Such permitted accessory uses and structures include, but are not limited to, the following:

- A. Accessory structures such as garages, carports, equipment storage buildings and supply storage buildings which are customarily used in conjunction with and incidental to a principal use or structure permitted in the (DN) Zone.
- B. Storage of materials used for the construction of a building, including a contractor's temporary office, provided that such use be located on the building site or immediately adjacent thereto, and provided further that such use shall be permitted only during the construction period and thirty (30) days thereafter.

**14-7-104 MINIMUM LOT STANDARDS**

The minimum area and street frontage for any lot or parcel in the Downtown Zone shall be as follows:

**Table 14-7-104**

<u>Use</u>	<u>Min. Lot Size</u>	<u>Min. Frontage and Width</u>
Commercial	8,000	50
Mixed-Use	8,000	50
Single Family	8,000	70
Two-Family and Multi-Family	10,000	50

- A. Lots with more than one (1) street frontage shall meet the minimum requirements along all frontages.

- B. An existing lot or parcel that does not meet the minimum requirements shall be considered a non-complying lot, and all proposed development on such lot or parcel requiring site plan review shall follow the process for non-complying sites and structures.
- C. A multi-family residential development that is not part of a vertical mixed use development shall meet the density requirements and development standards of the RM-13 subzone, except as set forth in this Chapter.

**14-7-105 YARD REQUIREMENTS**

A lot or parcel with a single family shall conform to the minimum setbacks of the R-4 subzone. Two-family dwellings and multi-family dwellings shall meet the setback criteria of the RM-13 subzone. All other uses, including mixed uses, shall meet the following requirements:

- A. Front and Street Setbacks.
  - 1. Along 100 West and 100 East any building shall have a minimum building setback of 20 feet and a maximum setback of twenty-five (25) feet from any front property line and/or any property line abutting a public street
  - 2. Along Main Street any building shall be located within ten (10) feet of the street property line. Plazas, outdoor eating areas, and other pedestrian oriented site amenities shall be considered part of the building for setback purposes.
  - 3. Along 500 South, 400 South, 300 South, 200 South, 100 South, 100 North, 200 North, or 300 North and 400 North any building shall be setback at least ten (10) feet and not more than twenty (20) feet from the street property line.
  - 4. Along Center Street, any building shall be setback at least five (5) feet and not more than ten (10) feet from the street property line.
- B. Side Yard. Except as provided otherwise in this chapter, each lot or parcel shall have a minimum building setback of ten (10) feet from an interior side property line. Any lot or parcel that fronts onto Main Street shall have no interior side yard setback except as required by the International Building Code.
- C. Rear Yard. Except as provided otherwise in this chapter, each lot or parcel shall have a minimum building setback of ten (10) feet from a rear property line.



- D. Yard Abutting Residential Lots. Where property abuts an existing single family residential zone, the minimum building setback shall be ten (10) feet on the abutting side.
- E. Accessory Structures. An accessory structure shall meet all of the setback requirements of a principal structure. An accessory structure that does not require a building permit, according to the International Building Code (IBC), may be located in a side or rear setback area only if all of the following conditions are met:
  1. The accessory structure is not within a front or street yard setback and is located more than ten (10) feet from any main building on the same or adjacent property.
  2. The accessory structure has no openings on the side which is contiguous with the property line, and the walls of said building which are adjacent to the property line have a fire retardant rating as specified by the IBC.
  3. The accessory structure is designed such that all roof drainage is discharged onto the lot or parcel on which it is erected.

F. Residential Uses.

It is the requirement of Bountiful City that multiple family developments reflect a sense of proportion. Proportion requires that the development be designed in such a manner that each unit receives a reasonable and approximately proportionate share of the open space, landscaping, and other benefits of the site. Locating units in such a way that benefits of the site fall primarily to one unit or a few units, and not to others, is prohibited. Depending upon topography, property dimensions and site configuration, it is possible that this requirement may affect the number of units that can be physically located on a lot or parcel. The Planning Commission and City Council are granted reasonable discretion in administering the proportionality requirement, and may modify yard setback requirements by up to twenty (20) percent subject to a finding that such modification will benefit all units more equally than would be possible if the standard requirement was applied.

**14-7-106 PROJECTIONS INTO YARDS**

- A. The following structures may be erected on or project into any required yard, except that they shall not obstruct a required driveway or pedestrian access:
  1. A fence or wall in conformance with this Ordinance.
  2. Landscape elements, including: trees, shrubs, and other plants.

3. Necessary appurtenances for utility service as long as they are attached to a permitted structure and do not protrude more than two (2) feet into a required setback.
- B. The structures listed below may project into a minimum front or rear yard not more than four (4) feet, and into a minimum side yard not more than two (2) feet, except that they may not obstruct a required driveway or pedestrian access:
1. Cornices, eaves, belt courses, sills, buttresses, or other similar architectural features.
  2. Stairways, balconies, door stoops, fire escapes, awnings
  3. Planter boxes or masonry planters not exceeding twenty-four (24) inches in height.
  4. A covered entry or porch used for the protection of pedestrians entering or leaving a building, provided said structure is not more than one story in height and is entirely open on at least three (3) sides.
- C. Buildings that front onto Main Street and that are built within ten (10) feet of the front property line may have canopies with business identification sign area if the following criteria is met:
1. The canopy may protrude a maximum of six feet (6') into the Main Street right-of-way, over areas of sidewalk.
  2. The canopy shall not come within seven feet (7') of any parking stall, drive lane, or other portion of the right-of-way used for vehicle access.
  3. The total combined length of the canopy or canopies shall not exceed two thirds (2/3) of the building width.
  4. The maximum height of the canopy shall not exceed five feet (5').
  5. Off-premise signs are expressly prohibited.
  6. Canopy sign copy area shall be a maximum of thirty-two (32) sq ft per property.

#### **14-7-107      STRUCTURE HEIGHT**

Any lot or parcel with a single family dwelling shall conform to the maximum height requirements of the R-4 subzone. All other uses, shall comply with the following height standards:

A. For buildings located within 100-200 feet of the street property line on 100 West and 100 East: Building height shall not exceed 35-45 feet ~~or 2 stories in height measured at the average grade. Buildings may be constructed one (1) additional foot in height for each additional ten (10) feet t of setback from 100 East and 100 West measured at the average grade of the lot or parcel as measured from the street property line.~~

- ~~A. Buildings located at least 100 feet from the street property line of 100 West and 100 East shall not exceed three (3) stories or 45 feet in height measured at the average grade. Buildings may be constructed one (1) additional foot in height for each additional ten (10) feet of setback from 100 East and 100 West as measured from the right of way.~~
- B. Buildings located at least 200 feet from 100 West and 100 East shall not exceed 55 feet ~~or 4 stories~~ in height measured at the average grade of the lot or parcel.
- C. Maximum height for public and quasi-public buildings shall be approved through the site plan approval process by the land use authority.
- D. Chimneys, flagpoles, towers, steeples, and similar accessory and architectural elements not used for human occupancy are excluded in determining height, however, the City may limit the height of any protrusion that is found by the City Council to be a public nuisance.
- E. In no case shall the area covered by roof mounted equipment exceed twenty percent (20%) of the roof area. Roof mounted equipment shall be setback from the edge of the roof a minimum of 1 foot for every foot of height. If mechanical equipment is located within roofed and enclosed structures, these structures shall not exceed the maximum height for the zone whether or not these areas are designed for human occupancy.

**14-7-108 DISTANCE BETWEEN STRUCTURES**

A lot or parcel with a single family dwelling shall conform to the minimum building separation requirements of the R-4 subzone. A two-family dwelling or multi-family dwelling shall meet the minimum building separation criteria of the RM-13 subzone. For all other uses, the minimum separation between structures shall be as required by the International Building Code.

**14-7-109 LANDSCAPING AND PERMISSIBLE LOT COVERAGE**

- A. A lot or parcel with a single family dwelling shall follow the lot coverage requirements of the R-4 subzone. A lot or parcel with a two-family ~~or multi-family~~ dwelling shall conform to the lot coverage criteria of the RM-13 subzone. All others, including mixed-use developments, shall conform to the following criteria, in addition to any other requirements of this Title:
  - 1. All landscaping shall be sprinkled and planted with substantial live plant material for the purpose of buffering, screening, and beautifying the site. At plant maturity, the landscaping should represent, as a minimum standard, compatibility with surrounding developed properties and uses and must be permanently maintained by the owner or occupants.

2. With the exception of properties fronting on Main Street a minimum ten (10) feet wide landscape buffer shall be required along all frontage areas not occupied by drive accesses.
  3. A minimum ten (10) feet wide landscape buffer shall be established adjacent to a residential property.
  4. Parking, loading, and drive areas shall have a minimum five (5) feet wide landscape buffer when located adjacent to a side or rear property line, except for landscape buffering required between residential uses.
  5. Parking areas shall be landscaped as set forth in this Ordinance.
  6. Approved landscaping must cover a minimum of ten (10) percent of the development site exclusive of any parkstrips in a public right-of-way. In addition to the minimum 10 percent required for all development, all mixed use and multifamily uses shall provide an additional fifty (50) square feet of landscaping per residential unit.
  7. Landscaping shall also be installed in all parkstrips to the same standards as other on-site landscaping. Asphalt, concrete, bricks, pavers, railroad ties, rocks, gravel, and other non-vegetative material is not allowed in the parkstrip area between the curb and sidewalk.
- B. During the site plan approval process, the City may require more or less landscaping consistent with the provisions of the adopted Historic Downtown Plan.

**14-7-110 PARKING, LOADING, AND ACCESS**

- A. Each lot or parcel in the (DN) Zone shall have vehicle parking, loading, and access designed to meet the requirements of this Ordinance. In addition to the standards of Chapter 18 of the Land Use Ordinance, the following shall apply to properties in the DN Zoning district.
  - a. Off street parking is not permitted in the front setback area and/or between the street and building. Parking shall be located to the side or rear of the building.
  - b. Parking for buildings fronting on Main Street shall be located completely behind the principal structure.
  - c. Required guest parking stalls shall be located in dedicated off-street parking spaces. Driveways and areas located in front of garage doors (for

example in townhome style developments) shall not be used to satisfy minimum guest parking requirements.

#### **14-7-111 SITE PLAN APPROVAL**

Except for single family dwellings, site plan approval shall be required for any development in the (DN) Zone as set forth in this Title.

#### **14-7-112 OTHER REQUIREMENTS**

- A. Signs. Any sign erected in the (DN) Zone shall conform to the sign provisions of this Title. Single family and two family dwellings shall conform to the criteria for the R-4 subzone, and multi-family uses shall conform to the criteria for the RM-13 subzone. All others shall conform to the criteria for the DN zone. Pole signs shall not be permitted.
- B. Uses Within Buildings. Any commercial use permitted in the (DN) Zone shall be conducted entirely within a fully enclosed building, except as provided in subsections 1 and 2 below.
  - 1. Outdoor Display of merchandise for sale in the downtown area. Businesses located in buildings in the (DN) Zone that have setbacks less than three (3) feet from the public right-of-way may display in the public right-of-way, subject to the following terms and conditions:
    - a. Any display of merchandise on the sidewalk may not exceed three (3) feet into the public right-of-way from the property line of the business, except during the annual "Sidewalk Days" celebration. There may be no display of merchandise in the planter boxes in the public right-of-way.
    - b. During the winter months, a display may not impede snow removal from the sidewalk.
    - c. The display shall not exceed twenty-five percent (25%) of the width of the lot, parcel, or business. However, businesses with less than forty (40) feet of width may have a display not to exceed ten (10) feet in width.
    - d. Only merchandise sold inside the business may be displayed outside.
    - e. No outdoor display shall exceed six (6) feet in height.

- f. Each display shall be taken down at the end of each business day. The merchant shall be solely responsible for items displayed.
  - g. Each display shall not create a hazard, sight distance, or other problem to pedestrians on the sidewalk or to drivers on the street.
  - h. Displayed merchandise shall not obscure or interfere with any official notice, public safety sign, or device.
2. Any business not listed in subsection 1 may include the outdoor display of merchandise for sale only if all of the following conditions are met:
- a. The outdoor display of merchandise shall not be located upon any sidewalk, walkway, driveway, or within any public right-of-way nor shall it interfere with pedestrian or vehicular movement or with safe and proper ingress and egress of pedestrian traffic.
  - b. The outdoor display of merchandise shall not reduce the amount of off-street parking below that which is required for the associated commercial uses on the premises.
  - c. No item shall be displayed outdoors except for those lawfully displayed and sold inside the business or businesses located on the property. No hazardous and/or flammable materials (such as antifreeze, kerosene, poisons, pesticides and other similar items) may be displayed outdoors.
  - d. The aggregate outdoor display area shall not exceed twenty-five (25) percent of the linear frontage of the store front or 10 linear feet, whichever is greater. A business located on a corner shall be considered as having two (2) store fronts.
  - e. No outdoor display shall exceed six (6) feet in height.
  - f. A maximum of fifty (50) percent of the aggregate outdoor display area may be located in any required landscaping.
  - g. Items shall be displayed outdoors only during the hours that the business conducting the display is open to the public. Live plant material shall be exempt from this requirement.
  - h. Additional signs, beyond those allowed by this Title, shall not be allowed as part of the outdoor display and sales area.

- i. Outdoor displays for special sales or for one of a kind items which would exceed any of these requirements may be granted a special permit by the Planning Director for a period not to exceed fourteen (14) days provided such special displays do not create parking, access, or traffic hazards.

C. Structure Design and Materials.

Any structure, except for single and two family dwellings, shall meet the minimum design criteria as set forth in this Title. In addition, the following shall apply.

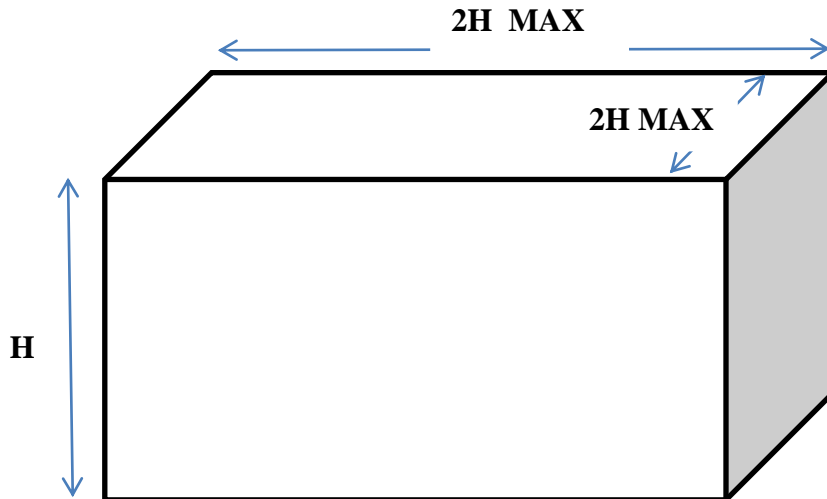
1. Exteriors shall be maintenance free wall material such as high quality brick, natural stone, weather resistance stucco or masonite type material, or non-wood siding. Stucco, masonite or siding may not exceed fifty (50) percent of the exterior.
2. Each residential units shall have some private outdoor space in the form of a balcony or patio.
3. The primary entrance of a building must be oriented to face a street, public plaza or approved pedestrian-way. Ground floor residential units shall have the primary entrance oriented toward the street.
4. All buildings must meet the ground with some form of base element or detailing to visually connect the building to the landscape. The base element must be a material compatible with the remainder of building.
5. Blank walls shall be prohibited on street-facing facades. At least fifty (50) percent of the width of a new or reconstructed first story building wall facing a street shall be devoted to pedestrian entrances, display windows or windows affording views into retail, office, restaurant, or lobby space. All development shall provide ground floor windows on the building facade and adjacent to a public or private street. Darkly tinted windows and mirrored windows are prohibited as ground floor windows.
6. To preclude large expanses of uninterrupted building surfaces, exterior elevations shall incorporate design features such as offsets, balconies, projections, or similar elements along each face of the building facing a public right-of-way or public plaza. Along the vertical face of the structure, offsets shall occur at a minimum of every twenty (20) feet by providing any two of the following:  
(1) Recesses (elevated decks, patios, entrances, etc.) with a minimum depth of four (4) feet, or

- (2) Extensions (elevated decks, patios, entrances, floor area, etc.) with a minimum depth of four (4) feet, or
- (3) Offsets or breaks in roof elevations of three (3) or more feet in height.

3.7. Buildings with parking located on the ground floor within the footprint of the structure shall incorporate design features into street facing facades that are consistent with the remainder of the building design and that are pedestrian oriented. Features shall include elements typical of a front façade, including doors, false windows, planters, and/or architectural details providing articulation. False windows shall be integrated into the framing of the building and shall not consist of surface mounted features such as tacked on display cases. Required venting for parking areas, including louvered openings, shall not be located along a street facing façade.

4.8. The overall width or depth of a multi-family residential building shall not exceed twice the building height. See Figure 14-7-112-C.

**Figure 14-7-112-C**



~~5. Multifamily residential buildings located along 100 East and 100 West shall incorporate architectural features consistent with single-family residential design such as pitched roofs, gable roofs, dormers, overhanging eaves, etc., into the design of the structures.~~

D. Neighborhood Compatibility.



Each structure, except for existing single and two family dwellings, shall be designed consistent with the adopted Historic Downtown Bountiful Master Plan, particularly with regard to building height, architecture, landscaping, and building mass.

- E. Trash Storage. No trash, used materials, wrecked or abandoned vehicles, or equipment shall be stored in an open area. With the exception of single family and two family dwellings, each development in the (DN) Zone shall be required to have adequate, on-site, screened refuse containers maintained in a location approved as part of the site plan.

- F. Walls and Fences.

Any wall or fence erected around a commercial development or mixed use development shall comply with the requirements of the (C-G) zone. Any multi-family development shall comply with the requirements for the RM-13 subzone. Any single family and two family developments shall comply with the provisions of the R-4 subzone.

#### **14-7-120 PERMITTED ADJUSTMENTS TO REQUIRED PARKING**

- A. Downtown Parking District Defined. The Downtown Parking District consists of those properties located within the (DN) Zone.
- B. Proximity of Parking to Use. Required parking spaces for residential uses must be located on site. Required parking spaces for nonresidential uses must be located on site or in parking areas within five hundred feet (500') of the development site property boundary. Off-site nonresidential parking is allowed if the following documentation is submitted in writing to the land use authority as part of a building or zoning permit application or land use review:
1. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
  2. The location and number of parking spaces that are being shared;
  3. An analysis showing that the parking area will be large enough for the anticipated demands of both uses; and
  4. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.

- C. Joint Use Parking. Joint use of required parking spaces may occur where two (2) or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required nonresidential parking spaces is allowed if the following documentation is submitted in writing to the land use authority as part of a building or zoning permit application or land use review:
1. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
  2. The location and number of parking spaces that are being shared;
  3. An analysis showing that the peak parking times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
  4. A legal instrument such as an easement or deed restriction that guarantees access to the parking for both uses.
- D. No parking calculation which includes the parking areas owned by the Bountiful Redevelopment Agency gives any right of possession, any real estate interest, or contract right or right of way on any Redevelopment Agency property.

**SECTION 2.** City ordinances in conflict with these provisions are hereby repealed. However, all provisions in force immediately prior to this ordinance shall continue in force hereafter for the purpose of any pending legal action, all rights acquired, and any liabilities already incurred.

**SECTION 3.** If any portion of this Ordinance is declared illegal or unconstitutional, the remainder shall remain in full force and effect.

**SECTION 4.** This ordinance shall take effect immediately upon first publication.

**Adopted by the City Council of Bountiful, Utah, this 23<sup>rd</sup> day of January, 2018.**

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Randy C. Lewis, Mayor

ATTEST:

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Shawna Andrus, City Recorder

**Bountiful City  
Planning Commission Minutes  
January 16, 2018  
6:30 P.M.**

Present: Chair – Sean Monson; Planning Commission Members – Jesse Bell and Jim Clark; City Council Representation – Richard Higginson; City Attorney – Clint Drake; City Planner – Chad Wilkinson; City Engineer – Paul Rowland; and Recording Secretary – Darlene Baetz  
Excused: Vice Chair – Von Hill; Planning Commission Members – Tom Smith and Sharon Spratley

**1. Welcome and Introductions.**

Chair Monson opened the meeting at 6:30 pm and welcomed all those present.

**2. Approval of the minutes for December 19, 2017.**

Jim Clark made a motion to approve the minutes for December 19, 2017 as written. Richard Higginson seconded the motion. Voting passed 4-0 with Commission members Bell, Clark, Higginson and Monson voting aye.

**3. Consider final approval for Renaissance Towne Centre, a Mixed Use Commercial Planned Unit Development, Phase 1 Plat 3, Bruce Broadhead, applicant.**

Paul Rowland presented staff report. Bruce Broadhead was present.

The applicant, Bruce Broadhead, received final plat approval for this plat in October of 2017. That approved plat map was never recorded and since then some slight modifications to the plat have required the reconfiguration of some easements and the moving of a lot line. Mr. Broadhead is requesting reapproval of the plat in its current form. The only change is that lot 10, the parcel containing the Maverick convenience store was expanded to include an area that was shown as common area on the previous plats. This was done to clarify an easement area that serves primarily as an ingress/egress lane and not a public utility easement serving the overall community. This change does not affect the site plan approval for the multistory mixed use building planned for lot 9, also known as pad A.

Staff recommends that the Planning Commission forward a recommendation of approval to the City Council for final subdivision plat approval subject to the following conditions:

1. Complete any and all redline corrections.
2. Complete any necessary revisions to the development agreement.
3. Provide a current Title Report and pay all required fees.

Richard Higginson made a motion that the Planning Commission forward to the City Council a recommendation of final subdivision plat approval for Renaissance Towne Centre, A Commercial Mixed Use Planned Unit Development, Phase 1, Plat 3. Jesse Bell seconded the motion. Voting passed 4-0 with Commission members Bell, Clark, Higginson and Monson voting aye.

**4. PUBLIC HEARING – Consider amending the standards of the Downtown (DN) Zoning District found in Chapter 7 of the Bountiful Land Use Ordinance.**

Chad Wilkinson presented the staff report.

At the Bountiful City Council meeting on October 10, 2017, the Council approved changes to the development standards for the Downtown (DN) Zoning District. As part of the motion approving these changes, the Council directed staff to schedule a combined work session with the Planning Commission to discuss potential additional refinements to the DN zoning standards. Specifically the Council desired to address concerns raised by property owners and other stakeholders related to development of multifamily residential structures in the downtown. The Commission and Council met in two separate work sessions on October 24 and December 12, 2017 to discuss additional potential revisions to the ordinance. Based on direction received during those discussions, staff has drafted potential refinements to the recently adopted DN standards.

The proposed changes deal primarily with building height and architectural standards. The major components of the proposed changes include the following:

- The maximum building height standards for properties along 100 West and 100 East have been increased to 45 feet. Maximum numbers of stories have been removed.
- Minimum landscape standards for multifamily developments have been reduced from 40 percent to 10 percent consistent with the remainder of the zone. The proposed revisions include additional landscaping on a per unit basis for multi-family residential and mixed use developments.
- Architectural standards have been revised. Instead of requiring “architectural feature consistent with single family residential” the proposed standards include required articulation at certain intervals and give minimum standards for depth and height of architectural features. The standards include articulation requirements for all buildings in the zone, as well as specific standards for multi-family development. As directed by the Council and Commission, the standards have been drafted with flexibility in mind. Standards provide a framework without prescribing a specific style or architectural theme.

It is recommended that the Planning Commission review the proposed changes to the Downtown Ordinance and hold a public hearing to allow for additional public comment. After receiving public input the Commission may take one of the following actions:

1. Request additional revisions and continue the item to a future meeting for further discussion
2. Forward the item to the City Council with a recommendation to approve the changes to the DN Zoning standards.
3. Forward the item to City Council with a recommendation of denial for the proposed changes.

Mr. Wilkinson discussed the possibility of increasing the interval between articulation to 30 ft. Mr. Higginson asked what the interval was for the new apartments on 100 South. Mr. Wilkinson showed those buildings to be consistent with the proposed 20 feet interval and Mr. Higginson stated that is what he wanted to see.

Mr. Wilkinson also presented alternate language for Section 14-7-112 C4 that provided specific building materials.

Chairman Monson opened the Public Hearing at 6:55 p.m.

Tanya Bascom resides at 195 N 100 East. Ms. Bascom stated her concern about the increase in height of the building; she would prefer to see 35 foot in height. She also spoke about a concern of landscaping of commercial locations and a number of homes that were not included in the recent large zoning change from RM-19 to R-4. She wants the city to keep the historic motto of Bountiful “Beautiful Homes and

Gardens”.

Mr. Wilkinson stated that a zoning change for these homes on the east side of 100 West has not been proposed by the City. There has been no direction from City Council to initiate this change.

Brookes Gibbs resides at 175 E 200 South. Mr. Gibbs is concerned about the skyline with the allowance of an additional 10 feet and likes the charm of an older neighborhood.

Lynn Jacobs resides at 46 E 300 South. Mr. Jacobs likes the beauty and charm that the downtown is and feels that the additional height would be a distraction.

Zig Sondelski resides at 143 W 100 North. Mr. Sondelski commented that he is happy to see the changes that the citizens have wanted in the Plat A area. Our downtown is unique and worth preserving. He asked for an audience vote – Audience would prefer 3 instead of 4 stories, setbacks instead of building against sidewalk, stories should be 3 to 2 to 1 and no more apartments. He stated that development is needed and that there are areas of improvement. He is not anti-development.

Lynn Bascom resides at 195 N 100 East. Mr. Bascom commented that he agrees with the previous comments and is concerned about the approval of the increase of height.

Joanne O'Reilly resides at 160 W Center. Ms. Riley moved to Bountiful and has enjoyed the smaller homes and is concerned for the replacement of smaller homes to larger homes and developments.

JD Watts resides at 96 W 100 North. Mr. Watts stated his concern for traffic and parking on streets. He would like to see new developments have parking on the property and not on the street.

Larry DuPaix resides at 145 W 300 S. Mr. DuPaix agrees with the comments from other residents and is concerned for the additional height.

Charles Wright resides at 145 W Center. Mr. Wright spoke about the busy streets and extra traffic.

Linda Bowns resides at 165 W Center. Ms. Bowns is also concerned about the busy streets with the increased traffic with the extra density in the downtown area. She spoke about the numerous vacancies in the city's existing apartments and questions the need for more apartments.

Bruce Bowns resides at 165 W Center. Mr. Bowns is concerned about the height and doesn't want to see the height in the downtown area.

Terry Miller resides at 516 E 550 S. Mr. Miller asked the audience if they wanted to see an increase of height. He didn't want to see the height increase.

Mindy Caprissio resides at 300 S 100 East. Ms. Caprissio is opposed to apartments and the increase of height in new development. She likes the charm of the downtown area.

Scott Bradbury resides at 148 W 400 South. Mr. Bradbury spoke about the sweet and charming town that is portrayed on the website pictures. Money should not be driving the development, citizens should be.

Ryan Downer resides at 125 W 400 South. Mr. Downer presented a picture he had taken of the actual height of 45 feet next to a home in the downtown area. He expressed his concern for the 45 ft height in

this area.

Janice DuPaix resides at 145 W 300 S. Ms. DuPaix spoke of her concern for more traffic in an apartment area.

Nancy Wright resides at 151 300 S. Ms. Wright is concerned for the developers views on helping the neighborhood.

Chairman Monson closed the Public Hearing at 7:30 p.m.

Mr. Wilkinson clarified that 45 feet in height with a cap of 3 stories has been allowed in the Downtown zone for several years just not for multi-family structures.

Staff and Commission members discussed the height of buildings in the downtown zone.

Mr. Wilkinson stated the voting options available for Commission members:

1. Forward the recommended changes to City Council.
2. Forward a denial of the recommended changes to City Council.
3. Suggest modifications.
4. Ask staff to work on more revisions and return for a future meeting.

Mr. Bell thanked the audience for all of the comments given to staff and Commission members. He stated that he also loves the charm of the downtown. He also added that our city goes through change and have real problems and real issues and we have a real need for additional homes whether that is apartments or homes. He doesn't believe that all change is based on money. It is also satisfying the demands for additional housing and our values won't go down.

Mr. Higginson agreed with Mr. Bell. He feels that recommendations from the Envision Utah and acknowledged that we need more density in the downtown area. Recommendations were multi-family smaller in size, less impact to neighbors and more in keeping with what we want Bountiful to be.

Mr. Monson agreed with the Commission members and believes that downtown is beautiful in the present.

Mr. Higginson made a motion to pass a recommendation to the City Council to adopt the proposed changes with the following additions.

1. Height change be 35 feet on 100 W and 100 E with the height change to 45 then to 55 ft at Main St at 100 foot intervals.
2. Include the revised language proposed for Section 14-7-112 C4.

Jim Clark seconded the motion. Voting was 2-2 with Higginson and Clark voting aye and Monson and Bell voting nay. Motion did not pass.

Mr. Bell made a motion to adopt as set forth with the exception of the height. Height at 100 W and 100 E should be 40 feet. The motion included the change to Section 14-7-112-C4. Mr. Monson seconded the motion. Voting was 2-2 with Bell and Monson voting aye and Higginson and Clark voting nay. Motion did not pass.

Richard Higginson made a motion to pass along this item to City Council with the minutes of the Planning Commission but without recommendation. Jesse Bell seconded the motion. Voting passed 4-0 with Bell, Clark, Higginson and Monson voting aye.

- 5. Consider approval of the Findings of Fact for a Variance from the driveway spacing and construction standards and yard coverage standards of the Bountiful City Land Use Ordinance for the properties located at 339 W 300 North and 349 W 300 North, Mark Lee and Mark Minnis, applicants.**

Chad Wilkinson presented the staff report.

Jesse Bell made a motion that the Planning Commission approve Findings of Fact for a Variance from the driveway spacing and construction standards and yard coverage standards of the Bountiful City Land Use Ordinance for the properties located at 339 W 300 North and 349 W 300 North as written. Jim Clark seconded the motion. Voting passed 4-0 with Commission members Bell, Clark, Higginson and Monson voting aye.

- 6. Consider approval of the Findings of Fact for a Variance to the standards of the Bountiful City Land Use Ordinance to allow for encroachments on slopes greater than 30 percent and to allow for cuts and fills and retaining walls in excess of 10 feet in height for the property located at 2452 Cave Hollow Way, Daniel and Carri Fergusson, applicants.**

Chad Wilkinson presented the staff report.

Jesse Bell made a motion that the Planning Commission approve Findings of Fact for a Variance to the standards of the Bountiful City Land Use Ordinance to allow for encroachments on slopes greater than 30 percent and to allow for cuts and fills and retaining walls in excess of 10 feet in height for the property located at 2452 Cave Hollow as written. Jim Clark seconded the motion. Voting passed 4-0 with Commission members Bell, Clark, Higginson and Monson voting aye.

- 7. Election of Chairman and Vice Chairman of the Planning Commission for 2018.**

Richard Higginson made a motion to name Sean Monson as Chairman to Bountiful City Planning Commission for 2018. Jesse Bell seconded the motion. Voting passed 3-1 with Bell, Clark and Higginson voting aye and Monson abstained.

Richard Higginson made a motion to name Von Hill as Vice-Chairman to Bountiful City Planning Commission for 2018. Jim Clark seconded the motion. Voting passed 4-0 with Bell, Clark, Higginson and Monson voting aye.

- 5. Planning Director's report, review of pending applications and miscellaneous business.**

1. February 6, 2018 agenda items.
2. Legislative Session
3. Required annual training for Planning Commission members to be scheduled.

Chair Monson ascertained there were no other items to discuss. The meeting was adjourned at 8:03 p.m.

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Chad Wilkinson, Bountiful City Planner





# Council Staff Report



**Subject:** Extension of Preliminary and Final Site Plan approval for 60- unit multifamily development  
**Author:** Chad Wilkinson, City Planner  
**Address:** 830 North 500 West  
**Date:** January 23, 2018

## Description of Request:

James Horne, representing Carrington Apartments Phase II is requesting an extension of the site plan approval for the 60 unit multifamily development approved by the Council on December 13, 2016.

## Background and Analysis:

Bountiful Land Use Ordinance Section 14-2-305 states that the final decision of the City Council on a site plan expires within one year of approval. Construction must commence within a year of the approval date or within one year of any approved phasing date. The Code provides for the City Council to approve a one-time extension of six months. The applicant is very close to obtaining a building permit for the project and is asking for this six month extension in order to finish the permitting process.

There have not been any changes to the zoning standards for the RM-19 zone in the past year so extending the approval will not impact the administration of the Land Use Ordinance.

## Department Review

This proposal has been reviewed by the Engineering, Power, and Planning Departments and by the Fire Marshall.

## Significant Impacts

The requested extension will not have significant impacts.

## Recommended Action

Approve the requested 6 month extension to the Site plan approval for Carrington Apartments phase II. The approval will expire June 16, 2018 unless construction has commenced.

## Attachments

1. Extension Request
2. Aerial Photo

## Chad Wilkinson

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**From:** James Horne <jmhapm@gmail.com>  
**Sent:** Wednesday, January 10, 2018 12:21 PM  
**To:** Chad Wilkinson  
**Subject:** Extension

Chad,

Thank you for all your help in getting this project out of the ground.

Because our approval for Carrington Place phase II with the city has expired, we are seeking an extension. Hopefully we will begin construction within 30 days.

Thanks,

James M Horne  
801-580-3080

Aerial Photo





# Council Staff Report

**Subject: ReFinal Subdivision Plat Approval for Renaissance Towne Centre, A Commercial Mixed Use Planned Unit Development, Phase 1, Plat 3**

**Author:** Paul Rowland, City Engineer

**Date:** January 23, 2018



## **Background**

The applicant, Bruce Broadhead, received final plat approval for this plat in October of 2017. That approved plat map was never recorded and since then some slight modifications to the plat have required the reconfiguration of some easements and the moving of a lot line. Mr. Broadhead is requesting reapproval of the plat in its current form.

## **Analysis**

The only change is that lot 10, the parcel containing the Maverick convenience store was expanded to include an area that was shown as common area on the previous plats. This was done to clarify an easement area that serves primarily as an ingress/egress lane and not a public utility easement serving the overall community. This change does not affect the site plan approval for the multistory mixed use building planned for lot 9, also known as pad A.

## **Department Review**

This item has been reviewed by the City Planner and City Engineer and the entire Planning Commission.

## **Significant Impacts**

This change has no significant impact.

## **Recommendation:**

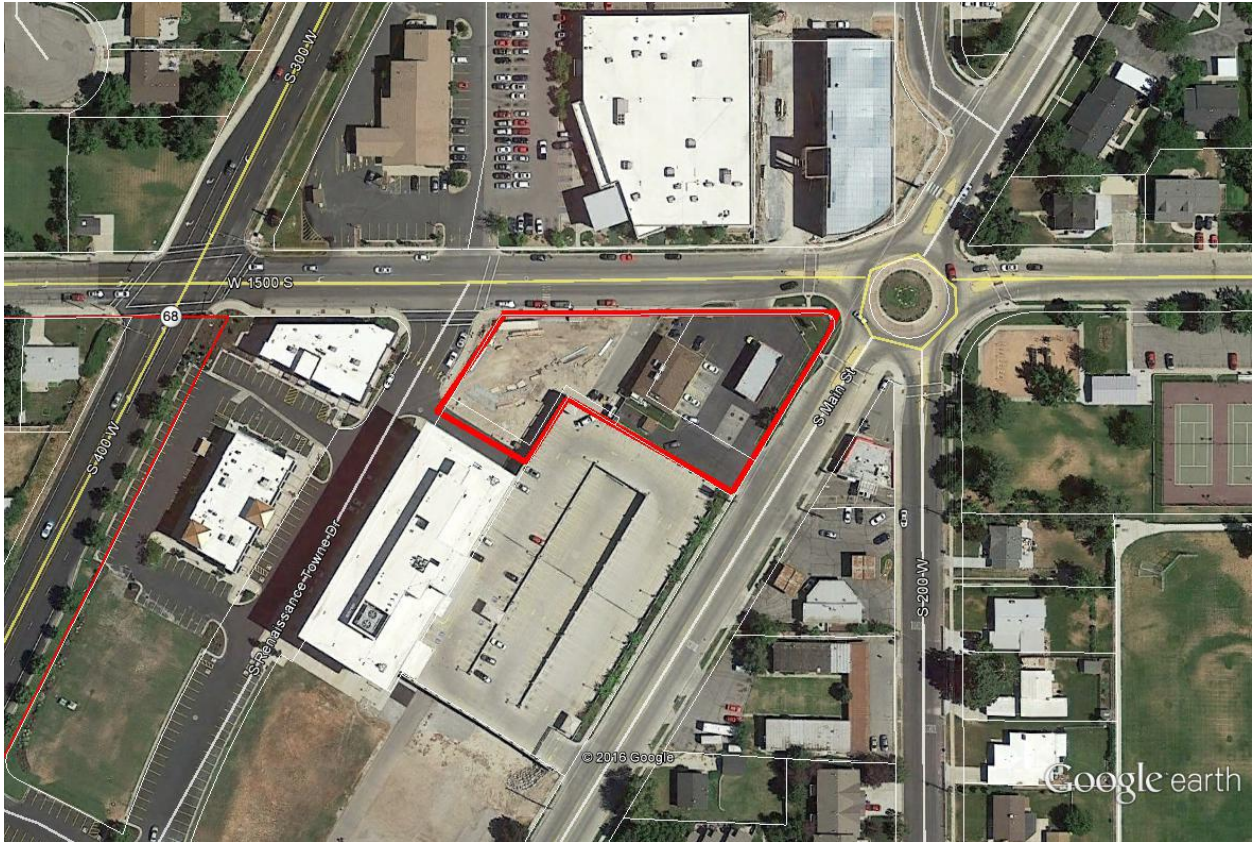
The Planning Commission sends a unanimous positive recommendation to the City Council for final subdivision plat approval subject to the following conditions:

1. Complete any and all redline corrections.
2. Complete any necessary revisions to the development agreement.
3. Provide a current Title Report and pay all required fees.

## **Attachments**

1. Aerial photo
2. Copy of the PUD plat map

# Aerial Photo

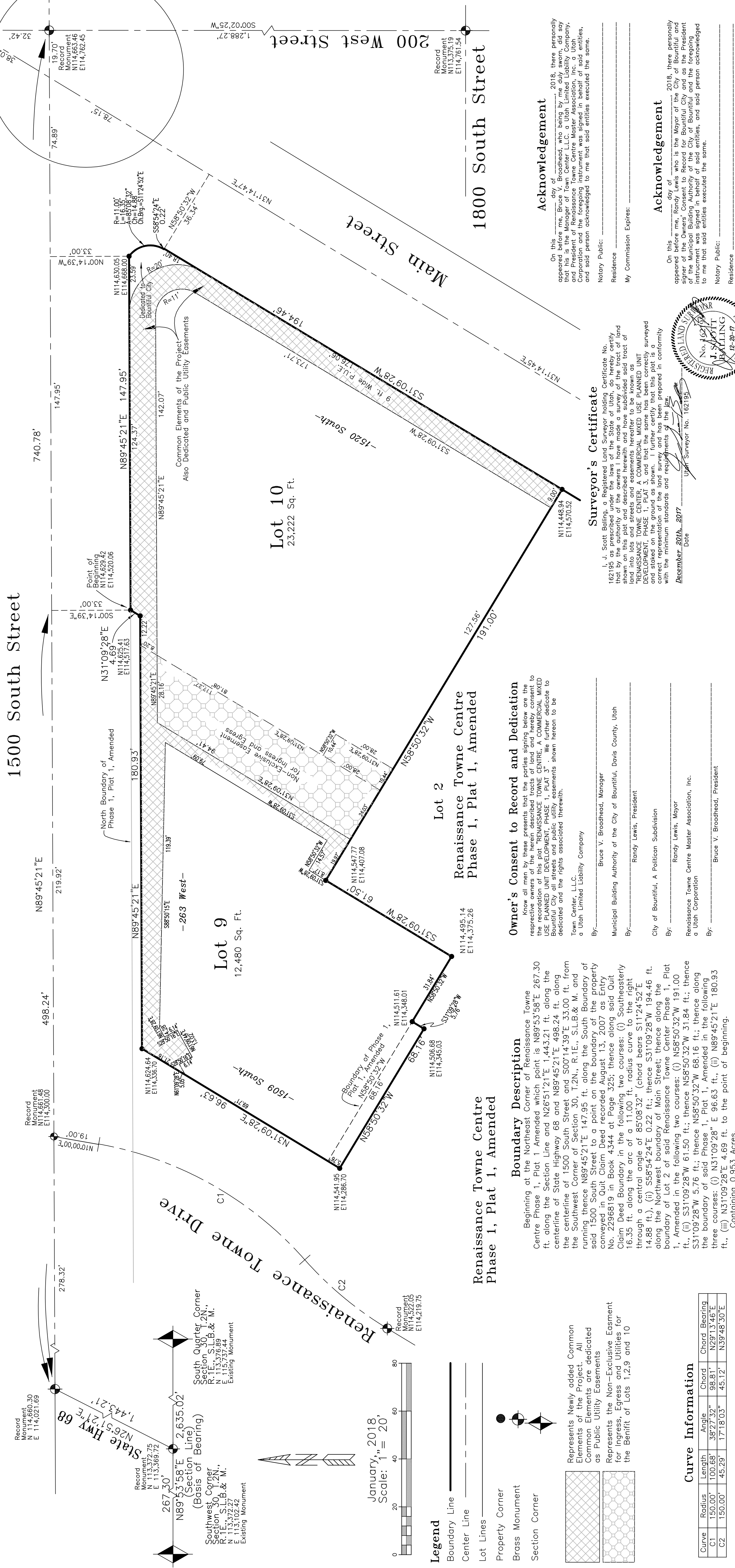


# Renaissance Towne Centre

A Commercial Mixed Use Planned Unit Development, Phase 1, Plat 1, Plat 3  
Being a Part of the Southwest Quarter of Section 30, T.2N., R.1E., S.L.B. & M.  
Including a Portion of Renaissance Towne Centre, Phase 1, Plat 1  
Bountiful City, Davis County, Utah

## Sheet 1 of 2

## Renaissance Towne Centre Phase 2, Plat 1, Amended



### Curve Information

Curve	Radius	Length	Angle	Chord	Chord Bearing
C1	150.00'	100.66'	38°27'32"	98.81'	N28°13'46"E
C2	150.00'	45.23'	17°18'03"	45.12'	N39°48'30"E

January, 2018  
Scale: 1" = 20'

**Legend**  
 Boundary Line  
 Center Line  
 Lot Lines  
 Property Corner  
 Brass Monument  
 Section Corner

Represents Newly added Common Elements of the Project. All Common Elements are dedicated as Public Utility Easements for ingress, Egress and Utilities for the Benefit of Lots 1, 2, 9 and 10

**Boundary Description**  
 Beginning at the Northeast Corner of Renaissance Towne Centre Phase 1, Plat 1 Amended, which point is N89°53'58"E 267.30 ft. along the Section Line and N26°51'21"E 1,443.21 ft. along the centerline of State Highway 68 and N89°45'21"E 498.24 ft. along the centerline of 1500 South Street and S00°14'39"E 33.00 ft. from the Southwest Corner of Section 30, T.2N., R.1E., S.L.B. & M. and running thence N89°45'21"E 147.95 ft. along the South Boundary of said 1500 South Street to a point on the boundary of the property conveyed in Quit Claim Deed recorded August 13, 2007 as Entry No. 2296819 in Book 4344 at Page 323; thence along said Quit Claim Deed Boundary in the following two courses: (i) Southeastery 16.35 ft. along the arc of a 11.00 ft. radius curve to the right through a central angle of 85°08'32" (chord bears S11°24'52"E 14.88 ft.); (ii) S58°54'24"E 0.22 ft.; thence S31°09'28"W 194.46 ft. along the Northwest boundary of Main Street; thence along the boundary of Lot 2 of said Renaissance Towne Centre Phase 1, Plat 1, Amended in the following two courses: (i) N58°50'32"W 191.00 ft.; (ii) S31°09'28"W 61.50 ft.; thence N58°50'32"W 31.84 ft.; thence S31°09'28"W 5.76 ft.; thence N58°50'32"W 68.16 ft.; thence along the boundary of said Phase 1, Plat 1, Amended in the following three courses: (i) N31°09'28"E 96.63 ft.; (ii) N89°45'21"E 180.93 ft.; (iii) N31°09'28"E 4.69 ft. to the point of beginning.  
 Containing 0.953 Acres.

**Owner's Consent to Record and Dedication**  
 Know all men by these presents that the parties signing below are the respective owners of the herein described tracts of land and hereby consent to the recording of this plat and the dedication of the herein described tracts of land to the Bountiful City all streets and public utility easements shown hereon to be dedicated and the rights associated therewith.  
 Towne Centre, LLC.  
 By: \_\_\_\_\_  
 Bruce V. Broadhead, Manager  
 Municipal Building Authority of the City of Bountiful, Davis County, Utah  
 By: \_\_\_\_\_  
 Randy Lewis, President  
 City of Bountiful, A Politician Subdivision  
 By: \_\_\_\_\_  
 Randy Lewis, Mayor  
 Renaissance Towne Centre Master Association, Inc.  
 a Utah Corporation  
 By: \_\_\_\_\_  
 Bruce V. Broadhead, President

**Surveyor's Certificate**  
 I, J. Scott Balling, a Registered Land Surveyor holding Certificate No. 16293, do hereby certify that I am duly sworn and qualified in the State of Utah, and that I have made a survey of the tract of land shown on this plat and described herewith and have subdivided said tract of land into lots and streets and easements hereafter to be known as Renaissance Towne Centre Phase 1, Plat 1, Amended, and I have caused the same to be recorded in the Office of the County Clerk of Davis County, Utah, and I further certify that this plat is a correct representation of the land survey and has been prepared in conformity with the minimum standards and requirements of the law.  
 December 20th, 2018  
 Date  
 Utah Surveyor No. 162195

**Surveys Certificate**  
 I, J. Scott Balling, a Registered Land Surveyor holding Certificate No. 16293, do hereby certify that I am duly sworn and qualified in the State of Utah, and that I have made a survey of the tract of land shown on this plat and described herewith and have subdivided said tract of land into lots and streets and easements hereafter to be known as Renaissance Towne Centre Phase 1, Plat 1, Amended, and I have caused the same to be recorded in the Office of the County Clerk of Davis County, Utah, and I further certify that this plat is a correct representation of the land survey and has been prepared in conformity with the minimum standards and requirements of the law.  
 December 20th, 2018  
 Date  
 Utah Surveyor No. 162195

**Acknowledgement**  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, there personally appeared before me, Bruce V. Broadhead, who being by me duly sworn, did say that he is the duly sworn and qualified Mayor of the City of Bountiful, Utah, and that the foregoing instrument was signed in behalf of said entities, and said person acknowledged to me that said entities executed the same.  
 Notary Public: \_\_\_\_\_  
 Residence: \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_

**Acknowledgement**  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, there personally appeared before me, Randy Lewis who is the Mayor of the City of Bountiful, Utah, and who being by me duly sworn, did say that he is the duly sworn and qualified Mayor of the City of Bountiful, Utah, and that the foregoing instrument was signed in behalf of said entities, and said person acknowledged to me that said entities executed the same.  
 Notary Public: \_\_\_\_\_  
 Residence: \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_

**City Attorney's Approval**  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, \_\_\_\_\_  
 Bountiful City Attorney

**City Engineer's Approval**  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, \_\_\_\_\_  
 Bountiful City Engineer

**City Planning Commission**  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, \_\_\_\_\_  
 City Planning Director

**Bountiful City Council Approval**  
 Presented to the City Council of Bountiful City, Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2018, at which time this subdivision was approved and accepted.  
 Mayor: \_\_\_\_\_  
 City Recorder Attest: \_\_\_\_\_

**Davis County Recorder**  
 Entry No. \_\_\_\_\_ Fee Paid \_\_\_\_\_ Filed for Record and Recorded this \_\_\_\_\_ day of \_\_\_\_\_, 2018, at \_\_\_\_\_ in Book \_\_\_\_\_ Page \_\_\_\_\_ of Official Records.  
 Davis County Recorder  
 Deputy Recorder





# City Council Staff Report



**Subject:** Diesel Exhaust Fluid Dispensing & Storage System

**Author:** Charles Benson

**Department:** Streets

**Date:** January 23, 2018

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## **Background**

The Street Department would like to install Diesel Exhaust Fluid Dispensing & Storage System in line with our diesel fuel station at the City shops. This system will integrate with our FuelMaster for dispensing, billing and inventory. Diesel Exhaust Fluid (DEF) is required for all diesel powered equipment since 2011 to meet emissions standards. Currently we are filling our equipment with a 5 gal container.

## **Analysis**

Staff requested proposals for DEF System.

The results are:

Benecore DEF System	\$ 22,436.40
Kleer Blue System	\$ 28,450.00
Tops DEF System	\$ 27,573.32

All of these systems meet our specifications. Staff selected the Benecore system through Westech Equipment to best meet the needs of the City.

## **Department Review**

This report was reviewed by the Street Department Director and the City Manager.

## **Significant Impacts**

The Street Department FY 2018 budget for this system is \$20,000.00. We will be over budget by \$2,436.40. This can be offset by the savings realized on other equipment purchased this year.

## **Recommendation**

Staff recommends the Council approve the purchase and installation of the Benecore DEF System through Westech Equipment for a total of \$22,436.40.

## **Attachments**

None (bids are available for review if desired)



# City Council Staff Report

**Subject:** PMH-9 Switchgear Bid Approval  
**Author:** Allen Ray Johnson  
**Department:** Light & Power  
**Date:** January 23, 2018



## **Background**

We need to install and/or replace five (5) underground switchgear on the system this spring. We have four areas that we need to install new cans for system upgrades that correspond to new projects. We need to keep at least one switchgear and preferably two of these cans in inventory as a backup for emergencies.

## **Analysis**

Invitations to submit a quote for this Switchgear was sent out to two (2) major suppliers. The bid included the following quantities 2 (ea.) PMH-11 Live Front Switchgear. The bids were opened on January 15, 2018 at 10:00 am, and the results are as follows:

<b>Distributors</b>	<b>Each Cost</b>	<b>Total</b>	<b>Delivery</b>
<b>Codale Electric – S &amp; C Salt Lake City, Utah</b>	<b>\$20,060</b>	<b>\$100,300</b>	8-10 weeks
Peterson Electric Salt Lake City, Utah	\$21,750	\$103,925	8-10 weeks

## **Department Review**

Bids were reviewed by the Power Department and the City Manager.

## **Significant Impacts**

This replacement of switchgear is part of a budgeted upgrade and this switchgear will be purchased and placed into inventory until it is installed on the system. We purchase S&C cans because the can size and the power cables and connections need to be interchangeable.

**Recommendation**

Staff recommends that we accept the low bid from Codale Electric for the (5) five S & C Switchgear for the sum of **\$\$100,300**.

This item will be discussed at the Power Commission meeting Tuesday morning, and we will bring their recommendation to the City Council meeting that night

**Attachments** Pictures

