

**Approved Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
Monday, December 01, 2025 – 3:00 p.m.**

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

Planning Conference Room
795 South Main Street, Bountiful, Utah 84010

Present:	Administrative Committee	Chair Francisco Astorga Brad Clawson Jill Fraiser
	Planning Technician Recording Secretary	Rachel Coleman Sam Harris

1. Welcome

Chair Corbridge called the meeting to order at 3:00 p.m. and welcomed everyone.

2. Meeting Minutes from October 27, 2025

Committee Member Frasier motioned to approve the minutes from October 27, 2025. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting “aye.”

3. Meeting Minutes from November 10, 2025

Committee Member Clawson motioned to approve the minutes from November 10, 2025. Committee Member Frasier seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting “aye.”

4. Conditional Use Permit for a Detached Accessory Dwelling Unit at 263 East 900 North

Planning Technician Coleman presented the item as outlined in the packet.

Committee Member Frasier asked about the number of structures permitted on the property. Chair Astorga explained that while accessory structures cannot exceed 15% of the entire lot and the maximum lot coverage is 60%, there is no regulation on the maximum number of structures.

Committee Member Clawson asked about the rules of living in the primary dwelling and the front of building line referring to the garage. Chair Astorga explained that the demolition of the primary and the Accessory Dwelling Unit meeting standard setbacks, the Accessory Dwelling Unit will become the primary dwelling as long as there is an active building permit.

Chair Astorga opened the Public Hearing at 3:14 p.m. No comments were made. Chair Astorga closed the Public Hearing at 3:14 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached Accessory Dwelling Unit at 263 East 900 North. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting “aye.”

5. 2026 Annual Meeting Schedule Public Notice

Committee Member Frasier motioned to approve the 2026 Annual Meeting Schedule. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting “aye.”

6. Adjourn

Chair Astorga adjourned the meeting at 3:17 p.m.