

**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	Rachel Coleman
	Recording Secretary	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.