

**DRAFT Minutes of the
BOUNTIFUL CITY PLANNING COMMISSION
Tuesday, January 06, 2026 - 6:30 p.m.**

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

City Council Chambers
795 South Main Street, Bountiful, Utah 84010

Present:	Planning Commission	Chair Lynn Jacobs, Aaron Arbuckle, Beverly Ward, Krissy Gilmore, Sean Monson and Beth Child
	Planning Director	Francisco Astorga
	City Engineer	Lloyd Cheney
	City Attorney	Brad Jeppsen
	Recording Secretary	Sam Harris
	Senior Planner	Amber Corbridge
	Assistant Planner	Chaz Leech
Excused:	Planning Commission	Alan Bott

1. Welcome

Chair Jacobs called the meeting to order at 6:30 p.m. and welcomed everyone. Chair Jacobs welcomed Commissioner Beth Child and asked her to introduce herself.

2. Meeting Minutes from December 16, 2025

Commissioner Ward made a motion to approve the minutes from December 16, 2025. Commissioner Arbuckle seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Arbuckle, Ward, Gilmore, Monson and Child voting “aye.”

3. Final Architectural & Site Plan Review for a Wellness Center at 485 South 100 East

Senior Planner Corbridge presented the item as outlined in the packet.

Chair Jacobs had questions regarding the PUD Plat not being recorded. Senior Planner Corbridge explained that there is not a requirement to do so but that both property owners must agree to it and sign the Plat and get it recorded. Planning Director Astorga explained that when the PUD Plat was approved, it was owned by one owner. Chair Jacobs mentioned that the neighboring property has an egress only.

City Engineer Cheney mentioned that if the use of the neighboring property to the East changes that may bring them to Planning Commission. City Engineer Cheney mentioned that in the 2011 Staff Report it stated that they be required to place an exit only sign in the conditions of approval which should be a requirement now as well. Chair Jacobs mentioned that this would be on the adjacent property not the applicant's property.

Commissioner Arbuckle asked if the parking stalls on the adjacent property to the East are being shared. Senior Planner Corbridge stated that they have some sort of agreement but that nothing has been recorded at the County level.

City Engineer Cheney mentioned that there is a provision in the code regarding access onto our major streets, that those accesses are allowed in forward motion only.

Commissioner Gilmore motioned to forward a positive recommendation to the City Council. Commissioner Monson seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Arbuckle, Ward, Gilmore, Monson and Child voting "aye."

4. Final Architectural & Site Plan Review for a Retail Store/Private Fitness Facility at 420 West 500 South

Assistant Planner Leech presented the item as outlined in the packet.

Commissioner Gilmore had a question regarding which stalls are the shared parking stalls. Assistant Planner Leech explained which stalls are the shared parking stalls.

Commissioner Ward had a question regarding the angled stalls along the East side. Senior Planner Corbridge explained that those angled stalls are part of the shared parking agreement.

Stockton, Property Owner, mentioned that there is an understanding that there will need to be a shared parking agreement with the property to the East.

City Engineer Cheney reiterated that the remodel qualifies for a level three (3) alteration, that the applicant must provide a seismic evaluation.

Commissioner Monson motioned to forward a positive recommendation to the City Council. Commissioner Ward seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Arbuckle, Ward, Gilmore, Monson and Child voting "aye."

5. 2026 Planning Commission Election of Chairperson and Vice-Chair

Chair Jacobs motioned to appoint Commissioner Bott as Chair and Commissioner Gilmore as Vice-Chair for 2026. Commissioner Monson seconded the motion. The motion was unanimously approved with Commissioners Jacobs, Arbuckle, Ward, Gilmore, Monson and Child voting "aye."

90
91 **6. Planning Director's Report/Update**
92

93 Planning Director Astorga updated the Planning Commission Appointment Terms.
94

95 Planning Director Astorga mentioned that the Planning Department would like to extend
96 appreciation to Recording Secretary Sam Harris for her time as Planning Commission recording
97 Secretary as the current meeting is her last. Chair Jacobs and The Commission extended
98 appreciation as well.
99

100 **7. Adjourn**
101

102 Chair Jacobs adjourned the meeting at 7:01 p.m.