

**Approved Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
Monday, March 16, 2026 – 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 Frasier
	Assistant Planner	Chaz Leech
	Recording Secretary	Rachel Coleman
	Planning Technician	Rachel Coleman

1. Welcome

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

2. Meeting Minutes from January 26, 2026

Committee Member Frasier motioned to approve the minutes from January 26, 2026. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting “aye.”

3. Conditional Use Permit for a Home Occupation Landscaping Business located at 3201 South 75 East

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

Chair Astorga opened the Public Hearing at 3:04 p.m.

Gary Davis requested Staff read the Conditions of Approval for this item.

Chair Astorga closed the Public Hearing at 3:05 p.m.

Chair Astorga asked Ms. Coleman to read the Conditions of Approval for this item.

Committee Member Clawson motioned to approve the Conditional Use Permit for a Home Occupation Landscaping Business located at 3201 S 75 E. 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 located at 1073 North 200 West

Ms. Coleman presented the item as found in the packet

Committee Member Frasier asked Felix Guzman, designer of the proposed Detached Accessory Dwelling Unit (DADU) and garage, about the location of the required parking for the DADU. The applicant's husband responded that the proposed two-car garage attached to the DADU would be used by his daughter, who will live in the DADU, and by his wife as a resident of the primary dwelling.

Chair Astorga opened the Public Hearing at 3:13 p.m.

Chair Astorga opened the Public Hearing at 3:14 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached Accessory Dwelling Unit (DADU) located at 1073 N 200 W. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Clawson, and Frasier voting "aye."

5. Conditional Use Permit for a Detached Accessory Dwelling Unit at 607 West 3100 South

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

Chair Astorga opened the Public Hearing at 3:18 p.m.

Chair Astorga closed the Public Hearing at 3:18 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Detached Accessory Dwelling Unit at 607 W 3100 S. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Frasier, and Clawson voting "aye."

6. Conditional Use Permit for a Home Occupation Landscaping Business at 132 West 2800 South

Mr. Leech presented the item as found in the packet.

Committee Member Frasier asked if any business-related vehicles were associated with the home occupation. Staff indicated none were proposed and that commercial traffic would not be permitted. The applicant, Mr. Gordon J. Smith, stated that business operations would remain off-site, with only an office at home, and that he may occasionally park a pickup truck and trailer at the residence. Committee Member wanted to add a Condition of Approval prohibiting any motor vehicle exceeding a gross weight of twelve thousand (12,000) pounds.

Chair Astorga opened the Public Hearing at 3:23 p.m.

Chair Astorga closed the Public Hearing at 3:24 p.m.

Committee Member Frasier motioned to approve the Conditional Use Permit for a Home Occupation Landscaping Business at 132 W 2800 S with an additional Condition of Approval prohibiting any motor vehicle exceeding a gross weight of twelve thousand (12,000) pounds. Committee Member Clawson seconded the motion. The motion was approved with Committee Members Astorga, Frasier, and Clawson voting “aye.”

7. Conditional Use Permit for a Home Occupation Contracting Business located at 914 East Concord Way

Mr. Leech presented the item as found in the packet

Chair Astorga opened the Public Hearing at 3:31 p.m.

Chair Astorga closed the Public Hearing at 3:31 p.m.

Committee Member Clawson motioned to approve the Conditional Use Permit for a Home Occupation Contracting Business located at 914 E Concord with an additional Condition of Approval prohibiting any motor vehicle exceeding a gross weight of twelve thousand (12,000) pounds. Committee Member Astorga seconded the motion. The motion was approved with Committee Members Astorga, Frasier, and Clawson voting “aye.”

8. Adjourn

Chair Astorga adjourned the meeting at 3:33 p.m.