

BOUNTIFUL CITY
PLANNING COMMISSION AGENDA
TUESDAY, SEPTEMBER 1, 2026
6:30 P.M.



Notice is hereby given that the Bountiful City Planning Commission will hold a meeting in the Council Chambers, Bountiful City Hall, located at 795 South Main Street, Bountiful, Utah 84010, on the date and time provided. The public is invited to attend.

Call to Order

1. Meeting Minutes – August 18, 2026

- Review
- Action

2. 92 West Center Street – Center Street Lofts, Ten-Unit PUD Subdivision
Preliminary Subdivision Review

- Review
- Public Hearing
- Action

3. Planning Commission Code and Planning Commission Rules of Order Update
Land Use Code Text Amendment

- Review and Discussion
- Public Hearing
- Recommendation to the City Council

4. Land Use Terminology and Definitions Update
Land Use Code Text Amendment

- Review and Discussion
- Public Hearing
- Recommendation to the City Council

5. Detached Accessory Dwelling Unit Update for Compliance with State Code
Land Use Code Text Amendment

- Review and Discussion
- Public Hearing
- Recommendation to the City Council

6. Director's Report

7. Adjourn

**DRAFT MINUTES OF THE
BOUNTIFUL CITY PLANNING COMMISSION**

Tuesday, August 18, 2026, at 6:30 p.m.

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

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

Present:

Planning Commissioners: Chair Alan Bott, Vice Chair Krissy Gilmore, Jamie Welch Jaro, Darrin Perkes, Beverly Ward, and Beth Child
Planning Director: Francisco Astorga
City Engineer: Lloyd Cheney
City Attorney: Brad Jeppsen
Assistant Planner: Chaz Leech
Planning Technician: Rachel Coleman
Recording Secretary: Wendy Schneider

Excused:

Commissioner Aaron Arbuckle

1. Welcome

Chair Bott called the meeting to order at 6:30 p.m. and welcomed everyone.

2. Meeting Minutes from August 4, 2026

Commissioner Gilmore said she had no corrections to the August 4, 2026 meeting minutes.

Commissioner Gilmore moved to approve the minutes from August 4, 2026. Commissioner Child seconded the motion. The motion passed unanimously with Commissioners Bott, Gilmore, Welch Jaro, Perkes, Ward, and Child voting “aye.”

3. 92 West Center Street – Center Street Lofts Ten-Unit PUD Subdivision Preliminary Plat

Planning Director Astorga said the posted agenda did not identify the preliminary plat application as a public hearing, although Bountiful City Code requires a public hearing for this type of PUD subdivision application. He said he discovered the omission that afternoon, after the time in which the agenda could be amended with the required notice. Mr. Astorga said he had consulted with the City Attorney and the applicant and apologized to the Commission, applicant, and public for the error.

Mr. Astorga said he did not recommend final action on the application that evening. He said one option was to review the proposal and hear comments from those in attendance, then properly notice the public hearing for September 1, 2026, and take action at that meeting.

30 Chair Bott said he had also noticed the missing public-hearing designation that day. He said
31 those who attended should have an opportunity to be heard but asked whether it would be better
32 to postpone the complete review so the public hearing and Commission review would occur
33 together.

34 Commissioner Ward said she preferred discussing the item that evening and again in two weeks
35 because some of those in attendance might be unable to return. Chair Bott said reviewing the
36 application that evening could require the Commission to repeat the same review and discussion
37 at the properly noticed hearing.

38 Commissioner Ward said she'd lean toward discussing it twice, once tonight and once again in
39 two weeks, because there are people in attendance who may want to share their thoughts who are
40 unable to attend in two weeks.

41 Chair Bott asked those in attendance whether postponement would prevent anyone from
42 returning. No one indicated that it would. He asked if anyone in attendance felt strongly that they
43 needed the Commission to hear their opinion on the matter at this meeting.

44 Chair Bott allowed Patrick Corey, an audience member, to speak. Mr. Corey said he was
45 representing his brother, Todd Corey, who lives near the proposed development. Mr. Corey said
46 his brother learned about the project through a Facebook post and did not believe the public had
47 been adequately informed. He said the City should provide notice in ways other than social
48 media. Chair Bott said the meeting had not been properly noticed as a public hearing and said it
49 would be better to have the discussion at one meeting after proper notice was provided.

50 Mr. Astorga said social media was not the City's official notice and that the City needed to
51 follow the notice required by code.

52 Commissioner Gilmore asked what notice was legally required for the subdivision application.
53 Mr. Astorga said the subdivision code requires the public hearing to be identified on the posted
54 agenda but does not require the mailed notice used for a conditional use permit. He said a later
55 conditional use permit application would require notice to property owners within 300 feet and a
56 sign posted on the property. He said the public-hearing designation on the agenda is the required
57 notice for this type of subdivision plat application.

58 Chair Bott said the required public-hearing language was not included on the agenda. Mr.
59 Astorga agreed. He said rumors about the project incorrectly suggested the existing historic
60 home would be demolished. He said demolition was not proposed as part of the application.

61 Commissioner Ward said she was fine with postponing if everyone in attendance was fine with
62 that delay.

63 Chair Bott invited a motion to postpone this item. Commissioner Gilmore moved to continue the
64 preliminary plat approval for the Center Street Lofts Ten-Unit PUD Subdivision at 92 West
65 Center Street to a future meeting. Commissioner Welch Jaro seconded the motion. The motion
66 passed unanimously with Commissioners Bott, Gilmore, Welch Jaro, Perkes, Ward, and Child
67 voting "aye."

68 After confirming that the next meeting would take place September 1, Chair Bott turned the time
69 over to Mr. Astorga for the work session.

70 **4. Planning Commission Code and Rules of Order and Procedure Review – Work Session**

71 Mr. Astorga said the work session was intended to review Utah Code Section 10-20-301, the
72 Bountiful City Land Use Code provisions governing the Planning Commission, and the
73 Commission's Rules of Order and Procedure. He said the current rules were adopted in March
74 2020 and Staff would prepare revisions for future formal consideration.

75 Mr. Astorga corrected an error in his staff report. He said he had stated that State law contained
76 recusal requirements, but the cited statute did not. He said Staff and the City Attorney would
77 develop proposed local language identifying circumstances in which a commissioner should
78 recuse from deliberation or voting.

79 Mr. Astorga said the City Code currently states that the Mayor, with the advice and consent of
80 the City Council, may remove a Planning Commission member "with or without cause." He said
81 that language conflicts with current State law, which identifies causes and procedures for
82 removal, and said Staff would draft language to bring the City Code into compliance.

83 Mr. Astorga reviewed the State-law provision protecting a commissioner who deliberates about a
84 specific pending land use application during a Planning Commission meeting with municipal
85 staff, an elected official, or the applicant. He said deliberation in a properly noticed meeting with
86 a quorum is part of the Commission's official function.

87 Mr. Astorga said four of the seven members constitute a quorum and said a majority of the
88 Commission should not deliberate City business together outside a properly noticed meeting. He
89 shared the example of everyone on the Commission attending the same birthday party. He
90 explained that simply being together at a social gathering does not make the gathering a Planning
91 Commission meeting. He said the Commission should avoid discussing or deliberating city
92 issues at any gathering that had not been scheduled and noticed prior.

93 Commissioner Ward asked if it would be cause for removal if she had a different opinion than
94 others.

95 City Attorney Jeppsen said the law refers to a specific land use application. He said the provision
96 protects a commissioner from removal solely because the commissioner holds an opinion
97 different from that of the City Council.

98 Mr. Astorga continued with the Rules of Order discussion. He said the current rules do not
99 clearly describe the annual selection of the chair and vice chair. He said a revised process could
100 first ask who is interested in serving, followed by nominations, nominee acceptance, discussion,
101 and a vote.

102 Chair Bott said the prior selection process happened quickly and said a more standardized
103 process would give members an opportunity to indicate whether they are interested in serving.
104 He said the process should not imply that officers must rotate each year.

105 Mr. Astorga reviewed the order of Staff presentations, Commission questions, applicant
106 participation, public hearings, deliberation, motions, and votes. He said applicants are not
107 required to attend or repeat Staff's presentation, but the Chair can acknowledge an applicant and
108 allow a brief opportunity to add information that Staff did not present.

109 Commissioner Ward said she had spoken with other commissioners in advance to determine who
110 was interested in serving as Chair. She said the formal selection process was quick because
111 members already knew who was interested in serving as Chair and Vice Chair.

112 Mr. Astorga referred to Page 35 of the packet regarding Commission questions and answers. He
113 said Commission questions may occur at any time. He said applicants are not required to attend,
114 but when present they may be invited to make brief comments. He said Staff is responsible for
115 the presentation and suggested limiting applicant comments to approximately 30 seconds when
116 no additional presentation is needed.

117 Mr. Astorga said the Commission can limit any speaker to a set amount of time.

118 Chair Bott said a two-minute public-comment guideline could be useful when a speaker is going
119 too long while still allowing the Chair discretion when attendance is light or the information is
120 useful. Mr. Astorga said the rules could allow the Chair to manage repetitive comments or
121 comments outside the scope of the hearing and said any limitation should be stated in the Rules
122 of Order.

123 Chair Bott said at times speakers can be very repetitive with several speakers in a row making
124 the same comment. He asked if, in the case of the same statement time and again from several
125 speakers in a row, he could invite someone with a different opinion to speak.

126 Mr. Astorga said the City Council keeps its Rules of Order available as a handout for the public.
127 He said he would like a similar guide for the Planning Commission, including procedures for
128 managing public comment during large or contentious meetings.

129 Commissioner Perkes asked whether the Chair could stop a speaker who exceeded a reasonable
130 amount of time. Mr. Astorga said managing speaker time is the responsibility of the Chair.

131 Commissioner Gilmore said the Commission could generally follow a two-minute guideline and
132 the Chair could intervene when comments exceeded that time.

133 Commissioner Ward said it would be wise to offer such a handout for the upcoming September 1
134 meeting. She asked about language stating that the Chair may limit speakers in favor of and in
135 opposition to an item so long as equal numbers represent each view. She said the language could
136 make a hearing feel like a vote and could prevent an additional speaker from being heard when
137 there is no speaker on the other side.

138 Mr. Astorga said he did not want the language to imply that equal numbers are required when
139 everyone can reasonably be heard. He said the Chair should have discretion to balance speakers
140 only when the number of speakers must be limited.

141 Chair Bott said he would like the Commission to be able to limit speakers when they are saying
142 the same thing over and over.

143 Mr. Astorga said repeated comments can be managed by asking speakers to state agreement with
144 a previous comment and then provide only new information. He said organized groups could
145 also be encouraged to select a representative when appropriate.

146 Chair Bott said he has been impressed with how the Commission handles public comments and
147 decisions. He said the Commission considers the substance of comments rather than deciding an
148 issue based on the number of people expressing a particular view.

149 Commissioner Ward said limiting speakers or alternating viewpoints would be appropriate only
150 when time is constrained by a large number of attendees.

151 Mr. Astorga said Staff would prepare a short public-hearing guide explaining the purpose of a
152 public hearing, speaker expectations, decorum, and possible time limits. He said the first draft
153 could be used at the anticipated September 1 public hearing and then revised based on the
154 Commission's experience.

155 Mr. Astorga said the Commission can deliberate at the beginning of the meeting or at the end of
156 the meeting as that decision is up to the Commission. Chair Bott asked if they could deliberate
157 both before and after a meeting. Mr. Astorga agreed.

158 Mr. Astorga asked whether Staff should continue including sample motions in staff reports. He
159 said sample motions had been useful in showing how an approval, denial, or continuance could
160 be framed and said Staff would continue providing them where appropriate.

161 Commissioner Welch Jaro said she appreciated the sample motions.

162 Chair Bott said he had been uncertain about motion wording when he first joined the
163 Commission and said a handbook containing sample motions and explanations of different
164 hearing types would be helpful.

165 Mr. Astorga said he had discussed creating a Planning Commissioner handbook with
166 Commissioner Child. He said the handbook could include the Rules of Order, public-hearing
167 guidance, motion examples, quorum information, how to treat the public, training requirements,
168 what to do when a commissioner runs into an applicant in public, and other suggestions in the
169 form of a quick-reference manual.

170 Mr. Astorga said they could add such a document as an exhibit on the Staff Report. Chair Bott
171 asked that those suggestions be bullet points for faster identification within their document.

172 Commissioner Gilmore said Salt Lake City has a binder with procedures and recommendations
173 for the Commission.

174 Mr. Astorga said he reviewed the process for selecting a temporary chair when both the Chair
175 and Vice Chair are absent. He said Staff would begin the meeting long enough for the
176 Commission to select a chair pro tempore for that meeting.

177 Mr. Astorga said some commissions have attendance rules that allow removal after a specified
178 number of absences. He said he did not believe such a rule was necessary for this Commission
179 because members consistently notify Staff when they will be absent.

180 Mr. Astorga said Staff would prepare proposed amendments and revised rules for future
181 Commission review. He said he would like the full Commission to be in attendance for that
182 discussion. No formal action was taken.

183 **5. Land Use Code Definitions Review – Work Session**

184 Mr. Astorga referred the Commission to Page 37. He said Staff was reviewing and reorganizing
185 definitions as part of implementing the General Plan. He said the purpose of the work session
186 was to improve organization, consistency, and clarity in the Land Use Code and not to make
187 unintended land use policy changes.

188 Commissioner Child asked whether internal and detached accessory dwelling units should be
189 separately defined. Mr. Astorga then referred to Page 39 and said the existing definition was
190 written to cover both types and said the Commission could return to the issue after the detached
191 ADU work session, when the effect of recent State-law changes would be clearer.

192 Commissioner Welch Jaro said the definition of attached dwelling units was unclear and asked
193 for clarification.

194 Mr. Astorga said it may be time to separate the definitions of attached dwelling units and
195 detached dwelling units.

196 Chair Bott said if the allowance categories are so similar, there should not be a need to separate
197 them. He said if there was a situation where one was allowed in one case and not another,
198 separating them makes sense.

199 Mr. Astorga said that wherever a single-family dwelling is allowed, a detached ADU is also
200 allowed with a conditional use permit. He said an internal ADU is allowed by State law and that
201 the two types are generally allowed in the same locations.

202 Commissioner Gilmore said the way the code is laid out makes sense.

203 Chair Bott said the definition works because it captures both definitions.

204 Mr. Astorga showed examples of ADUs on the overhead display and said the discussion could be
205 tabled until Staff had the remaining information.

206 Mr. Astorga moved to the definitions on Page 40, including art studio, assembly/event space,
207 ATVs, snowmobile sales, and bail bonds.

208 Commissioner Gilmore asked why a bookstore would need its own definition. Mr. Astorga said
209 the bookstore discussion showed that some separate definitions may no longer be necessary, but
210 Staff must compare each definition to the use tables before combining categories because a use
211 may be permitted in different zones.

212 Commissioner Perkes asked about several definitions that appeared to be allowed in only one
213 zone, including service and institutional uses. Mr. Astorga said the comments showed why Staff
214 needed to compare the definitions with every zoning table and determine whether the limited
215 zoning was intentional or simply a historical inconsistency.

216 Mr. Astorga said there are about seven areas of professional office zoning.

217 Mr. Astorga said definitions involving childcare, assisted living, elder care, and similar
218 residential or care facilities require additional review because State law gives some uses specific
219 protections. He said Staff would use State definitions or clear references to State law where
220 appropriate and said there are certain businesses the City cannot expressly prohibit.

221 Mr. Astorga said separate definitions can be useful when a business has operational
222 characteristics that differ from general retail, including traffic patterns or potential environmental
223 considerations. He used convenience stores and dry cleaners as examples.

224 Commissioner Perkes referred to Page 42 and asked whether the Mixed-Use Zone provisions
225 would prohibit colleges and universities from operating in a Professional Zone. Mr. Astorga said
226 they would and said Staff should review that issue.

227 Chair Bott asked about government offices. Mr. Astorga said some uses were oddly categorized
228 within the Mixed-Use provisions.

229 Commissioner Gilmore said it made sense for government offices to have a separate category.
230 Mr. Astorga said the Mixed-Use provisions apply to local government uses but not to federal or
231 State uses because those entities are exempt from local zoning requirements.

232 Chair Bott asked about airborne delivery services and asked if the Commission wanted to
233 consider that use. Commissioner Gilmore said she would rather wait until the need arose for that
234 discussion.

235 Chair Bott asked about the MWP Zone listed under Hunting and Fishing on Page 47. Mr.
236 Astorga said the Mountain Watershed Protection Zone remains in the City Code even though no
237 property is currently mapped with that zoning designation. He said the provision could be
238 retained in case it is needed in the future.

239 Commissioner Child asked about independent living facility and an age-restricted facility in
240 relation to South Davis Hospital. Mr. Astorga said the City still needs to review some businesses
241 to put them in the right category and noted the contact information is nested within the Business
242 License database.

243 Chair Bott asked whether the medical/dental office definition includes pharmacies and whether
244 the sale of peptides would affect the applicable business-use definition. Mr. Astorga said Staff
245 would review the definitions for consistency.

246 Commissioner Ward said museums are currently allowed only in the Mixed-Use Zone and said
247 museums should be permitted more broadly. Mr. Astorga said Staff would review the definitions.

248 Commissioner Ward said that review could also identify definitions that should be updated as
249 needs arise.

250 Recording Secretary Schneider asked about adding a sober living facility definition. Chair Bott
251 asked if sober living facilities should be added to the definitions. Mr. Astorga said that type of
252 business would be included in the review.

253 Mr. Astorga said a common home-occupation issue involves the prohibition on storing
254 commodities at a residence. He said Staff uses a questionnaire that applicants initial to confirm
255 compliance before a license is issued. He said the commodity-storage language should be
256 removed because it is impractical.

257 Commissioner Perkes asked whether the commercial vehicle-storage definition includes RVs,
258 motorhomes, and camper trailers. Mr. Astorga said Staff would add trailers where appropriate
259 and said the commercial definition would not restrict a resident from storing a personal trailer at
260 a home as an accessory residential use.

261 Commissioner Perkes asked whether the code should define medical cannabis dispensaries. Mr.
262 Astorga said State law controls the number and location of licensed dispensaries and said
263 Bountiful should eventually define the use and identify an appropriate zone. He said Staff had
264 not made the issue a priority because a dispensary is located nearby in West Bountiful and no
265 applicant has approached the City.

266 Mr. Astorga said Staff would continue simplifying overlapping definitions, add missing
267 definitions, cross-reference the definitions with the use tables, and verify terminology governed
268 by State law. No formal action was taken.

269 **6. Detached Accessory Dwelling Units – Work Session**

270 Mr. Astorga said recent State-law changes require the City to amend its code by October 1, 2026,
271 so detached accessory dwelling units are treated as a permitted use rather than a conditional use.
272 He said ADU applications are reviewed administratively by Planning Staff rather than by the
273 Planning Commission. He asked Staff to review the City's current standards for accessory
274 structures and detached ADUs.

275 Planning Technician Coleman began with setbacks, which she said are the most common subject
276 of calls to the Planning Department. She referred to the layout in the packet and said an
277 accessory structure or detached ADU generally must be at least ten feet behind the front building
278 line unless it meets the setbacks applicable to the primary dwelling.

279 She said there is a standard height setback requirement for accessory structures or detached
280 ADUs. As long as the accessory structure is less than 20 feet in height with 15-foot sidewalls,
281 there can be a three-foot minimum rear and side setback with the distance between the structure
282 and primary dwelling of at least five feet.

283 Ms. Coleman said that if the total footprint of all accessory structures exceeds 10% of the lot, a
284 conditional use permit is required. She said the enhanced-height standard was amended the

285 previous year and allows greater height with an eight-foot side or rear setback. She said a five-
286 foot separation is also required between the ADU and the primary dwelling and that accessory
287 structures are permitted in most zones.

288 Ms. Coleman said accessory structures and detached ADUs are also subject to building-permit,
289 building-separation, eave, drainage, easement, and access requirements. She said a primary
290 dwelling must exist on the lot. Under the enhanced-height standard, the accessory structure may
291 be up to 25 feet high with 20-foot sidewalls, must be at least eight feet from the side and rear
292 property lines, and must be at least 12 feet from a structure on an adjacent property. She said roof
293 drainage may not impact an adjacent property, structures may not encroach into recorded
294 easements, and a paved driveway is required when the structure is designed for vehicle parking.

295 Assistant Planner Leech said the City allows one ADU per single-family lot, including lots in the
296 Downtown Zones. He said the current minimum lot size for a detached ADU is 8,000 square
297 feet. He said an ADU must contain at least 350 square feet and may not exceed 1,250 square feet
298 of living area, excluding the garage. He said the ADU must share utilities with the primary
299 dwelling.

300 Chair Bott asked why the 1,250-square-foot limit applies to total living area instead of only the
301 building footprint excluding the garage. He said accessory structures are already limited by lot
302 coverage and asked why an owner could not use more than one floor while remaining within the
303 permitted footprint.

304 Mr. Astorga said the City previously limited detached ADU size using a 60/40 percentage
305 relationship with the primary dwelling, but the standard was difficult to administer because
306 measurements were sometimes reported inaccurately. He said the City Council later adopted a
307 fixed 1,250-square-foot maximum after considering several size options and housing-
308 affordability concerns.

309 Chair Bott said he was more comfortable with a footprint or lot-coverage restriction than a rule
310 that necessarily limits living area on multiple floors. Mr. Astorga said the size issue could be
311 revisited when the ordinance returns for formal consideration.

312 Mr. Leech said that a detached ADU could not have its own utilities in order to avoid it
313 becoming a duplex. He said an ADU cannot be built on a property that already has a duplex or
314 multi-family structure.

315 Commissioner Gilmore asked about the difference between an ADU and a duplex. She said
316 according to her understanding, the difference is that an ADU requires the owner to occupy the
317 dwelling where a duplex allows both sides to be rented out. Mr. Astorga confirmed that was
318 accurate.

319 Mr. Leech said an ADU is accessory to an owner-occupied single-family property and the
320 owner-occupancy requirement is secured through a recorded deed restriction. He said a duplex
321 may have both units rented and may have separate utilities, while an ADU remains accessory to
322 the single-family property. Mr. Astorga said the deed restriction states, "I am the property owner
323 and I live here."

324 Commissioner Ward asked whether utilities must be combined for an ADU while a duplex may
325 have separate utilities. Mr. Astorga said a duplex may share one utility if the owner chooses.

326 Mr. Leech said one additional parking space is required for an ADU. Mr. Astorga said the City's
327 current single-family standard requires four off-street parking spaces, two of which must be in a
328 garage. He said that standard is generally easier to meet with new construction because newer
329 homes are typically built with at least a two-car garage.

330 Mr. Astorga said when they wrote the City Code, in the interest of affordability, they required
331 only one additional parking spot for an ADU. The City does not retroactively require an older
332 legal home to meet today's new-construction parking standard before obtaining an ADU;
333 instead, the ADU must provide an additional parking space beyond what was required when the
334 home was built.

335 Mr. Astorga said State law requires cities to allow detached ADUs on lots of at least 11,000
336 square feet and waives the conditional use permit requirement. He said Bountiful already allows
337 detached ADUs on lots 8,000 square feet or more and did not recommend increasing the City's
338 minimum lot size.

339 Mr. Astorga said the Administrative Committee currently reviews ADU applications. He asked
340 whether the City should allow detached ADUs as a permitted use when they meet the standard
341 primary-dwelling setbacks of 20 feet from the rear, eight feet from the side, and 25 feet from the
342 front.

343 'Mr. Astorga said an ADU meeting those setbacks could be approved without a conditional use
344 permit. A conditional use permit would apply to reduced setbacks under the current code.

345 Mr. Astorga said the current conditional use process has provided notice to nearby residents and
346 has allowed the Administrative Committee to impose reasonable mitigation conditions. He asked
347 whether the City should preserve a conditional process for reduced setbacks or place predictable
348 mitigation standards directly into the ordinance.

349 Commissioner Gilmore said she preferred objective standards rather than a conditional-use
350 hearing when potential impacts can be addressed in the code. She said standards regarding
351 windows, privacy, and other measurable impacts could be included in the ordinance.

352 Chair Bott said he also preferred a permitted-use process with objective standards. He said
353 requiring a conditional-use hearing when the City already knows which conditions it regularly
354 imposes creates an additional procedural step.

355 Mr. Astorga said Staff could draft an "if/then" approach using measurable standards based on
356 height, setback, windows, privacy measures, or proximity to a neighboring property. He said the
357 City already uses similar objective standards for accessory-structure height and setbacks.

358 Mr. Astorga said the City has historically addressed privacy impacts through items such as
359 window and door placement rather than routinely increasing setbacks. He said Staff could also
360 evaluate whether fencing or other objective measures should be included in the ordinance.

361 Chair Bott said he pushed for ADUs even though he did not have a vested interest in that area.

362 Mr. Astorga said the direction he heard was to make detached ADUs a permitted use as required
363 by State law and place the mitigation measures historically used by the Administrative
364 Committee directly into the code. He said Staff would prepare draft ordinance language for a
365 future public hearing.

366 Mr. Astorga returned to the ADU definition from the prior work session. Commissioner Ward
367 said the definition should be clear and simple for applicants to understand. Mr. Astorga said Staff
368 would consider one 'Accessory Dwelling Unit' definition with language distinguishing internal
369 and detached units rather than creating duplicate categories.

370 Commissioner Perkes said a 25-foot-high ADU located three feet from a property line could
371 have a significant impact on a neighboring property. He asked whether enough mitigation
372 standards could be placed in the code to avoid requiring a conditional use permit.

373 Mr. Astorga said the City has not historically increased ADU setbacks to address those impacts.
374 He said mitigation has instead included requirements regarding window and door placement.

375 Commissioner Perkes said he would prefer to include the requirements in the code and avoiding
376 the conditional use permit requirement.

377 Commissioner Child said the Commission was trying to make housing more available and
378 affordable and the granting of ADUs was for that purpose.

379 Commissioner Welch Jaro asked whether Mr. Astorga was seeking direction from the
380 Commission on ADUs. Mr. Astorga said no formal direction was required because the item was
381 a work session. He said the discussion would help Staff prepare proposed code language
382 reflecting the Commissioners' comments.

383 Commissioner Child said she wanted to make the definitions clear and simple to understand.

384 Mr. Astorga said the best way might be to have an A/B definition. Commissioner Ward asked if
385 it would then collapse into one category and the dash after ADU would be removed.

386 Mr. Astorga said Staff expected to return with proposed ordinances reflecting the work-session
387 direction. No formal action was taken.

388 Chair Bott thanked Mr. Astorga and Staff for their work on the definitions.

389 **7. Director's Report**

390 Mr. Astorga said he would send the Commission information regarding training opportunities
391 scheduled for September 9 and 10, 2026, at the Davis County facility in Layton, including
392 registration information and the address.

393 Mr. Astorga said the City Council's first mid-year retreat was scheduled for September 24, 2026.
394 He said commissioners were not required to attend in their Planning Commission capacity but

395 could attend the open meeting as Bountiful residents if interested. He said anticipated topics
396 included Main Street improvements and the Orchard Drive corridor study.

397 **8. Adjourn**

398 Chair Bott adjourned the meeting at 8:29 p.m.

DRAFT

Planning Commission Staff Report



Subject: Preliminary Plat Approval of the Center Street Lofts
Ten-Unit PUD Subdivision at 92 West Center Street
Author: Amber Corbridge, Senior Planner
Date: September 1, 2026

Background

The applicant and property owner, Dave Higginson, is requesting approval of a preliminary ten-unit PUD subdivision for the property located at 92 West Center Street (See Figure 1 below). The proposed development would maintain an existing duplex and construct eight (8) attached townhome units, resulting in a total of ten (10) residential units within the development.

The subject property is located within the Downtown (DN) Zone. The DN Zone permits stand-alone multi-family residential development without frontage on Main Street as a conditional use. The applicant is proposing a PUD subdivision plat to allow for individual ownership of the townhome units. The proposed subdivision plat provides for preliminary review by City Staff and the Planning Commission, including a public hearing, with final review and approval by City Staff.

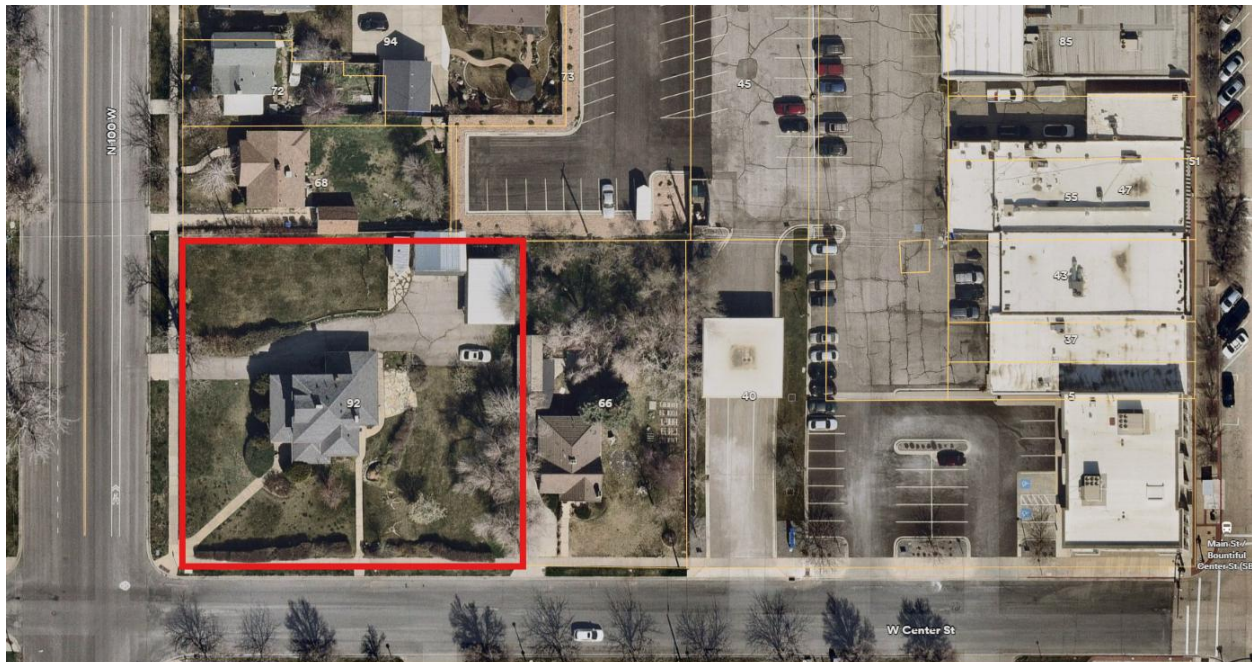


Figure 1. Aerial Imagery of 92 West Center Street, Bountiful, Nearmap, March 2026

Analysis

Pursuant to Bountiful City Code Section 14-20-101(A), a proposed subdivision and its ultimate use shall be in the best interest of the public and in harmony with good neighborhood development of the area concerned and of the City as a whole. The proposed subdivision is also subject to all applicable provisions of the Bountiful City Land Use Code and State law.

Staff finds that the proposed development is generally consistent with the purposes and policies of the General Plan. The proposal would preserve the existing duplex at the corner of Center Street and 100 West, while introducing eight attached townhome units on the remainder of the property. This arrangement provides additional housing options within the established Downtown area, while retaining an element of the existing residential streetscape. This arrangement is consistent with the General Plan's objectives related to housing diversity, context-sensitive infill, and accommodating additional housing in appropriate locations.

The project's location also supports the General Plan's emphasis on directing growth and redevelopment to areas where existing streets, utilities, public services, and Downtown amenities are already available. Additional residential development at this location can place residents within convenient access of Downtown businesses, civic uses, parks, and other community destinations.

The subject property is required to comply with DN Zoning requirements. Additionally, the proposal requires approval of a Conditional Use Permit (CUP) and Architectural and Site Plan Review applications.

The application presently before the Planning Commission is limited to preliminary PUD subdivision approval. Approval of the preliminary plat does not constitute approval of the proposed townhome site plan, building design, parking configuration, or other matters subject to the separate Conditional Use Permit and Architectural and Site Plan Review processes.

The proposed PUD subdivision plat is subject to the following applicable standards:

Table 1. Required Lot Standards for Mixed Residential Development in the Downtown Zone

Lot	Front and Street Yard Setback	Side Yard Setbacks	Rear Yard Setback	Lot Size	Lot Width
Requirement, Minimum	25' along 100 West and 5'-10' from Center Street	10'	10'	8,000 SF for SFD and 10,000 SF for Two-Family and Multi-Family	70' for SFD And 50' for Two-Family and Multi-Family
Proposed Lot 1 (Duplex)	57' and 53' (Corner Lot)	6'	6'	0.39 acres (16,988 SF)	146'
Proposed Lots 2-9 (Multi-Family Townhomes)	5'	10' and 24'	10'	0.27 acres (11,761 SF) Total	69'

Parking has been a topic of ongoing discussion between Staff and the applicant and will be formally reviewed as part of the Conditional Use Permit and Architectural and Site Plan Review.

Setback Requirements

The plans show a property boundary line between Lot 1 and the driveway for Lots 2-9. This proposed property boundary (red dashed line) does not meet the minimum rear and side yard setback requirements for the existing duplex, as shown below:

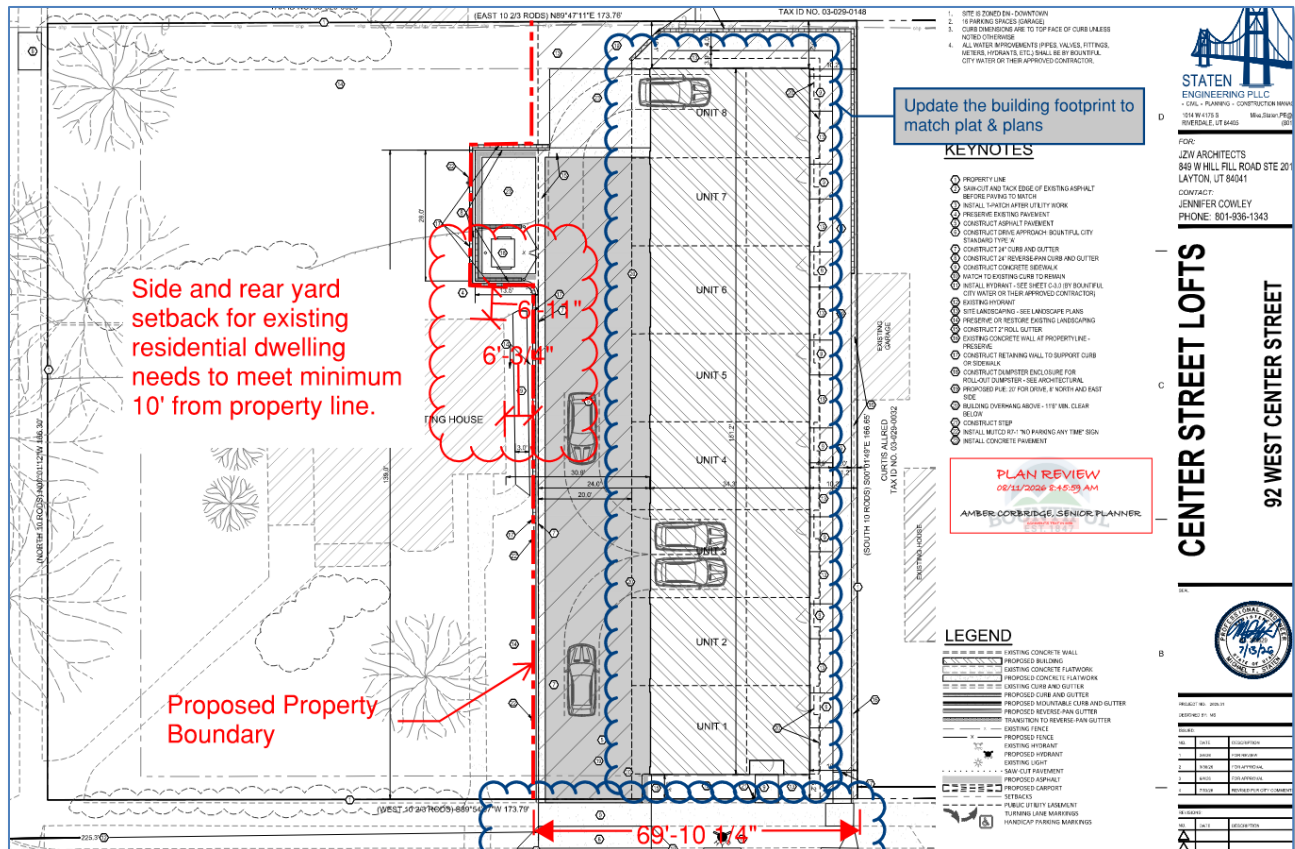


Figure 2. Proposed Site Plan, Full Plan Set Sheet C-1.0

This proposed subdivision is shown and platted as a Private Unit Development (PUD), allowing for individual ownership of the residential units while providing for shared ownership or maintenance of common areas and improvements.

The applicant is aware of the setback issue discussed above and has clarified that the proposed plat shown on page 1 of the Proposed Plan Set is being revised to reflect the intended PUD configuration. The applicant is currently revising the plat to address this issue. The applicant has stated that Lot 1, containing the existing duplex, is intended to be incorporated into the same PUD ownership structure as Lots 2–9 rather than being established as a separate conventional subdivision lot. As part of the revision, the proposed property boundary between the existing dwelling and the driveway serving Lots 2–9 would be removed.

Department Review

This staff report was written by the Senior Planner and was reviewed by the City Engineer, City Attorney, and Planning Director.

Significant Impacts

The proposed development is anticipated to have minimal impacts on surrounding uses and existing public infrastructure. Existing water, sewer, and transportation infrastructure is in place to support the proposed development.

Recommendation

Staff recommends the Planning Commission review the proposed Preliminary Plat, hold a public hearing, and approve the Preliminary PUD Subdivision Plat, subject to the following Conditions of Approval:

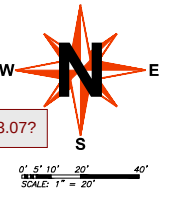
1. Prior to recordation of the final plat, the applicant shall submit complete applications for the required Conditional Use Permit and Architectural and Site Plan Review, as determined by City Staff.
2. The final plat shall comply with all applicable requirements of the Bountiful City Land Use Code.
3. The final plat shall meet Fire Department review and approval.
4. A property owners association shall be established, and all necessary documents to effectuate the property owners association shall be recorded with the Davis County Recorder, consistent with the Bountiful Land Use Code Section 14-20-602.
5. The final plat shall identify all required common areas, private areas, access easements, utility easements, and other easements necessary to serve the development.
6. The applicant shall address all applicable final plat staff review comments prior to plat recordation.

Attachments

1. Proposed Plan Set

Line Table		
Line #	Bearing	Distance
L1	S89°31'10"E	11.18
L2	S89°31'11"W	38.21
L3	N0°14'49"W	16.98
L4	N89°31'11"E	38.21
L5	S0°14'49"E	0.51
L6	N89°31'11"E	5.00
L7	S0°14'49"E	5.00
L8	S89°31'11"W	5.00
L9	N0°14'49"W	5.00
L10	S0°14'49"E	13.47
L11	S89°31'11"W	5.00
L12	S0°14'49"E	5.01
L13	S89°31'11"W	5.00
L14	N89°31'11"E	5.00
L15	N0°14'49"W	5.01
L16	S89°31'11"W	22.71
L17	N89°31'11"E	84.16
L18	N89°31'11"E	5.00
L19	S89°31'11"W	5.00
L20	N0°14'49"W	16.98
L21	N89°31'11"E	38.21
L22	S0°14'49"E	0.51
L23	S89°31'11"W	5.00
L24	N0°14'49"W	5.00
L25	N89°31'11"E	5.00
L26	S0°14'49"E	5.00
L27	S0°14'49"E	5.00
L28	S0°14'49"E	13.33
L29	N0°14'49"W	17.71
L30	N0°14'49"W	5.00
L31	N89°31'11"E	38.21
L32	S0°14'49"E	0.77
L33	S89°31'11"W	5.00

Line Table		
Line #	Bearing	Distance
L34	N0°14'49"W	5.00
L35	N89°31'11"E	5.00
L36	S0°14'49"E	5.00
L37	S0°14'49"E	5.00
L38	N0°14'49"W	16.98
L39	N89°31'11"E	38.21
L40	S0°14'49"E	0.77
L41	N89°31'11"E	5.00
L42	S0°14'49"E	5.00
L43	N0°14'49"W	5.00
L44	N89°31'11"E	5.00
L45	S0°14'49"E	13.06
L46	N0°14'49"W	16.98
L47	N89°31'11"E	38.21
L48	S0°14'49"E	0.77
L49	N0°14'49"W	5.00
L50	S0°14'49"E	5.00
L51	N0°14'49"W	5.00
L52	N0°14'49"W	17.71
L53	S0°14'49"E	13.07
L54	N0°14'49"W	16.98
L55	N89°31'11"E	38.21
L56	S0°14'49"E	0.77
L57	N89°31'11"E	5.00
L58	S0°14'49"E	5.00
L59	N0°14'49"W	5.00
L60	S89°31'11"W	5.00
L61	S0°14'49"E	13.06
L62	N0°14'49"W	16.98
L63	N89°31'11"E	5.00
L64	S0°14'49"E	0.77
L65	N0°14'49"W	5.00
L66	S0°14'49"E	5.00
L67	N0°14'49"W	5.00
L68	S89°31'11"W	5.00
L69	S0°14'49"E	13.06
L70	N0°14'49"W	16.98
L71	N89°31'11"E	38.21
L72	S0°14'49"E	0.52
L73	N89°31'11"E	5.00
L74	S0°14'49"E	5.00
L75	N0°14'49"W	5.00
L76	S89°31'11"W	5.00
L77	S0°14'49"E	13.06
L78	N43°09'02"E	14.81
L79	N89°31'11"E	16.98
L80	N89°31'11"E	31.71
L81	N0°00'00"E	20.32
L82	N89°31'11"E	14.47
L83	N0°14'49"W	26.30
L84	N89°31'11"E	2.68
L85	N0°00'00"E	17.71
L86	S0°14'49"E	5.17
L87	S89°31'11"W	17.71
L88	N0°14'49"W	16.98
L89	N89°31'11"E	58.67
L90	N0°14'49"W	141.19
L91	N0°00'00"E	9.31
L92	N0°00'00"E	8.48
L93	S89°31'11"W	20.32
L94	S89°31'11"W	20.32
L95	N0°11'12"W	20.32



CENTER STREET LOFTS SUBDIVISION
PART OF LOT 2, BLOCK 32, PLAT A, BOUNTIFUL TOWNSHIP SURVEY,
IN THE SOUTHWEST QUARTER OF SECTION 19,
TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN
BOUNTIFUL CITY, DAVIS COUNTY, UTAH

Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C1	2.88	1.83	89°37'44"	N45°01'08"W
C4	31.44	20.07	90°04'41"	S45°03'33"E

GENERAL NOTES
1. ALL CORNERS SHOWN IN THESE PLANS ARE RECORD INFORMATION TAKEN FROM DEED DESCRIPTIONS OR OFFICIAL MAPS OR PLATS OF RECORD. ALL OTHER CORNERS ARE THE RESULT OF ACTUAL FIELD MEASUREMENTS.
2. ALL PROPERTY CORNERS ARE SET WITH 3/4" REBAR AND PLASTIC CAP STAMPED "UTAH LAND SURVEYING" OR OTHER PERMANENT MARKING. ALL OTHER CORNERS ARE SET WITH 3/4" REBAR AND PLASTIC CAP STAMPED "UTAH LAND SURVEYING".
3. ALL OF LOT 1 IS CONSIDERED PRIVATE. THE COMMON, LIMITED COMMON AND PRIVATE AREAS ARE ONLY PERMITTED TO BE USED FOR THE PURPOSES OF THE COMMON AREA. THE COMMON AREA WILL BE MAINTAINED AND IMPROVED BY THE HOA. THE HOA WILL ALSO BE RESPONSIBLE FOR THE MAINTENANCE AND REPAIRS OF IMPROVEMENTS WITHIN THE COMMON AREA.
4. THE COMMON AREA ALSO ACTS AS A PUBLIC UTILITY EASEMENT.
5. THE COMMON AREA ALSO ACTS AS A PUBLIC UTILITY EASEMENT.

AND THE SOUTHEAST QUARTER OF SECTION 19,
(quarter section line runs N-S near where east line of lots 2-9 is shown)

BASIS OF BEARINGS
THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED USING FOUND BOUNTIFUL CITY SURVEY INTERSECTION MONUMENTS AT THE INTERSECTIONS OF 200 WEST STREET AND MAIN STREET ALONG CENTER STREET AS SHOWN ON THIS SURVEY PLAT.

We need a title PR with description that matches the description on this plat

SURVEYOR'S CERTIFICATE
I, MICHAEL L. WANGEMANN, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD LICENSE NO. 6431156-2201 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED HEREON, AND HAVE SUBMITTED SAID TRACT OF LAND INTO LOTS AND STREETS TOGETHER WITH EASEMENTS, HEREAFTER TO BE KNOWN AS CENTER STREET LOFTS SUBDIVISION, AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND MONUMENTED ON THE GROUND AS SHOWN ON THIS PLAT.

Michael L. Wangemann, PLS
Date of Plat or Map: July 21, 2026
PLS# 6431156-2201

LEGAL DESCRIPTION
A TRACT OF LAND LOCATED IN LOT 2, BLOCK 32, PLAT A, BOUNTIFUL TOWNSHIP SURVEY, SAID TRACT ALSO BEING LOCATED IN THE SOUTHWEST QUARTER, SECTION 19, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 32, PLAT A, BOUNTIFUL TOWNSHIP SURVEY, SAID POINT BEING SOUTH 89°34'07" WEST 570.90 FEET AND NORTH 0°01'12" WEST 24.75 FEET FROM THE INTERSECTION MONUMENT AT CENTER STREET AND MAIN STREET, SAID POINT ALSO BEING WEST 429.23 FEET AND NORTH 1354.61 FEET FROM THE SOUTHWEST CORNER, SECTION 19, TOWNSHIP 2 NORTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE NORTH 0°01'12" WEST ALONG THE EAST RIGHT-OF-WAY LINE OF 100 WEST STREET 166.30 FEET, THENCE NORTH 89°47'11" EAST 173.76 FEET, THENCE SOUTH 0°01'49" EAST 166.85 FEET TO THE NORTH RIGHT-OF-WAY LINE OF CENTER STREET, THENCE SOUTH 89°54'07" WEST LONG THE NORTH RIGHT-OF-WAY LINE OF SAID CENTER STREET 173.79 FEET TO THE POINT OF BEGINNING. NAD83 ROTATION IS 0°01'39" CLOCKWISE.
CONTAINS 28,928.10 SQFT OR 0.66 ACRES

OWNERS DEDICATION
WE, THE UNDERSIGNED OWNERS OF THE ABOVE DESCRIBED LAND, HAVING CAUSED SAME TO BE SUBDIVIDED INTO UNITS, PRIVATE STREET, COMMON AREA AND LIMITED COMMON AREA TO BE HEREAFTER KNOWN AS:
CENTER STREET LOFTS SUBDIVISION
DO HEREBY DEDICATE FOR PERPETUAL USE OF THE PUBLIC ALL PARCELS OF LAND SHOWN ON THIS PLAT AS INTENDED FOR PUBLIC USE, INCLUDING STREETS AND EASEMENTS, WITH ALL COMMON AREAS AND LIMITED COMMON AREAS HEREBY DEDICATED BY THE OWNERS HEREOF AS PUBLIC UTILITY EASEMENTS, AND DO WARRANT TO THE CITY THAT THE SAME ARE FREE OF ALL ENCUMBRANCES THAT COULD INTERFERE WITH THEIR USE AS HERIN DEDICATED, AND PURSUANT TO UTAH CODE 102A-09A(1)(6), THE OWNERS HEREBY DEDICATE THE COMMON AREA AND PRIVATE STREETS, AS INDICATED HEREON, TO THE HOMEOWNERS ASSOCIATION TO BE USED AS OPEN SPACE AND TO BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION FOR CENTER STREET LOFTS SUBDIVISION.

IN WITNESS WHEREOF, WE HAVE HERETO SET OUR HANDS THIS ____ DAY OF _____, A.D. 2026.
BY: _____ BY: _____ BY: _____
COMPANY: _____ COMPANY: _____ COMPANY: _____
ITS: _____ ITS: _____ ITS: _____

ACKNOWLEDGEMENT
COUNTY OF _____
STATE OF UTAH _____
ON THE ____ DAY OF _____, 2026, BEFORE ME THE UNDERSIGNED,
PERSONALLY APPEARED _____, WHO ACKNOWLEDGES THAT HE/SHE
EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES CONTAINED THEREIN.
NOTARY PUBLIC: _____
MY COMMISSION EXPIRES: _____

ACKNOWLEDGEMENT
COUNTY OF _____
STATE OF UTAH _____
ON THE ____ DAY OF _____, 2026, BEFORE ME THE UNDERSIGNED,
PERSONALLY APPEARED _____, WHO ACKNOWLEDGES THAT HE/SHE
EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES CONTAINED THEREIN.
NOTARY PUBLIC: _____
MY COMMISSION EXPIRES: _____

COUNTY RECORDER
ENTRY NO. _____ FEE PAID _____
FILED FOR RECORD AND RECORDED THIS ____ DAY OF _____, 2026 AT ____ AMPM
IN BOOK ____ AT PAGE ____
COUNTY RECORDER _____
BY: _____ DEPUTY

ACKNOWLEDGEMENT
COUNTY OF _____
STATE OF UTAH _____
ON THE ____ DAY OF _____, 2026, BEFORE ME THE UNDERSIGNED,
PERSONALLY APPEARED _____, WHO ACKNOWLEDGES THAT HE/SHE
EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES CONTAINED THEREIN.
NOTARY PUBLIC: _____
MY COMMISSION EXPIRES: _____

PUBLIC UTILITY APPROVAL	
BOUNTIFUL CITY WATER	DATE
BOUNTIFUL CITY POWER	DATE
BOUNTIFUL CITY STORM DRAIN	DATE
BOUNTIFUL IRRIGATION DISTRICT	DATE
SOUTH DAVIS SEWER DISTRICT	DATE
COMCAST	DATE
LUMEN	DATE

UTAH LAND SURVEYING, LLC
A PROFESSIONAL LICENSED LAND SURVEYING COMPANY
1359 FAIRWAY CIR
FARMINGTON, UT 84025
PHONE 801.725.8395
mike@utahlandsurveying.com
www.utahlandsurveying.com

CITY ATTORNEY'S OFFICE
APPROVED ON THIS ____ DAY OF _____, 2026.
BY: _____
CITY ENGINEER DATE
BY: _____
PLANNING DIRECTOR DATE

PLANNING COMMISSION
APPROVED BY THE PLANNING COMMISSION OF BOUNTIFUL CITY, THIS ____ DAY OF _____, 2026.
BOUNTIFUL PLANNING DIRECTOR

LEGEND
Property Corner
Property Line
Section Line
Center Line
Easement Line
Limited Common Area
Unit Private Area
Common Area

Driveways shall maintain a minimum unobstructed width as necessary to accommodate required access and circulation. Parking shall be regulated as follows:
1. Parking shall not be permitted along any driveway unless sufficient unobstructed width is maintained to comply with applicable fire apparatus access requirements of the adopted International Fire Code.
2. Where parking is provided along a driveway, the driveway shall be designed to ensure safe and functional vehicular circulation, as determined by the City Engineer.

CALL BEFORE YOU DIG
1-800-562-4111
48 HOURS PRIOR TO
ANY CONSTRUCTION
BENCHMARK ELEVATION: 4473.99
MON. INTERSECTION CENTER & MAIN

CENTER STREET LOFTS

92 WEST CENTER STREET

BOUNTIFUL, UTAH

DEVELOPER:
JZW ARCHITECTS
849 W HILL FIELD ROAD SUITE 201
LAYTON, UT 84041
801-936-1343

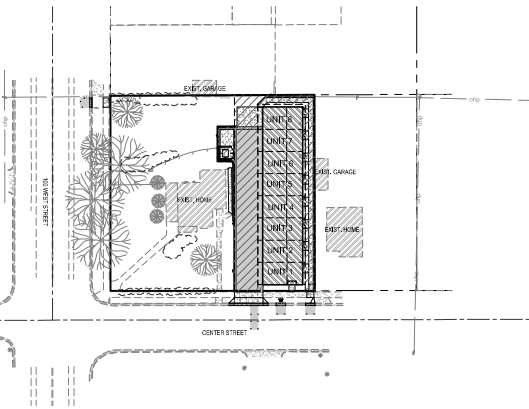
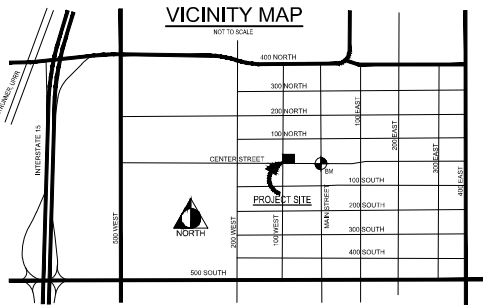
ENGINEER:
MICHAEL STATEN, P.E.
STATEN ENGINEERING, PLLC
1014 W 4175 S
RIVERDALE, UT 84405
(801) 589-2686

SURVEYOR:
MICHAEL WANGEMAN, PLS
UTAH LAND SURVEYING, LLC
1359 FAIRWAY CIR
FARMINGTON, UT 84025
801-725-8395



FOR:
JZW ARCHITECTS
849 W HILL FIELD ROAD STE 201
LAYTON, UT 84041
CONTACT:
JENNIFER COWLEY
PHONE: 801-936-1343

CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH



CIVIL SHEET INDEX:

C-0.0	CIVIL COVER SHEET
1 OF 1	SURVEY
C-0.1	DEMOLITION PLAN
C-0.2	EROSION AND SEDIMENT CONTROL PLAN
C-1.0	CIVIL SITE PLAN
C-2.0	GRADING AND DRAINAGE PLAN
C-3.0	UTILITY PLAN
C-4.0	CIVIL DETAILS

SAFETY NOTICE:

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS. THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH S&B REGULATIONS AND ORDERS.

UTILITY NOTICE:

THE CONTRACTOR IS SPECIFICALLY CAUTIONED EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN BY THEIR APPROPRIATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATION SERVICES.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ACCOMMODATE OR RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.

GENERAL NOTES:

- ALL WORK SHALL CONFORM WITH AWWA STANDARD PLANS AND SPECIFICATIONS, AND WITH BOUNTIFUL CITY STANDARDS AND SPECIFICATIONS.
- PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
- ALL DIMENSIONS, GRADES, AND UTILITY DEPTH SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY DISCREPANCIES EXIST. PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES, NO CHANGE IN DESIGN, LOCATION OR GRADE WILL BE MADE BY THE CONTRACTOR WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER.
- THE SOILS REPORT AND RECOMMENDATIONS SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT, SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCY BETWEEN SOILS REPORT AND PLANS, ETC.
- CONTRACTOR SHALL FIELD VERIFY LOCATIONS OF ALL EXISTING MANHOLES AND OTHER UTILITIES BEFORE CONSTRUCTING ANY IMPROVEMENTS. ALL EXISTING MANHOLES, WATER VALVES, CLEAN OUTS, ETC., SHALL BE ADJUSTED TO FINISH GRADE.
- THE CONTRACTOR IS RESPONSIBLE TO FURNISH ALL MATERIALS TO COMPLETE THE PROJECT EXCEPT AS NOTED.

SITEWORK:

- THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
- EXISTING TREES ARE TO REMAIN UNLESS OTHERWISE NOTED.
- NATURAL VEGETATION AND SOIL COVER SHALL NOT BE DISTURBED PRIOR TO ACTUAL CONSTRUCTION OF A

REQUIRED FACILITY OR IMPROVEMENT. MASS CLEARING OF THE SITE IN ANTICIPATION OF CONSTRUCTION SHALL BE AVOIDED.

- SITE CLEARING SHALL INCLUDE THE LOCATION AND REMOVAL OF ALL UNDERGROUND TANKS, PIPES, VALVES, ETC.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ADJACENT SURFACE IMPROVEMENTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY SETTLEMENT OF OR DAMAGE TO EXISTING UTILITIES.
- NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT. HANDICAP ACCESSIBILITY: ALL CONSTRUCTION SHALL MEET THE ADA HANDICAP ACCESSIBILITY REQUIREMENTS. FOR ANY DISCREPANCIES BETWEEN THE PLANS AND ADA REQUIREMENTS, ADA REQUIREMENTS WILL GOVERN.
- FULL DEPTH EXPANSION JOINTS WILL BE PLACED AGAINST ANY OBJECT DEEMED TO BE FIRED. AT ALL CHANGES IN DIRECTION, AND IN CURBS AND SIDEWALKS AT EQUAL INTERVALS NOT TO EXCEED 50 FEET. SLABS-ON-GRADE WILL BE TYPICALLY SCORED TO THE DEPTH AT INTERVALS NOT TO EXCEED THEIR WIDTH OR 15 TIMES THEIR DEPTH, WHICHEVER IS LESS. SCORING WILL BE PLACED TO PREVENT RANDOM CRACKING. CONCRETE WATERWAYS, CURB WALLS, MON STOPS, CURBS AND GUTTERS, ETC., WILL TYPICALLY BE SCORED TO THE DEPTH AT INTERVALS NOT TO EXCEED 10 FEET, AND HAVE FULL DEPTH EXPANSION JOINTS THAT EQUAL SPACING NOT TO EXCEED 50 FEET.
- UNLESS OTHERWISE NOTED, ALL ON-GRADE CONCRETE WILL BE PLACED ON A MINIMUM 4" GRAVEL BASE OVER A WELL COMPACTED (95% DENSITY) SUB GRADE.
- ALL EXPOSED SURFACES WILL HAVE A TEXTURED FINISH, RUBBED, OR BROOMED, ANY "PLASTERING" OF NEW CONCRETE WILL BE DONE WHILE IT IS STILL "GREEN".
- ALL EXISTING ASPHALT WILL BE SAW CUT AT NEAR STRAIGHT LINES BY THE CONTRACTOR PRIOR TO PAVING TO MATCH.
- ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE DRAWINGS.
- SEE LANDSCAPE ARCHITECTURAL PLANS FOR CONCRETE MATERIAL, COLOR, FINISH, AND SCORE PATTERNS THROUGHOUT SITE.
- ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE MUTCD, MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- CURB DIMENSIONS, INCLUDING RADIUS AND DRAIN WIDTHS, ARE TO TOP FACE OF CURB UNLESS NOTED OTHERWISE.
- ALL DETEIORATED, DAMAGED, OR MISSING SURFACE IMPROVEMENTS ON-SITE OR IN THE ADJACENT PUBLIC RIGHT OF WAY ALONG THE SITE SHALL BE REPLACED OR INSTALLED AS REQUIRED TO MEET APPLICABLE STANDARDS, INCLUDING BUT NOT LIMITED TO CURBS AND GUTTER, SIDEWALK, LANDSCAPING, PARK STRIP IMPROVEMENTS, ASPHALT PAVING, CONCRETE PAVEMENT, ETC.
- ALL DETEIORATED, DAMAGED, OR MISSING SURFACE IMPROVEMENTS SURROUNDING THE PERIMETER OF THE DEVELOPMENT AND ON-SITE SHALL BE REPLACED OR INSTALLED AS NEEDED, INCLUDING BUT NOT LIMITED TO CURBS AND GUTTER, SIDEWALK, LANDSCAPING, PARK STRIP IMPROVEMENTS, ASPHALT PATCHING, LANDSCAPE REPLACEMENT, SITE LIGHTING, DUMPSTER SCREENING, CONCRETE IMPROVEMENTS, ETC.

GRADING

SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT, INCLUDING STRIPPING OR GRUBBING OF EXISTING VEGETATION AND/OR TOPSOIL, AS SPECIFIED IN THE SOILS REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED IN THE SOILS REPORT. ALL EXCAVATED OR FILLED AREAS SHALL BE

COMPACTED TO 95% OF MODIFIED PROCTOR MAXIMUM DENSITY PER ASTM D-1557. MOISTURE CONTENT AT TIME OF PLACEMENT SHALL NOT EXCEED 2% ABOVE NOR 1% BELOW OPTIMUM. CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED REGISTERED SOILS ENGINEER, VERIFYING THAT ALL FILLED AREAS AND SUB GRADE AREAS WITHIN THE BUILDING PAD AREA, AND AREAS TO BE PAVED, HAVE BEEN COMPACTED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.

- ALL WORK SHALL COMPLY WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER POSSIBLY INCLUDING, BUT NOT LIMITED TO, REMOVAL OF UNCONSOLIDATED FILL, ORGANICS, AND DEBRIS, PLACEMENT OF SUBSURFACE DRAIN LINES AND GEOTEXTILE, AND OVEREXCAVATION OF UNSUITABLE BEARING MATERIALS AND PLACEMENT OF ACCEPTABLE FILL MATERIAL.
- THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE EXISTING SOIL CONDITIONS.
- THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
- NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE, ASPHALT, OR STORM DRAIN STRUCTURES OR PIPES.
- ENSURE MINIMUM COVER OVER ALL STORM DRAIN PIPES PER MANUFACTURER'S RECOMMENDATIONS. NOTIFY ENGINEER IF MINIMUM COVER CANNOT BE ATTAINED.
- ALL FACILITIES WITH DOWNSPOUT/ROOF DRAINS SHALL BE CONNECTED TO THE STORM DRAIN SYSTEM, SEE MECHANICAL/PLUMBING PLANS FOR DOWNSPOUT/ROOF DRAIN LOCATIONS AND SIZES.
- SLOPE ALL LANDSCAPED AREAS AWAY FROM BUILDING FOUNDATIONS TOWARD CURB AND GUTTER OR STORM DRAIN INLETS.
- LANDSCAPED AREAS REQUIRE SUBGRADE TO BE MAINTAINED AT A SPECIFIC ELEVATION BELOW FINISHED GRADE AND REQUIRE SUBGRADE TO BE PROPERLY PREPARED AND SCANNED. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION.
- SPOT ELEVATIONS SHOWN ARE TO TOP BACK OF CURB UNLESS NOTED OTHERWISE.
- ALL STORM DRAIN INLETS SHALL BE EQUIPPED WITH BICYCLE-SAFE GRATES.

UTILITIES:

- EXISTING UTILITIES HAVE BEEN DELETED BASED ON A COMBINATION OF AS-BUILT RECORDS, UTILITY LOCATION MARKINGS AND SIGNS, AND/OR SURFACE EVIDENCE OBSERVED AT THE TIME OF THE SURVEY. NOT ALL UTILITIES ARE SHOWN, INCLUDING BUT NOT LIMITED TO SERVICE LINES FOR WATER, SEWER, POWER, PHONE, GAS, ETC. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE, WORK AROUND, PRESERVE, AND/OR RESTORE ALL UTILITIES NECESSARY FOR THE OPERATION OF THE FINISH SITE, WHETHER OR NOT SUCH UTILITIES ARE SHOWN ON PLANS.
- PROPOSED POWER, GAS, AND COMMUNICATIONS LINES WILL BE PROVIDED BY RESPECTIVE UTILITY COMPANIES. DESIGN-BUILD UNDER SEPARATE CONTRACTS WITH THE OWNER, UTILIZING APPLICABLE UTILITY EASEMENTS PROVIDED.
- THE CONTRACTOR IS TO COORDINATE ALL UTILITIES WITH MECHANICAL/PLUMBING PLANS.
- CONTRACTOR TO LAYOUT AND POINTE-OUT FOR ALL POTENTIAL CONFLICTS WITH UTILITY LINES ON OR OFF SITE AS REQUIRED PRIOR TO ANY CONSTRUCTION, AND THE CONTRACTOR WILL VERIFY DEPTHS OF UTILITIES IN THE FIELD BY POT-HOLING A MINIMUM OF 300 FEET AHEAD OF PRELIM CONSTRUCTION TO AVOID CONFLICTS WITH DESIGNED PRELINE GRADE AND ALIGNMENT.
- CONTRACTORS MUST START AT THE LOW END OF ALL GRAVITY FEED LINES AND WORK UPHILL.
- ALL NEW SANITARY SEWER CONSTRUCTION TO BE DONE IN ACCORDANCE WITH SEWER DISTRICT STANDARDS AND SPECIFICATIONS AND DETAILS.
- SEWER LINES SHALL BE SDR_35 PVC PIPE UNLESS NOTED OTHERWISE.
- SEWER LATERALS SHALL BE CONSTRUCTED SUCH THAT CONNECTION IS MADE TO THE UPPER QUADRANT OF THE SEWER MAIN.

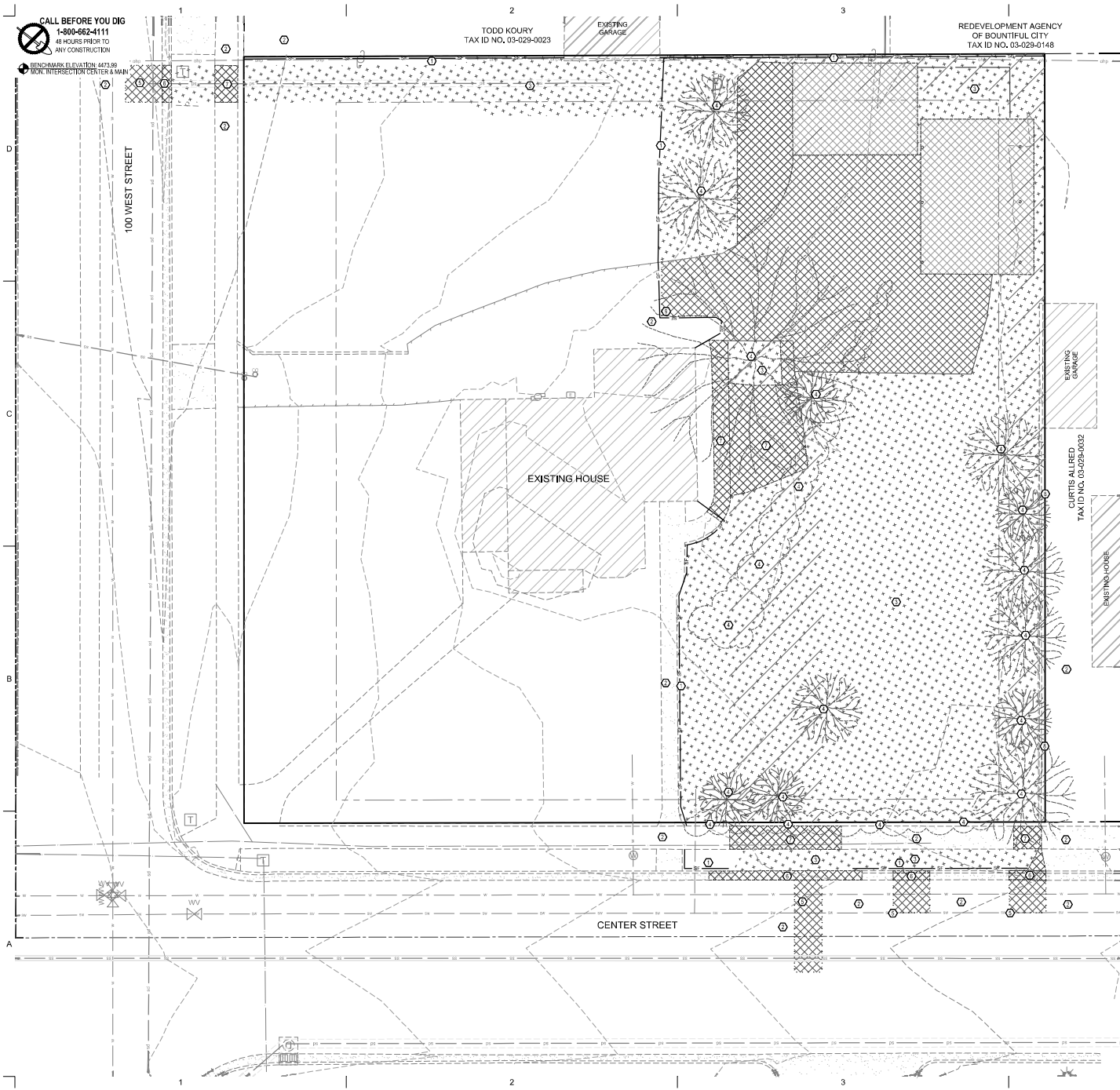
- STORM DRAIN PIPES 12" DIAMETER AND LARGER SHALL BE CLASS III RCP. STORM DRAIN PIPES 12" AND SMALLER AND ROOF DRAIN PIPES SHALL BE SDR_35 PVC.
- CONTRACTOR IS TO SUBMIT SITE PLAN TO COMMON ENERGY FOR DESIGN OF GAS LINE SERVICE TO PROPOSED BUILDINGS. ACTUAL CONSTRUCTION OF SERVICE TO BE DONE BY QUESTAR GAS COMPANY.
- ALL NEW WATER CONSTRUCTION SHALL CONFORM TO CITY STANDARD SPECIFICATIONS AND DETAILS.
- PROJECT SHALL COMPLY WITH ALL UTAH DIVISION OF DRINKING WATER RULES AND REGULATIONS INCLUDING, BUT NOT LIMITED TO, THOSE PERTAINING TO BACKFLOW PROTECTION AND CROSS CONNECTION PREVENTION, DEFLECT OR LOOP ALL WATER LINES TO AVOID CONFLICTS WITH OTHER UTILITIES PER GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
- ALL WATERLINE CONSTRUCTION SHALL BE PROVIDED BY BOUNTIFUL CITY WATER DEPARTMENT OR THEIR APPROVED CONTRACTOR.
- ALL VALVE BOXES WILL REQUIRE CONCRETE COLLAR TO BE POURED IN PLACE AGAINST UNDISTURBED SOIL AND BUILT WITH A GUCLE BRONZING AND COVER POSITIONED OVER THE VALVE OPERATING UNIT CENTERED OVER THE MAIN WAY OPENING.
- CONTRACTOR SHALL NOT ALLOW ANY GROUNDWATER OR DEEPS TO ENTER THE NEW PIPE DURING CONSTRUCTION.
- TRAFFIC CONTROL AND SAFETY NOTES
- BARRICADING AND DETOURING SHALL BE IN CONFORMANCE WITH THE REQUIREMENTS OF THE CURRENT MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- NO STREET SHALL BE CLOSED TO TRAFFIC WITHOUT WRITTEN PERMISSION FROM THE CITY ENGINEER, EXCEPT WHEN DIRECTED BY LAW ENFORCEMENT OR FIRE OFFICIALS.
- THE CONTRACTOR SHALL MAKE EVERY EFFORT TO PROVIDE FOR SMOOTH TRAFFIC FLOW AND SAFETY. ACCESS SHALL BE MAINTAINED FOR ALL PROPERTIES ADJACENT TO THE WORK.
- DETOURING OPERATIONS FOR A PERIOD OF SIX CONSECUTIVE CALENDAR DAYS, OR MORE, REQUIRE THE INSTALLATION OF TEMPORARY STREET STRIPING AND REMOVAL OF INTERFERING STRIPING BY SANDBLASTING. THE DETOURING STRIPING PLAN OR CONSTRUCTION TRAFFIC CONTROL PLAN MUST BE SUBMITTED TO THE CITY ENGINEER FOR REVIEW AND APPROVAL.
- ALL TRAFFIC CONTROL DEVICES SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT THE END OF THE WORK TO THE SATISFACTION OF THE CITY ENGINEER.
- TRAFFIC CONTROL DEVICES (TCDS) SHALL REMAIN VISIBLE AND OPERATIONAL AT ALL TIMES.
- FINAL DESIGN OF GAS, POWER, TELECOMMUNICATIONS SHALL BE PROVIDED BY RESPECTIVE UTILITY COMPANIES.



PROJECT NO. 2024.1		
DESIGNED BY: MS		
NO.	DATE	DESCRIPTION
1	04/05	FOR REVIEW
2	05/06	FOR APPROVAL
3	06/05	FOR APPROVAL
4	7/15/24	REVIEW FOR CITY COMMENTS
REVISIONS		
NO.	DATE	DESCRIPTION
1		
2		
3		
4		

CIVIL COVER & SPECIFICATIONS

C-0.0



- ### KEYNOTES
1. PLACE 8 FT. FENCE BEFORE BEGINNING CLEARING WORK - SEE EROSION AND SEDIMENT CONTROL PLAN.
 2. PRESERVE PAVEMENT OUTSIDE LIMITS OF DISTURBANCE.
 3. CLEAR AND GRUB WITHIN LIMITS OF DISTURBANCE. PRESERVE TREES UNLESS NOTED OTHERWISE.
 4. REMOVE TREE/SHRUBS.
 5. REMOVE ASPHALT AS NEEDED FOR UTILITY CONSTRUCTION. SAWCUT EDGE AND TACK BEFORE PAVING - SEE UTILITY PLAN OR GRADING PLAN FOR UTILITY DESIGN.
 6. SAWCUT AND REMOVE CURB AND GUTTER AT EXTENTS SHOWN, OR REMOVE TO NEXT CONTROL JOINT AND REPLACE.
 7. SAWCUT AND REMOVE SIDEWALK AT EXTENTS SHOWN OR REMOVE TO NEXT CONTROL JOINT AND REPLACE.
 8. PRESERVE EXISTING WALL.
 9. REMOVE ASPHALT AS NEEDED FOR NEW CONSTRUCTION. SAWCUT EDGE BEFORE PAVING TO MATCH GRADED TO DRAIN AND PATCH BETWEEN CUT EDGE AND PROPOSED IMPROVEMENTS.

- ### LEGEND
- REMOVE ASPHALT PAVEMENT
 - EXISTING BUILDING
 - REMOVE BUILDING
 - EXISTING CURB AND GUTTER
 - REMOVE CONCRETE
 - EXISTING CONCRETE WALL
 - REMOVE RETAINING WALL
 - EXISTING FENCE
 - REMOVE FENCE
 - EXISTING CULINARY WATER
 - EXISTING HYDRANT
 - EXISTING NATURAL GAS
 - EXISTING SANITARY SEWER
 - EXISTING SANITARY SEWER CLEANOUT
 - EXISTING SANITARY SEWER MANHOLE
 - EXISTING STORM DRAIN
 - EXISTING STORM DRAIN INLET
 - EXISTING STORM DRAIN MANHOLE
 - EXISTING TELECOMMUNICATIONS
 - EXISTING TELECOM BOX/PEDESTAL
 - EXISTING OVERHEAD POWER
 - EXISTING UNDERGROUND POWER
 - EXISTING LIGHT
 - EXISTING POWER BOX/JUNCTION
 - EXISTING TREE - DECIDUOUS
 - EXISTING TREE - CONIFEROUS
 - REMOVE TREE, DECIDUOUS
 - REMOVE TREE, CONIFEROUS
 - CLEAR EXISTING VEGETATION
 - EXISTING CONTOURS - 5'
 - EXISTING CONTOURS - 1'



FOR:
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CENTER STREET LOFTS

92 WEST CENTER STREET BOUNTIFUL, UTAH



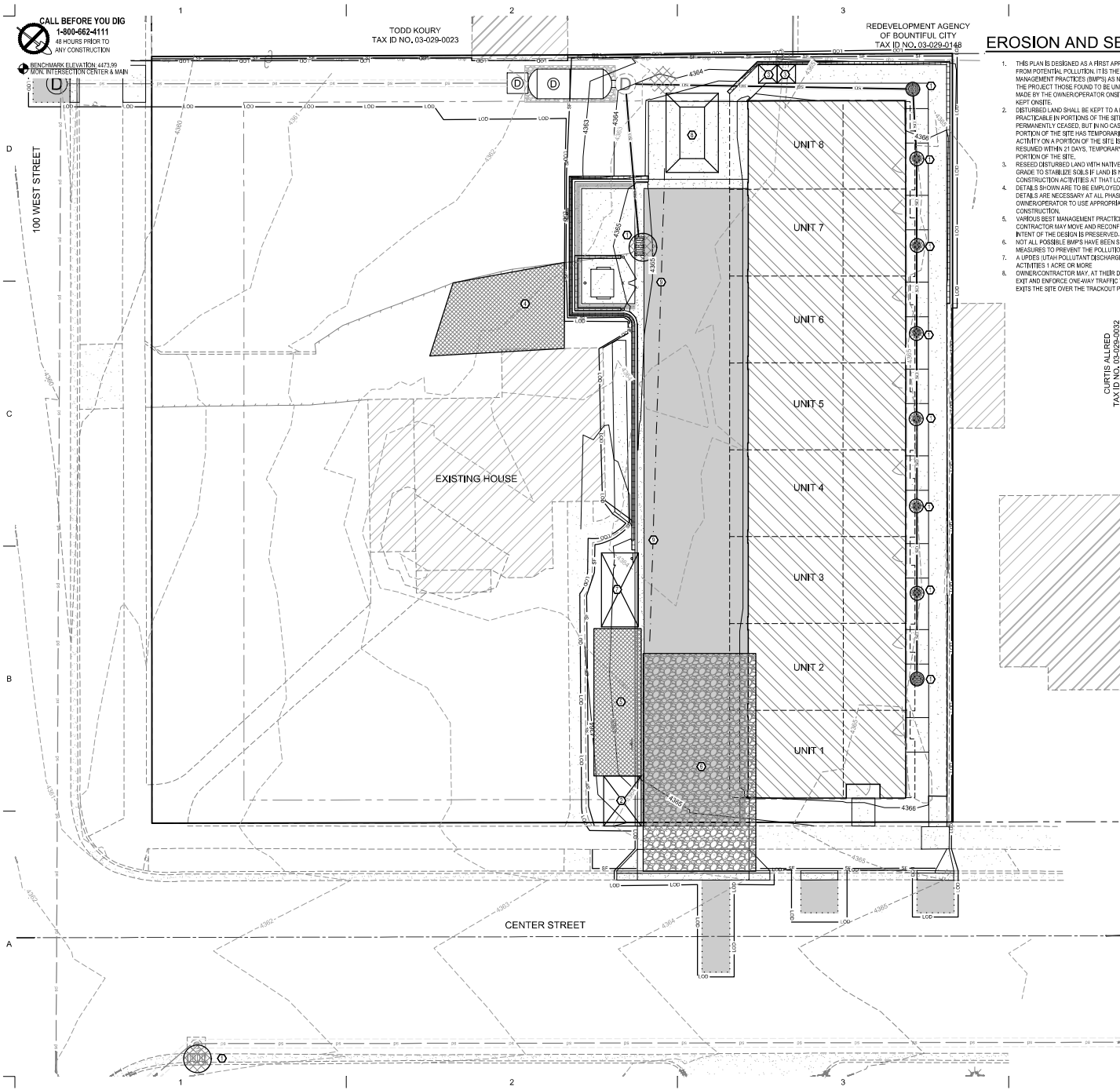
PROJECT NO. 2024.1
DESIGNED BY: MS

NO.	DATE	DESCRIPTION
1.	04/05	FOR REVIEW
2.	04/05	FOR APPROVAL
3.	04/05	FOR APPROVAL
4.	07/2024	REVIEW FOR CITY COMMENTS

NO.	DATE	DESCRIPTION

DEMOLITION PLAN

C-0.1



EROSION AND SEDIMENT CONTROL NOTES

- 1. THIS PLAN IS DESIGNED AS A FIRST APPRAISAL OR NECESSARY MEANS TO PROTECT THE WATERS OF THE STATE FROM POTENTIAL POLLUTION. IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO ADD WARRANTED BEST MANAGEMENT PRACTICES (BMPs) AS NECESSARY. THOSE SHOWN AS APPROPRIATE, AND DELETE FROM THE PROJECT THOSE FOUND TO BE UNNECESSARY. FEDERAL AND STATE LAW ALLOWS THESE UPDATES TO BE MADE BY THE OWNER/OPERATOR OR SITE AND RECORDED BY THE OWNER/OPERATOR ON THE COPY OF THE PLAN KEPT ON-SITE.
- 2. DISTURBED LAND SHALL BE KEPT TO A MINIMUM. STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. HOWEVER, WHERE CONSTRUCTION ACTIVITY ON A PORTION OF THE SITE IS TEMPORARILY CEASED, AND EARTH DISTURBING ACTIVITIES WILL BE RESUMED WITHIN 21 DAYS, TEMPORARY STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE.
- 3. RESEED DISTURBED LAND WITH NATIVE GRASS MIXTURE WITHIN 14 CALENDAR DAYS OF ACHIEVEMENT OF FINISH GRADE TO STABILIZE SOILS IF LAND IS NOT TO BE RE-WORKED WITHIN 14 CALENDAR DAYS OF THE CESSATION OF CONSTRUCTION ACTIVITIES AT THAT LOCATION.
- 4. DETAILS SHOWN ARE TO BE EMPLOYED TO PROTECT RUNOFF AS APPROPRIATE DURING CONSTRUCTION. NOT ALL DETAILS ARE NECESSARY AT ALL PHASES OF THE PROJECT. IT SHALL BE THE RESPONSIBILITY OF THE OWNER/OPERATOR TO USE APPROPRIATE BEST MANAGEMENT PRACTICES AT THE APPROPRIATE PHASE OF CONSTRUCTION.
- 5. VARIOUS BEST MANAGEMENT PRACTICES HAVE BEEN SHOWN ON THE PLANS AT SUGGESTED LOCATIONS. THE CONTRACTOR MAY MOVE AND RECONFIGURE THESE BMPs TO OTHER LOCATIONS IF PREFERRED, PROVIDED THE INTENT OF THE DESIGN IS PRESERVED.
- 6. NOT ALL POSSIBLE BMPs HAVE BEEN SHOWN. THE CONTRACTOR IS RESPONSIBLE TO APPLY CORRECT MEASURES TO PREVENT THE POLLUTION OF STORM WATER.
- 7. A LINES WITH POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT IS REQUIRED FOR ALL CONSTRUCTION ACTIVITIES 1 ACRE OR MORE.
- 8. OWNER/CONTRACTOR MAY, AT THEIR DISCRETION, ELIMINATE ONE OR THE OTHER STABILIZED CONSTRUCTION EXIT AND ENFORCE ONE-WAY TRAFFIC THROUGH SITE SUCH THAT ALL DELIVERIES AND OTHER TRAFFIC ONLY ENTERS THE SITE OVER THE TRACKOUT PAD AND/OR BLOCK OFF SECOND LOCATION.

KEYNOTES

- PROTECT INLET WITH FABRIC SOCK AND COVER
- CONCRETE WASHOUT BASIN
- PORTABLE TOILET - STAGED DOWN
- LAY-DOWN AND SITE STORAGE - NON EARTH MATERIALS
- LAY-DOWN AND SITE STORAGE - EARTH MATERIALS
- STABILIZED CONSTRUCTION EXIT
- CONSTRUCTION DUMPSTER
- TEMPORARY SEDIMENTATION TRAP - ADJUST SIZE AND LOCATIONS AS NECESSARY TO REFLECT GRADING CHANGES AND ACTIVE WORK. REMOVE BEFORE GRADING ROADWAY.
- TEMPORARY DRAINAGE SWALE TO SEDIMENTATION TRAP - REMOVE BEFORE GRADING ROADWAY.

LEGEND

- EXISTING BLOCK WALL
- PROPOSED BLOCK WALL
- EXISTING CONCRETE WALL
- PROPOSED CONCRETE WALL
- PROPOSED ROCK WALL
- EXISTING BUILDING
- PROPOSED BUILDING
- EXISTING CONCRETE FLATWORK
- PROPOSED CONCRETE FLATWORK
- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED REVERSE-PAN GUTTER
- TRANSITION TO REVERSE-PAN GUTTER
- EXISTING STORM DRAIN
- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN INLET
- EXISTING STORM DRAIN MANHOLE
- PROPOSED STORM DRAIN INLET
- PROPOSED STORM DRAIN MANHOLE
- EXISTING CONTOUR - 5'
- EXISTING CONTOUR - 1'
- PROPOSED CONTOUR - 5'
- PROPOSED CONTOUR - 1'
- LIMITS OF DISTURBANCE
- TEMPORARY SILT FENCE
- TEMPORARY DRAINAGE SWALE
- VEHICLE TRACKING PAD
- STAGING AND SITE STORAGE
- INLET PROTECTION



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CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH

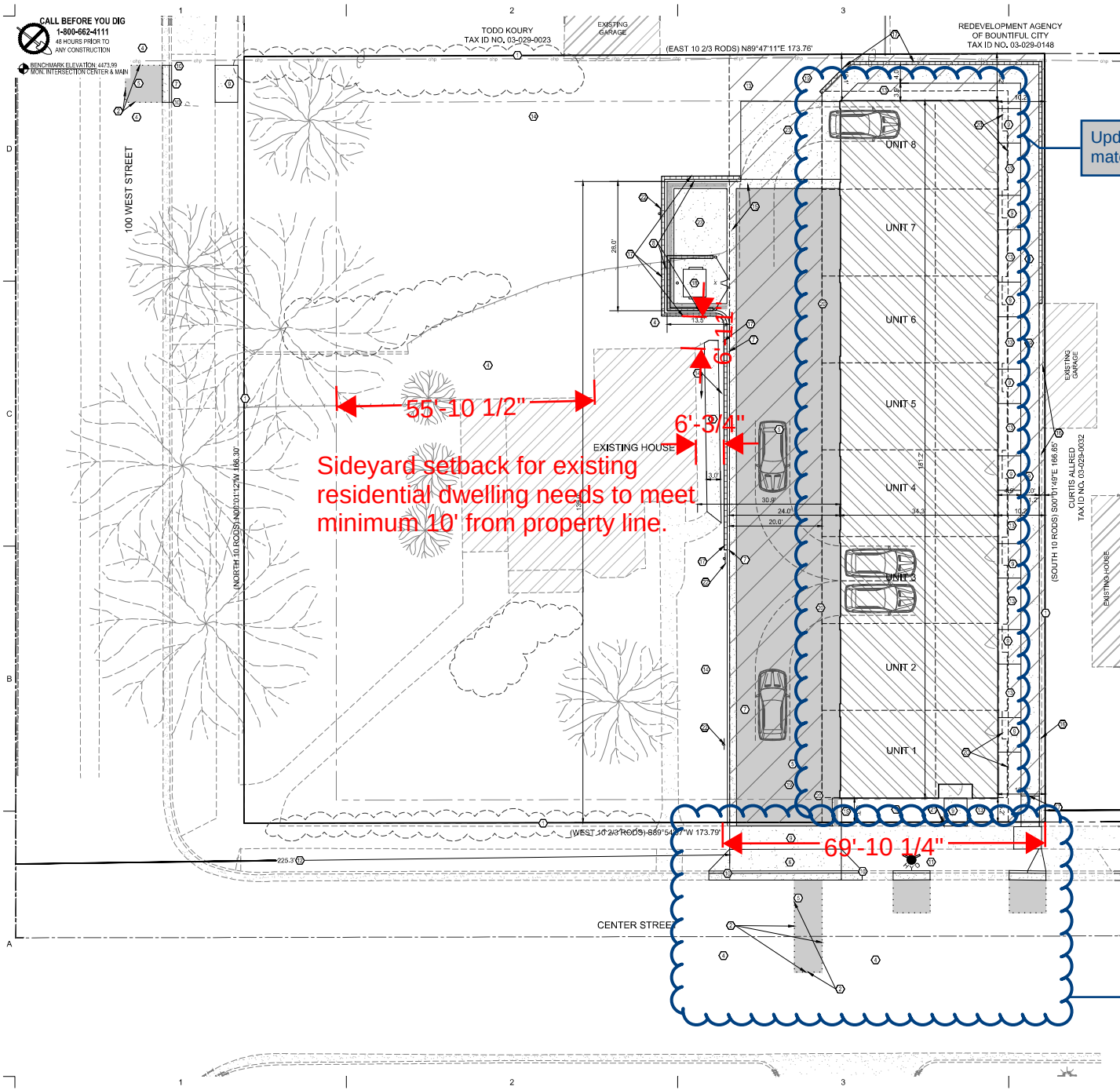


PROJECT NO. 2023.1		
DESIGNED BY: MS		
REVISIONS		
NO.	DATE	DESCRIPTION
1	04/05	FOR REVIEW
2	04/05	FOR APPROVAL
3	04/05	FOR APPROVAL
4	07/2024	REVISION FOR CITY COMMENTS
REVISIONS		
NO.	DATE	DESCRIPTION

EROSION & SEDIMENT CONTROL PLAN

PROJECT NUMBER

C-0.2



- ### SITE INFORMATION
- 1. SITE IS ZONED DN - DOWNTOWN
 - 2. 16 PARKING SPACES (CARBURN)
 - 3. CURB DIMENSIONS ARE TO TOP FACE OF CURB UNLESS NOTED OTHERWISE
 - 4. ALL WATER IMPROVEMENTS (PIPES, VALVES, FITTINGS, METERS, HYDRANTS, ETC.) SHALL BE BY BOUNTIFUL CITY WATER OR THEIR APPROVED CONTRACTOR.

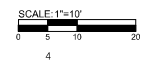
Update the building footprint to match plat & plans

- ### KEYNOTES
- 1. PROPERTY LINE
 - 2. SHOOT AND TACK EDGE OF EXISTING ASPHALT BEFORE PAVING TO MATCH
 - 3. INSTALL T-PATCH AFTER UTILITY WORK
 - 4. PRESERVE EXISTING PAVEMENT
 - 5. CONSTRUCT ASPHALT PAVEMENT
 - 6. CONSTRUCT DRIVE APPROACH BOUNTIFUL CITY STANDARD TYPE "A"
 - 7. CONSTRUCT 24" CURB AND GUTTER
 - 8. CONSTRUCT 24" REVERSE-PAN CURB AND GUTTER
 - 9. CONSTRUCT CONCRETE SIDEWALK
 - 10. MATCH TO EXISTING CURB TO REMAIN
 - 11. INSTALL HYDRANT - SEE SHEET C-3.3 (BY BOUNTIFUL CITY WATER OR THEIR APPROVED CONTRACTOR)
 - 12. EXISTING HYDRANT
 - 13. SITE LANDSCAPING - SEE LANDSCAPE PLANS
 - 14. PRESERVE OR RESTORE EXISTING LANDSCAPING
 - 15. CONSTRUCT 2" ROLL GUTTER
 - 16. EXISTING CONCRETE WALL AT PROPERTY LINE - PRESERVE
 - 17. CONSTRUCT RETAINING WALL TO SUPPORT CURB OR SIDEWALK
 - 18. CONSTRUCT DUMPSTER ENCLOSURE FOR ROLL-OUT DUMPSTER - SEE ARCHITECTURAL
 - 19. PROPOSED FENCE 42" FOR DRIVE, IF NORTH AND EAST SIDE
 - 20. BUILDING OVERHANG ABOVE - 11" MIN. CLEAR BELOW
 - 21. CONSTRUCT STEP
 - 22. INSTALL MUTCD REV. 110 "NO PARKING ANY TIME" SIGN
 - 23. INSTALL CONCRETE PAVEMENT

PLAN REVIEW
08/13/2026 8:15:29 AM
AMBER CORBRIDGE, SENIOR PLANNER

- ### LEGEND
- EXISTING CONCRETE WALL
 - PROPOSED BUILDING
 - EXISTING CONCRETE FLATWORK
 - PROPOSED CONCRETE FLATWORK
 - EXISTING CURB AND GUTTER
 - PROPOSED CURB AND GUTTER
 - PROPOSED MOUNTABLE CURB AND GUTTER
 - PROPOSED REVERSE-PAN GUTTER
 - TRANSITION TO REVERSE-PAN GUTTER
 - EXISTING FENCE
 - PROPOSED FENCE
 - EXISTING HYDRANT
 - PROPOSED HYDRANT
 - EXISTING LIGHT
 - PROPOSED LIGHT
 - PAVEMENT
 - PROPOSED ASPHALT
 - PROPOSED CARPORT
 - SETBACKS
 - PUBLIC UTILITY LASEMENT
 - TURNING LANE MARKINGS
 - HANDICAP PARKING MARKINGS

Encroachment permit required for work in the public right of way.



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CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH



PROJECT NO. 2025.1
DESIGNED BY: JAS

REVISIONS		
NO.	DATE	DESCRIPTION
1	08/05/25	FOR REVIEW
2	08/05/25	FOR APPROVAL
3	08/05/25	FOR APPROVAL
4	07/15/26	REVIEW FOR CITY COMMENTS

REVISIONS		
NO.	DATE	DESCRIPTION

SITE PLAN

C-1.0

Consider long term maintenance;
ensure any equipment required to
maintain has adequate access

Hydrodynamic Separators are rather
expensive. Although pretreatment is
required, it may be done with other means
- consider something that can be cleaned
manually

Combo box?

DRAINAGE CALCULATIONS

SITE CALCULATIONS

	Area (SF)	Area (AC)	Area (%)	C
Landscaped	1,392	0.031956	13%	0.150
Roof	5,147	0.12	48%	0.900
Asphalt	3,003	0.07	28%	0.900
Concrete	1,169	0.03	11%	0.900
Total	10,711	0.25	100%	0.803

CATCHMENT HYDROLOGY AND PIPE HYDRAULICS (10-YEAR)

Cat	Area (SF)	Q (CFS)	Pipe eq (CFS)	Pipe Dia (in)	Slope	Manning's N	A (SF)	R (FT)	R (FT)	Full-flow Q (CFS)	Percent capacity
1	678	0.036	0.036	8	1.00%	0.011	0.35	2.09	0.17	1.43	3%
2	517	0.027	0.063	8	1.00%	0.011	0.35	2.09	0.17	1.43	4%
3	517	0.027	0.091	8	1.00%	0.011	0.35	2.09	0.17	1.43	6%
4	517	0.027	0.118	8	1.00%	0.011	0.35	2.09	0.17	1.43	8%
5	517	0.027	0.146	8	1.00%	0.011	0.35	2.09	0.17	1.43	10%
6	517	0.027	0.173	8	1.00%	0.011	0.35	2.09	0.17	1.43	12%
7	517	0.027	0.200	8	1.00%	0.011	0.35	2.09	0.17	1.43	14%
8	6933	0.388	0.558	8	4.70%	0.011	0.35	2.09	0.17	3.10	18%

DETENTION CALCULATIONS

Time (min)	Q (CFS)	Discharge Detention (CF)
5	0	212
10	0	322
15	1	399
20	1	458
30	1	537
40	1	655
50	1	788
60	1	881
70	2	1,132
80	2	1,458
90	3	1,884
100	3	2,195
110	3	2,506
120	3	2,817
130	3	3,128
140	3	3,439
150	3	3,750
160	3	4,061
170	3	4,372
180	3	4,683
190	3	4,994
200	3	5,305

Calculate with maximum discharge 0.2
cfs/ac although minimum orifice size is 2"

Minimum discharge is the larger of 0.2 CFS per acre or
the calculated flow through a 2" diameter circular orifice.
Detention required is the inflow from the 100-year stormless
detention required is the inflow from the 100-year stormless

Stormtech Design	
Detention Required (CF)	170
Flow	4355.00
Pavement Elevation	4361.25
Depth to FL	6.25
Chamber to use	MC-3500
Qty required	2
Poles	1
Units per row	2
Length	18.1
Width	6.916957
Base of Gravel	4355.00
Base of Chambers	4355.75
Gravel Below Chambers	0.75
Gravel Above Chambers	0.50
Top of Gravel	4360.50
Detention Provided (CF)	334
Orifice Calculations	
Allowed Flow Rate (CFS)	0.049
Orifice Height (in)	1
Orifice Width (in)	0.80
Orifice Head (FT)	5.25
C _d	0.62
Orifice Flow at HWM (CFS)	0.041
2" Circular Orifice Flow (CFS)	0.255

EX. SD COMBO BOX 13
RM-4361.30
FL(IN.E)=4368.69 18"
FL(OUT.SW)=4358.27 18"

NOTES:

- SPOT ELEVATIONS ARE AT TOP BACK OF CURB UNLESS NOTED OTHERWISE.
- ABBREVIATIONS:
TC: TOP OF CONCRETE
TA: TOP OF ASPHALT
FG: LANDSCAPING FINISH GRADE
FB: BUILDING FINISH GRADE
EG: EXISTING GRADE

KEYNOTES

- NOTE FINISH GRADE ELEVATION AT BUILDING AND SET FOOTING ELEVATIONS, ACCORDINGLY.
- PRESERVE EXISTING CONCRETE WALL, POUR STORMWATER THERE TO.
- FIELD-LOCATE AND VERIFY DEPTH OF EXISTING STORM DRAIN.
- INSTALL STRIPS.
- INSTALL STORMTECH CHAMBERS: TWO (2) MC-3500 IN ISOLATOR ROW, BOTTOM OF GRAVEL, 4355.00. INSTALL INSPECTION PORT IN MIDDLE CHAMBER PER MFG DETAILS.
- HYDRODYNAMIC SEPARATION MANHOLE SHALL BE 3' DIAMETER CONCRETE CLOSURE OR EQUIVALENT DEVICE BY OTHER MANUFACTURER CAPABLE OF 80% REMOVAL OF TOTAL SUSPENDED SOLIDS AT Q=0.6 CFS.

LEGEND

- EXISTING BLOCK WALL
- EXISTING BUILDING
- EXISTING BUILDING FOOTWORK
- PROPOSED CONCRETE FOOTWORK
- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED REVERSE PAN GUTTER
- TRANSITION TO REVERSE-PAN GUTTER
- EXISTING STORM DRAIN
- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN INLET
- EXISTING STORM DRAIN MANHOLE
- PROPOSED STORM DRAIN INLET
- PROPOSED STORM DRAIN MANHOLE
- PROPOSED ROOT DRAIN COLLECTION PIPES
- EXISTING CONTOUR - 5'
- EXISTING CONTOUR - 1'
- PROPOSED CONTOUR - 5'
- PROPOSED CONTOUR - 1'
- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION
- PROPOSED DETENTION HIGH WATER
- PROPOSED GRADE/SLOPE



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CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH



PROJECT NO. 2023-1

DESIGNED BY: MS

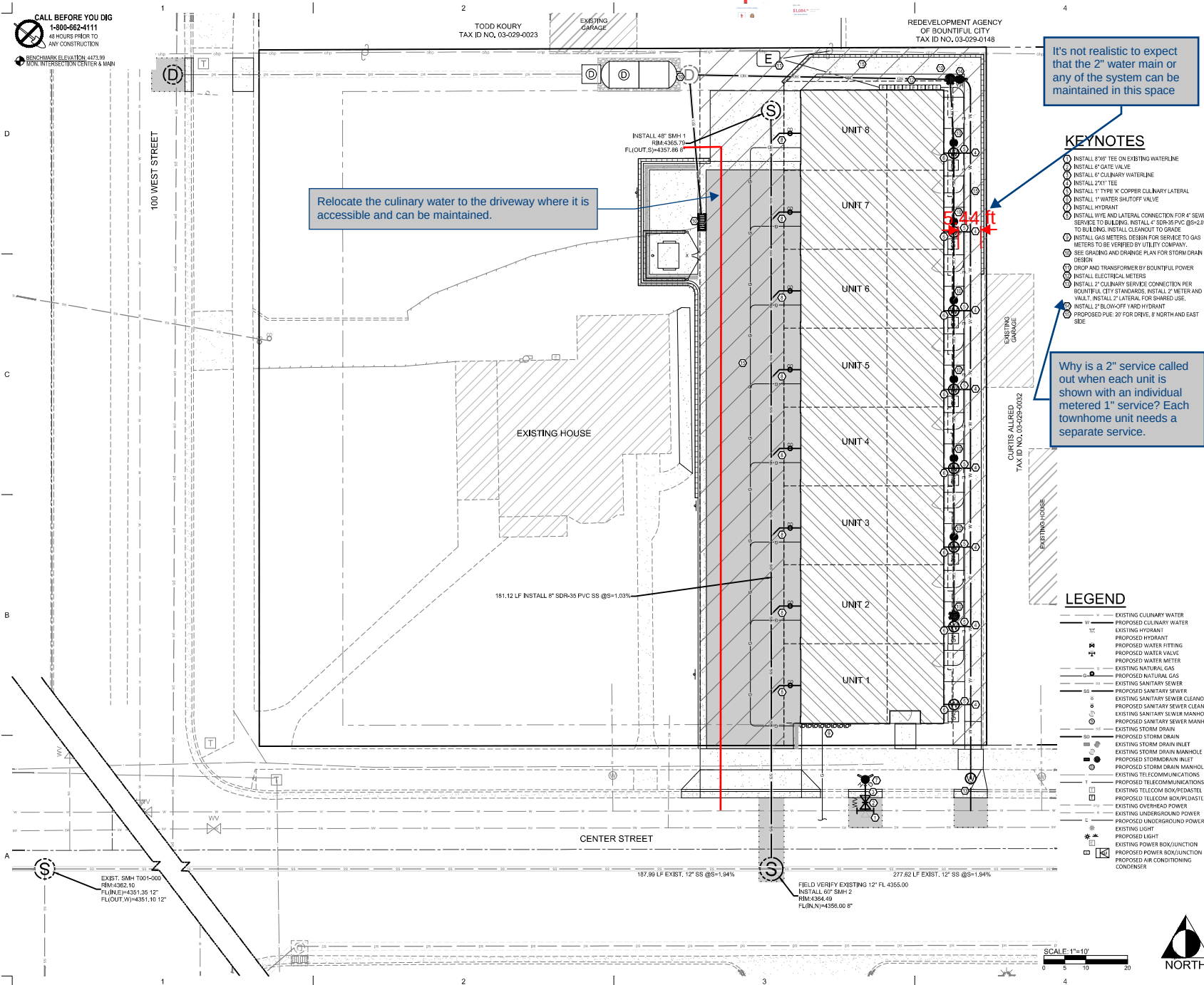
REVISIONS		
NO.	DATE	DESCRIPTION
1	08/05	FOR REVIEW
2	08/05	FOR APPROVAL
3	08/05	FOR APPROVAL
4	7/13/26	REVIEW FOR CITY COMMENTS

REVISIONS		
NO.	DATE	DESCRIPTION
▲		
▲		
▲		
▲		

GRADING & DRAINAGE PLAN

SCALE: 1"=10'
NORTH
C-2.0

Flushing hydrant needs to be an above grade, self draining unit. Here's a suggestion.



It's not realistic to expect that the 2" water main or any of the system can be maintained in this space

Relocate the culinary water to the driveway where it is accessible and can be maintained.

Why is a 2" service called out when each unit is shown with an individual metered 1" service? Each townhome unit needs a separate service.

STATEN ENGINEERING PLLC
• CIVIL • PLANNING • CONSTRUCTION MANAGEMENT •
101 W 4175 S
HOUSTON, UT 84045
Mike.Staten-PE@gmail.com
(801) 588-2886

FOR:
JZW ARCHITECTS
849 W HILL FILL ROAD STE 201
LAYTON, UT 84041

CONTACT:
JENNIFER COWLEY
PHONE: 801-936-1343

CENTER STREET LOFTS

92 WEST CENTER STREET
BOUNTIFUL, UTAH

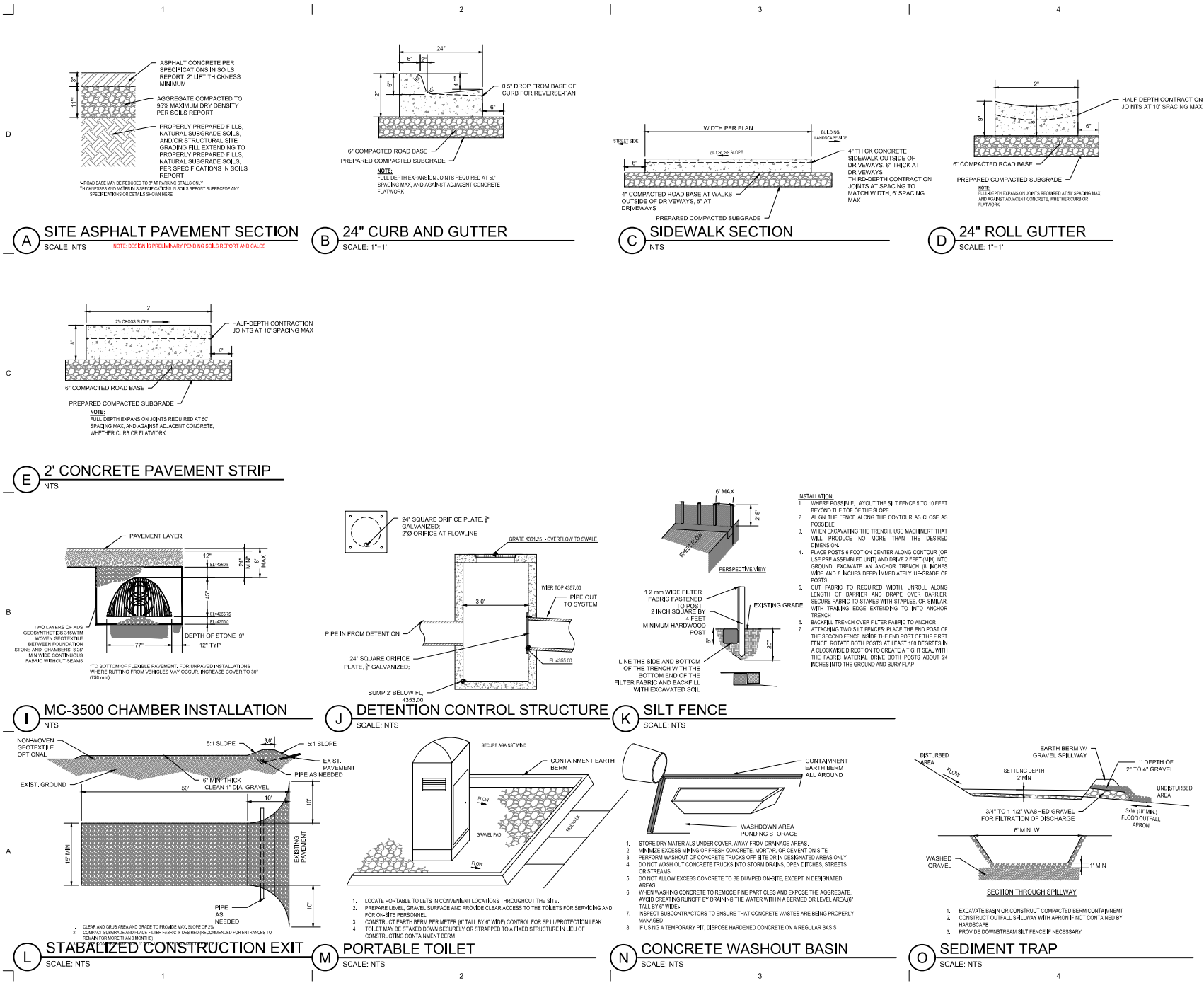
UTILITY PLAN

PROJECT NO. 2025.1		
DESIGNED BY: JAS		
REVISIONS		
NO.	DATE	DESCRIPTION
1	08/05/25	FOR REVIEW
2	08/05/25	FOR APPROVAL
3	08/05/25	FOR APPROVAL
4	07/28/25	RECEIVED PER CITY COMMENTS

APPROVED	
DATE	SIGNATURE

PROJECT NO. 2025.1

C-3.0



FOR:
JZW ARCHITECTS
849 W HILL FILL ROAD STE 201
LAYTON, UT 84041

CONTACT:
JENNIFER COWLEY
PHONE: 801-936-1343

CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH



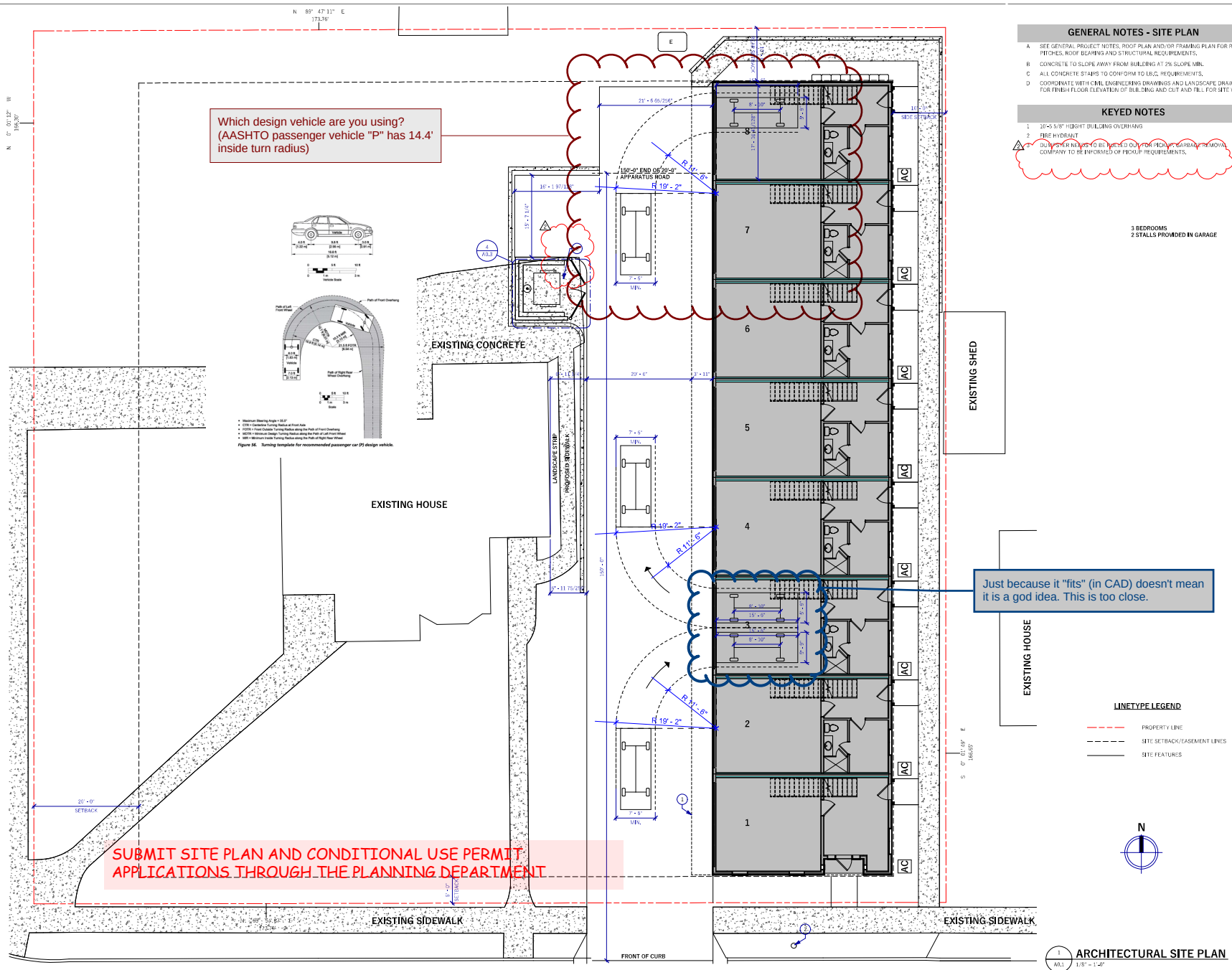
PROJECT NO. 2023.1
DESIGNED BY: JAS

NO.	DATE	DESCRIPTION
1	08/08/23	FOR REVIEW
2	08/08/23	FOR APPROVAL
3	08/08/23	FOR APPROVAL
4	07/10/23	REVIEW PER CITY COMMENTS

NO.	DATE	DESCRIPTION

CIVIL DETAILS

C-4.0



CONSULTANT

CENTER STREET LOFTS

92 WEST CENTER ST.

BOUNTIFUL, UTAH . 84010

ISSUED:

APRIL 2, 2024

REVISIONS:

NO.	DATE	DESCRIPTION
2	7/9/2024	CITY COMMENTS

STAMP

NOT FOR PERMIT

NOT FOR CONSTRUCTION

PROJECT NUMBER:

25123

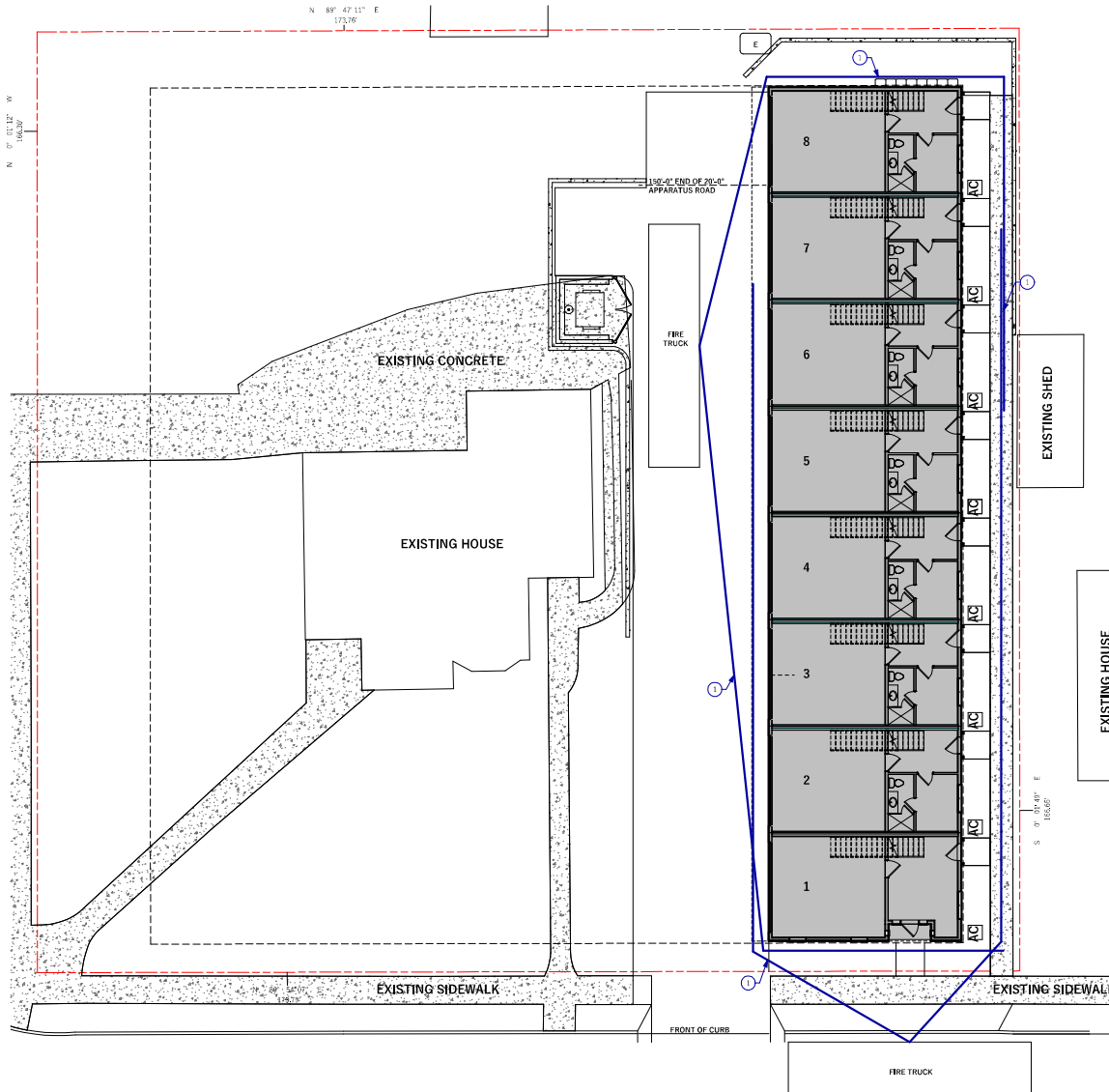
ARCHITECTURAL

SITE PLAN

A0.1

JZW

ARCHITECTS



1 FIRE HOSE PLAN
A0.2
1" = 10'-0"

KEYED NOTES

- 1 LINES REPRESENT 150' FIRE HOSE REACH

CONSULTANT

CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH 84010

ISSUED:
APRIL 2, 2024

REVISIONS:
NO. DATE DESCRIPTION

STAMP

PROJECT NUMBER:
25123

FIRE TRUCK
PLAN

A0.2

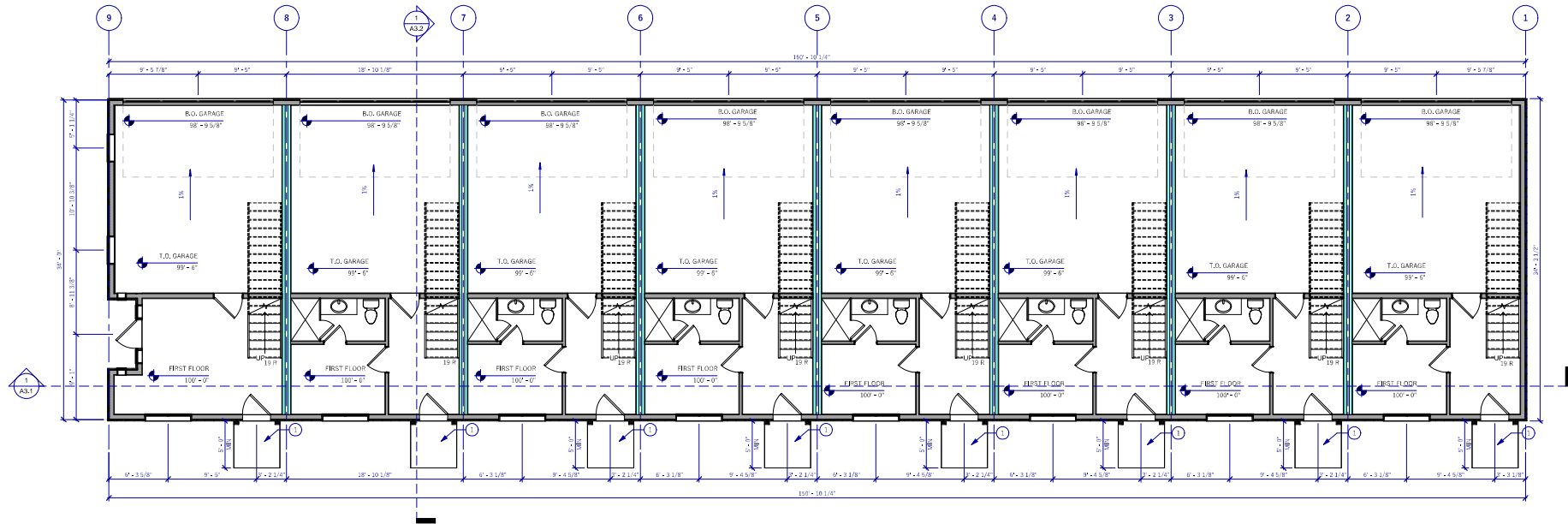
JZW
ARCHITECTS

GENERAL NOTES - FLOOR PLAN

- SEE PROJECT GENERAL NOTES FOR ADDITIONAL REQUIREMENTS
- DIMENSIONS TO DOORS AND WINDOWS ARE TO CENTER OF FRAMED OPENING UNLESS NOTED OTHERWISE
- SEE STRUCTURAL DRAWINGS AND CALCULATIONS FOR ALL STRUCTURAL REQUIREMENTS INCLUDING FOUNDATION WALL SPECIFICATIONS AND SHEARWALL AND HOLDOWN REQUIREMENTS
- REFER TO ENLARGED PLANS AND UNIT PLANS FOR REMAINING DIMENSIONS
- EXTERIOR GRID LINES AND DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING, SEE ARCHITECTURAL AND STRUCTURAL DETAILS FOR FOUNDATION LOCATION

KEYED NOTES

- LANDINGS TO BE SLOPING AWAY FROM BUILDING AT 2%



1 LEVEL 1 FLOOR PLAN
A1.1 3/16" = 1'-0"

WALL TAG LEGEND

- WT 1 - INT WD 2X4 - SEE DETAIL 1 A5.1
- WT 2 - INT WD 2X6 - SEE DETAIL 2 A5.1
- WT 3 - EXT WD 2X6 - SEE DETAIL 3 A5.1
- WT 3A - EXT WD 2X6 - SEE DETAIL 4 A5.1
- WT 3B - EXT WD 2X6 - SEE DETAIL 5 A5.1
- WT 4 - EXT WD 2X6 - SEE DETAIL 6 A5.1
- WT 5 - 2 HR FIRE RESISTIVE WALL - SEE DETAIL 7 A5.3
- WT 6 - INT WD 2X4 FURR - SEE DETAIL 8 A5.1
- WT 7 - INT WD 2X6 FURR - SEE DETAIL 9 A5.1

SYMBOL LEGEND

- DOOR TAG, REFER TO DOOR SCHEDULE AND DIAGRAMS.
- WINDOW TAG, (ALPHA) REFER TO WINDOW SCHEDULE AND DIAGRAMS.
- STOREFRONT TAG, (ALPHA) REFER TO STOREFRONT DIAGRAMS.
- WALL TAG, REFER TO WALL TYPES.
- KEYNOTE TAG, REFER TO KEYNOTE SCHEDULE.
- REVISION TAG, SEE LATEST REVISION ON TITLE BLOCK.
- ELEVATION TAG.

CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH 84010

ISSUED:

JUNE 16, 2024

REVISION:

NO. DATE DESCRIPTION

STAMP

PROJECT NUMBER:

25123

OVERALL FIRST
FLOOR PLAN

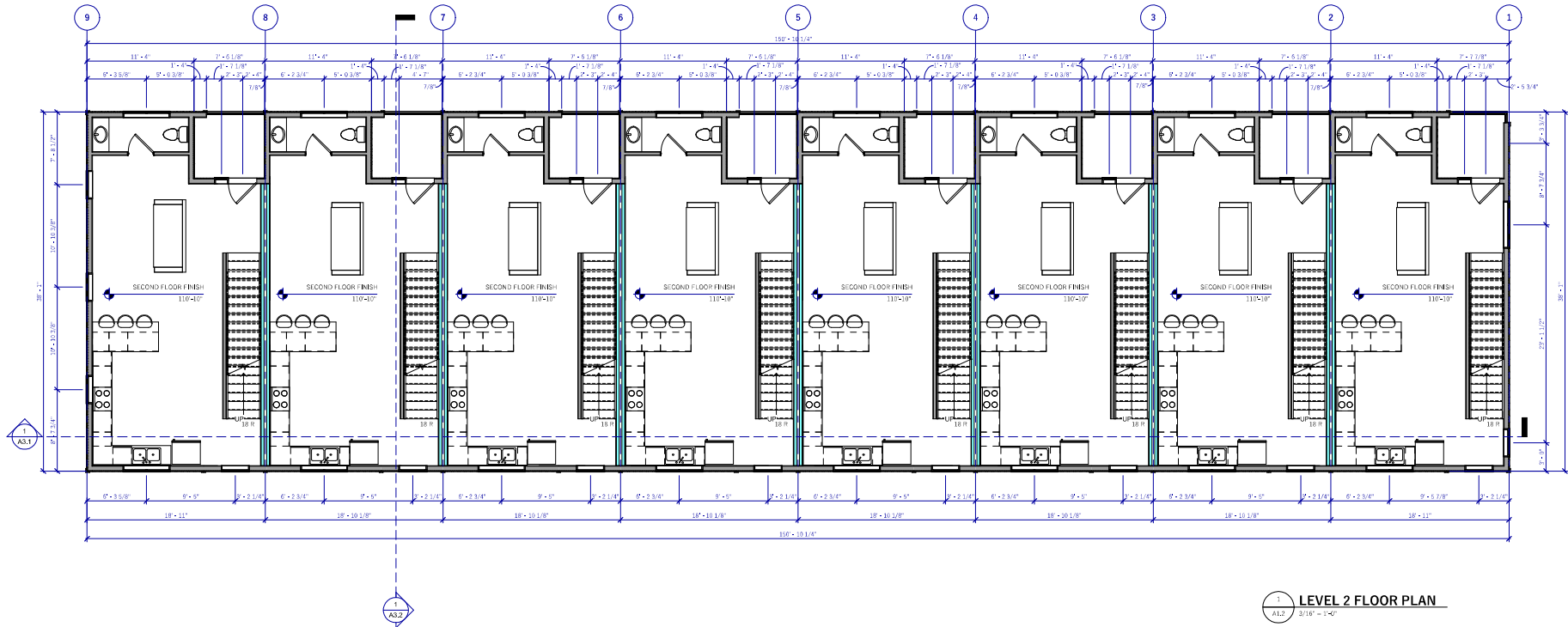
A1.1

JZW
ARCHITECTS

GENERAL NOTES - FLOOR PLAN

- A SEE PROJECT GENERAL NOTES FOR ADDITIONAL REQUIREMENTS
- B DIMENSIONS TO DOORS AND WINDOWS ARE TO CENTER OF FRAMED OPENING UNLESS NOTED OTHERWISE
- C SEE STRUCTURAL DRAWINGS AND CALCULATIONS FOR ALL STRUCTURAL REQUIREMENTS INCLUDING FOUNDATION WALL SPECIFICATIONS AND SHEARWALL AND HOLDOWN REQUIREMENTS
- D REFER TO ENLARGED PLANS AND UNIT PLANS FOR REMAINING DIMENSIONS
- E EXTERIOR GRID LINES AND DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING, SEE ARCHITECTURAL AND STRUCTURAL DETAILS FOR FOUNDATION LOCATION

KEYED NOTES



CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH : 84010

ISSUED:

JUNE 16, 2024

REVISIONS:

NO. DATE DESCRIPTION

STAMP

PROJECT NUMBER:

25123

**OVERALL
SECOND
FLOOR PLAN**

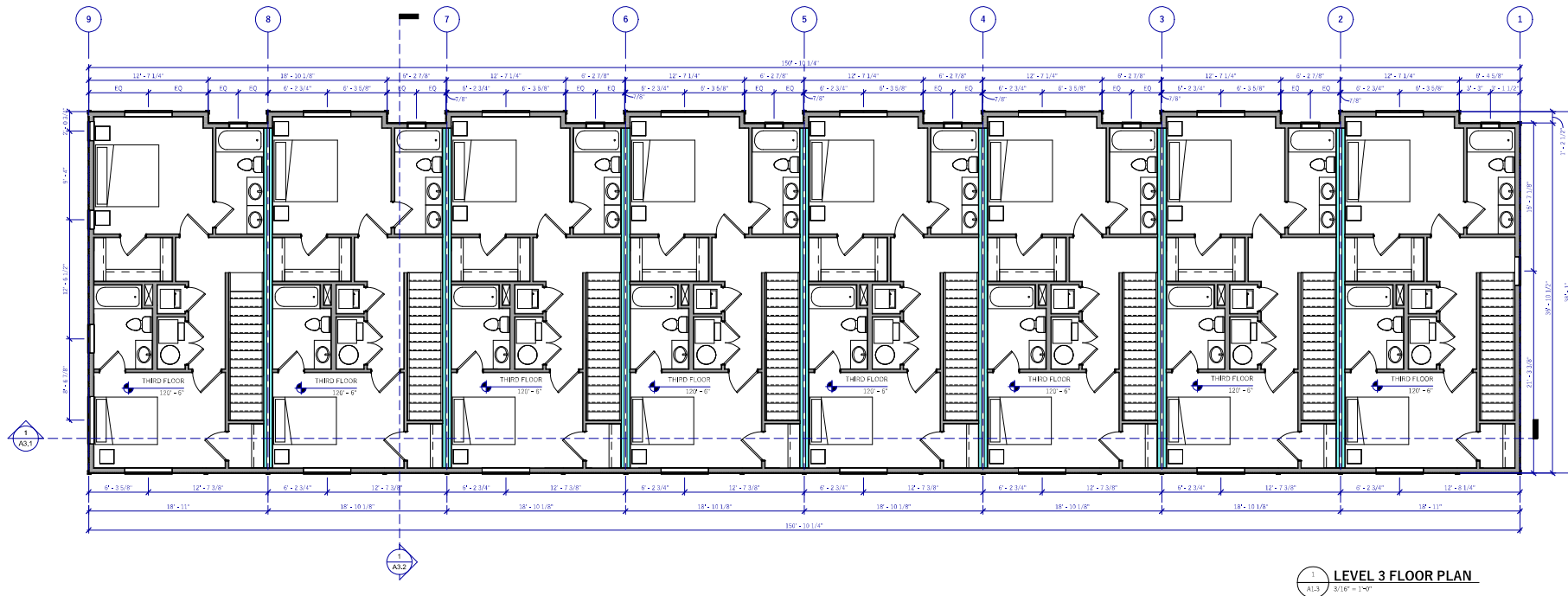
A1.2

JZW
ARCHITECTS

GENERAL NOTES - FLOOR PLAN

- A SEE PROJECT GENERAL NOTES FOR ADDITIONAL REQUIREMENTS
- B DIMENSIONS TO DOORS AND WINDOWS ARE TO CENTER OF FRAMED OPENING UNLESS NOTED OTHERWISE
- C SEE STRUCTURAL DRAWINGS AND CALCULATIONS FOR ALL STRUCTURAL REQUIREMENTS INCLUDING FOUNDATION WALL SPECIFICATIONS AND SHEARWALL AND HOLDOWN REQUIREMENTS
- D REFER TO ENLARGED PLANS AND UNIT PLANS FOR REMAINING DIMENSIONS
- E EXTERIOR GRID LINES AND DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING. SEE ARCHITECTURAL AND STRUCTURAL DETAILS FOR FOUNDATION LOCATION

KEYED NOTES



CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH 84010

ISSUED:
JUNE 16, 2024
REVISIONS:
NO. DATE DESCRIPTION

STAMP

PROJECT NUMBER:
25123

OVERALL
THIRD FLOOR
PLAN

A1.3



GENERAL NOTES - ELEVATIONS

- A. SEE GENERAL NOTES FOR ADDITIONAL REQUIREMENTS.
- B. COORDINATE WINDOW HEIGHTS WITH WINDOW SCHEDULE.
- C. SEE ROOF PLAN FOR ALL ROOF SLOPES.

KEYED NOTES

- 1. RED BRICK
- 2. WHITE SIDING
- 3. WOOD LOOK SIDING
- 4. WOOD TASCA COLOR: DARK SLATE
- 5. BLACK VINYL TRIM



1 WEST ELEVATION
A2.1 1/8" = 1'-0"



2 EAST ELEVATION
A2.1 1/8" = 1'-0"

CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH 84010

ISSUED:
JUNE 16, 2024

REVISIONS:
NO. DATE DESCRIPTION

STAMP

PROJECT NUMBER:
25123

ELEVATIONS

A2.1

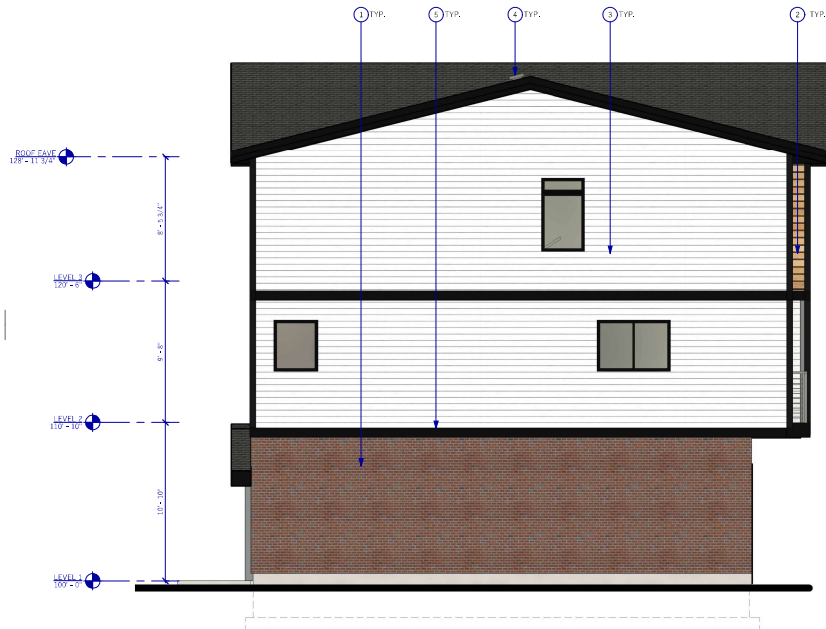
JZW
ARCHITECTS

GENERAL NOTES - ELEVATIONS

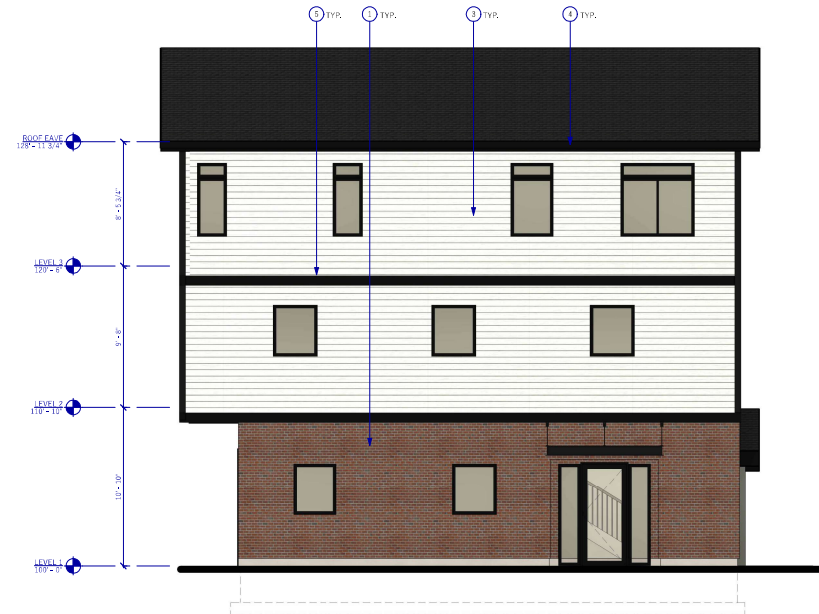
- A. SEE GENERAL NOTES FOR ADDITIONAL REQUIREMENTS.
- B. COORDINATE WINDOW HEIGHTS WITH WINDOW SCHEDULE.
- C. SEE ROOF PLAN FOR ALL ROOF SLOPES.

KEYED NOTES

- 1. RED BRICK
- 2. WOOD LOOK SIDING
- 3. WHITE SIDING
- 4. WOOD TASSEL COLOR: DARK SLATE
- 5. BLACK VINYL TRIM



2 NORTH ELEVATION
A2.2



3 SOUTH ELEVATION
A2.2

CENTER STREET LOFTS
92 WEST CENTER ST.
BOUNTIFUL, UTAH 84010

ISSUED:
JUNE 16, 2024

REVISIONS:
NO. DATE DESCRIPTION
2 7/9/2026 CITY COMMENTS #2

STAMP

PROJECT NUMBER:
25123

ELEVATIONS

A2.2

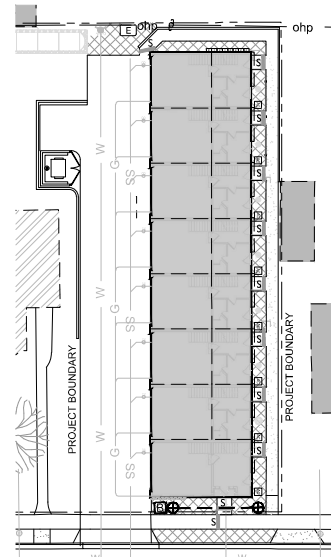
JZW
ARCHITECTS

IRRIGATION GENERAL NOTES

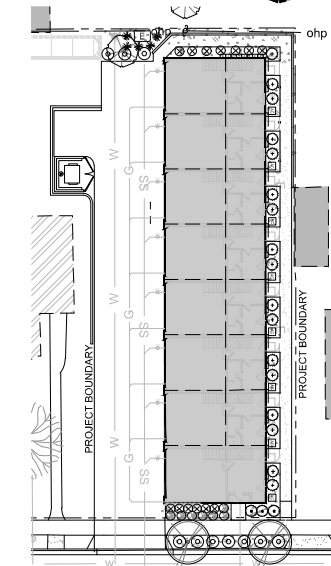
1. Base drawings for irrigation design have been provided by others.
2. Irrigation design based on schematic layout of turf/shrub areas, along with schematic depiction of buildings. Any major deviation in building design and/or turf/shrub areas may require re-design of irrigation system.
3. Exact locations of major irrigation components to be approved by the Owner's Representative in the field prior to installation.
4. Contact the local underground utility services for utility location and identification.
5. Perform excavation in the vicinity of underground utilities with care and if necessary, by hand. The Contractor bears full responsibility for this work and disruption or damage to utilities shall be repaired immediately at no expense to the Owner.
6. Irrigation main line and/or other components are shown schematically in landscapes for graphic clarity only. All irrigation components shall be located in landscaped areas.
7. Place remote control valves in logical groupings as field conditions permit. All remote control valves and quick-coupler valves shall be isolated from the main line via an isolation valve as shown in details.
8. Sprinklers are placed at various percentages of manufacturer's published radius, see Irrigation table for specific spacing. Spray heads typically shown at 90% of manufacturer's published coverage radius. Rotor heads typically shown at 90% of manufacturer's published 90% coverage radius.
9. Not all sleeving necessary to complete this project is shown on plan. Portions of irrigation sleeving may have been previously installed by others. Coordinate location and usage with Owner's Representative.
10. POC's and Main line are designed for one zone to be operated at a time, per POC & Controller.

LANDSCAPE GENERAL NOTES

1. Do not commence planting operation until rough grading has been completed.
2. All plants shall bear the same relationship to finished grade as the original grade before digging.
3. Pre-emergent herbicide shall be used prior to mulch placement.
4. All plant materials shall conform to the minimum guidelines established by the American Standard for Nursery Stock, published by the American Nursery Association, Inc.
5. All plants to be balled and burlapped or container grown, unless otherwise noted on the plant list.
6. The contractor shall supply all plant material in quantities sufficient to complete the planting shown on the drawings.
7. Any proposed substitutions of plant species shall be made with plants of equivalent overall form, height, branching habit, flower, leaf color, fruit and culture only as approved by the Project Representative.
8. The Contractor shall locate and verify all existing utility lines prior to planting and shall report any conflicts to the Project Representative.
9. All turf areas shall receive four inches (4") of topsoil prior to planting. All shrub, groundcover, and perennial beds shall receive four inches (4") of topsoil prior to planting.
10. Submit topsoil report prepared by a qualified soil testing laboratory prior to soil placement. Topsoil shall meet the following mechanical analysis:
Sand (0.05 - 2.0 mm Dia) 20 - 70%
Clay (0.002 - 0.05 mm Dia) 20 - 70%
The max. retained on a #10 sieve will be 15 percent, the topsoil shall meet the following analysis criteria:
pH Range of 5.5 to 8.2, a min. of 4% and max. of 8% organic matter content and free of stones 4" or larger. Soluble salts <2 dS/m or mmol/cm and sodium absorption ratio (sar) <6.



CENTER STREET



CENTER STREET



IRRIGATION SCHEDULE

SYM. MODEL

⊗	Drip Emitter - Rainbird Xer-Bug XB-20PC w/ PC-DIFF-PPL Diffuser Cap - 4' / Tree, 2/Shrub
⊕	Drip Control Zone - Rainbird XCZ-100-PRBCOM
⊙	Quick Coupling Valve Assembly
⊗	Stop and Waste - 1"
⊕	Controller - Rainbird ESP-BLXME Controller - 8 Stations
⊗	Backflow Preventer - 1"
---	Lateral Pipe - Schedule 40 PVC
---	1" Sch 40 PVC Mainline
---	Irrigation Sleeving (See Plan)
⊕	Valve #
⊕	GPM
⊕	Valve Size

IRRIGATION PIPE SIZING SCHEDULE

Distance - valve to end of lateral	0 - 160 FT.	160 - 200 FT.	200 - 250 FT.	250 - 300 FT.	300 - 350 FT.
3/4" SCH. 40 PVC PIPE	0 - 8 GPM	0 - 5 GPM	0 - 4 GPM	0 - 4 GPM	0 - 3 GPM
1" SCH. 40 PVC PIPE	8 - 12 GPM	5 - 10 GPM	4 - 9 GPM	4 - 8 GPM	3 - 7 GPM
1-1/4" SCH. 40 PVC PIPE	12 - 22 GPM	10 - 18 GPM	9 - 18 GPM	8 - 16 GPM	7 - 14 GPM
1-1/2" SCH. 40 PVC PIPE	22 - 30 GPM	22 - 30 GPM	18 - 26 GPM	16 - 24 GPM	14 - 22 GPM
2" SCH. 40 PVC PIPE	30 - 50 GPM	30 - 50 GPM	26 - 50 GPM	24 - 45 GPM	22 - 40 GPM
2-1/2" SCH. 40 PVC PIPE	50 - 70 GPM	50 - 70 GPM	50 - 70 GPM	45 - 70 GPM	40 - 65 GPM
3" SCH. 40 PVC PIPE	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM	70 - 110 GPM

LANDSCAPE SCHEDULE

Qty.	Botanical Name	Common Name	Size
TREES			
2	<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	2" Cal.
2	<i>Zelkova serrata</i> 'Mushashino'	Mushashino Zelkova	2" Cal.
SHRUBS			
3	<i>Prunus laurocerasus</i> 'Otto Luyken'	Otto Luykens Laurel	5 Gal.
13	<i>Rhamnus frangula</i> 'Fine Line'	Fine Line Buckthorn	2 Gal.
10	<i>Rhus aromatica</i> 'Gro Low'	Gro Low Sumac	2 Gal.
17	<i>Taxus baccata</i> 'Repandens'	Dwarf English Yew	2 Gal.
ORNAMENTAL GRASSES			
5	<i>Calamagrostis x acutifolia</i> 'Karl Foerster'	Karl Foerster Feather Grass	1 Gal.
7	<i>Pennisetum alopecuroides</i> 'Hameln'	Fountain Grass	1 Gal.
MULCH			
1,260 S.F.	Decorative Rock Mulch, Crushed, 1" - 2"		3" Depth



LANDSCAPE ARCHITECTURE
& LAND PLANNING

1375 E. PERRY'S HOLLOW ROAD
SALT LAKE CITY, UTAH 84115
PH/TEXT: 801.554.6146
SCOTT@STBDESIGNLLC.COM



ISSUE DESCRIPTION DATE
3.12.2026

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CENTER STREET LOFTS
92 WEST CENTER STREET
BOUNTIFUL, UTAH

LANDSCAPE /
IRRIGATION
PLAN

L101

PLANNING COMMISSION STAFF REPORT



SUBJECT: Land Use Code Text Amendment – Planning Commission
Provisions and Rules of Order and Procedure
AUTHOR: Francisco Astorga, AICP, Planning Director
DATE: September 1, 2026

Background

During the 2026 General Session, the Utah Legislature adopted S.B. 284, *Local Land and Water Modifications*, which amended Utah Code §10-20-301 regarding municipal planning commissions. Effective May 6, 2026, the amendments established additional requirements for municipal Planning Commission ordinances, including provisions regarding removal authority and causes for removal, protected deliberations, and Commissioner recusal. Bountiful City Code §14-2-103 substantially addresses the organizational and procedural requirements applicable to the Planning Commission; however, amendments are necessary to address these new State requirements and clarify several existing provisions.

The Planning Commission reviewed the State requirements, Bountiful City Code §14-2-103, and the existing Planning Commission Rules of Order and Procedure during its August 18, 2026 work session. The existing Rules were approved by the City Council on March 17, 2020^{**,**} and have not been comprehensively updated since that time. Following the Commission's discussion and direction, Staff prepared the proposed Land Use Code amendment for consideration at this public hearing and a rewritten 2026 Rules of Order and Procedure for Commission review and recommendation to the City Council.

The proposed Rules of Order and Procedure provide clearer procedures for Commission leadership, meeting administration, presentations, public hearings, deliberations, motions, voting, recusals, continuances, meeting excursions and site visits, decorum, meeting records, attendance and training, work sessions, the Director's Report, procedural questions, and Staff participation.

Analysis

I. Planning Commission Code

Bountiful City Code §14-2-103 currently establishes a seven-member Planning Commission and addresses membership, appointments, terms, vacancies, organization, procedures, authority, and duties. The existing Code substantially addresses the organizational requirements of State law; however, 2026 State Code changes added requirements regarding removal and recusal that are not fully addressed by the existing ordinance. The proposed amendment makes targeted changes to address these requirements while retaining the Commission's existing structure and authority.

The proposed amendment retains four-year staggered terms but clarifies that a member may be appointed for a term of less than four (4) years when necessary to maintain staggered terms. The amendment also revises the existing removal provision to identify the causes for removal required by State law, including certain ethics violations and conduct intended to improperly influence a pending land use matter. Consistent with State law, deliberation regarding a specific

pending land use application during a Planning Commission meeting with City Staff, an elected official, or the applicant would not constitute cause for removal.

The proposed amendment also establishes a recusal standard. A Planning Commission member would be required to recuse from deliberating or voting on a land use application when the member has a conflict of interest or when participation would create actual impermissible bias or an unacceptable risk of impermissible bias. The amendment also updates the existing reference to the Utah Open and Public Meetings Act and clarifies that the Planning Commission conducts its public meetings in accordance with Rules of Order and Procedure adopted by the City Council.

II. Rules of Order and Procedure

Staff proposes replacing the 2020 Planning Commission Rules of Order and Procedure with an updated 2026 version. The proposed Rules retain the general purpose of the existing document while providing a clearer and more practical framework for conducting Planning Commission meetings. The proposed Rules address officer selection, meeting administration, Staff and applicant participation, public hearings, deliberations, motions, voting, recusals, continuances, meeting excursions and site visits, decorum, minutes and meeting records, attendance and training, work sessions, the Director's Report, and procedural questions.

The proposed Rules clarify the annual process for selecting the Chair and Vice-Chair and establish a process for selecting a Chair Pro Tem when necessary. They also provide a general procedure for considering agenda items, while allowing the Chair flexibility to adjust the sequence based on the nature of the item. The Rules further clarify Staff's role throughout the meeting, including providing professional input, clarifying applicable standards and procedures, and assisting the Commission with motions, findings, and conditions.

III. Commission Chair Meeting Guide

As discussed during the August 18, 2026 work session, Staff prepared a Commission Chair Meeting Guide for use at the dais. The Guide is intended for the Chair, Vice-Chair, or Chair Pro Tem when conducting a Planning Commission meeting. It provides a concise reference for common meeting procedures, including pre-meeting checks, roll call and recusals, introducing agenda items, public hearings, deliberation, motions, voting, continuances, procedural questions, and adjournment.

Staff also intends to prepare a more comprehensive Planning Commission Handbook in the near future. The Handbook will provide additional information regarding City processes, land use procedures, the different types of Planning Commission actions, and the Commission's role and responsibilities. Keeping the Handbook separate allows the Rules of Order and Procedure to remain focused on meeting procedures while the Handbook serves as a more detailed training and reference resource for Commissioners.

Department Review

This staff report was prepared by the Planning Director and reviewed by the City Attorney.

Significant Impacts

The proposed Land Use Code amendment will bring Bountiful City's Planning Commission provisions into compliance with current State requirements regarding removal and recusal. The updated Rules of Order and Procedure will provide clearer and more consistent procedures for conducting Planning Commission meetings. The Planning Commission Chair Meeting Guide will provide a practical at-the-dais reference for conducting meetings. Together, the Code amendment, Rules, and Meeting Guide are intended to provide a clearer and more consistent framework for Planning Commission administration and meeting procedures.

Recommendation

- Staff recommends that the Planning Commission hold the public hearing, review the proposed Land Use Code Text Amendment, and forward a positive recommendation to the City Council.
- Staff also recommends that the Planning Commission forward a positive recommendation to the City Council for the proposed 2026 Planning Commission Rules of Order and Procedure.
- Staff further recommends that the Planning Commission review and provide any comments and edits regarding the Planning Commission Chair Meeting Guide for use at future meetings.

Attachments

1. Draft Ordinance No. 2026-08 Proposed Amendment to Bountiful City Code §14-2-103
2. Utah Code §10-20-301 – Planning Commission
3. Proposed 2026 Planning Commission Rules of Order and Procedure
4. 2020 Planning Commission Rules of Order and Procedure
5. 2026 Planning Commission Chair Meeting Guide

Sample Motions

Positive Recommendation

I move that the Planning Commission forward a positive recommendation to the City Council for the proposed Land Use Code Text Amendment and the proposed 2026 Planning Commission Rules of Order and Procedure, as presented by Staff.

Positive Recommendation With Modifications

I move that the Planning Commission forward a positive recommendation to the City Council for the proposed Land Use Code Text Amendment, with the following modifications:

_____ ; and/or the proposed 2026 Planning Commission Rules of Order and Procedure, with the following modifications:

_____.

Continuation

I move that the Planning Commission continue the proposed Land Use Code Text Amendment and the proposed 2026 Planning Commission Rules of Order and Procedure to the Tuesday, _____ Planning Commission meeting for the following reasons: _____.

Negative Recommendation:

I move that the Planning Commission forward a negative recommendation to the City Council for the proposed Land Use Code Text Amendment and the proposed 2026 Planning Commission Rules of Order and Procedure, based on the following findings:



BOUNTIFUL

Bountiful City

DRAFT Ordinance No. 2026-08

MAYOR
Kate Bradshaw

CITY COUNCIL
Beth Child
Millie Segura Bahr
Dan Bell
Richard Higginson
Matt Murri

CITY MANAGER
Gary R. Hill

An Ordinance Amending Section 14-2-1103, Planning Commission, of Chapter 2, Administration and Procedures, of the Bountiful City Land Use Code, Title 14 of the Bountiful City Code.

WHEREAS, the Bountiful City Council is empowered to adopt and amend land use ordinances pursuant to Utah State law and corresponding provisions of the Bountiful City Code; and

WHEREAS, during the 2026 General Session, the Utah Legislature amended Utah Code §10-20-301 to establish additional requirements for municipal planning commission ordinances, including provisions regarding removal authority and causes for removal, protected deliberations, and Commissioner recusal; and

WHEREAS, Bountiful City Code §14-2-103 establishes the Bountiful City Planning Commission and substantially addresses the organizational and procedural requirements applicable to the Planning Commission; however, amendments are necessary to address the 2026 State Code changes and clarify certain existing provisions; and

WHEREAS, the Bountiful City Planning Commission reviewed Utah Code §10-20-301 and Bountiful City Code §14-2-103 during a work session on August 18, 2026; and

WHEREAS, after review and a public hearing regarding the proposed Land Use Code Text Amendment on September 1, 2026, the Bountiful City Planning Commission forwarded a **[positive/negative] recommendation** to the City Council; and

WHEREAS, the Bountiful City Council reviewed the proposed Land Use Code Text Amendment on _____, 2026, and finds that the proposed amendment addresses applicable State requirements and provides greater clarity regarding the organization and procedures of the Planning Commission; and

WHEREAS, the Bountiful City Council finds that adoption of the proposed Land Use Code Text Amendment is in the best interest of the health, safety, and welfare of Bountiful City and the public.

Now, Therefore, It Is Hereby Ordained By the Bountiful City Council as Follows:

Section 1. Land Use Code Amendment. Section 14-2-103, Planning Commission, of Chapter 2, Administration and Procedures, of the Bountiful City Land Use Code, Title 14 of the Bountiful

City Code, is hereby amended as shown on Exhibit A, which is attached hereto and incorporated herein by this reference.

Section 2. Effective Date. This Ordinance shall take effect upon adoption.

Adopted by the City Council of Bountiful, Utah, this ____ day of _____, 2026.

Kate Bradshaw, Mayor

ATTEST:

Sophia Ward, City Recorder

1 **Exhibit A – Proposed Amendment to Bountiful City Code §14-2-103**

2 *Deletions shown in ~~strikeout~~; additions shown in underline.*

3
4 **14-2-103 PLANNING COMMISSION**

5
6 A. Established.

7
8 A Planning Commission, consisting of seven (7) members, is hereby established
9 for Bountiful City and shall exercise the powers and duties specified by this Title
10 and State Law.

11
12 B. Appointment and Terms of Office.

- 13
14 1. Planning Commission members shall be residents of Bountiful City and
15 shall be appointed by the Mayor with the advice and consent of the City
16 Council.
- 17
18 2. The terms of Planning Commission members shall be staggered. Each
19 member shall serve for a term of four (4) years and until a successor is
20 appointed. A member may be appointed for a term of less than four (4)
21 years when necessary to maintain staggered terms.
- 22
23 3. Terms of Planning Commission members shall begin on July 1 of each
24 year.
- 25
26 4. Planning Commission members may be reappointed for successive terms.
- 27
28 5. The Mayor, with the advice and consent of the City Council, may remove a
29 member of the Planning Commission for cause. Consistent with Utah
30 Code §10-20-301, as amended, cause for removal includes:
31
- 32 a. Using public funds for a political purpose under Title 20A, Chapter
33 11, Part 12, Political Activities of Public Entities Act;
34
- 35 b. Violating a provision of Title 10, Chapter 3, Part 13, Municipal
36 Officers' and Employees' Ethics Act; or
37
- 38 c. Acting with the intent to influence a land use decision or an
39 appeal of a pending land use application in a manner that creates
40 actual impermissible bias or an unacceptable risk of
41 impermissible bias in the Planning Commission member's
42 administrative or quasi-judicial duties.
- 43
44 6. A vacancy on the Planning Commission shall be filled in the same manner
45 as the original appointment for the remainder of the unexpired term.

- 46
47 7. The Mayor shall appoint one (1) member of the City Council as a full
48 member of the Planning Commission. The City Council member shall not
49 serve as Chair, Vice-Chair, or Chair Pro Tem.

50
51 C. Organization and Procedure. The Planning Commission shall be organized and
52 conduct business as follows:

- 53
54 1. The Planning Commission shall select one (1) of its members to serve as
55 Chair and one (1) member to serve as Vice-Chair.
56
57 a. The Chair and Vice-Chair shall each serve for a term of one (1)
58 year and may be re-elected for successive terms.
59
60 b. The Vice-Chair shall perform the duties of the Chair in the absence
61 or inability of the Chair.
62
63 c. If the Chair and Vice-Chair are absent or unable to serve, the
64 Planning Commission shall select one (1) of its members to serve
65 as Chair Pro Tem.
66
67 2. The Planning Commission may recommend policies and procedures,
68 consistent with the provisions of this Title and applicable law, to govern
69 the conduct of its meetings, the processing of applications, and for any
70 other purposes considered necessary for the functioning of the Planning
71 Commission. All such policies and procedures shall be submitted to the
72 City Council for review and adoption.
73
74 3. The Planning Commission shall meet at regularly scheduled meetings and
75 at other times as determined by the Planning Commission. All meetings
76 shall be noticed and conducted in accordance with Utah Code Title 52,
77 Chapter 4, Open and Public Meetings Act, as amended. At the beginning
78 of each calendar year the Bountiful City Planning Department shall create
79 and post in its office a schedule of Planning Commission meetings and
80 application deadlines.
81
82 4. Four (4) members of the Planning Commission shall constitute a quorum.
83 Planning Commission action requires a majority of the members present
84 and voting, unless otherwise required by law.
85
86 5. A Planning Commission member shall recuse from deliberating and voting
87 on a land use application when the member has a conflict of interest or
88 when participation would create actual impermissible bias or an
89 unacceptable risk of impermissible bias.
90

- 91 6. An applicant seeking Planning Commission review or action shall submit a
92 complete application, including all required materials and fees, to the
93 Planning Department. An incomplete application shall not be scheduled
94 for Planning Commission consideration.
95
- 96 7. A complete application shall be placed on the next available Planning
97 Commission agenda. The Planning Commission, after consultation with
98 Staff, may continue an application to a subsequent meeting when
99 additional information, analysis, revisions, public notice, legal review, or
100 other information necessary to properly consider the application is
101 required.
102
- 103 8. An applicant may request that consideration of an application be
104 postponed for one (1) meeting or for up to forty-five (45) days from the
105 date of application, whichever is longer. If the application is not heard
106 within that period because of the applicant's requested postponement, the
107 application shall be deemed withdrawn and must be resubmitted for
108 further consideration. This subsection does not apply to a continuance
109 directed by the Planning Commission under Subsection C(7).
110
- 111 9. The Planning Commission shall not reconsider a final action or change a
112 recorded vote after the meeting at which the action was taken. A
113 substantially similar application that has been denied by the Planning
114 Commission shall not be considered for twelve (12) months from the date
115 of denial, unless amendments to the Land Use Code affecting the
116 proposal have become effective during that period.
117
- 118 10. Decisions of the Planning Commission shall take effect on the date of the
119 meeting or hearing where the decision is made, unless a different effective
120 date is required by law or necessary to satisfy a requirement applicable to
121 the decision. The approval of written findings shall relate back to the date
122 of the decision.
123
- 124 11. The Planning Commission shall keep written minutes of its proceedings,
125 showing the vote on each action, and shall maintain records of its official
126 actions. On behalf of the Planning Commission, Staff shall record
127 meetings, prepare the written minutes, and maintain the Commission's
128 records in accordance with applicable law.
129
- 130 a. The Planning Commission shall report, either verbally or in writing,
131 its official actions and recommendations to the City Council. Any
132 member of the Planning Commission may also make a concurring
133 or dissenting report or recommendation to the City Council.
134

135 All such records shall be available for public access in accordance with the Government
136 Records Access and Management Act, Utah Code Title 63G, Chapter 2, as amended.

- 137 D. Powers and Duties. The Planning Commission shall have all the powers and
138 duties provided by Utah State law and this Title, including, but not limited to, the
139 following:
140
- 141 1. Prepare and recommend a general plan and amendments to the general
142 plan to the City Council;
143
 - 144 2. Recommend ordinances amending the Land Use Code text or Zoning
145 Map to the City Council;
146
 - 147 3. Review and act on matters assigned to the Planning Commission by this
148 Title and State Law;
149
 - 150 4. Recommend approval or denial of subdivision applications assigned to the
151 Planning Commission by this Title;
152
 - 153 5. Advise the City Council on matters requested by the City Council;
154
 - 155 6. Hear and decide conditional use permits assigned to the Planning
156 Commission by this Title;
157
 - 158 7. Hear and decide variances from this Title in a quasi-judicial capacity as
159 the appeal authority for variance requests only, as provided by State law;
160
 - 161 8. Hear and decide other matters assigned to the Planning Commission by
162 the City Council, as permitted by State law;
163
 - 164
 - 165 9. Perform any other power or duties provided by this Title or State law
166 relating to Planning Commissions.
167
- 168 E. Appeals. Any person adversely affected by a final decision of the Planning
169 Commission may appeal the decision as set forth in Section 14-2-108. Any
170 recommendation made by the Planning Commission to another decision-making
171 body is not a final decision cannot be appealed.
- 172 F.

Effective 5/6/2026

10-20-301 Ordinance establishing planning commission required -- Ordinance requirements -- Compensation.

- (1)
- (a) Each municipality shall enact an ordinance establishing a planning commission.
 - (b) The ordinance shall:
 - (i) include the number and terms of the planning commission members and, if the municipality chooses, alternate members;
 - (ii) provide procedures for appointing a planning commission member;
 - (iii) provide procedures for filling vacancies on the planning commission;
 - (iv) provide procedures for removing a planning commission member from the planning commission and specify that:
 - (A) in a form of government described in Section 10-3b-301 or 10-3b-401, and subject to any delegation of authority under Subsection 10-3b-303(1) or 10-3b-403(1), the legislative body may remove a planning commission member; or
 - (B) in a form of government described in Section 10-3b-202, the mayor may remove a planning commission member;
 - (v) except as provided in Subsection (1)(b)(vi), describe the causes for which a planning commission member may be removed from the planning commission, which shall include:
 - (A) using public funds for a political purpose under Title 20A, Chapter 11, Part 12, Political Activities of Public Entities Act;
 - (B) violating a provision of Title 10, Chapter 3, Part 13, Municipal Officers' and Employees' Ethics Act; and
 - (C) acting with the intent to influence a land use decision or an appeal of a pending land use application in a manner that creates actual impermissible bias or an unacceptable risk of impermissible bias in the planning commission member's administrative or quasi-judicial duties;
 - (vi) provide that a planning commission member deliberating about a specific pending land use application in a planning commission meeting with municipal staff, an elected official, or the land use applicant is not cause for removing a planning commission member from the planning commission;
 - (vii) provide requirements for when a planning commission member shall recuse oneself from deliberating or voting on certain land use applications;
 - (viii) define the authority of the planning commission;
 - (ix) subject to Subsection (1)(c), include rules of order and procedure for use by the planning commission in a public meeting; and
 - (x) include other details relating to the organization and procedures of the planning commission.
 - (c) Subsection (1)(b)(ix) does not affect the planning commission's duty to comply with Title 52, Chapter 4, Open and Public Meetings Act.
- (2) The legislative body may authorize a member to receive per diem and travel expenses for meetings actually attended, in accordance with Section 11-55-103.

Amended by Chapter 166, 2026 General Session

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

PURPOSE

These Rules of Order and Procedure establish procedures for conducting meetings of the Bountiful City Planning Commission. These Rules are intended to promote orderly, efficient, fair, transparent, and consistent Planning Commission meetings and shall be applied consistent with the Bountiful City Land Use Code and applicable State law.

In the event of a conflict, the Bountiful City Land Use Code and applicable State law shall govern.

CHAIR, VICE-CHAIR, AND CHAIR PRO TEM

The Chair and Vice-Chair shall assist in the orderly conduct of Planning Commission meetings, with the Chair conducting the meeting and the Vice-Chair serving in that role when necessary.

A. Election of Chair and Vice-Chair

The election of the Chair shall generally proceed as follows:

1. Commissioners may indicate their willingness to serve as Chair;
2. The Chair shall open nominations;
3. A Commissioner may nominate a Commissioner who is willing to serve;
4. The Chair shall request any additional nominations;
5. When no additional nominations are offered, nominations shall be closed;
6. The Planning Commission may discuss the nominees; and
7. The Planning Commission shall vote. The Commissioner receiving a majority vote of the members present and voting shall be elected Chair.

The same process shall be followed for the election of the Vice-Chair.

B. Chair Pro Tem

If a Chair Pro Tem is required, the Planning Director or designee shall call the meeting to order for the limited purpose of selecting a Chair Pro Tem. The Planning Commission shall then select a Chair Pro Tem at the beginning of the meeting.

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

A Commissioner may nominate another Commissioner to serve as Chair Pro Tem. Additional nominations may be made. When there are no further nominations, the Commission shall vote on the nomination or nominations. The Commissioner receiving a majority vote of the members present and voting shall serve as Chair Pro Tem for the meeting.

Upon selection of the Chair Pro Tem, the Planning Director or designee shall turn the meeting over to the Chair Pro Tem, who shall conduct the remainder of the meeting.

C. Reference to Chair

For purposes of these Rules, the Chair, Vice-Chair, or Chair Pro Tem conducting the meeting shall be referred to as the “Chair.”

BEFORE THE MEETING

Before calling the meeting to order, the Chair should:

1. Confirm with Staff that the meeting is being recorded;
2. Confirm with Staff that a quorum is present;
3. Ask the Planning Commission whether any member has a known recusal to disclose at the beginning of the meeting; and
4. Confirm with Staff whether any known procedural, noticing, or other matters should be addressed before the meeting begins.

Staff shall advise the Chair and Planning Commission regarding any of these matters as necessary.

CALL TO ORDER, ROLL CALL, AND DISCLOSURE OF RECUSALS

A. Call to Order

The Chair shall call the meeting to order at the time and place identified in the public notice.

B. Roll Call

At the beginning of each meeting, the Chair shall conduct a roll call. Each person shall state their full name for the record in the following order:

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

1. Planning Commission members; and
2. Staff present at the meeting.

The roll call is intended to establish attendance and assist in maintaining an accurate meeting record, including identification of speakers on the meeting recording.

C. Disclosure of Recusals

Following roll call, the Chair shall ask whether any Planning Commission member has a known recusal for an item on the agenda.

A Commissioner with a known recusal shall identify the agenda item from which the Commissioner will recuse. The disclosure shall be reflected in the meeting record.

The following language may be used:

Chair: “Are there any recusals that need to be disclosed for tonight's agenda?”

Commissioner: “Yes. I will be recusing myself from Item 5 because I have a personal relationship with the applicant that prevents me from considering the matter impartially.”

D. Recusal of the Chair

If the Chair recuses from an agenda item, the Vice-Chair shall conduct the meeting for that item. If the Vice-Chair is unavailable or also recuses from the item, a Chair Pro Tem shall be selected in accordance with these Rules to conduct the meeting for that item. Upon completion of the item, the regularly presiding Chair shall resume conducting the meeting.

GENERAL ORDER OF BUSINESS

Unless otherwise determined by the Chair or Planning Commission, meetings should generally proceed according to the published agenda.

For each agenda item, the general sequence should be:

1. The Chair introduces the agenda item;
2. Staff presentation;
3. Planning Commission questions to Staff;
4. Applicant presentation, when applicable;
5. Planning Commission questions to the applicant, when applicable;

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

6. Planning Commission discussion and deliberation, when appropriate;
7. Public hearing, when required;
8. Applicant or Staff response and additional questions or clarification, as necessary;
9. Planning Commission discussion and deliberation;
10. Motion;
11. Discussion of the motion; and
12. Vote.

The Chair may adjust the sequence when necessary for the orderly and efficient conduct of the meeting, provided that all legally required procedures are followed.

Planning Commission members may ask questions of Staff throughout consideration of an agenda item when necessary to obtain clarification or information.

To minimize unnecessary interruptions during Planning Commission discussion and deliberation, the Chair should periodically check with Staff, as appropriate, to determine whether Staff has additional information or clarification that would assist the Commission. Staff may assist with procedural matters, applicable legal or regulatory frameworks, the scope of the Commission's authority, applicable standards, or other matters relevant to the Commission's consideration of the item.

PRESENTATIONS AND QUESTIONS

A. Staff Presentation

Staff shall present the matter to the Planning Commission and may provide professional input, identify applicable standards and procedures, respond to questions, and assist the Commission in understanding the matter before it.

Staff presentations may include digital presentations, physical displays, maps, plans, photographs, exhibits, or other materials appropriate to the matter under consideration.

B. Optional Applicant Participation

An applicant or the applicant's representative may respond to questions or provide information when recognized by the Chair. The Chair may permit a brief applicant presentation when the Chair determines that the presentation would assist the Planning

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

Commission in its consideration of the matter. The Chair may establish reasonable time limits based on the nature and complexity of the matter.

C. Planning Commission Questions

Planning Commission members may ask questions of Staff, the applicant, consultants, or other persons recognized by the Chair.

Questions should relate to the matter under consideration and be directed through the Chair when appropriate.

PUBLIC HEARINGS

A. Opening the Public Hearing

When a public hearing is required, the Chair shall clearly announce the opening of the public hearing.

The Chair may use substantially the following language:

“I will now open the public hearing. If you would like to comment, please come forward and state your name for the record. Please address your comments to the Planning Commission. The public hearing is an opportunity for the Commission to receive public comment and is not intended to be a question-and-answer session.”

B. Public Comment

Persons recognized by the Chair at the podium may provide comments regarding the matter under consideration.

Comments shall be addressed to the Planning Commission rather than Staff, the applicant, or other members of the public.

The Chair may establish reasonable and consistent time limits for individual comments when necessary for the orderly conduct of the public hearing.

C. For-and-Against Format

When appropriate, the Planning Commission may use a for-and-against format to organize public comment. The Chair shall provide a reasonable opportunity for all viewpoints to be heard.

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

D. Questions Raised During Public Comment

The public hearing is intended to receive public comment and is not a question-and-answer session. If a question is raised or additional information appears necessary, the Planning Commission may note the matter for follow-up. Staff, the applicant, or another appropriate person may be asked to respond, preferably after the public hearing has been closed.

Nothing in this subsection prevents a Commissioner from asking a brief clarifying question of a speaker when necessary to understand the speaker's comment.

E. Closing the Public Hearing

When public comment is complete, the Chair shall announce that the public hearing is closed.

After the public hearing is closed, additional public comment shall not be received unless the Chair reopens the public hearing.

F. Reopening a Public Hearing

The Chair may reopen a public hearing before final action when additional public comment would assist the Planning Commission in its consideration of the matter. The Chair shall clearly announce that the public hearing has been reopened and may identify the purpose or scope of the additional public comment when appropriate.

After receiving the additional public comment, the Chair shall again close the public hearing before the Planning Commission proceeds to final deliberation and action.

DELIBERATION

Planning Commission deliberation may occur at appropriate times during consideration of an agenda item, including before and after a public hearing when applicable.

Deliberation should focus on the matter before the Commission, applicable standards, information in the record, Staff analysis, public comment, and other considerations appropriate to the type of action being considered.

Planning Commission members may ask Staff, the applicant, or other appropriate persons for additional factual, technical, procedural, or legal information necessary to assist in their deliberation.

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

The Chair shall facilitate deliberation and provide each Commissioner a reasonable opportunity to participate.

STAFF PARTICIPATION

Staff serves as a professional resource to the Planning Commission throughout the meeting. Staff may provide professional input, clarify applicable standards, procedures, or the Commission's authority, respond to questions, and assist with motions, findings, conditions, or other actions.

The Chair may involve Staff at any point during consideration of an agenda item, including during deliberation.

MOTIONS

A. Making a Motion

After sufficient consideration and deliberation, any Planning Commission member recognized by the Chair may make a motion. A motion should clearly state the proposed action. When findings, conditions, or modifications are appropriate, they should be included in the motion or clearly incorporated by reference.

B. Second

A motion shall require a second before consideration by the Planning Commission. If a motion does not receive a second, the motion fails for lack of a second and no vote is required.

C. Discussion of a Motion

After a motion has been made and seconded, the Chair shall provide an opportunity for discussion before calling for a vote.

D. Amendments to a Motion

A Planning Commission member may move to amend a pending motion. An amendment shall require a second and shall be decided before the underlying motion. If an amendment is approved, the Planning Commission shall then consider the underlying motion as amended.

E. Withdrawal of a Motion

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

Before a vote is taken, the maker of a motion may withdraw the motion. If the motion has been seconded, the Commissioner who seconded the motion shall consent to the withdrawal.

F. Assistance and Clarification of Motions

A Commission member may request assistance from Staff in formulating or clarifying a motion, including applicable findings, conditions, or modifications.

Staff may also request an opportunity, before the vote, to clarify the motion or confirm that the proposed action, findings, conditions, or modifications are within the scope of the Planning Commission's authority and are sufficiently clear for the meeting record.

VOTING

After a motion has been made, seconded, and sufficiently discussed, the Chair shall call for a vote. Each Planning Commission member participating in the matter shall vote unless the member has recused from the matter as provided in Section XII.

The vote of each member shall be reflected in the meeting record, and the Chair shall announce whether the motion passed or failed. Planning Commission action requires the vote required by the Bountiful City Land Use Code or applicable State law.

A tie vote, including a 3–3 or 2–2 vote, fails for lack of a majority.

RECUSAL

A Planning Commission member shall recuse from deliberation and voting when required by the Bountiful City Land Use Code or applicable State law.

A member who recuses shall identify the applicable agenda item for the record and leave the meeting room for the entire consideration of the item without participating in the presentation, questions, public hearing, deliberation, motion, or vote.

Each Planning Commission member is responsible for determining whether recusal is required.

CONTINUANCES

The Planning Commission may continue a matter to a subsequent meeting in accordance with the Bountiful City Land Use Code.

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

Before doing so, the Commission should consult with Staff regarding notice requirements, deadlines, and any additional information or review needed. A motion to continue shall identify the meeting date and reason for the continuance.

When additional information or revisions are requested, the Commission should provide clear direction to Staff and the applicant.

MEETING EXCURSIONS AND SITE VISITS

When appropriate, the Planning Commission may conduct a meeting excursion, site visit, or field review to observe conditions relevant to a matter before the Commission. Such meetings shall comply with applicable public meeting and notice requirements and shall be open to the public.

No official deliberations or Planning Commission action shall take place during a meeting excursion, site visit, or field review.

Staff shall coordinate the meeting excursion, site visit, or field review and provide information regarding public attendance and applicable procedures.

MEETING DECORUM

The Chair is responsible for maintaining order during the meeting. Planning Commission members, Staff, applicants, and members of the public shall conduct themselves in a respectful and orderly manner.

The Chair may recognize speakers, keep comments relevant, establish reasonable and consistent time limits, address interruptions or disruptive conduct, call a brief recess, and take other reasonable actions necessary to maintain an orderly meeting.

When necessary to maintain order or safety, the Chair may request that the Bountiful City Police Department be present at the meeting or request law enforcement assistance during the meeting.

Nothing in these Rules shall be applied in a manner that unlawfully restricts public participation or expression.

MINUTES AND OFFICIAL MEETING RECORD

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

Staff shall prepare the minutes and maintain the official meeting record on behalf of the Planning Commission as provided by the Bountiful City Land Use Code and applicable State law.

Draft minutes shall be presented to the Planning Commission for review and approval.

A Commissioner may propose a correction to the draft minutes when the Commissioner believes the minutes do not accurately reflect the proceedings or action taken.

Approval of the minutes does not constitute reconsideration of an action previously taken by the Planning Commission.

The meeting record may include the approved minutes, meeting recording, agenda, Staff reports, applications, exhibits, materials presented or accepted during the meeting, and other documents maintained as part of the official record.

ATTENDANCE AND TRAINING

Planning Commission members are expected to regularly attend Planning Commission meetings and work sessions.

A Commissioner who knows that they will be unable to attend a meeting is expected to notify the Planning Director before the meeting. The Planning Commission recognizes that emergencies and other unforeseen circumstances may make advance notice impracticable.

The Planning Department shall maintain a record of Commissioner attendance. Attendance shall also be reflected in the minutes of each Planning Commission meeting or work session.

Planning Commission members shall complete training required by State law. Staff shall provide information regarding required training and maintain appropriate training records.

WORK SESSIONS

The Planning Commission may hold work sessions for education, training, discussion, and preliminary review of matters within its authority.

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

Work sessions are particularly appropriate before formal consideration of significant legislative matters and following material changes to State law or the Bountiful City Land Use Code.

Unless otherwise permitted by law and identified on the agenda for action, a work session is intended for discussion and direction and not for final Planning Commission action.

Work sessions shall be conducted in accordance with applicable public meeting requirements.

DIRECTOR'S REPORT

The Planning Director or designee may provide a Director's Report to update the Planning Commission regarding matters relevant to the Commission's responsibilities, including upcoming agenda items, City Council actions, legislative or Land Use Code changes, training opportunities, planning projects, and administrative matters.

The Director's Report is informational and does not substitute for formal consideration of a matter requiring public notice, a public hearing, or Planning Commission action.

PROCEDURAL QUESTIONS

Questions concerning meeting procedure should be directed to the Chair.

The Chair may consult with Staff or legal counsel regarding a procedural question before making a determination.

When these Rules do not address a particular procedural matter, the Chair shall determine the procedure to be followed, subject to direction by the Planning Commission, the Bountiful City Land Use Code, and applicable law.

The Planning Commission should favor procedures that allow fair and orderly consideration of the matter without unnecessary procedural formality.

ADOPTION AND AMENDMENT

The Planning Commission shall review these Rules at least annually to determine whether amendments are necessary or appropriate. Staff may recommend amendments at any

ATTACHMENT 3 — PROPOSED 2026 PLANNING COMMISSION RULES OF ORDER AND PROCEDURE

time based on changes in State law, the Bountiful City Land Use Code, Planning Commission practices, or other procedural needs.

Upon adoption, these Rules supersede the Planning Commission Rules of Order and Procedure approved by the Bountiful City Council on March 17, 2020.

Recommended by the Bountiful City Planning Commission: _____, 2026

Adopted by the Bountiful City Council: _____, 2026

Planning Commission Procedures for Conducting Business March 17, 2020

Commencing and Adjourning a Meeting

1. The Chairperson or designee, upon determining a quorum is present, shall open the meeting.
2. The Chairperson or designee, upon determining there is no further business to conduct, shall adjourn the meeting.

Agenda Items

1. The Chairperson, in consultation with the Planning Director or designee, may modify posted agenda items as deemed necessary to provide a more orderly flow to the meetings.
2. A sample order for agenda items may include the following:
 - a. Staff presentation
 - b. Questions/comments of Commission Members to Staff
 - c. Applicant presentation (length may be limited by Chairperson)
 - d. Questions/comments of Commission Members to Applicant
 - e. Public Hearing (when applicable)
 - f. Applicant closing comments
 - g. Staff closing comments
 - h. Commission discussion, deliberation, comments, and additional questions directed to Staff, the Applicant, or anyone present demonstrating expertise on the subject matter at the discretion of the Chairperson.
 - i. Commission action or motion which may include:
 1. Approval or Forward Positive Recommendation to City Council (may include adding and/or modifying conditions of approval)
 2. Denial or Forward Negative Recommendation to City Council (may include adding and/or modifying findings of fact relating to the denial or negative recommendation)
 3. Continue (table) the item if Commission finds it needs additional information to make a decision
 - j. Discussion to the action or motion
 - k. Voting by Commission Members

Public Hearings

Public Hearings will be held when required by State Law and/or City Code. The Chairperson, or designee, shall request those wishing to address the Commission in a Public Hearing to stand (if possible), state their name and address prior to addressing the Commission. The Chairperson, or designee, has discretion to determine the time permitted for the public to speak in favor or in opposition and may limit the number of speakers in favor or in opposition, so long as there are equal numbers representing each view.

From time to time during a Public Hearing the public will ask repeated questions to the Planning Commission and/or Staff. Public Hearings are not intended to serve as question and answer periods or to discuss items outside the scope of the hearing. Using prudence, applicability, and sound judgement, the Commission during their

deliberation time, may answer applicable questions, and/or request to have Staff answer questions. Staff should always address the Commission and not the public.

Temporary Chairperson

In the case where both the Chairperson and Vice-Chair are absent in the same meeting, the Commission shall elect a temporary Chairperson for that specific meeting at the beginning of the meeting.

ATTACHMENT 5 BOUNTIFUL CITY PLANNING COMMISSION

2026 CHAIR MEETING GUIDE - At-the-Dais Reference

BEFORE THE MEETING

Confirm with Staff:

- Is the meeting recording?
- Is there a quorum?
- Are there any known recusals?
- Are there any procedural or noticing issues?

CALL TO ORDER

“Good evening and welcome to the Bountiful City Planning Commission meeting for **[date]**. I will now call the meeting to order.”

ROLL CALL

“We will begin with roll call. Please state your full name for the record, beginning with the Planning Commission and then Staff.”

RECUSALS

“Are there any recusals that need to be disclosed for tonight’s agenda?”

Example response:

“Yes. I will be recusing myself from Item 5 because my personal relationship with the applicant could affect my ability to consider the matter impartially.”

If the Chair is recused, the Vice-Chair conducts that item. If necessary, select a Chair Pro Tem.

INTRODUCING AN AGENDA ITEM

“We will now move to Item **[number]**, **[item title]**. Staff, please proceed.”

After the Staff presentation:

“Commissioners, are there any questions for Staff?”

ATTACHMENT 5 BOUNTIFUL CITY PLANNING COMMISSION

2026 CHAIR MEETING GUIDE - At-the-Dais Reference

If there is an applicant presentation:

“Would the applicant or applicant’s representative like to provide a presentation?”

PUBLIC HEARING

Open

“I will now open the public hearing. If you would like to comment, please come forward when recognized, sign in at the podium, and state your name for the record. Please address your comments to the Planning Commission. The public hearing is an opportunity for the Commission to receive public comment and is not intended to be a question-and-answer session.”

Close

“Seeing no additional comments, I will close the public hearing and bring the item back to the Planning Commission.”

Reopen, if needed

“I will now reopen the public hearing to receive additional public comment regarding [issue].”

DURING DELIBERATION

Periodically check with Staff:

“Staff, is there anything the Commission should consider or clarify before we continue?”

When discussion appears complete:

“Is the Commission ready for a motion?”

MOTIONS

After a motion:

“Do I have a second?”

After a second:

ATTACHMENT 5 BOUNTIFUL CITY PLANNING COMMISSION

2026 CHAIR MEETING GUIDE - At-the-Dais Reference

“I have a motion by Commissioner **[name]** and a second by Commissioner **[name]**. Is there any discussion on the motion?”

Before a complicated vote:

“Staff, would you please confirm or restate the motion for the Commission and the record?”

VOTING

“All those in favor?”

“Any opposed?”

Then:

“The motion passes **[vote]**.”

or

“The motion fails **[vote]**.”

A tie vote means the motion fails.

CONTINUANCE

“Is there a motion to continue the item?”

A good motion should identify **the meeting date and the reason for the continuance**.

Before moving on:

“Staff, do you have sufficient direction from the Commission?”

PROCEDURAL QUESTION

“Before we proceed, I am going to ask Staff for clarification.”

If necessary:

“I am going to call a brief five-minute recess so we can address this procedural issue.”

ATTACHMENT 5 BOUNTIFUL CITY PLANNING COMMISSION

2026 CHAIR MEETING GUIDE - At-the-Dais Reference

ADJOURNMENT

“If there is no further business, the Bountiful City Planning Commission meeting is adjourned.”

DRAFT

PLANNING COMMISSION MEETING PROCEDURE FLOWCHART

TYPICAL AGENDA ITEM



THREE REMINDERS



QUESTIONS

Commissioners may ask Staff questions throughout the item.



STAFF CHECK-IN

The Chair should periodically ask Staff whether clarification or additional information is needed.



FLEXIBILITY

The Chair may adjust the sequence when appropriate, subject to the Land Use Code, State law, and required procedures.

PLANNING COMMISSION STAFF REPORT



SUBJECT: Land Use Code Text Amendment – General Plan
Implementation – Phase 1, Part 1: Land Use Definitions
AUTHOR: Francisco Astorga, AICP, Planning Director
DATE: September 1, 2026

Background

The Bountiful by Design General Plan establishes the City’s long-term vision for growth and development. As part of General Plan implementation, Staff is reviewing the Land Use Code in three parts: land use definitions, zoning use tables, and parking uses. On July 21, 2026, the Planning Commission reviewed these areas and identified inconsistencies within the existing Code. At the [August 18, 2026 work session](#), the Commission discussed opportunities to clarify, consolidate, and update land use definitions and identified areas requiring further review against the zoning use tables and State law.

Analysis

Staff needs additional time to complete the proposed amendments and supporting materials. Staff proposes returning the item to the Planning Commission on September 15, 2026, following continuation of the public hearing.

Department Review

This staff report was prepared by the Planning Director. No additional department review is necessary for the requested continuance.

Significant Impacts

The continuance will provide Staff additional time to complete the proposed amendments.

Recommendation

Staff recommends that the Planning Commission continue the Land Use Code Text Amendment – General Plan Implementation – Phase 1, Part 1: Land Use Definitions, including the noticed public hearing, to the September 15, 2026, Planning Commission meeting.

Attachments

None.

Sample Motion: *I move that the Planning Commission continue the Land Use Code Text Amendment – General Plan Implementation – Phase 1, Part 1: Land Use Definitions, including the public hearing, to the September 15, 2026 Planning Commission meeting.*

PLANNING COMMISSION STAFF REPORT



SUBJECT: Land Use Code Text Amendment – Detached Accessory Dwelling Units
AUTHOR: Francisco Astorga, AICP, Planning Director
DATE: September 1, 2026

Background

During the 2026 General Session, the Utah Legislature adopted S.B. 284, which established new requirements for municipal regulation of detached accessory dwelling units (ADUs). The requirements are codified in Utah Code §10-21-304 and become effective October 1, 2026. Among other changes, State law requires Bountiful to permit detached ADUs on qualifying properties and prohibits requiring a conditional use permit for a detached ADU in a primarily residential zone.

The Planning Commission reviewed these State requirements, and Bountiful's existing detached ADU and accessory structure regulations during its August 18, 2026, work session. The discussion focused primarily on retaining the City's existing 8,000-square-foot minimum lot size and addressing how detached ADUs may utilize the reduced setbacks currently available to accessory structures. Following the Commission's discussion and direction, Staff prepared the proposed Land Use Code amendments for consideration at this public hearing.

The proposed amendments establish detached ADUs as permitted uses, retain existing Bountiful standards where permitted by State law, update applicable definitions and approval procedures, and establish objective setback standards intended to address privacy considerations for adjoining properties.

Analysis

I. State Law and Approval Process

State law requires municipalities to permit detached ADUs on qualifying lots or parcels of at least 11,000 square feet but expressly allows detached ADUs on smaller lots, allowing Bountiful to retain its existing 8,000-square-foot minimum. The City may also continue regulating structure size, dimensions, height, lot coverage, and setbacks. State law requires a process for converting a legally constructed accessory structure to a detached ADU and allows detached ADU setbacks to consider proximity to property lines and other structures, easements, window orientation, massing, and other elements.

Bountiful currently requires detached ADUs to obtain a conditional use permit from the Bountiful City Administrative Committee. The proposed amendment establishes detached ADUs as permitted uses reviewed by Staff, consistent with the existing administrative approval process for internal accessory dwelling units, in each zone where detached ADUs are currently allowed: the Single-Family Residential, Residential Multiple-Family, and Downtown zones. Corresponding amendments to §14-2-111 and §14-14-124 remove the Administrative Committee's discretionary conditional use review while retaining objective development standards applicable to detached ADUs.

II. Definitions

Utah Code §10-20-102 defines an “accessory dwelling unit” as “a habitable living unit added to, created within, or detached from a primary single-family dwelling and contained on one lot.”

The proposed amendment updates Chapter 3 to incorporate the State definition by reference and separately define internal and detached accessory dwelling units for purposes of the City's regulations as suggested by the Planning Commission. The updated definitions retain Bountiful's owner-occupancy requirement and clarify which provisions of §14-14-124 apply to each type of accessory dwelling unit.

III. Existing Detached ADU Standards

Staff does not recommend broadly revisiting the City's existing detached ADU standards. The proposed amendment retains the existing 350-square-foot minimum and 1,250-square-foot maximum unit size, owner-occupancy, one-ADU-per-property, parking, utility, building separation, and other standards where permitted by State law.

The City's existing accessory structure standards allow detached ADUs up to twenty (20) feet in height with side and rear setbacks as small as three (3) feet. A detached ADU may be increased to a maximum height of twenty-five (25) feet when minimum eight-foot side and rear setbacks are provided. The Planning Commission supported retaining these existing height and setback options during the August 18, 2026 work session.

IV. Detached ADU Privacy and Reduced Setbacks

The existing detached ADU ordinance requires windows, doors, stairs, and similar features to be located as far from adjoining properties as reasonably possible, with the Administrative Committee evaluating appropriate mitigation. Because detached ADUs will now be reviewed as permitted uses, Staff recommends replacing this discretionary standard with objective requirements. State law also generally limits direct municipal regulation of the location or placement of windows and doors.

Staff proposes replacing the existing discretionary privacy provision with objective standards applicable when a detached ADU utilizes an interior side or rear yard setback of at least three (3) feet but less than eight (8) feet. Within this setback range, a wall facing the adjoining property line may not contain windows or doors, and exterior stairways, landings, decks, balconies, or similar features may not be located between the detached ADU and that property line. At-grade patios, pads, walkways, and similar improvements would remain permitted. Maximum building height would continue to be determined by the applicable accessory structure standards in §14-4-105(J).

This approach retains the reduced setback option while providing additional separation where a detached ADU has greater potential to affect adjoining properties. The proposed standards use the setback authority provided by State law, including the ability to consider window orientation and massing, rather than directly regulating the location or design of windows and doors.

V. Conversion of Existing Accessory Structures

The proposed amendment expressly allows a legally constructed accessory structure to be converted to a detached ADU in accordance with the requirements of §14-14-124 through the same Staff approval process applicable to a new detached ADU. A building permit is required where applicable.

Department Review

This staff report was prepared by the Planning Director and was reviewed by the City Attorney.

Significant Impacts

The proposed amendments bring the Bountiful City Land Use Code into compliance with State detached ADU requirements effective October 1, 2026, transitioning detached ADUs from conditional use review by the Administrative Committee to an administrative permitted-use process based on objective standards. The amendments retain Bountiful's existing 8,000-square-foot minimum lot size and reduced setback and enhanced height options while establishing objective development standards, thereby maintaining existing detached ADU opportunities while updating the City's review process to comply with State law.

Recommendation

Staff recommends that the Planning Commission hold the public hearing, review the proposed Land Use Code Text Amendment, and forward a positive recommendation to the City Council for adoption of the proposed amendments relating to detached accessory dwelling units.

Attachments

1. Draft Ordinance No. 2026-10 including the Proposed Land Use Code Text Amendments
2. Utah Code §10-21-304 – Detached Accessory Dwelling Units
3. Utah Code §10-20-618 – Regulation of Building Design Elements
4. Bountiful City Land Use Code § 14-4-105(J) – Accessory Structures, excerpt

Sample Motions

- **Positive Recommendation:** I move that the Planning Commission forward a positive recommendation to the City Council for the proposed Land Use Code Text Amendment, as presented by Staff.
- **Positive Recommendation With Modifications:** I move that the Planning Commission forward a positive recommendation to the City Council for the proposed Land Use Code Text Amendment, with the following modifications: _____.
- **Continuation:** I move that the Planning Commission continue the proposed Land Use Code Text Amendment to the Tuesday, (Month/day/year) Planning Commission meeting, based on the following findings: _____.
- **Negative Recommendation:** I move that the Planning Commission forward a negative recommendation to the City Council for the proposed Land Use Code Text Amendment, based on the following findings: _____.



BOUNTIFUL

Bountiful City

DRAFT Ordinance No. 2026-10

MAYOR
Kate Bradshaw

CITY COUNCIL
Beth Child
Millie Segura Bahr
Dan Bell
Richard Higginson
Matt Murri

CITY MANAGER
Gary R. Hill

An Ordinance Amending Section 14-2-111, Approval/Review Bodies; Section 14-3-102, Definitions; and Section 14-14-124, Accessory Dwelling Unit, of the Bountiful City Land Use Code, Title 14 of the Bountiful City Code.

WHEREAS, the Utah Legislature adopted amendments to State law establishing new requirements for municipal regulation of detached accessory dwelling units, including requirements effective October 1, 2026; and

WHEREAS, Utah Code §10-21-304 requires municipalities to permit detached accessory dwelling units on qualifying properties and limits the use of conditional use permits and certain municipal regulations applicable to detached accessory dwelling units; and

WHEREAS, the Bountiful City Land Use Code currently allows detached accessory dwelling units as conditional uses and establishes standards governing accessory dwelling units, including lot size, unit size, owner occupancy, parking, height, setbacks, and other development requirements; and

WHEREAS, the City has reviewed its existing accessory dwelling unit provisions and determined that amendments are necessary to reflect Utah law, establish an administrative approval process for detached accessory dwelling units, update applicable definitions, and establish objective development standards; and

WHEREAS, the Bountiful City Planning Commission reviewed the proposed amendments during a work session on August 18, 2026, and provided direction regarding the proposed amendments; and

WHEREAS, the Bountiful City Planning Commission held a public hearing on September 1, 2026, regarding the proposed Land Use Code amendments and, following the public hearing, forwarded a [positive/negative] recommendation to the City Council; and

WHEREAS, the Bountiful City Council considered the recommendation of the Planning Commission, the Staff report, and other information presented regarding the proposed amendments; and

WHEREAS, the City Council finds that the proposed amendments provide for the reasonable regulation of accessory dwelling units consistent with State law while maintaining appropriate development standards for Bountiful City; and

WHEREAS, the City Council has determined that adoption of the amendments contained in this Ordinance is in the best interest of the public health, safety, and welfare of the residents of Bountiful City.

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

Section 1. Land Use Code Text Amendment. Sections 14-2-111, 14-3-102, and 14-14-124 of the Bountiful City Land Use Code are hereby amended as shown on Exhibit A, which is attached hereto and incorporated by reference.

Section 2. Effective Date. This Ordinance shall take effect upon adoption.

Adopted by the City Council of Bountiful, Utah, this ____ day of _____, 2026.

Kate Bradshaw, Mayor

ATTEST:

Sophia Ward, City Recorder

Exhibit A

14-2-111 APPROVAL/REVIEW BODIES

Item	Subcategory	Approval/Review Bodies			
		Staff	AC	PC	CC
Conditional Use Permit	Home Occupation Licenses & Commercial Business Operation	No	Final	No	No
	~~Detached Accessory Dwelling Units~~	No	Final	No	No
	~~All Others~~ All Other Conditional Uses	No	No	Final	No
~~Internal~~ Accessory Dwelling Units	All	Final	No	No	No
Subdivision	One-Family, Two-Family, and Townhomes Plat	Final Approval	No	Preliminary Approval	No
Subdivision	All Other Developments	No	No	Recommend	Final
Re-Zone	All	No	No	Recommend	Final
Land Use Code Text Amendment	All	No	No	Recommend	Final
Boundary Adjustments	All	Planning Director and City Engineer	No	No	No
Land Use Code/Map Interpretation	All	Planning Director	No	No	No
General Plan	All	No	No	Recommend	Final
Site Plan	Residential SFD	Final	No	Appeal	No
	Res SFD 150+ feet from street	No	Final	No	No
	All other Residential	No	No	Recommend	Final
	Res. SFD Accessory Structure	Final	No	No	No
	All other Res. Accessory Structure	Final	No	No	No
	Non-Residential	No	No	Recommend	Final

	Non-Residential Accessory Structure	Final	No	No	No
	All Non-SFD Residential Amend	No	No	Recommend	Final
	All Non-Residential Amend	No	No	Recommend	Final
Alteration and Modification of Non-Complying Site or Structure	Residential SFD	As Designated	All Others	No	No
	All Others	No	As Designated	All Others	No
Alteration and Modification of Non-Conforming Use	All	No	As Designated	All Others	No
Easement Release	All	No	No	No	Final
Variance	All	No	No	Final	No
Drive Approach	Residential SFD	Final	No	No	No
Drive Approach Interior Remodel	All Non-SFD (without site plan review)	Final	No	No	No
	All Non-SFD (with site plan review)	No	No	Recommend	Final
	All	Final	No	No	No
Retaining Wall	All	Final	No	No	No
Signs	Commercial Pole/Monument – New Developments	No	No	Recommend	Final
Signs	All Others	Final	No	No	No
Utility Connections	All	Final	No	No	No
Vacate/Abandon Public Property	All	No	No	Recommend	Final
Improve Public Property	All	No	No	Recommend	Final
ADA and FFHA Accommodations	All	Planning Director	No	No	No

Staff = The Planning, Engineering, and/or Building Department employees as assigned.

AC = Administrative Committee; As currently composed.

PC = Planning Commission; As currently composed.

CC = City Council; As currently composed.

6 **14-3-103 DEFINITIONS**

7
8 [...]
9

10 4. ~~ACCESSORY DWELLING UNIT: A self-contained dwelling unit within an owner-~~
11 ~~occupied single-family residence or in a detached accessory structure located on~~
12 ~~an owner-occupied property. See Section 14-14-124. An accessory dwelling unit~~
13 ~~as defined by Utah Code § 10-20-102, as amended. See Section 14-14-124.~~

14
15 a. ~~INTERNAL ACCESSORY DWELLING UNIT: An Accessory Dwelling Unit~~
16 ~~that is added to or created within the primary single-family dwelling on an~~
17 ~~owner-occupied property.~~

18
19 b. ~~DETACHED ACCESSORY DWELLING UNIT: An Accessory Dwelling Unit~~
20 ~~located within a detached accessory structure on the same lot as the~~
21 ~~primary single-family dwelling on an owner-occupied property.~~

22
23 [...]
24

25 **14-14-124 ACCESSORY DWELLING UNIT**

26
27 A. Purpose: The City recognizes that accessory dwelling units in single-family
28 residential zones can be an important tool in the overall housing plan for the City.
29 The purposes of the accessory dwelling unit standards of this Code are to:

- 30
31 1. Allow opportunities for property owners to provide social or personal
32 support for family members where independent living is desirable.
33
34 2. Provide for affordable housing opportunities.
35
36 3. Make housing units available to moderate income people who might
37 otherwise have difficulty finding homes within the City.
38
39 4. Provide opportunities for additional income to offset rising housing costs.
40
41 5. Develop housing units in single-family neighborhoods that are appropriate
42 for people at a variety of stages in the life cycle.
43
44 6. Preserve the character of single-family neighborhoods by providing
45 standards governing development of accessory dwelling units.
46

47 B. Detached Accessory Dwelling Units.

48
49 ~~1. A detached accessory structure located on an owner-occupied~~
50 ~~property.~~
51

52 2.1. A detached accessory dwelling unit is ~~conditional-a permitted~~ use,
53 reviewed and considered for approval by the Bountiful City ~~Administrative~~
54 ~~CommitteeStaff~~.
55

56 C. A detached accessory dwelling unit shall not be approved, and shall be deemed
57 unlawful, unless it meets all the following criteria:
58

- 59 1. Shall be a ~~conditional-permitted~~ use only within the Single-Family
60 Residential zone, Residential Multiple (RM) Family Zone, and the
61 Downtown (DN) Mixed Use Zone; and shall not be permitted in any other
62 zone.
63
- 64 2. It is unlawful to allow, construct, or reside in an accessory dwelling unit
65 within a duplex or multi-family residential building or property.
66
- 67 3. It is unlawful to reside in, or allow to reside in, an accessory dwelling unit
68 that has not received a ~~conditional-use~~ permit ~~or without written~~
69 ~~authorization~~ from the Bountiful City Planning Department.
70
- 71 4. A maximum of one (1) accessory dwelling unit shall be permitted on a
72 qualifying lot.
73
- 74 5. It is unlawful to construct, locate, or otherwise situate an accessory
75 dwelling unit on a lot or parcel of land that does not contain a habitable
76 single-family dwelling.
77
- 78 6. A deed restriction limiting the use of a property to a single-family dwelling,
79 prepared by the Bountiful City Planning Director, and signed by all owners
80 of the property on which an accessory dwelling unit is located, shall be
81 recorded with the Davis County Recorder's Office prior to occupancy of
82 the accessory dwelling unit. If a building permit is required, then said deed
83 restriction shall be recorded prior to issuance of the building permit.
84
- 85 7. The property owner must occupy either the principal unit or the accessory
86 dwelling unit as their permanent residence and at no time receive rent for
87 the owner-occupied unit. An application for an accessory dwelling unit
88 shall include proof of owner occupancy as evidenced by voter registration,
89 vehicle registration, driver's license, county assessor records or other
90 similar means required by the Planning Department.
91
- 92 8. Separate utility meters shall not be permitted for the accessory dwelling
93 unit.
94
- 95 9. A legally constructed accessory structure may be converted to a detached
96 accessory dwelling unit in accordance with the requirements of this
97 Section. It is unlawful to construct an accessory dwelling unit, or to convert

or modify a structure to include ~~an~~ a detached accessory dwelling unit, without a building permit, if applicable.

10. Adequate off-street parking shall be provided for both the primary residential use and the accessory dwelling unit, and any driveway and parking area shall be in compliance with this Title. In addition to the parking required for the principal unit at the time of construction, one (1) off-street parking space shall be provided for an accessory dwelling unit. Any additional occupant vehicles shall be parked off-street in City Code compliant parking areas. On-street parking may be utilized in compliance with the current parking limitations outlined in the Bountiful Traffic Code regarding on-street parking.

11. Shall be at least three hundred fifty (350) square feet in size and shall not exceed one thousand two hundred fifty (1,250) square feet.

12. Shall not be located on a lot with less than eight thousand (8,000) square feet buildable land.

13. ~~Shall be configured so that any exterior doors, stairs, windows, or similar features are located as far away from adjoining properties as is reasonably possible to provide privacy to those properties. When a detached accessory dwelling unit utilizes an interior side or rear yard setback of at least three (3) feet but less than eight (8) feet, the wall facing that property line shall not contain windows or doors. Exterior stairways, landings, decks, balconies, or similar features shall not be located between the detached accessory dwelling unit and that property line; however, at-grade patios, pads, walkways, and similar improvements are permitted. The applicable maximum building height shall be determined in accordance with Section 14-4-105(J).~~

14. ~~Shall meet all the setbacks required of an accessory structure. Shall meet all applicable setback requirements for an accessory structure under Section 14-4-105(J), and the requirements of Subsection C(13).~~

15. Shall be located behind the front building line of the principal unit.

~~16. The separate entrance of the accessory dwelling unit may be visible from the front or corner lot side yard based on proximity and appropriate mitigation proposed by the applicant and approved by the Administrative Committee.~~

D. Internal Accessory Dwelling Units.

1. An internal accessory dwelling unit is an accessory unit created:

a. within a primary dwelling;

- 145
- 146 b. within the footprint of the primary dwelling at the time the internal
- 147 accessory dwelling is created; and
- 148
- 149 c. ~~For~~for the purpose of offering a long-term rental of 30 consecutive
- 150 days or longer.
- 151
- 152 2. An internal accessory dwelling unit is a permitted use within a primary
- 153 dwelling, reviewed and considered for approval by Bountiful City Staff. A
- 154 primary dwelling is a single-family dwelling that is detached and is
- 155 occupied as the primary residence of the owner ~~or~~of record.
- 156
- 157 E. An internal accessory dwelling unit shall not be approved, and shall be deemed
- 158 unlawful, unless it meets all the following criteria:
- 159
- 160 1. Shall be permitted only within the Single-Family Residential Zone, the
- 161 Residential Multiple (RM) Family Zone, and the Downtown (DN) Mixed
- 162 Use Zone; and shall not be permitted in any other zone.
- 163
- 164 2. It is unlawful to allow, construct, or reside in an accessory dwelling unit
- 165 within a duplex or multi-family residential building or property.
- 166
- 167 3. It is unlawful to reside in, or allow to reside in, an accessory dwelling unit
- 168 that has not received a permit ~~or without written authorization~~ from the
- 169 Bountiful City Planning Department.
- 170
- 171 4. A maximum of one (1) accessory dwelling unit shall be permitted per lot.
- 172
- 173 5. A deed restriction limiting the use of a property to a single-family dwelling,
- 174 prepared by the Bountiful City Planning Director, and signed by all owners
- 175 of the property on which an accessory dwelling unit is located, shall be
- 176 recorded with the Davis County Recorder's Office prior to occupancy of
- 177 the accessory dwelling unit. If a building permit is required, then said
- 178 deed restriction shall be recorded prior to issuance of the building permit.
- 179
- 180 6. The property owner must occupy either the principal unit or the accessory
- 181 dwelling unit as their permanent residence and at no time receive rent for
- 182 the owner-occupied unit. An application for an accessory dwelling unit
- 183 shall include proof of owner occupancy as evidenced by voter registration,
- 184 vehicle registration, driver's license, county assessor records or other
- 185 similar means required by the Planning Department. Effective April 1,
- 186 2022, short term rentals of 30 days or less are prohibited.
- 187
- 188 7. Separate utility meters shall not be permitted for the accessory dwelling
- 189 unit.
- 190

- 191 8. Any property and any structure that contains an approved accessory
192 dwelling unit shall be designed and maintained in such a manner that the
193 property maintains the appearance of a single-family dwelling. Except as
194 provided below, a separate entrance to the accessory dwelling unit shall
195 not be allowed on the front or corner lot side yard. A separate entrance
196 shall be located to the side or rear of the principal residence.
197
198 a. An accessory dwelling unit in a basement may share a common
199 entrance with the principal unit, provided each unit has a separate
200 interior door.
201
202 9. It is unlawful to construct an accessory dwelling unit, or to modify a
203 structure to include an accessory dwelling unit, without a building permit, if
204 applicable.
205
206 10. Adequate off-street parking shall be provided for both the primary
207 residential use and the accessory dwelling unit, and any driveway and
208 parking area shall be in compliance with this Title. In addition to the
209 parking required for the principal unit at the time of construction, one (1)
210 off-street parking space shall be provided for an accessory dwelling unit.
211 Any additional occupant vehicles shall be parked off-street in City Code
212 compliant parking areas. On-street parking may be utilized in compliance
213 with the current parking limitations outlined in the Bountiful Traffic Code
214 regarding on-street parking.
215
216 11. Shall have its own dedicated separate entrance from the principal unit in
217 compliance with section 14-14-124(E)(8) and shall not have the
218 appearance of a two-family dwelling (duplex). The separate entrance
219 shall have a walkway in compliance with applicable building codes.
220

221 F. Internal Accessory Dwelling Unit Violation.
222

- 223 1. In addition to any other legal or equitable remedies available to Bountiful
224 City, the City may hold a lien against a property that contains s internal
225 accessory dwelling unit subject to state law.

Effective 10/1/2026**10-21-304 Detached accessory dwelling units.**

- (1)
 - (a) A specified municipality shall adopt a land use regulation that permits a detached accessory dwelling unit on any lot or parcel that is 11,000 square feet or larger and contains a single-family dwelling, if the single-family dwelling is a permitted use on the lot or parcel.
 - (b) This section does not prohibit a municipality from adopting a land use regulation that permits a detached accessory dwelling unit on a lot or parcel that is smaller than 11,000 square feet.
- (2) A land use regulation described in Subsection (1) shall:
 - (a) require that a detached accessory dwelling unit comply with all applicable building, health, and fire codes; and
 - (b) include a process for the owner of a legally constructed accessory structure to convert the accessory structure to a detached accessory dwelling unit subject to applicable:
 - (i) dwelling and accessory structure setback requirements; and
 - (ii) building, health, and fire codes.
- (3) A land use regulation described in Subsection (1) may not:
 - (a) require a conditional use permit for a detached accessory dwelling unit if the proposed detached accessory dwelling unit is located in a primarily residential zone;
 - (b) require more than two on-site parking spaces assigned to a detached accessory dwelling unit that is 650 square feet or larger;
 - (c) require more than one on-site parking space assigned to a detached accessory dwelling unit that is smaller than 650 square feet; or
 - (d) include design standards for a detached accessory dwelling unit that conflict with Section 10-20-618.
- (4) A land use regulation described in Subsection (1) may:
 - (a) require a detached accessory dwelling unit to:
 - (i) conform to applicable land use regulations that regulate structure size, dimension, height, and maximum lot coverage;
 - (ii) conform to setback requirements, that may take into account proximity to property lines and other structures, easements, window orientation, massing, or other elements; and
 - (iii) be designed consistent with the design of the single-family dwelling;
 - (b) prohibit a detached accessory dwelling unit from being:
 - (i) larger in size than the single-family dwelling located on the same lot or parcel;
 - (ii) located within a public utility easement or other recorded easement;
 - (iii) located in a front-yard area of a lot or parcel; or
 - (iv) rented for less than 90 consecutive days;
 - (c) require that the owner of a lot or parcel where a detached accessory dwelling unit is located reside in the detached single-family dwelling or detached accessory dwelling unit located on the lot or parcel;
 - (d) require that when a detached garage is converted to a detached accessory dwelling unit, any parking spaces required for the single-family dwelling that were located within the detached garage are replaced on-site;
 - (e) prohibit more than one accessory dwelling unit on a lot or parcel; and
 - (f) prohibit a detached accessory dwelling unit if:
 - (i) the detached accessory dwelling unit will not have adequate access to a required utility service that is a project improvement, including sanitary sewer, culinary water, electrical, or storm water; or

- (ii) a utility service that is a system improvement, including sanitary sewer, culinary water, electrical, or storm water, to which the detached accessory dwelling unit is required to connect does not have sufficient capacity to support the addition of the detached accessory dwelling unit to the utility service system improvements.
- (5) This section does not supersede:
 - (a) a land use regulation that regulates a detached accessory building that is not a detached accessory dwelling unit;
 - (b) prohibitions or restrictions on detached accessory dwelling units in a development agreement signed by a municipality on or before May 6, 2026; or
 - (c) a land use regulation or administrative action that:
 - (i) is not prohibited by law; and
 - (ii) relates to a detached accessory dwelling unit.

Enacted by Chapter 166, 2026 General Session

Effective 11/6/2025

10-20-618 Regulation of building design elements prohibited -- Regulation of parking spaces prohibited -- Exceptions.

- (1) As used in this section:
 - (a) "Affordable housing" means housing occupied or reserved for occupancy that is priced at 80% of the county median home price.
 - (b) "Building design element" means:
 - (i) exterior color;
 - (ii) type or style of exterior cladding material;
 - (iii) style, dimensions, or materials of a roof structure, roof pitch, or porch;
 - (iv) exterior nonstructural architectural ornamentation;
 - (v) location, design, placement, or architectural styling of a window or door;
 - (vi) location, design, placement, or architectural styling of a garage door, not including a rear-loading garage door;
 - (vii) number or type of rooms;
 - (viii) interior layout of a room;
 - (ix) minimum square footage over 1,000 square feet, not including a garage;
 - (x) rear yard landscaping requirements;
 - (xi) minimum building dimensions; or
 - (xii) a requirement to install front yard fencing.
 - (c) "Owner-occupied" means a housing unit in which the individual who owns the housing unit, solely or jointly, lives as the individual's primary residence for no less than five years.
 - (d) "Specified municipality" means the same as that term is defined in Section 10-21-101.
 - (e) "Unobstructed" means a parking space that has no permanent barriers that would unreasonably reduce the size of an available parking space described in Subsection (4).
- (2) Except as provided in Subsection (3), a municipality may not impose a requirement for a building design element on a one- or two-family dwelling.
- (3) Subsection (2) does not apply to:
 - (a) a dwelling located within an area designated as a historic district in:
 - (i) the National Register of Historic Places;
 - (ii) the state register as defined in Section 9-8a-402; or
 - (iii) a local historic district or area, or a site designated as a local landmark, created by ordinance before January 1, 2021, except as provided under Subsection (3)(b);
 - (b) an ordinance enacted as a condition for participation in the National Flood Insurance Program administered by the Federal Emergency Management Agency;
 - (c) an ordinance enacted to implement the requirements of the Utah Wildland Urban Interface Code adopted under Section 15A-2-103;
 - (d) building design elements agreed to under a development agreement;
 - (e) a dwelling located within an area that:
 - (i) is zoned primarily for residential use; and
 - (ii) was substantially developed before calendar year 1950;
 - (f) an ordinance enacted to implement water efficient landscaping in a rear yard;
 - (g) an ordinance enacted to regulate type of cladding, in response to findings or evidence from the construction industry of:
 - (i) defects in the material of existing cladding; or
 - (ii) consistent defects in the installation of existing cladding;
 - (h) a land use regulation, including a planned unit development or overlay zone, that a property owner requests:

- (i) the municipality to apply to the owner's property; and
 - (ii) in exchange for an increase in density or other benefit not otherwise available as a permitted use in the zoning area or district; or
- (i) an ordinance enacted to mitigate the impacts of an accidental explosion:
 - (i) in excess of 20,000 pounds of trinitrotoluene equivalent;
 - (ii) that would create overpressure waves greater than .2 pounds per square inch; and
 - (iii) that would pose a risk of damage to a window, garage door, or carport of a facility located within the vicinity of the regulated area.
- (4) A municipality that is a specified municipality may not:
 - (a) require that the dimensions of a single parking space for a one- or two-family dwelling or town home be:
 - (i) for unobstructed, enclosed, or covered parking:
 - (A) more than 10 feet wide; or
 - (B) more than 20 feet long; or
 - (ii) for uncovered parking:
 - (A) more than nine feet wide; or
 - (B) more than 20 feet long;
 - (b) restrict an unobstructed tandem parking space from satisfying two parking spaces as part of a minimum parking space requirement; and
 - (c) restrict a two-car garage from satisfying two parking spaces as part of a minimum parking space requirement.
- (5) A municipality may not require a garage for a single-family attached or detached dwelling that is owner-occupied affordable housing.
- (6) If a municipality requires a garage, the municipality shall count each parking space within the garage as part of the municipality's minimum parking space requirement as described in Section 10-21-303.
- (7) Nothing in this section prohibits a municipality from requiring on-site parking for owner-occupied affordable housing.

Renumbered and Amended by Chapter 15, 2025 Special Session 1

CHAPTER 4

(R) SINGLE-FAMILY RESIDENTIAL

14-4-101	PURPOSE AND OBJECTIVES
14-4-102	DEFINITIONS
14-4-103	PERMITTED, CONDITIONAL, AND PROHIBITED USES
14-4-104	MAXIMUM DENSITY AND MINIMUM LOT STANDARDS
14-4-105	YARD AND SETBACK REQUIREMENTS
14-4-106	PROJECTIONS INTO YARDS
14-4-107	BUILDING LOCATION AND HEIGHT
14-4-108	DISTANCE BETWEEN BUILDINGS
14-4-109	PERMISSIBLE LOT COVERAGE
14-4-110	PARKING, LOADING, AND ACCESS
14-4-111	NON-RESIDENTIAL SITE PLAN APPROVAL
14-4-112	LANDSCAPING
14-4-113	STORAGE OF COMMERCIAL ITEMS
14-4-114	WALLS AND FENCES
14-4-115	LOT ACCESS AND SITE LAYOUT
14-4-116	PARCELS OF LAND NOT IN SUBDIVISIONS WITHIN THE R-F SUBZONE
14-4-117	REQUIREMENTS FOR BUILDING IN THE R-F SUBZONE
14-4-118	SUBDIVISION AND PLANNED DEVELOPMENT REVIEW AND APPROVAL PROCEDURE FOR THE R-F SUBZONE
14-4-119	DOMESTIC FARM ANIMALS
14-4-120	DWELLING UNITS CONTAINING SECOND KITCHENS
14-4-121	SPECIAL CRITERIA FOR PUBLIC OR PRIVATE ASSEMBLY / EVENT SPACE

14-4-101 PURPOSE AND OBJECTIVES

The Single-Family Residential Zone (R) is established to provide areas for single-family, detached dwellings on individual lots. Within the Single-Family Residential Zone are various subzones with individual criteria that have been created to address specific needs pertinent to the areas these subzones encompass.

- A. The Residential Foothill subzone is created to provide standards, guidelines, and criteria which permit reasonable development of private property while minimizing flooding, erosion, and other environmental hazards, and which protect the natural scenic character of the foothill areas, and which ensure the efficient expenditure of public funds.
- B. The goals to be achieved by the Residential Foothill subzone include but are not limited to the following:

14-4-105 YARD AND SETBACK REQUIREMENTS

The following minimum yard requirements shall apply in the (R) Zone:

- A. Front Yard – Each lot or parcel shall have a front yard setback of not less than twenty-five (25) feet from the front lot line. Except for corner lots, where the elevation of the ground differs ten (10) feet or more from the curb level, as measured at a point fifty (50) feet from the front lot line and midway between the side lot lines, said front yard setback may be reduced to twenty (20) feet.

- B. Side Yard; Interior Lot – Each interior lot or parcel of land shall have two (2) side yards as indicated below for the sub-zone in which the lot or parcel is located:

Subzone	Minimum Side Yard (ft)	Total Combined (ft)
R-3, R-4, R-1	8	16
R-F	8	20

- C. Side Yard; Corner Lot – On each corner lot or parcel of land, the side yard setback contiguous to the street shall not be less than twenty (20) feet, and shall not be paved or used for vehicle parking, except for a legally constructed driveway or parking area. The interior side yard setback shall be the same as the side yard setback for an interior lot. The twenty (20) foot street side yard extends from the minimum front yard setback to the rear property line.
- D. Side Yard; Flag Lot – A flag lot shall have a minimum side yard setback equal to the minimum required rear yard setback.
- E. Side Yard; Deep Setback – Any home that is located more than one hundred (100) feet from the front property line shall have a minimum side yard setback equal to the minimum required rear yard setback.
- F. Side Yard; Driveway – When used for vehicle access to a garage, carport, or parking area in the rear yard, an interior side yard setback shall include at least eight (8) feet of unobstructed paved surface exclusive of window wells, stairs, door stoops, chimneys and other obstructions. Vehicle access to rear yards shall be in accordance with the minimum dimensions shown on [Figure 14-4-1](#).
- G. Side Yard; Accessory Structure – No accessory structures shall be allowed in any required side yard setback.
- H. Rear Yard – Each lot or parcel shall have a rear yard setback of not less than twenty (20) feet.

- I. Rear Yard; Irregular Lot – On any lot which is not generally rectangular in shape, the required minimum rear yard setback may be an average of the distances measured from the rear corners of the main building directly to the rear property line(s). However, at no point may the main building be closer than fifteen (15) feet to the rear property line(s).
 - J. Accessory Structure, Primary Use Required – An accessory structure shall not be permitted on any lot or parcel of land unless a primary structure is first constructed on the site. If the primary structure is removed and not immediately replaced, any accessory structure must also be removed. A lot or parcel shall not be subdivided such that an accessory structure is located on a lot or parcel without a primary structure.
- 1. Accessory Structure, Permitted Use – An accessory structure allowed as a permitted use shall meet all of the following:
 - a. The total footprint of any and all accessory structures shall not exceed ten percent (10%) of the entire lot or parcel area, and no lot or parcel shall be reduced in area after the construction of an accessory building, such that it is in violation of this provision.
 - b. An accessory structure shall comply with the following:
 - i. Standard Height and Setbacks.
 - (A) Height Requirements:
 - (1) The maximum height shall not exceed twenty (20) feet.
 - (2) The height to the eave line, measured from the average slope of the ground to the point where the eaves connect to the top of the sidewall, shall not exceed fifteen (15) feet.
 - (3) For a flat or mansard roof, the sidewall shall be measured from the average slope of the ground to the highest point of the roof, including any copying, parapet, or similar feature.
 - (B) Setback Requirements:

- (1) Required Setbacks: The structure shall comply with all required setbacks applicable to a primary structure.
 - (2) Reduced Setbacks: If the structure is located at least 10 feet behind the front building line of the primary structure the minimum rear and side yards setbacks shall be three (3) feet, and the minimum street side yard setback shall be twenty (20) feet (for corner lots).
- c. An accessory dwelling unit may comply with the following enhanced height and setbacks:
 - i. Enhanced Height and Setbacks.
 - (A) Height Requirements:
 - (1) The maximum height shall not exceed twenty (25) feet, measured from average grade to the peak of the roof.
 - (2) The height to the eave line, measured from the average slope of the ground to the point where the eaves connect to the top of the sidewall, shall not exceed twenty (20) feet.
 - (3) For a flat or mansard roof, the sidewall shall be measured from the average slope of the ground to the highest point of the roof, including any coping, parapet, or similar feature.
 - (B) Setback Requirements:
 - (1) Required Setbacks: The structure shall comply with all required setbacks applicable to a primary structure.
 - (2) Reduced Setbacks: If the structure is located at least ten (10) feet behind the front building line of the primary structure the minimum rear and side yards setbacks shall be eight (8) feet, and the minimum street side yard setback shall be twenty (20) feet (for corner lots).

- d. An accessory dwelling unit that does not comply with the setback requirements under section 14-4-105(J)(1)(c)(i) Enhanced Height and Setbacks shall comply with section 14-4-105(J)(b)(i) Standard Height and Setbacks.
 - e. An accessory structure shall be located at least five (5) feet from a primary structure, including eaves, bay windows, chimneys and any other protrusion on either the accessory building or the primary structure.
 - f. No part of an accessory structure, excluding the eaves, shall be closer than twelve (12) feet to any primary dwelling on an adjacent property.
 - g. The eaves of an accessory structure shall be setback at least one (1) foot from any property line.
 - h. An accessory structure shall be designed and constructed so as to prevent roof runoff from impacting an adjacent property.
 - i. An accessory structure shall meet all applicable provisions of the International Building Code.
 - j. An accessory structure shall not encroach on any easements, recorded or otherwise.
 - k. Accessory structures used or designed for vehicle parking shall be connected to the street by a paved driveway.
2. Accessory Structure, Conditional Use – An accessory structure may be allowed as a conditional use in accordance with the following:
- a. The approval body shall consider the following when reviewing the proposed accessory structure:
 - i. The extent that sunlight, air and view sheds are obstructed/disturbed,
 - ii. The proximity to adjoining structures,
 - iii. The contour of the land, both existing and proposed,

- iv. Features peculiar to the site and the immediately adjoining properties.
 - v. The location of windows, doors, balconies and other openings that may intrude on the privacy of adjoining property owners,
 - vi. The proposed and potential uses based on the size, configuration and other aspects of the structure.
- b. The total building footprint of any and all accessory structures shall not exceed fifteen percent (15%) of the entire lot or parcel area, and no lot or parcel shall be reduced in area after the construction of an accessory building, such that it is in violation of this provision.
- c. An accessory structure shall comply with the following:
- i. Standard Height and Setbacks.
 - (A) Height Requirements:
 - (1) The maximum height shall not exceed twenty (20) feet.
 - (2) The height to the eave line, measured from the average slope of the ground to the point where the eaves connect to the top of the sidewall, shall not exceed fifteen (15) feet.
 - (3) For a flat or mansard roof, the sidewall shall be measured from the average slope of the ground to the highest point of the roof, including any coping, parapet, or similar feature.
 - (B) Setback Requirements:
 - (1) Required Setbacks: The structure shall comply with all required setbacks applicable to a primary structure.
 - (2) Reduced Setbacks: If the structure is located at least ten (10) feet behind the front building line of the primary structure the minimum rear and side yards setbacks shall be three (3) feet, and

the minimum street side yard setback shall be twenty (20) feet (for corner lots).

- d. An accessory dwelling unit may comply with the following enhanced height and setbacks:
 - i. Enhanced Height and Setbacks.
 - (A) Height Requirements:
 - (1) The maximum height shall not exceed 25 feet, measured from average grade to the peak of the roof.
 - (2) The height to the eave line, measured from the average slope of the ground to the point where the eaves connect to the top of the sidewall, shall not exceed 20 feet.
 - (B) Setback Requirements:
 - 1) Required Setbacks: The structure shall comply with all required setbacks applicable to a primary structure.
 - 2) Reduced Setbacks: If the structure is located at least ten (10) feet behind the front building line of the primary structure the minimum rear and side yards setbacks shall be eight (8) feet, and the minimum street side yard setback shall be twenty (20) feet (for corner lots).
- e. An accessory dwelling unit that does not comply with the setback requirements under section 14-4-105(J)(1)(c)(i) Enhanced Height and Setbacks shall comply with section 14-4-105(J)(b)(i) Standard Height and Setbacks.
- f. An accessory structure shall be located at least five (5) feet from a primary structure, including eaves, bay windows, chimneys and any other protrusion on either the accessory building or the primary structure.

- g. No part of an accessory structure, excluding the eaves, shall be closer than twelve (12) feet to any dwelling on an adjacent property.
- h. The eaves of an accessory structure shall be setback at least one (1) foot from any property line.
- i. An accessory structure shall be designed and constructed so as to prevent roof runoff from impacting an adjacent property.
- j. An accessory structure shall meet all applicable provisions of the International Building Code.
- k. An accessory structure shall not encroach on any easements, recorded or otherwise.
- l. Accessory structures used or designed for vehicle parking shall be connected to the street by a paved driveway.
- m. The approving body may required an increased setback based specified required mitigation.

14-4-106 PROJECTIONS INTO YARDS

- A. The following structures may be erected on or project into any required yard:
 - 1. Fences and walls in conformance with City codes or ordinances.
 - 2. Landscape elements, including trees, shrubs, agricultural crops and other plants.
 - 3. Necessary appurtenances for utility service.
- 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:
 - 1. Cornices, eaves, awnings, belt courses, sills, buttresses or other similar architectural features.
 - 2. Fireplace structures and bays, provided that they are not wider than eight (8) feet, measured generally parallel to the wall of which they are a part.
 - 3. Stairways, balconies, door stoops, fire escapes and planter boxes or masonry planters not exceeding twenty-four (24) inches in height.