Bountiful City
Administrative Committee Minutes
August 29, 2016

Present: Chairman – Chad Wilkinson; Committee Member – Lloyd Cheney and John Marc Knight; Recording Secretary – Julie Holmgren

Excused: Assistant Planner – Andy Hulka

1. **Welcome and Introductions.**

   Chairman Wilkinson opened the meeting at 5:02 p.m. and introduced all present.

2. **Consider approval of minutes for August 22, 2016.**

   Mr. Cheney made a motion to approve the minutes for August 22, 2016. Mr. Cheney seconded the motion.

   A Mr. Wilkinson
   A Mr. Cheney
   A Mr. Knight

   Motion passed 3-0.

3. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 2958 South Windsor Lane, Brad Salisbury, applicant.**

   Gavin Alvey, representing the applicant, was present.

   Chad Wilkinson presented a summary of the staff report (the full staff report follows).

   The property where the solar panels are to be installed is located in the R-3 Single Family Zone. Solar power panels are classified in the city ordinance as "private power plants" and require a conditional use permit if they are over 10 watts. The applicant has indicated that the photovoltaic system to be installed will produce 7.13 kilowatts (7,130 watts), requiring a conditional use permit.

   The application submitted indicates the proposed installation of 2 photovoltaic arrays with a total of 26 panels. The arrays will occupy approximately 427 square feet, which is smaller than the 50% maximum roof coverage. The first array will be located on the southeast facing portion of the roof and will include 3 rows, each with 7 panels. The second array will also be facing southeast and will include one row of 5 panels. The roof is of truss construction and has a slope of 5:12. The applicant has indicated that the asphalt shingles are brand new. The panels will be connected to the roof with a Snap N Rack racking system. A review of information provided in the application indicates that all engineering requirements for the construction of solar panels in Bountiful City will be met. A reflection analysis of the roof pitch indicates that photovoltaic panels should not produce a reflection nuisance to surrounding properties.

Based on the findings, staff has determined that the applicant would comply with all requirements for the conditional use permit. Staff recommends approval of the conditional use permit with the following conditions:

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This conditional use permit is solely for this site and is non-transferable.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:05 p.m. with no comments from the public.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 2958 South Windsor Lane, Brad Salisbury, applicant. Mr. Cheney seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Knight

Motion passed 3-0.

4. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 317 South 1550 East, Jeff and Christina Lunt, applicants.**

Jim Dowdy, representing the applicant, was present.

Chad Wilkinson presented a summary of the staff report (the full staff report follows).

The property where the solar panels are to be installed is located in the R-3 Single Family Zone. Solar power panels are classified in the city ordinance as "private power plants" and require a conditional use permit if they are over 10 watts. The applicant has indicated that the photovoltaic system to be installed will produce 5.51 kilowatts (5,510 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 3 photovoltaic arrays with a total of 19 panels. The arrays will occupy approximately 329 square feet, which is smaller than the 50% maximum roof coverage. The first array will be located on the southeast facing portion of the roof and will include 5 panels. The second array will be located on the southwest facing portions of the roof and will include 11 panels. The third array is also located on the southwest facing portion of the roof and will include 3 panels. The roof is of rafter construction and has a slope of 6:12 on the upper portion of the roof where the southwest facing 11-panel array will be installed and 4:12 on the lower portions of the roof where the southeast facing 5-panel array and the southwest facing 3-panel array will be installed. The applicant has indicated that the metal roof is in good condition. The panels will be connected to the roof with a ProteaBracket mounting system. A review of information provided in the application indicates that all engineering requirements for the construction of solar panels in Bountiful City will be met. A reflection analysis of the roof pitch indicates that photovoltaic panels should not produce a reflection nuisance to surrounding properties.

Based on the findings, staff has determined that the applicant would comply with all requirements for the conditional use permit. Staff recommends approval of the conditional use permit with the following conditions:

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This conditional use permit is solely for this site and is non-transferable.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:08 p.m. with no comments from the public.

Mr. Knight inquired regarding the engineer's analysis letter. Mr. Dowdy indicated the engineer visited the site in order to complete the analysis.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 317 South 1550 East, Jeff and Christina Lunt, applicants. Mr. Knight seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Knight

Motion passed 3-0.

5. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 334 South 1300 East, Andrea Simmons, applicant.**

Jim Dowdy, representing the applicant, was present.

Chad Wilkinson presented a summary of the staff report (the full staff report follows).

The property where the solar panels are to be installed is located in the R-3 Single Family Zone. Solar power panels are classified in the city ordinance as "private power plants" and require a conditional use permit if they are over 10 watts. The applicant has indicated that the photovoltaic system to be installed will produce 5.94 kilowatts (5,940 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array with a total of 22 panels. The arrays will occupy approximately 381 square feet, which is smaller than the 50% maximum roof coverage. The array will be located on the east facing portion of the roof and will include 2 rows of 11 panels. The roof is of truss construction and has a slope of 5:12. The applicant has indicated that the asphalt shingles are in acceptable condition. The panels will be connected to the roof with an Ironridge racking system. A review of information provided in the application indicates that all engineering requirements for the construction of solar panels in Bountiful City will be met. A reflection analysis of the roof pitch indicates that photovoltaic panels should not produce a reflection nuisance to surrounding properties.

Based on the findings, staff has determined that the applicant would comply with all requirements for the conditional use permit. Staff recommends approval of the conditional use permit with the following conditions:

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This conditional use permit is solely for this site and is non-transferable.

Mr. Wilkinson noted the applicant described the condition of the shingles as "acceptable" and asked Mr. Dowdy for additional information. The committee viewed the roof via Google Earth.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:12 p.m. with no comments from the public.

Mr. Cheney inquired regarding 290 watt versus 270 watt panels. Mr. Dowdy explained it is a customer preference. Mr. Cheney clarified that "BB" on the product spec sheet means black on black, and Mr. Dowdy affirmed.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 334 South 1300 East, Andrea Simmons, applicant. Mr. Cheney seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Knight

Motion passed 3-0.

6. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 3578 South 100 West, John Olmedo, applicant.**

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 3578 South 100 West, John Olmedo, applicant. Mr. Knight seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Knight

Motion passed 3-0.

7. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 3894 South Bountiful Boulevard, Eric and Julie Hattabaugh, applicants.**

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 3894 South Bountiful Boulevard, Eric and Julie Hattabaugh, applicants. Mr. Knight seconded the motion.

A	Mr. Wilkinson
A	Mr. Cheney
A	Mr. Knight

Motion passed 3-0.

8. **Miscellaneous business and scheduling.**

Mr. Wilkinson ascertained there were no further items of business. The meeting was adjourned at 5:15 p.m.

Chad Wilkinson, City Planner