



## **BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**

**Monday, July 17, 2023  
5:00 p.m.**

**NOTICE IS HEREBY GIVEN** that the Bountiful City Planning Commission will hold a meeting in the Council Chambers, Bountiful City Hall, 795 South Main, Bountiful, Utah, 84010, at the time and on the date given above. The public is invited. Persons who are disabled as defined by the American with Disabilities Act may request an accommodation by contacting the Bountiful Planning Office at 801-298-6190. Notification at least 24 hours prior to the meeting would be appreciated.

1. Welcome.
2. Approval of the meeting minutes for May 1, 2023.
  - Review and Action
3. Approval of the meeting minutes for June 26, 2023.
  - Review and Action
4. 1099 Bountiful Blvd –Short-Term Rental  
*Assistant City Planner Nicholas Lopez*
  - Review
  - Public Hearing
  - Action
5. Adjourn



**DRAFTED MINUTES**  
**BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**  
**May 1, 2023**

Location: Planning Conf Rm City Hall, 795 South Main St. Bountiful City, Utah

Present: Committee Members Francisco Astorga (Chair), Todd Christensen, Scott Schlegel  
Assistant City Planner Nicholas Lopez  
Recording Secretary Hanna Welch

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**1. Welcome and Introductions**

Chair Francisco Astorga opened the meeting at 5:01 p.m.

**2. Review and approval of minutes for April 17, 2023**

MOTION: Chair Astorga made a motion to approve the minutes for April 17, 2023 as written. Member Schlegel seconded the motion.

VOTE: 2-0 in approval with Member Christensen abstained.

**3. 306 North 200 East - Home Occupation Conditional Use Permit for Handyman/Contractor - Assistant City Planner Nicholas Lopez**

Mr. Richards, the applicant, was present. Assistant City Planner Lopez presented the item.

The Home Occupation that is proposed follows the Land Use Code section 14-17-105 and 14-17-108 with regards to the Home Occupation business license and Handyman.

Members discussed the item and the fence surrounding the property. It was concluded that the fence is a non-issue for the business.

Public Hearing was opened and closed at 5:15 p.m. with no comment.

MOTION: Member Schlegel made a motion to approve this item with the five (5) conditions outlined by staff. Chair Astorga seconded motion.

VOTE: 3-0 in approval.

**CONDITIONS OF APPROVAL:**

1. The applicant shall maintain an active Bountiful City business license.
2. The home occupation use shall be subject to all Home Occupation Requirements outlined in Bountiful City Land Use Code § 14-17-105 (listed in the analysis section of this staff report).

- 1           3. The use, a handyman/contractor home occupation, shall be limited to apparatus, equipment,  
2           and/or tools commonly associated with a residential use. Any apparatus, equipment, or  
3           tools of a commercial nature are expressly prohibited.
- 4           4. If the use, a handyman home occupation, is found out of compliance with applicable codes,  
5           the City may revoke the approved Conditional Use Permit and issued business license.
- 6           5. The Conditional Use Permit is solely for this site and is non-transferable.
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- 8   **4. Meeting Adjourned at 5:31 p.m.**

DRAFT

**DRAFTED MINUTES**  
**BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE**  
**June 26, 2023**

Location: Planning Conf Room City Hall, 795 South Main St. Bountiful City, Utah

Present: Committee Members Francisco Astorga (Chair), Dave Badham,  
Brad Clawson, and Andrew Hill  
Assistant City Planner Nicholas Lopez

Excused: Recording Secretary Darlene Baetz

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**1. Welcome and Introductions**

Assistant Chair Brad Clawson opened the meeting at 5:00 p.m.

**2. Review and approval of minutes for May 1, 2023**

Minutes were missing from the committee packet and will be reviewed and approved at the next meeting.

MOTION: Member Badham made a motion to approve the minutes at the next meeting. Member Clawson seconded the motion.

VOTE: 2-0 in approval.

**3. 2174 S. Claremont Dr – Home Occupation Conditional Use Permit for Lawncare**  
*Assistant City Planner Nicholas Lopez*

Mr. Brett Craven, applicant, was present. Assistant City Planner Lopez presented the item.

*Chair Astorga arrived at 5:09 p.m.*

Mr. Craven submitted a Home Occupation Conditional Use Permit application to operate a Lawn Care/Snowplow home occupation at 2174 Claremont Dr. The home is located in the Single-Family Residential (R-3) Zone. The applicant has two garages with more than adequate parking for the required personal and business vehicles. At this time, Mr. Craven will be using his personal pickup truck and will keep all other equipment inside one of the garages for the home occupation business.

Public Hearing was opened and closed at 5:24 p.m. with no comment.

MOTION: Member Badham made a motion to approve the Conditional Use Permit for a Home Occupation Lawncare business at 2174 S. Claremont Dr with the five (5) conditions outlined in the staff report. Member Clawson seconded motion.

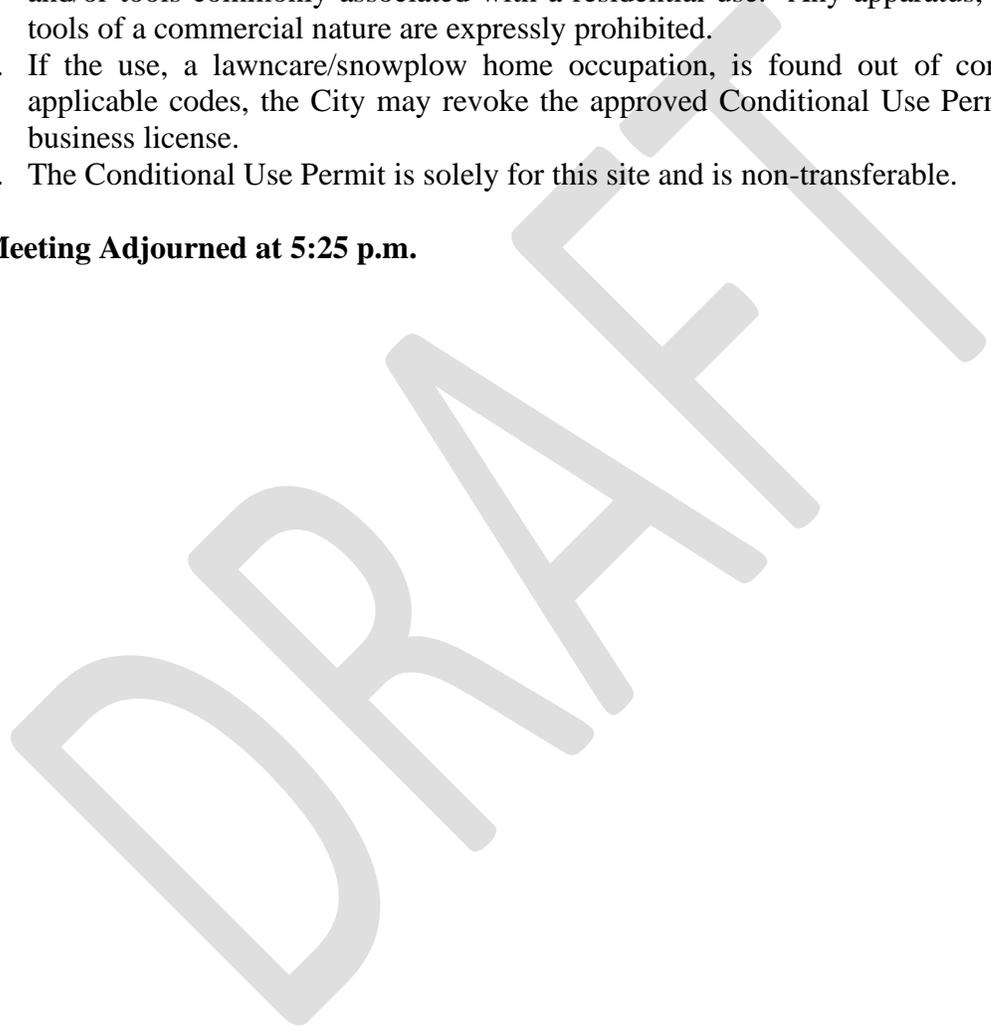
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VOTE: 3-0 in approval.

CONDITIONS OF APPROVAL:

1. The applicant shall maintain an active Bountiful City business license.
2. The home occupation use shall be subject to all Home Occupation Requirements outlined in Bountiful City Land Code § 14-17-104 (listed in the analysis section of this staff report).
3. The use, a lawncare/snowplow home occupation shall be limited to apparatus, equipment and/or tools commonly associated with a residential use. Any apparatus, equipment, or tools of a commercial nature are expressly prohibited.
4. If the use, a lawncare/snowplow home occupation, is found out of compliance with applicable codes, the City may revoke the approved Conditional Use Permit and issued business license.
5. The Conditional Use Permit is solely for this site and is non-transferable.

**4. Meeting Adjourned at 5:25 p.m.**



# Administrative Committee Staff Report



**Subject:** Short-Term Rental Permit  
**Authors:** Nicholas Lopez, Assistant City Planner  
**Address:** 1099 Bountiful Blvd.  
**Date:** July 17, 2022

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## Background

Jacob Bunker of 1099 Bountiful Blvd. requests a short-term rental permit for his accessory dwelling unit located above the garage on the north side of his home.

## Analysis

A short-term rental is a dwelling unit rented for periods less than thirty (30) consecutive days.

The Bountiful Municipal Code states that a short-term rental shall not be allowed unless a Short-Term Rental Permit is approved and is found in compliance with the following standards (Bountiful City Land Use Code § 14-14-127):

1. Short-term rentals are allowed within the Single-Family Residential (R) Zone, Residential Multiple-Family (RM) Zone, and Downtown (DN) Mixed Use Zone; and shall not be permitted in any other zone.
  - The property is in the Single-Family Residential Foothill (R-F) Zone.
2. Short-term rentals are only allowed within approved Accessory Dwelling Units. It is unlawful to allow, construct, or reside in a short-term rental within an entire single-family dwelling, duplex, or multi-family residential dwelling or property.
  - An Internal Accessory Dwelling was approved by the City Planning Department on May 25, 2023.
3. A maximum of one (1) short-term rental shall be permitted on a qualifying lot.
  - Only one (1) short-term rental is being proposed.
4. It is unlawful to construct, locate, or otherwise situate a short-term rental on a lot or parcel of land that does not contain a habitable single-family dwelling.
  - The lot contains a habitable single-family dwelling.

5. If an Accessory Dwelling Unit is approved as a short-term rental, the parking for the Accessory Dwelling Unit shall be governed by the Accessory Dwelling Unit Ordinance. The site shall comply with the current parking limitations outlined in the Bountiful Traffic Code regarding on-street parking.
  - The site currently can accommodate the four (4) required spaces, two (2) of which are required in the garage. A three (3) car garage exists with a driveway approximately one hundred eighty (180) feet long providing ample parking to any tenants on site.
6. The site shall comply with the current Noise Ordinance. The use of sound equipment, sound related activities, and/or noise heard from the property line from 11:00 PM to 6:00 AM shall be prohibited.
  - The approval is subject to compliance with the Noise Ordinance and the 11:00 PM to 6:00 AM restrictions shall be adhered. The property owner is responsible for notifying all tenants of this restriction, see item 8 below.
7. The site shall not exceed International Building Code (IBC) occupancy standards based on unit square footage.
  - The approved internal Accessory Dwelling Unit is nine hundred thirty-six (936) square feet. The IBC states (per the Bountiful City Building Official) that for every individual, 200 square feet is required. The proposed short-term rental area is limited to four (4) occupants.
8. Prior to short-term rental occupancy the property owner shall place a notice behind the main short-term rental door to make occupants aware of parking standards and noise restrictions, etc. The Planning Department will produce the notice after approval. It is the property owner's responsibility to maintain the notice, and to share applicable regulations with renters by other means utilized by the property owner, such as onsite booklet, e-mail communications, website, rental agreement, etc.
  - The Applicant is aware that it is the property owner's responsibility to maintain the (door) notice, and make all tenants aware of restrictions regarding parking, notice, etc., via onsite booklet, e-mail communications, website, rental agreement, etc.
9. A short-term rental within an accessory dwelling unit shall meet all development standards found in Bountiful City Land Use Code 14-14-124 Accessory Dwelling Units, any applicable codes, etc.
  - The site was found in compliance with Land Use Code § 14-14-124 Accessory Dwelling Units.

10. A short-term rental shall not be approved unless it is compliant with all State and local laws, ordinances, rules, and regulations. This includes all applicable zoning and building codes. A short-term rental shall be prohibited within a non-conforming use or non-compliant structure.

- The site was found in compliance with ordinances, rules, and regulations.

### **Staff Recommendation**

Based on the above findings, Staff recommends that the Administrative Committee approve the requested Short-Term Rental Permit at 1099 Bountiful Blvd.

### **Attachments**

1. Aerial Imagery
2. Floor Plan

Aerial



Proposed STR



