

**Bountiful City**  
**Administrative Committee Minutes**  
**October 26, 2015**

**Present:** Chairman – Chad Wilkinson; Committee Members – Lloyd Cheney; Assistant Planner – Andy Hulka; Recording Secretary – Julie Holmgren.

**Absent:** Committee Member – John Marc Knight.

**1. Welcome and Introductions.**

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

**2. Consider approval of minutes for October 19, 2015.**

Approval of minutes was tabled.

**3. PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for Solar Panels at 3597 Oakridge Circle, Ben and Sally Alley, applicants.

James Marshall (Intermountain Wind & Solar), representing the applicants, was present.

Andy Hulka 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 7.98 kilowatts (7,980 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 2 photovoltaic arrays with a total of 29 panels. The arrays will occupy approximately 522 square feet, which is smaller than the 50% maximum roof coverage. On the northwest side of the roof there will be a 14 panel array, with 4 panels on the first 2 rows and 3 panels on the top 2 rows. On the southeast side of the roof there will be a 15 panel array, with 4 panels on the first 3 rows, 2 panels on the fourth row, and 1 panel on the fifth row. The panels will be connected to the roof by a Snap N Rack system using lag screws. The roof is of truss construction, has a slope of 6/12, and is 2 years old. 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 5:06 p.m. with no comments from the public.

Mr. Marshall asked if slight modifications to the project plan would need Administrative Committee approval. Mr. Wilkinson responded that the City definitely would need to be advised if panels are to be added to the original project plans.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 3597 Oakridge Circle, Ben and Sally Alley, applicants, as outlined by staff. Mr. Wilkinson seconded the motion.

  A      Mr. Wilkinson  
  A      Mr. Cheney

Motion passed 2-0.

4. **Consider approval of a Conditional Use Permit, in written form, to allow for a Home Occupation Construction Business (masonry) at 909 East 300 South, David Shelley, applicant.**

Mr. Cheney made a motion for approval, in written form, to allow for a Home Occupation Construction Business (masonry) at 909 East 300 South, David Shelley, applicant. Mr. Wilkinson seconded the motion.

  A      Mr. Wilkinson  
  A      Mr. Cheney

Motion passed 2-0.

5. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 512 East 1800 South, Myrna Scoffield, applicant.**

Mr. Cheney made a motion for approval, in written form, to allow for Solar Panels at 512 East 1800 South, Myrna Scoffield, applicant. Mr. Wilkinson seconded the motion.

  A      Mr. Wilkinson  
  A      Mr. Cheney

Motion passed 2-0.

6. **Miscellaneous business and scheduling.**

Mr. Wilkinson ascertained there were no further items of business.

The meeting was adjourned at 5:09 p.m.



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Chad Wilkinson, City Planner