

**Bountiful City
Administrative Committee Minutes
November 16, 2015**

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

1. Welcome and Introductions.

Chairman Wilkinson opened the meeting at 5:00 p.m. and introduced all present.

2. Consider approval of minutes for November 9, 2015.

Mr. Knight made a motion to approve the minutes for November 9, 2015. 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 482 North Stone Creek Circle, Kent and Janice Roner, applicants.

Jason Williams (Auric Solar), representing the applicants, was present. (Kent Roner arrived at the meeting at approximately 5:10 p.m. His agenda item had already been heard by the committee.)

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-4 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 7.975 kilowatts (7,975 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array with a total of 29 panels. The arrays will occupy 531.66 square feet, which is smaller than the 50% maximum roof coverage. The southeast facing roof will have 29 panels with 4 panels on the bottom row, 12 panels on the middle row, and 13 panels on the top row. The panels will be connected to the roof by a Snap-n-rack roof mount system. The roof is of truss construction, has a slope of 8:12, and has asphalt shingles in good condition. 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. Williams expressed his company's excitement in being part of this solar project.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:03 p.m. with no comments from the public.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 482 North Stone Creek Circle, Kent and Janice Roner, applicants, as outlined by staff. Mr. Knight 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 a Home Occupation Contractor Business (cabinetry and countertops installation) at 466 North 1150 East, Jonathan and Angela Muir, applicants.**

Angela Muir, applicant, was present.

Andy Hulka presented a summary of the staff report (the full staff report follows).

The property where the Cabinetry and Countertops Installation Business is proposed is located in the R-3 Single Family Zone. Home Occupation Contractor Businesses in this zone are classified in the City Ordinance as requiring a Conditional Use Permit.

The application submitted includes a site plan, which indicates that the office space will be in an 80 sq ft space inside the home, which is less than 50% of the entire dwelling. A statement from the applicant indicates that the office will be used for billing and estimating and that no customers or employees will visit the site. The applicant has indicated that no manufacturing of cabinets will occur at the property. Furniture making or cabinet making is specifically prohibited as a home occupation by City Code. The use will be limited to office only with no manufacturing or prefabrication of materials allowed at the home. The home occupation will use a personal vehicle which will be parked in the driveway. There will be no signage on the property associated with the business. The use appears to be incidental and secondary to the use of the dwelling and shall not change the appearance, character, or condition of the property.

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 maintain an active Bountiful City business license.
2. The Home Occupation will not create nuisances discernible beyond the premises (e.g. Noise, dust, fumes, glare, traffic, etc)
3. The use will comply with all applicable fire, building, plumbing, electrical, and life safety and health codes in the State of Utah, Davis County, and Bountiful City
4. The use shall be office only and shall not include any manufacturing or prefabrication of cabinets at the residence.
5. The Conditional Use Permit is solely for this site and is non-transferable.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:07 p.m. with no comments from the public.

Mr. Knight emphasized to the applicant the reasoning behind the Conditional Use Permit and specifically mentioned that the business should be transparent to neighbors, have no customer parking, no signs, and one personal vehicle as detailed in the application. In addition, Mr. Wilkinson emphasized that fabrication and manufacturing of cabinets should not take place at the home.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Home Occupation Contractor Business (cabinetry and countertops installation) at 466 North 1150 East, Jonathan and Angela Muir, applicants, as outlined by staff. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

5. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 3155 South Davis Boulevard, David and Jennifer Wilcox, applicants.**

Mr. Knight made a motion for approval, in written form, to allow for Solar Panels at 3155 South Davis Boulevard, David and Jennifer Wilcox, applicants. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

6. **Miscellaneous business and scheduling.**

Having arrived after his agenda was heard by the Administrative Committee, Mr. Kent Roner discussed some miscellaneous details of his solar project and home site with the committee.

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

The meeting was adjourned at 5:14 p.m.



Chad Wilkinson, City Planner