

**Bountiful City
Administrative Committee Minutes
August 31, 2015**

Present: Chairman – Chad Wilkinson; Committee Member – Lloyd Cheney; Recording Secretary – Julie Holmgren.

Absent: Committee Member – John Marc Knight

1. Welcome and Introductions.

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

2. Consider approval of minutes for August 3, 2015 and August 24, 2015.

Minutes for August 3, 2015 were tabled.

Mr. Cheney made a motion to approve the minutes for August 24, 2015. Mr. Wilkinson seconded the motion.

 A Mr. Wilkinson
 A Mr. Cheney

Motion passed 2-0.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Group Instruction with up to 12 children at 211 East 750 North, Karen Davis, applicant.

Karen Davis, applicant, was present.

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

The applicant, Karen Davis, is applying for a Conditional Use Permit for a Home Occupation Group Instruction to allow for a preschool to have up to 12 children located at 211 East 750 North.

The preschool would be run from the applicant’s home, which is located in an R-4 single-family residential zone. The applicant currently has a license for up to 8 children in the preschool. The conditional use permit would allow up to 12 children per session. The applicant indicates that there will be no more than two sessions per day which will run Tuesday through Thursday from 9:00 am to 11:15 am and 1:00 pm to 3:15 pm. The interior area to be used is 530 square feet which meets the required 35 square feet per child. The outdoor play area exceeds the requirement of 40 square feet per child. The area to be used for group instruction does not exceed 50 percent of the ground floor square footage as required

by Code. The applicant has noted that her location on a corner lot lends itself to pick-ups and drop-offs very well.

Staff recommends approval of a Conditional Use Permit to allow a Home Occupation Group Instruction to allow for a preschool to have up to 12 children with the following conditions:

1. Pick-up and drop-off procedures approved by the Committee must be followed.
2. The applicant must comply with the requirements for a Home Occupation Business License and the Conditional Use Permit.
3. The applicant must comply with the Rules and Guidelines for Preschool set forth by the Davis County Health Department.
4. The permit is for this applicant at this site and is not transferable.

Mr. Wilkinson inquired regarding the drop off and pick up procedures for the preschool. Ms. Davis explained that rules for drop off and pick up are explained to the parents at the beginning of the school year. Children do not have to cross the street in order to enter the preschool, and there is plenty of street parking for the parents. The drop off procedure requires parents to walk their children to the preschool. Likewise, the pick up procedure requires parents to get out of their car and chaperone their child back to the car. The Committee approved this plan.

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

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Group Instruction with up to 12 children at 211 East 750 North, Karen Davis, applicant. 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 Solar Panels at 503 Indian Springs Road, Greg Mace, applicant.

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 503 Indian Springs Road, Greg Mace, applicant. Mr. Wilkinson seconded the motion.

A Mr. Wilkinson
A Mr. Cheney

Motion passed 2-0.

5. **Miscellaneous business and scheduling.**

Chairman Wilkinson ascertained there were no further items of business.

The meeting was adjourned at 5:06 p.m.

A handwritten signature in black ink, appearing to read 'Chad Wilkinson', written over a horizontal line.

Chad Wilkinson, City Planner