

**Bountiful City
Administrative Committee Minutes
September 26, 2016**

Present: Chairman – Chad Wilkinson; Committee Member – 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. [Mr. Cheney was delayed and arrived at the meeting at 5:12 p.m.]

2. Consider approval of minutes for September 19, 2016.

Mr. Knight made a motion to approve the minutes for September 19, 2016. Mr. Wilkinson seconded the motion.

<u> A </u>	Mr. Wilkinson
<u> </u>	Mr. Cheney (Abstained)
<u> A </u>	Mr. Knight

Motion passed 2-0.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 420 East 1500 South, William Orchard, applicant.

Ty Church (Clear Solar), representing the applicant, 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-4 Single Family Residential 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 4.845 kilowatts (4,845 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array with a total of 17 panels. The arrays will occupy approximately 216 square feet, which is smaller than the 50% maximum roof coverage. The array will be located on the south facing portion of the roof and will include all 17 panels in two rows. The roof is of truss construction and has a slope of 4:12. The applicant has indicated that the asphalt shingles are 8 years old and in good condition. The panels will be connected to the roof with a Snap N Rack 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 5:02 p.m. with no comments from the public.

Mr. Wilkinson inquired regarding the engineer's analysis letter. A discussion ensued regarding the use of photos in preparing the letter, and staff explained that photos were included as part of the plans.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 420 East 1500 South, William Orchard, applicant. Mr. Wilkinson seconded the motion.

 A Mr. Wilkinson
 Mr. Cheney (Abstained)
 A Mr. Knight

Motion passed 2-0.

4. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 2591 Green Oaks Drive, Gray Griffin, applicant.

Mylee Erwin (Solaroo), representing the applicant, 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 Residential 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 3.36 kilowatts (3,360 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 5 photovoltaic arrays with a total of 12 panels. The arrays will occupy approximately 105 square feet, which is smaller than the 50% maximum roof coverage. The first array will be located on the southwest facing portion of the roof and will include 6 panels. Two more arrays, each with 2 panels, will be located on the southeast facing portion of the roof. The final two single panel arrays will be located on another southwest facing portion of the roof. The roof is of truss construction and has a slope of 6:12. The applicant has indicated that the asphalt shingles are 20 years old and in good condition. The panels will be connected to the roof with lag bolts and brackets. 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. Wilkinson noted the uniqueness of the system in that the panels will be installed on several areas of the roof. He also noted the shingles are 20 years old and are in good shape, and although the city does not require re-shingling prior to approval, he recommended that due to the age of the shingles the owner consider re-shingling prior to the solar install, so there is not a need to reroof later. Karen Griffin, the homeowner, was present at the meeting and acknowledged Mr. Wilkinson's comment.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 2591 Green Oaks Drive, Gray Griffin, applicant. Mr. Wilkinson seconded the motion.

 A Mr. Wilkinson
 Mr. Cheney (Abstained)
 A Mr. Knight

Motion passed 2-0.

5. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 2220 South 900 East, Tad & Carrie Mills, applicants.**

Marilee Guinan (Auric Solar), representing the applicant, 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 Residential 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 5.7 kilowatts (5,700 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 5 photovoltaic arrays with a total of 20 panels. The arrays will occupy approximately 366 square feet, which is smaller than the 50% maximum roof coverage. The arrays will be located on the flat roof facing southwest. There will be two arrays with 4 panels, one array with 2 panels, and two arrays with 5 panels. The roof is of TPO membrane construction and has a slope of 0:12. The panels

will be connected to the roof with a Panel Claw mounting system, which has no mechanical attachment to the roof, but is fully ballasted. 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. Hulka noted his understanding that additional information regarding the Panel Claw mounting system would be submitted to the city at a later date.

PUBLIC HEARING: Chairman Wilkinson opened and closed the Public Hearing at 5:10 p.m. with no comments from the public.

Mr. Wilkinson noted there are a few unanswered questions regarding the mounting system, specifically regarding the wind resistance of the ballast system. Ms. Guinan noted the system was originally engineered for 120 mph winds and it is being re-engineered for 155 mph winds. Mr. Wilkinson clarified that Auric Solar would provide the city with an updated engineer's letter from Epic, and Ms. Guinan acknowledged that was correct.

Mr. Knight noted information on the Mills' application which stated the ballast system should be installed per manufacturer's specifications, and he asked Ms. Guinan regarding those specifications. Ms. Guinan explained that the specifications were included in the packet submitted to the city. A discussion ensued regarding the specs and staff commented that Auric Solar informed the city they would provide new specs and an updated engineer's letter.

[Mr. Cheney arrived at the meeting at 5:12 p.m.]

Mr. Wilkinson summarized the discussion regarding wind speed and specifications for Mr. Cheney and asked if the committee felt comfortable moving forward. Ms. Guinan noted that Auric Solar has installed other ballasted systems in Bountiful, and the committee noted a few of those projects. Mr. Cheney stated he would be comfortable moving forward if the analysis is alright and that is reflected in the engineer's letter. Mr. Knight suggested that be a condition of the Conditional Use Permit. Mr. Hulka stated that he was privy to a conversation between the city's building official, M.J. Squire, and Auric Solar. He stated that Mr. Squire communicated to Auric Solar a desire that when the final inspection is completed that everything matches up with the plans.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 2220 South 900 East, Tad & Carrie Mills, applicants, with an additional condition that prior to issuance of the building permit the applicant will provide an updated engineer's letter (letter to reflect the correct design speed and the ability to hold the ballast load required to get to that speed). Mr. Cheney seconded the motion.

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

Motion passed 3-0.

6. **Consider approval, in written form, of a Notice of Denial for a Lot Line Adjustment at 1630 South Orchard Drive and 163 East 1650 South, Douglas & Carol Thompson and Daniel & Vivian Dearden, applicants.**

Mr. Wilkinson explained some particulars of the Notice of Denial; specifically, he pointed out the findings and the appeal details. He stated that if the committee approved the written form, a copy would be mailed to the applicants, and they would have fourteen (14) days from the date of the written decision to appeal.

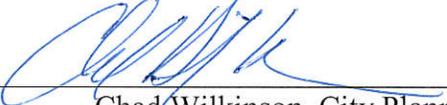
Mr. Cheney made a motion for approval, in written form, of a Notice of Denial for a Lot Line Adjustment at 1630 South Orchard Drive and 163 East 1650 South, Douglas & Carol Thompson and Daniel & Vivian Dearden, applicants. Mr. Knight seconded the motion.

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

Motion passed 3-0.

7. **Miscellaneous business and scheduling.**

Mr. Wilkinson ascertained there were no further items of business. The meeting was adjourned at 5:18 p.m.


Chad Wilkinson, City Planner