Bountiful City
Administrative Committee Minutes
September 12, 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.

2. **Consider approval of minutes for August 29, 2016.**

   Mr. Cheney made a motion to approve the minutes for August 29, 2016 with a modification striking the language on page four which reads "… and determined the roof was acceptable." Mr. Knight seconded the motion with the aforementioned modification. [August 29, 2016 minutes reflect the change.]

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

   Motion passed 3-0.

3. **Consider approval of a Lot Line Adjustment at 309 East 3050 South and 302 East Lewis Park Cove, Jesse & Trisha Woolley and James Brett & Heidi Jo Finklea, applicants.**

   James Brett Finklea, applicant, and Robert Morse, representing the Woolleys, were present.

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

   The applicants are applying for a Lot Line Adjustment between their properties at 309 E 3050 S (Surveyed Parcel) and 302 E Lewis Park Cove (Lot 607) in Bountiful, Utah. Both properties are located in the R-3 Single-Family Zone. The purpose of the property line adjustment is to convey 3774 square feet (0.087 acres) from the Surveyed Parcel to Lot 607, bringing the Surveyed Parcel to 0.909 acres and Lot 607 to 0.338 acres. It should be noted that approval of the property line adjustment by the City does not act as a conveyance of real property and appropriate conveyance documents must be prepared and recorded by the county.

   No new lots are being created in this transfer so this does not need to be an amended subdivision plat.

   Both affected properties will meet the minimum lot size requirements for the R-3 zone.

   The lot line adjustment will not affect any existing easements.

Based on findings, Staff recommends approval for a lot line adjustment, with the following condition:

1. The approved lot line adjustment is recorded with Davis County. **Note:** Approval of the property line adjustment does not act as a conveyance of property.

Mr. Cheney made a motion for approval of a Lot Line Adjustment at 309 East 3050 South and 302 East Lewis Park Cove, Jesse & Trisha Woolley and James Brett & Heidi Jo Finklea, applicants. 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 Solar Panels at 188 East 650 North, Joy Cluff, applicant.**

Kelly Theuson (Vision 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 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 3.64 kilowatts (3,640 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 2 photovoltaic arrays with a total of 13 panels. The arrays will occupy approximately 235 square feet, which is smaller than the 50% maximum roof coverage. The first array will be located on the west facing portion of the roof and will include 1 row of 8 panels. The second array will be located on the east facing portion of the roof and will include 1 row of 5 panels. The roof is of rafter construction and has a slope of 6:12. The applicant has indicated that the asphalt shingles are 5 years old and in good condition. The panels will be connected to the roof with an Ecofasten 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 5:06 p.m. with no comments from the public.

Mr. Knight inquired regarding the solar attachment system. Mr. Cheney noted the system is similar to others the committee has reviewed. Mr. Theuson explained a few particulars about the Ecofasten mounting system.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 188 East 650 North, Joy Cluff, applicant. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

5. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 2917 South 450 West, Adam Fisher, applicant.**

Brad Lord (Evelar), 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 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 3.42 kilowatts (3,420 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array with a total of 12 panels. The array will occupy approximately 253 square feet, which is smaller than the 50% maximum roof coverage. The array will be located on the southeast facing portion of the roof and will include all 12 panels in 2 rows. The roof is of truss construction and has a slope of 3:12. The applicant has indicated that the asphalt shingles are in great condition. The panels will be connected to the roof with an Ironridge 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 5:09 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 2917 South 450 West, Adam Fisher, applicant. Mr. Knight seconded the motion.

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

Motion passed 3-0.

6. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 25 North 200 West, Donald Bouge (Davis County Recovery), applicant.**

Mark Richard (Intermountain Wind & Solar and Davis County Recovery board member), 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 C-G General Commercial 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 9.88 kilowatts (9,880 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array with a total of 38 panels. The array will occupy approximately 666 square feet, which is smaller than the 50% maximum roof coverage. The array will be located on the east facing portion of the roof and will include 2 rows of 19 panels. The roof is of truss construction and has a slope of 4:12. The applicant has indicated that the asphalt shingles are 10 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 5:11 p.m. with no comments from the public.

Mr. Richard noted his appreciation that Bountiful Power agreed to a service upgrade.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 25 North 200 West, Donald Bouge (Davis County Recovery), applicant. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

7. **PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for a Home Occupation Landscaping Business at 3001 South 500 West, Sione Tapa, applicant.**

Sione Tapa, applicant, was present.

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

The property where the landscaping business is proposed is located in the R-4 Single Family Zone. Home Occupation Landscaping Businesses in this zone are classified in the City Ordinance as requiring a Conditional Use Permit.

The application submitted indicates that the applicant will be operating a landscaping and sprinkler repair and installation business with residential snow removal in the winter. The applicant will park a work truck in the carport at the property. One room that is approximately 100 sq. ft. will be used as an office for the business. No chemicals will be used for the business and all tools will be stored off site. No customers or employees will visit the site, no work will be performed on site, and no product will be sold from the property. The applicant will have a 4 sq. ft. wall sign on the home 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 not include any outside storage 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 5:15 p.m. with no comments from the public.

Mr. Knight requested a summary of the signage restrictions. Mr. Hulka explained code allows for one wall sign no larger than four square feet. Mr. Tapa explained he is not planning on a wall sign for the time being. Mr. Knight explained that home occupation businesses should exist such that neighbors do not know a business is there – the applicant does not bring attention to himself, there's no gathering of employees, no truck parked on the street – the business should be invisible to neighbors. For the record, Mr. Wilkinson clarified with Mr. Tapa there would be no signage, and Mr. Tapa affirmed. Mr. Wilkinson explained this does not preclude future signage.

Mr. Cheney made a motion for approval of a Conditional Use Permit to allow for a Home Occupation Landscaping Business at 3001 South 500 West, Sione Tapa, applicant. Mr. Knight seconded the motion.

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

Motion passed 3-0.

8. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 2958 South Windsor Lane, Brad Salisbury, applicant.**

Mr. Knight made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 2958 South Windsor Lane, Brad Salisbury, applicant. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

9. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 317 South 1550 East, Jeff and Christina Lunt, applicants.**

Mr. Knight made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 317 South 1550 East, Jeff and Christina Lunt, applicants. Mr. Cheney seconded the motion.

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

Motion passed 3-0.

10. **Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 334 South 1300 East, Andrea Simmons, applicant.**

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 334 South 1300 East, Andrea Simmons, applicant. Mr. Knight seconded the motion.

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

Motion passed 3-0.

11. **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