

1 **Providence City**
2 **Administrative Land Use Authority**
3 **Minutes — Monday, August 12, 2019 10:30 AM**
4 Providence City Office Building
5 164 North Gateway Drive, Providence UT 84332
6

7 Member Attendance: Rob Stapley, Max Pierce, Skarlet Bankhead
8 Other attendance: Miracle Riggs (applicant), Diane Campbell, Office Specialist
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10 **Item No 1. Conditional Use Site Plan:** The Providence City Administrative Land Use Authority will consider for
11 approval a request by Miracle Riggs for a conditional use site plan for a home-based bakery (Cake-a-Lily) located at
12 983 Grandview Dr., Providence UT.
13

14 **Background Information:**

- 15 1. Application was received Aug. 5, 2019; application contained:
- 16 2. Providence City Conditional Use Application
- 17 3. Payment of \$100 Fee
- 18 4. Business Plan
- 19 5. A drawing and statement describing request

20 **FINDINGS OF FACT:**

21 The following Providence City Code (PCC) list regulations and requirements to be considered.

- 22 1. 3-4-5 Home business; Site Development
- 23 2. 10-6-1 Use Regulations
- 24 3. Official Zoning Map Revised January 2019
- 25 4. Business Plan stating conditions of use

26 **CONCLUSIONS OF LAW:**

- 27 1. The property is located in an SFT zone.
- 28 2. The applicant meets the requirements of 3-4-5 with the following conditions:

29 **CONDITIONS:**

- 30 1. The applicant will continue to meet all relevant federal, state, county, and Providence City rules, laws,
31 codes, ordinances related to the operation of a bakery as a home business.
- 32 2. Approval by the City of any application submitted or paperwork does not alleviate the owners and/or
33 their agents from their responsibility to understand and conform to local, state, and federal laws.
34 Providence City's approval is not intended to and cannot be construed to allow any laws to be violated.
- 35 3. The applicant will adhere to all conditions as stated in the submitted Business Plan.
- 36 4. The applicant will check on what point a grease separator will be required.
- 37 5. The applicant will get all required permits from the appropriate agencies before business opens.

38 **Comments:**

- 39 • S Bankhead mentioned that the applicant does not anticipate needing a delivery vehicle, will provide a
40 parking spot for customers in the driveway, will not allow the business use to exceed 25% of the living
41 area, and does not anticipate hiring anyone. She said that if things change, the applicant will need to
42 apply for an amendment to the conditional use. It is better to get the approval first before neighbors
43 complain.
- 44 • M Pierce asked when a grease interceptor for the sewer would be required.
- 45 • R Stapley said that the Health Department would have the answer to that. M Pierce said that Logan City
46 may have a requirement since they treat our sewer.
- 47 • R Stapley said that he doubts that a grease separator would be required for a bakery, but he is not sure.
- 48 • S Bankhead said that we will add it as a condition that the applicant look into at what point a grease
49 separator is required.

- 50 • S Bankhead asked the applicant to give an update on where they are at as far as preparing their kitchen to
51 be ready for the business.
- 52 • M Riggs said that she needs to take out a line of cabinets where the current sink is and put in a 3
53 compartment sink. She then has to remove the carpet in the combined kitchen/living area and put in a
54 hard floor so that it can be sanitized. Those were the major things. There were other minor things having
55 to do with lighting, self-closing doors, etc.
- 56 • S Bankhead said that the applicant will need a building permit.
- 57 • S Bankhead said that we will add the condition that the applicant will need to get all the applicable
58 licenses and permits from the appropriate agencies. Our conditional use does not override the need for
59 any of the other permits.
- 60 • S Bankhead said that the applicant does not need to get a business license from the city if the business
61 doesn't have any outside impact on the neighborhood other than the sign. If the business has an average
62 of 6 or more customers a day or 30 per week, or if the business employs outside help or has large truck
63 deliveries, then it would require a business license. However, the applicant can get a city business license
64 if they want one for tax purposes.

65
66 **Motion to approve the conditional use for a home based bakery located at 983 Grandview Drive with the**
67 **conditions in the staff report and the two additional conditions about the grease trap and following through**
68 **with outside permits: — R Stapley, second — M Pierce**

69 **Vote:**

70 **Yea: S Bankhead, M Pierce, R Stapley**

71 **Nay:**

72 **Abstained:**

73 **Excused:**

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75 **Motion to adjourn: — R Stapley, second — M Pierce**

76 **Vote:**

77 **Yea: S Bankhead, M Pierce, R Stapley**

78 **Nay:**

79 **Abstained:**

80 **Excused:**

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82 Meeting adjourned at approximately 10:50 AM

83 Minutes prepared by Jesse Bardsley

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Skarlet Bankhead, Chair

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