

1 **Providence City**
 2 **Administrative Land Use Authority Minutes**
 3 **May 9, 2023, 2:30 pm**
 4 Providence City Office Building
 5 164 North Gateway Drive, Providence UT 84332

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 8 **Call to Order:** Skarlet Bankhead, Chair

9 **ALUA Members Present:** Rob Stapley, Skarlet Bankhead, Max Pierce.

10 **Staff Members Present:** Diane Campbell, Colton Love & Ty Cameron.

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 12 **Item No.1 - Conditional Use – Home Business:** The Providence City Administrative Land
 13 Use Authority will consider for approval a request by Paige Fullmer for an online craft business
 14 located at 463 W 60 S M102, Providence UT. **EXHIBIT**

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 16 • Skarlet Bankhead called the meeting to order and took attendance of ALUA members
 17 and staff who were present for the meeting.
 18 • Ms. Bankhead called item 1, gave a brief introduction, invited the applicant to have a seat
 19 at the mic and asked Diane Campbell to give an overview of the application and staff
 20 report.
 21 • Diane Campbell reported that this application for conditional use was for a home
 22 business which would be an online craft business. She reviewed the city and state codes
 23 used to verify that this application and business would meet all the necessary
 24 requirements to operate. Ms. Campbell listed the conditions the applicant would need to
 25 follow which included: applying for a business license, meet the requirements for a home
 26 business found in PCC 3-4-5, meet the requirements listed in the fire inspector review;
 27 Ms. Campbell did note that such an application in the future would not need a fire
 28 inspectors review per a statement she received from the deputy fire marshal, but that the
 29 fire marshal would be conducting a review for this business.
 30 • Ms. Campbell continued stating the remaining conditions, which were that the applicant
 31 was to operate the business in the manner described in the application and that the
 32 applicant would need to continue to meet all Federal, State, County and City rules, laws,
 33 codes, and ordinances.
 34 • Paige Fullmer, the applicant, introduced herself to the ALUA members. Ms. Bankhead
 35 described the conditional use process for businesses that worked out of a multi-family
 36 zones such as hers. Ms. Bankhead asked Ms. Fullmer if she could briefly describe her
 37 business.
 38 • Ms. Fullmer explained to ALUA the process of crystallizing books, which is what she
 39 will be doing. She indicated that all chemicals used were regular household chemicals
 40 that could be bought at your local store or craft store.
 41 • Parties discussed delivery traffic to and from the residence. Ms. Fullmer indicated that
 42 most deliveries to the house would be by regular mail. She indicated that she tries to stay
 43 local and buy the books that she uses from local vendors. She noted that deliveries out of
 44 the home were made by her, usually through FedEx or local mail.

- 45 • Ms. Bankhead asked if Rob or Max had any questions. Both indicated that they did not.
 46 Mr. Stapley commented that she has been approved by her HOA and the owner of the
 47 residence.
 48 • Ms. Bankhead reminded the applicant of the cities codes regarding on street parking and
 49 reported that they have had a few issues over by that complex. The parties discussed
 50 visitor parking and that customer parking needed to be contained on the property and not
 51 on the street. Stated that if the applicant ever hired employees or changed her business
 52 model due to growth, she would need to come back to the ALUA board for approval.
 53 • Parties discussed the next steps in the process. ALUA advised applicant to continue to
 54 follow the HOA guidelines and city code.
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56 **Motion to approve a conditional use application for a craft home business located at 463 W**
 57 **60 S M102 here in Providence in accordance with the staff reports findings of facts,**
 58 **conclusions of law and conditions – Rob Stapley. 2nd – Max Pierce.**

59 **Vote:**

60 **Yea- Rob Stapley, Skarlet Bankhead, Max Pierce.**

61 **Nay-**

62 **Abstained-**

63 **Absent-**

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65 **Motion passes. Conditional use approved.**

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68 **Motion to adjourn – Max Pierce. 2nd – Rob Stapley**

69 **Vote:**

70 **Yea- Rob Stapley, Skarlet Bankhead, Max Pierce.**

71 **Nay-**

72 **Abstained-**

73 **Absent-**

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75 **Motion passes, meeting adjourned.**

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78 **Minutes approved by ALUA on _____ of _____ 2023.**

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Skarlet Bankhead, Chair