

**Providence City**  
**Administrative Land Use Authority (ALUA)**  
**Minutes – October 11, 2023 – 2:30 pm**  
 Providence City Office Building  
 164 North Gateway Drive, Providence UT 84332

**Call to Order:** Skarlet Bankhead, Chair  
**ALUA Members Present:** Skarlet Bankhead & Max Pierce.  
**ALUA Members Absent:** Rob Stapley  
**Staff in Attendance:** Diane Campbell, Colton Love & Ty Cameron

- Skarlet Bankhead called meeting to order and took attendance of ALUA and Staff Members who were present for the meeting.

**Approval of Minutes:** The Administrative Land Use Authority will consider approval of minutes from September 13, 2023. [EXHIBIT](#)

- Skarlet Bankhead called for the approval of the minutes of September 13<sup>th</sup>, 2023, she noted that Rob Stapley had emailed that he had seen no issues with the minutes.

**Motion to approve the minutes of September 13<sup>th</sup>, 2023 – Skarlet Bankhead . 2<sup>nd</sup> – Max Pierce.**

**Vote:**

**Yea: Skarlet Bankhead & Max Pierce.**

**Nay:**

**Absent: Rob Stapley.**

**Abstained:**

**Motion passes, minutes approved.**

**Item No.1 - Conditional Use Home Business:** The Providence City Administrative Land Use Authority will consider for approval a dog grooming business (Gigi's Grooming) located at 230 W 500 S, Providence UT. [\(APPLICATION INFORMATION\)](#)

- Skarlet Bankhead called item 1, gave a brief introduction and asked Diane Campbell to give an overview of the application.
- Diane Campbell indicated that this application for conditional use for a home business was filed on October 4<sup>th</sup>. Reviewed what city codes were used to verify that the applicant has and will meet all requirements and regulations such as PCC 3-4-5 Home Business, 10-6-1 Use Regulations and PCC 10-3-5 Conditional Use Permits. Mrs. Campbell stated that the applicant is looking to start a pet grooming business. Mrs. Campbell reviewed the conclusion of law and conditions that the applicant will need to meet which includes; applying for a business license, meet and continue to meet all requirements for a home business as listed in PCC 3-4-5, operate their business in the manner described in their business plan and continue to meet all federal, state, and local rules, laws, codes and ordinances.
- Mrs. Bankhead asked the applicant to introduce herself.

- Evelyn Rust introduced herself and indicated that she is familiar with running a home business as she has been running a home business called sunshade products for 12 years.
- Mrs. Rust commented that she started grooming dogs six years ago for part-time income and enjoys the unique, personalized experience. She is currently working for a grooming business called Bark Spot. She indicated that she has a spacious home with a three-car garage and separate entrance way, discussed the layout of her house and where the business would take place. She plans to offer curbside pickup and drop-off services for customers. The business plan includes working three days a week, Monday through Saturday, from 8 a.m. to 4 p.m., with no more than 15 appointments per week and no more than two dogs in the salon at one time.
- Max Pierce asked the applicant if they plan on having any employees. Mrs. Rust responded that at the moment it is just her but that she does plan to ask an associate of hers if she wanted to work one to 2 days a week for some extra money, but nothing has been set up or agreed upon.
- Parties discussed changing the number of days, hours, max appointments etc. in the future and the need to come back to the city if they change their business plan so that the city is made aware and can make sure their business is still in compliance.
- Parties discussed what type or size of dogs she would be catering to and where the 2<sup>nd</sup> dog would be housed if she allowed 2 dogs at a time. Mrs. Rust responded that she had a kennel and that her main cliental would be owners will small dogs.

**Motion to approve the conditional use application for Gigi's Grooming located at 230 W 500 S Providence Utah based on the findings of fact, conclusions of law and conditions listed in the staff report and described in Gigi's Grooming business plan. – Max Pierce. 2<sup>nd</sup> – Skarlet Bankhead.**

**Vote:**

**Yea: Skarlet Bankhead & Max Pierce.**

**Nay:**

**Absent: Rob Stapley.**

**Abstained:**

**Motion passes, conditional use application approved.**

**Motion to adjourn – Max Pierce. 2<sup>nd</sup> – Skarlet Bankhead.**

**Vote:**

**Yea: Skarlet Bankhead & Max Pierce.**

**Nay:**

**Absent: Rob Stapley.**

**Abstained:**

**Motion passes, meeting adjourned.**

Minutes approved by ALUA on the \_\_\_\_\_ of \_\_\_\_\_ 2023.

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Skarlet Bankhead, Chair