

1 **Providence City**  
2 **Administrative Land Use Authority (ALUA)**  
3 **Minutes – November 15, 2023 – 3:00 pm**  
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5

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

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

8 **Staff in Attendance:** Ryan Snow, Diane Campbell, Colton Love & Ty Cameron (via zoom)  
9

- 10 • Mrs. Bankhead called the meeting to order and took attendance of staff and ALUA  
11 members who were present for today's meeting.  
12

13 **Approval of Minutes:** The Administrative Land Use Authority will consider approval of  
14 minutes from November 8, 2023. [MINUTES](#)  
15

- 16 • Mrs. Bankhead called for the approval of the minutes, noting that she did not see  
17 anything that needed correcting.  
18

19 **Motion to approve the minutes of November 8<sup>th</sup>, 2023 – Max Pierce 2<sup>nd</sup>- Rob Stapley**

20 **Vote:**

21 **Yea- Rob Stapley, Skarlet Bankhead & Max Pierce**

22 **Nay-**

23 **Abstained-**

24 **Absent-**  
25

26 **Motion passes, minutes approved.**  
27  
28

29 **Item No.1 - Commercial Site Plan:** The Providence City Administrative Land Use Authority  
30 will consider for approval a commercial site plan for temporary placement of a Boxable unit at  
31 571 W 500 S, Providence UT. [APPLICATION INFORMATION](#)  
32

- 33 • Skarlet Bankhead called item 1, gave a brief description and asked Diane Campbell to  
34 give an overview of the application.  
35 • Mrs. Campbell introduced the application and indicated that PCC 10-8-5 was used to  
36 evaluate the application. Noted that the property is in a CHD zone and that the applicant  
37 currently meets the requirements commenting that any facility structures, tents, trailers,  
38 vehicles etc. must be removed within ten calendar days after the site approval expires.  
39 Temporary signs must be removed within 24 hours after the site approval expires.  
40 • Skarlet Bankhead commented on the timeline and extension for this project and some of  
41 the issues that have come up.  
42 • Michael Fortune, applicant, discussed this project and that his intention was to use it as a  
43 show house and move to a more permanent lot in Nibley. He commented that the home  
44 would most likely be moved before the end of the month.  
45 • Rob Stapley stated that if it is moved within the next week or two he sees no issues or  
46 concerns.

- Michael Fortuned reviewed how it will be removed.
- Parties discussed the housing unit and plans for the lot in Nibley regarding the structure.
- Parties discussed its current location in the city.
- Parties talked about the current housing market and plans for these types of housing units and how they will work. Parties commented on the state and federal approval process. Parties discussed unit cost, set up, utility connections and future plans.
- The parties talked about the permit process issue and removal timeline.
- Mrs. Bankhead commented on the temporary and seasonal permit process and designations. Parties address the issue of how to designate this project as it has been on the lot for quite some time.
- Rob Stapley motioned to deny the application with the idea that it will be vacated or removed by the end of the month.
- ALUA discussed how best to motion or address the issues so as to not have future conflicts or issues. No second on motion, motion dies.
- Ryan Snow comments on denying or approving the permit based on its own merits and if it meets all requirements.
- Parties talked about approving the application as it stands had the structure not already been on the lot. The parties discussed not approving the application based on its location and issues of snow removal.
- Max Pierce commented on the possible issues and solutions of denying or approving it with the intention of it being removed within two weeks.
- Parties commented on retroactive approval and issues that brings up if they go that route.
- Ryan Snow talked about the zoning for it, that it was placed without a permit and what the conditions for approval or denial would be.
- Parties discussed snowplow scenarios and issues with this area and structure.
- Parties referenced the photos in the application and the buildings location.

**Motion to approve the application with the conditions that if it snows the applicant will be responsible for snow removal and that it be removed from the lot by the end of the month.**  
– Max Pierce. 2<sup>nd</sup> – Rob Stapley.

**Vote:**

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

**Nay-**

**Abstained-**

**Absent-**

**Motion passes, application approved with conditions.**

**Motion to adjourn meeting – Rob Stapley. 2<sup>nd</sup> – Max Pierce.**

**Vote:**

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

**Nay-**

**Abstained-**

**Absent-**

**Motion passes, meeting adjourned.**

Minutes approved by ALUA on 18th day of December 2023 Via Email

  
Skarlet Bankhead, Chair