

Administrative Land Use Authority (ALUA)

Minutes –Nov. 12th, 2025 – 2:30 pm

Providence City Office Building, 164 North Gateway Drive, Providence UT 84332

Call to Order: Skarlet Bankhead, Chair

ALUA Members: Skarlet Bankhead, Rob Stapley & Steven Wood.

Staff in Attendance: Colton Love (GIS Technician/Stormwater) & Ty Cameron (City Recorder)

- Skarlet Bankhead, Community Development Director, called the Providence City Administrative Land Use Authority meeting to order at 2:30 PM on November 12, 2025, at the Providence City Office Building, 164 North Gateway Drive. Present were Steven Wood, City Engineer; Rob Stapley, Public Works Director; Ty Cameron, City Recorder; and Colton Love, Storm Water and Zoning Specialist.

Approval of the Minutes: The Administrative Land Use Authority will consider approval of the minutes from October 29th, 2025. **(MINUTES)**

- Skarlet Bankhead called for a motion to approve the minutes of October 29th, 2025.

Motion to approve the minutes of October 29th, 2025 – Rob Stapley. 2nd- Steven Wood.

Vote:

Yea- Skarlet Bankhead, Rob Stapley & Steven Wood.

Nay-

Abstained-

Absent-

Motion passed unanimously. Minutes approved.

- **Item No. 1 Lot Line Adjustment:** ALUA will review, discuss and may approve a lot line adjustment between parcels 02-312-0033 & 02-312-0034 filed by Lars Bergeson. **(APPLICATION)**

- The Administrative Land Use Authority reviewed a lot line adjustment request between parcels 02-312-0033 and 02-312-0034, filed by Lars Bergeson. The properties are located in lots 33 and 34 of the Ballard Springs subdivision in the northeast corner.
- Colton Love presented the staff report, noting the application was received on October 30, 2025, and contained lot line adjustment information forms and proposed updated legal descriptions for both lots. He cited relevant Utah municipal code and Providence City code provisions governing lot line adjustments and confirmed the proposal was consistent with the general plan and surrounding development.
- A significant discussion arose regarding the public utility easement (PUE) that currently runs diagonally across the properties. Steven Wood expressed concern that the applicants were not requesting changes to the PUE alignment, which would continue diagonally across the property rather than following the new property line.
- ALUA asked if the bounds descriptions were prepared by a licensed surveyor, Mr. Bergeson indicated they were prepared by Paul Davis from a title company.
- Rob Stapley emphasized the potential complications of leaving the easement in its current diagonal configuration and what the owners now or in the future would or could do with the property, he noted that it could be limiting.

- Steven Wood added his concerns about future property use noting that it does or could encumber the property and it puts the property at risk for utilities cutting through there and limits of what they can do and can't do.
- Mr. Bergeson indicated he didn't have a problem with the easement continuing across his property. He confirmed that all utilities (Comcast, fiber, and electricity) were already installed along the road and not in the diagonal easement area.
- Skarlet Bankhead noted that while her preference would be to keep it consistent for future utilities and everybody knows that that easement follows the property line, she couldn't find anything in the code requiring them to relocate the easement if they weren't impacting it.
- Rob Stapley noted that if it was required, he'd love it, but it doesn't say that. In a different situation we might do even more homework on that. For what this is and their understanding and in the public meeting, getting our record understanding of those risks, I think we're okay to just push this one through

Motion to accept the proposed lot line boundary adjustment between lot 02-312-0033 and 02-312-0034 as proposed, with the understanding of the risks of the property owners regarding the easement remaining in its original location. – Steven Wood. 2nd- Rob Stapley.

Vote:

Yea- Skarlet Bankhead, Rob Stapley & Steven Wood.

Nay-

Abstained-

Absent-

Motion passed unanimously.

- Colton Love will prepare a record of decision for the applicants to attach to their county submission. Skarlet Bankhead informed them they could return for a survey and easement relocation if they later decided the diagonal easement was problematic.

➤ **Item No. 2 Stack LLC Building Plan** ALUA will review the landscaping plan and may consider approval of the commercial site plan. [\(PLAN\)](#)

- The Administrative Land Use Authority reviewed the landscaping plan for the Stack Build LLC building located at 512 West 100 North. Skarlet Bankhead explained that while they had conditionally approved this previously, they needed to review it fully in the public meeting since they cannot discuss agenda items as a quorum outside of public meetings.
- Colton Love reported the landscaping plan was received on November 3, 2025, and included a landscaping site plan with landscaping and planting concepts. He confirmed the proposal met Providence City code requirements for commercial zone districts.
- Skarlet Bankhead noted the code requires professional office buildings to have at least 15% of the total lot landscaped, and the applicant proposed 26%. The plan included two trees (one per thousand feet of landscaping as required) - one at the south end of the property and one at the north end of the parking area. The plan also included the required number of shrubs.
- Danny McFarland, the applicant, explained the landscaping would feature lava rock underneath the building and mulch from the Pisgah pit in a grayish color where shrubs would be planted.

The shrubs would be low growing and kind of spread out along the west property line. The front area would have black crushed lava rock that looks like a soil pad type look.

- Steven Wood asked about irrigation, Danny confirmed it would have operable irrigation, just a drip. No grass.
- Rob Stapley raised concerns about the crab apple tree potentially dropping fruit, to which Danny responded he would ensure it was a non-fruit-bearing variety.
- Regarding lighting, Skarlet Bankhead confirmed there would be lights on the south side of the building at the entrance, which would illuminate the parking area without requiring separate parking lot lights.
- Steven Wood noted the code requires a permanent automatic irrigation system and requested verification. Danny agreed to include this information in the civil plans and email the landscape plans showing irrigation details.
- The only remaining condition from the previous approval was the deed restriction regarding landscaping placement, which Danny confirmed they would provide a copy of when completed.

Motion to accept the landscape plan presented for the Stack office building with the understanding that there will be an automatic sprinkler system to be verified in the civil plans. – Steven Wood. 2nd- Rob Stapley.

Vote:

Yea- Skarlet Bankhead, Rob Stapley & Steven Wood.

Nay-

Abstained-

Absent-

Motion passed unanimously.

Motion to adjourn meeting. – Steven Wood. 2nd- Rob Stapley.

Vote:

Yea- Skarlet Bankhead, Rob Stapley & Steven Wood.

Nay-

Abstained-

Absent-

Motion passed unanimously, meeting adjourned.

I swear these minutes are true and correct to the best of my knowledge.

Minutes approved by vote of ALUA on _____ day of _____

Ty Cameron, City Recorder.