

1 **Administrative Land Use Authority (ALUA)**

2 **MINUTES–February 25th, 2026 – 2:30 pm**

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

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

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

8 **Staff Present:** City Manager Ryan Snow, Stormwater Specialist Colton Love and City Recorder Ty Cameron.

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10 **Approval of the Minutes:** The Administrative Land Use Authority will consider approval of the minutes from
11 January 7th, 2026. ([MINUTES](#))

- 12 • Chair Skarlet Bankhead brought up the approval of minutes from the January 7th, 2026, meeting. She
13 reviewed the minutes and found no corrections needed.
- 14 • Rob Stapley also indicated he had no corrections.
- 15 • Steven Wood identified one correction needed on the second page, lines 66 through 69, regarding his
16 remarks about the lack of geotechnical analysis for the center. Mr. Wood explained that while the
17 comment focused on groundwater concerns, he wanted to add his additional major concern about the
18 placement of structural fill and verification of its compaction, strength, and bearing capacity.
- 19 • Staff indicated that they would get that added.

20
21 **Motion to approve the minutes, with the addition as stated, for the meeting held January 7th, 2026. –**
22 **Rob Stapley. 2nd- Steven Wood.**

23 **Vote:**

24 **Yea- Rob Stapley, Skarlet Bankhead & Steven Wood.**

25 **Nay-**

26 **Abstained-**

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28 **Motion passed unanimously. Minutes approved.**

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31 ➤ **Item 1 Boundary Adjustment Agreement:** ALUA will consider for approval a simple boundary
32 adjustment agreement filed by Clifton Timothy Hess involving parcels 03-107-0016, 03-107-0314, and
33 03-107-0013 the general area of 10 N Sarah Street ([AGREEMENT](#))

- 34 • Chair Bankhead introduced the simple boundary adjustment agreement filed by Clifton Timothy
35 Hess involving parcels 03-107-0016, 03-107-0314, and 03-107-0013 in the general area of 10
36 North Sarah Street. Ivan Mendenhall, one of the parties to the agreement, was present. Ms.
37 Bankhead explained that the Administrative Land Use Authority members cannot discuss agenda
38 items with each other outside of meetings.
- 39 • Skarlet reviewed the application and determined it met the necessary requirements for a simple
40 boundary adjustment.
- 41 • Steven Wood expressed initial concern that the modification of the center lot might push it into
42 an illegal lot status due to minimum width requirements at the setback being below 95 feet.
43 However, upon checking the boundary, he confirmed it does exceed 95 feet, though barely. Mr.
44 Wood also noted that all public utility easements and other easements appeared unchanged in the
45 boundary adjustment.
- 46 • Mr. Wood brought attention to the Hess family that their playhouse is built directly on top of a
47 public utility easement, presenting a potential risk to them.

- Rob Stapley acknowledged this concern, noting that while they try to protect utility easements, the particular structure was always problematic. He explained that fortunately there's no existing utility that the structure sits on top of, but protecting easements is crucial for utility companies to perform maintenance and operations.
- Mr. Wood made an additional observation that this appeared to be potentially the second boundary adjustment on this parcel, based on historical plats showing the current boundary should align with the easement line as originally recorded.
- Skarlet asked if this adjustment would clean up all previous adjustments, and Mr. Wood confirmed that it would and would do so without creating problems.
- Ms. Bankhead referenced Utah Code Title 10, Chapter 20, Item 906, which requires the land use authority to consent to a proposed simple boundary adjustment if it meets specific requirements. She outlined that the application included a compliant conveyance document describing all affected lots, does not affect public right-of-way or municipal utility easements, does not affect existing easements or on-site wastewater systems, and does not result in non-conforming lots.
- Steven Wood had verified the conformity requirements.
- When asked if he had any questions or concerns, Ivan Mendenhall stated he had none and was ready to proceed if all requirements were met.

Rob Stapley moved to approve the simple boundary adjustment for parcels 03-107-0016, 03-107-0314, and 03-107-0013. Steven Wood seconded the motion.

Vote:

Yea- Rob Stapley, Skarlet Bankhead & Steven Wood.

Nay-

Abstained-

Motion passed unanimously.

➤ **Item 2 Fazenda Beleza Subdivision Amendment: ALUA** will consider and may take action on Fazenda Beleza Subdivision First Amendment removing a 10-ft setback internal lot restriction on Lot 1, located in the general area of 158 W 620 S. [\(ANALYSIS\)](#)

- Chair Bankhead introduced the Fazenda Beleza Subdivision First Amendment to remove a 10-foot setback internal lot restriction on Lot 1, located in the general area of 158 West 620 South. She explained this was an internal lot restriction rather than an actual city setback because the 10-foot setback was beyond what the city would require. The city already has setback and easement combined within the stormwater pond area, and the developer's design engineer had added an additional 10-foot setback that the city doesn't require. This classification as an internal restriction rather than a traditional city-required setback allows the Administrative Land Use Authority to make the change without involving City Council.
- Troy Sterr, the applicant, explained they wished to eliminate the 10-foot setback from the retaining pond on the west side of the property. The current setback makes the buildable area for a house very narrow. He clarified they want to remove the setback where the pond is located, while maintaining the setback behind the pond, which would allow building closer to the pond without actually building up to it.
- Rob Stapley expressed understanding but emphasized the importance of protecting the easement and pond functionality. He noted that people often want to make changes that could affect pond capacity and functionality, and the city needs to protect the pond's operations for maintenance

92 purposes. He reminded the applicant of their responsibilities regarding pond maintenance and
93 cautioned about placing structures that could impede maintenance access.

- 94 • Steven Wood echoed Stapley's concerns and noted it's uncommon to speak directly with the
95 actual homeowner who will own these ponds. He emphasized the importance of proper
96 maintenance.
- 97 • Troy confirmed he understood the maintenance responsibilities and had no desire to alter the
98 pond itself.
- 99 • Mr. Stapley noted that at one point there were plans to alter the pond, but those plans were set
100 aside, and now only the setback scenario needed changing.
- 101 • Colton Love read the staff report detailing the application received January 26, 2026, which
102 included the Providence City final/amended subdivision plat application, proposed amendments
103 to final plat, petition to amend subdivision, and petition to change setbacks for Lot 1. Fire
104 Marshal Aaron Walker reviewed the site and found no issues with fire department requirements.
105 The report confirmed compliance with Utah Code Title 10 Chapter 9A Part 6 and Providence
106 City codes, and that the amendment is consistent with the general plan and surrounding
107 development.
- 108 • Ms. Bankhead explained that upon approval, a new mylar would need to be produced and
109 brought in for signature, similar to the original subdivision process.

110 **Rob Stapley moved to approve agenda item 2, the Fazenda Beleza Subdivision amendment for the**
111 **10-foot setback internal lot restriction on Lot 1. Steven Wood seconded the motion.**

112 **Vote:**

113 **Yea- Rob Stapley, Skarlet Bankhead & Steven Wood.**

114 **Nay-**

115 **Abstained-**

116 **Motion passed unanimously.**

- 117 • Ms. Bankhead scheduled the next meeting for March 4th at 2:30 PM to address new information on the
118 Miller site plan and a conditional use permit that had come in. All members confirmed their availability
119 for that date.

120 **Steven Wood moved to adjourn the meeting. Rob Stapley seconded the motion.**

121 **Vote:**

122 **Yea- Rob Stapley, Skarlet Bankhead & Steven Wood.**

123 **Nay-**

124 **Abstained-**

125 **Motion passed unanimously**

126 Minutes approved by ALUA on ____ day of _____ 2026.

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

128
129
130 _____
131 Ty Cameron.
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