

**PROVIDENCE CITY  
ADMINISTRATIVE LAND USE AUTHORITY  
AGENDA – TUESDAY, JULY 19, 2016  
Providence City Office Building  
15 South Main, Providence UT 84332**

The Providence City Administrative Land Use Authority will hold a public meeting at the Providence City Office Building, 15 South Main, Providence UT at 9:20 AM to discuss the following items. Anyone interested is invited to attend.

**ACTION ITEMS:**

**Item No. 1. Site Plan:** The Providence City Administrative Land Use Authority will consider a request from Nathan Hills for a conditional use for Rosemary's Bakery located at 473 W. 300 S. in Providence, Utah, to promote and sell a wheat free flour blend, a wheat free baking mix, and various baked goods. A website and blog will also be operated by this business. All products, and shelf stable drinks, may be sold at special events as approved by the hosting organization and in accordance with local law.

Agenda posted, sent to the Herald Journal, and submitted to the Utah Public Notice Website on July 18, 2016.



Bonnie Fuhriman  
Office Specialist

If you have a disability and/or need special assistance while attending the Providence City Administrative Land Use Authority meeting, please call 435-752-9441 before 5:00 p.m. on the day before the meeting.

# PROVIDENCE CITY LAND USE APPLICATION

15 South Main \* Providence UT 84332

435-752-9441 \* Fax: 435-753-1586 \* email: sbankhead@providence.utah.gov

Please note that each request has a checklist which specifies what information is required in order for your application to be complete and ready for processing. Please check the appropriate box for your type of application. Check only one box. Each application type requires a separate application. If you have questions, please ask.

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**

Development Review Committee, and/or Planning Commission, and/or City Council		
Annexation	Exception to Title	Rezone
Code Amendment	Final Plat	Right-of-way Vacation
Concept Plan	General Plan Amendment	Site Plan
<u>Conditional Use</u>	Preliminary Plat	
Appeal Authority		
Appeal		Variance

**PLEASE NOTE: FILING FEES DO NOT INCLUDE PROFESSIONAL FIRM FEES. THESE WILL BE BILLED SEPARATELY.**

Applicant's Name: <u>NATHAN HILLS</u>		
Address: <u>473 W 300 S</u>		
Phone(s): <u>435-919-6516</u>	Fax: <u>N/A</u>	E-Mail: <u>nathanhills.it@gmail.com</u>

Party Responsible for Payment: <u>NATHAN HILLS</u>		
Billing Address: <u>473 W 300 S</u>		
Phone(s): <u>435-919-6516</u>	Fax: <u>N/A</u>	E-Mail: <u>nathanhills.it@gmail.com</u>

Property Owner's Name (how it appears on a legal document): <u>TYLER J &amp; ROBIN E. HEATON</u>		
Address: <u>LOGAN PREFERRED PROPERTY MANAGEMENT 153 E 400 N LOGAN, UT</u>		
Phone(s): <u>435-752-5003</u>	Fax: <u>435-752-5956</u>	E-Mail: <u>loganpreferredproperties@yahoo.com</u>

Architect/Engineer/Surveyor's Name: <u>N/A</u>		
Address: <u>N/A</u>		
Phone(s):	Fax:	E-Mail:

Cache County Property Number(s): <u>021460029</u>
Total Acreage: <u>N/A</u> Project Name: <u>N/A</u>
City Address of Project (if applicable): <u>N/A</u>

I declare under penalty of perjury that I am the owner or authorized agent for the property which is the subject of application, and that the statements, answers, and documents submitted in connection with this application are true and correct to the best of my knowledge.

Signature of Applicant: Nathan Hills Date: 7/6/2016

**Do not complete below this line, for office use only.**

Application Fee:
General Plan:
Zone:

Receipt Number:
Received By:
Date Stamp:



PROVIDENCE CITY CONDITIONAL USE APPLICATION (page 1 of 2)

NATHAN HILLS

dba: ROSEMARY'S BAKERY

473 W 300 S

PROVIDENCE, UT 84332

435-919-6516

Business Website: <http://rosemarysbakery.wix.com/rosemarys>

e-mail: [rosemarysbakery@outlook.com](mailto:rosemarysbakery@outlook.com)

Business phone: (435) 554-8728

BUSINESS PLAN:

The purpose of this business is to promote and sell a wheat free flour blend, a wheat free baking mix, and various baked goods. A website and blog will also be operated by this business. All products, and shelf stable drinks, may be sold at special events as approved by the hosting organization and in accordance with local law.

LOCATION:

The business headquarters and cottage kitchen are located at 473 W 300 S in Providence, UT.

PARKING:

Our business is **not** a retail location, we do not plan on having retail sales at this location. There is the possibility of occasional demonstrations and group classes. These demonstrations or classes would not involve any more than 8 additional individuals at a time and would not be a common part of the business at this location. There could be certain rare instances with additional vehicles at this address. No more than two times in one month and no more than 10 times in a given year.

SAFETY MEASURES:

All policies and procedures are in accordance with Utah State law for cottage food production. This business has been approved by the appropriate state authority to operate. Our rented home has a fire extinguisher in the laundry area adjoining the kitchen. There are three door exits, one on the south side of the home, one on the north side in the kitchen area, and one on the west side going into the garage which has the main door on the south side and a man door on the north side. In the event of an emergency these three exits are available.

With regard to food safety there is an attached sanitation plan, see *Rosemary's Bakery Sanitation Plan*.

PROVIDENCE CITY CONDITIONAL USE APPLICATION (page 2 of 2)

HOURS OF OPERATION:

Monday – Friday from 10 am – 4 pm

We do not operate a retail outlet. We do take orders over the phone and by e-mail. The hours in which we take phone calls for the business are 10 am – 4 pm. We also have licenses/approval to operate a booth at the North Logan 25<sup>th</sup> Street Market between 9 am – 1pm on Saturday by the North Logan Library. Special arrangements may be made to deliver any of our products to the customer.

CAPACITY:

See section on parking. We would not allow anymore than eight patrons on premise at any one point in time for business related purposes for Rosemary's Bakery. These instances would not be common. If we had to say how often classes or demonstrations are offered no more than 10 times in a year and no more than two times in a given month.

## **Rosemary's Bakery Sanitation Plan**

1. Preparation area shall be cleared washed and sanitized before preparation of approved food items.
2. During preparation of approved food items a bucket will be kept with sanitizing solution\* and cleaning cloths. Preparation are will be cleaned and sanitized as needed and sanitized at least one time hourly during production.
  - a. Cleaning cloths will be kept separate from household cleaning cloths with other production related goods.
3. Post production of approved food items all areas used will again be washed and sanitized.
4. Items or utensils used for food production (all sink washable items) will be washed, rinsed, and sanitized using a 2 sink compartment method.
  - a. Sink washable food production items will be washed in one sink and rinsed in the other. All water will then be drained and all food production utensils will be sanitized.
  - b. Any non-sink washable items will be cleaned and sanitized same as preparation area.
5. All storage cabinets and containers will be cleaned and sanitized before first time use. Storage cupboards will be cleaned and sanitized on a monthly basis thereafter.
6. Containers used for ingredient storage will be washed, rinsed, and sanitized before initial use and again every time they are emptied and before new ingredients are added to the container.

\*Sanitizing solution is bleach based. Approved test strips are used to ensure the proper amount of bleach has been added to the existing quantity of water.

Year: 2016

STATE OF UTAH  
DEPARTMENT OF AGRICULTURE AND FOOD

Certificate No: 115204

P.O. Box 146500 Salt Lake City UT 84114-6500 <http://ag.utah.gov> Phone: 801-538-7100

**CERTIFICATE OF REGISTRATION FOR**  
**Food Establishment**

**ROSEMARY'S BAKERY  
COTTAGE FOOD FACILITY  
473 W 300 S  
PROVIDENCE UT 84332**



Category: SMALL

Registration Expires: 12/31/2016