

**NOTICE AND AGENDA**  
**SANTA CLARA CITY COUNCIL MEETING**  
**Wednesday, May 8, 2024**  
**Time: 5:00 p.m.**  
**AGENDA**

Public Notice is hereby given that the Santa Clara City Council will hold a Regular Meeting in the City Council Chambers, located at 2603 Santa Clara Drive, Santa Clara, Utah on Wednesday May 8, 2024 commencing at 5:00 PM. The meeting will be broadcast via You Tube linked on our website at <https://santaclarautah.gov>

**1. Call to Order**

**2. Opening Ceremony:**

- Pledge of Allegiance: Dave Pond
- Opening Comments: Buddy Harrington, Shepherd of the Hills United Methodist Church, St. George Interfaith Council.

**3. Conflicts and Disclosures**

**4. Working Agenda:**

**A. Public Hearing(s) 5:00 pm.**

1. Public Hearing to receive Public Input regarding an Amendment to the Traffic Transportation Master Plan with 5-year Capital Improvement Projects.
2. Public Hearing to receive Public Input regarding updates to the Santa Clara Historic District Design Guidelines.

**B. Consent Agenda**

1. Approval of Claims and Minutes:
  - April 17, 2024 City Council Work Meeting Minutes
  - April 24, 2024 Regular City Council Meeting Minutes
  - Claims through May 8, 2024
2. Calendar of Events:
  - May 15, 2024 City Council Work Meeting
  - May 22, 2024 Regular City Council Meeting

**C. General Business:**

1. Discussion and action to consider approval of the updated Traffic Transportation Master Plan with 5-year Capital Improvement Projects. Presented by Dustin Mouritsen, Public Works Director.
2. Discussion and action to consider approval of the updates to the Santa Clara Historic District Design Guidelines and approve Ordinance 2024-06. Presented by Jim McNulty.
3. Discussion and action to consider approval of an Interlocal Agreement for Building Inspections. Presented by Cody Mitchell, Building Inspector.

4. Discussion and action to consider approval of a Multi-Year Lease Program with Unified Fleet Services and approve Resolution 2024-06R. Presented by Lance Haynie, Government Affairs/HR.

5. **Reports:**

a. Mayor / Council Reports:

6. **Executive Session:**

7. **Adjournment:**

**Note:** In compliance with the Americans with Disabilities Act, individuals needing special accommodation during this meeting should notify the city no later than 24 hours in advance of the meeting by calling 435-673-6712. In accordance with State Statute and Council Policy, one or more Council Members may be connected via speakerphone or may by two-thirds vote to go into a closed meeting.

**Zoom Meeting Participants:** Participants on the Zoom call is limited to City Staff, Council Members, and applicants on the agenda. Email calendar invitations will be sent out in advance of the meeting. Instructions for each meeting will include the meeting ID, and password to join. When joining the meeting your screen name must show your full name. Each applicant will be accepted into the meeting when their item is up for discussion. Please contact Chris Shelley at (435)673-6712 Ext. 203 with any questions regarding public meetings.

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Santa Clara City limits on this 2nd day of May 2024 at Santa Clara City Hall, on the City Hall Notice Board, at the Santa Clara Post Office, on the Utah State Public Notice Website, and on the City Website at <http://www.sccity.org>. The 2024 meeting schedule was also provided to the Spectrum on January 1, 2024.



Chris Shelley – City Recorder

**SANTA CLARA CITY COUNCIL MEETING  
WEDNESDAY, APRIL 24, 2024  
MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Regular Meeting on Wednesday, April 24, 2024, at 5:00 PM in the City Council Chambers of the Town Hall at 2603 Santa Clara Drive, Santa Clara, Utah. Notice of the time, place, and agenda of the meeting was provided to *The Spectrum* and to each member of the governing body by emailing a copy of the Notice and Agenda to *The Spectrum* and also, along with any packet information, to the mayor and each council member, at least two days before the meeting. The meeting will be broadcast via YouTube linked on our website at <https://santaclarautah.gov>.

**Mayor:** Rick Rosenberg

**Council Members:** Janene Burton  
Christa Hinton  
Dave Pond  
Ben Shakespeare

**City Manager:** Brock Jacobsen

**City Recorder:** Chris Shelley

**Others Present:** Matt Ence, City Attorney  
Jim McNulty, Planning and Economic Development Manager  
Dustin Mouritsen, Public Works Director  
Gary Hall, Power Director  
Ryan VonCannon, Parks Director  
Andrew Parker, Fire Chief  
Bob Flowers, Police Chief

**Excused:** Jarett Waite, Council Member

**1. Call to Order.**

Mayor Rick Rosenberg called the meeting to order at 5:00 PM and welcomed those present.

**2. Opening Ceremony.**

**A. Pledge of Allegiance: Christa Hinton**

**B. Opening Comments: Michael Kruse, Unitarian Universalist Fellowship, St. George Interfaith Council.**

**3. Conflicts and Disclosures.**

There were no conflicts or disclosures.

**4. Working Agenda.**

**A. Public Hearing**

i. **None.**

**B. Consent Agenda.**

i. **Approval of Claims and Minutes:**

- **April 10, 2024, Regular City Council Meeting Minutes.**
- **April 17, 2024, City Council Work Meeting.**
- **Claims through April 24, 2024.**

ii. **Calendar of Events:**

- **May 8, 2024, Regular City Council Meeting.**
- **May 15, 2024, City Council Work Meeting.**
- **May 22, 2024, Regular City Council Meeting.**

Council Member Shakespeare mentioned that the May 8 City Council Meeting will include a Public Hearing on the proposed Historic District Guidelines. The Public Planning Commission Hearing is on April 25.

Council Member Hinton noted a correction to the April 10, 2024, Regular City Council Meeting Minutes. At the top of Page 10, Mayor Rosenberg is incorrectly identified as Council Member Waite.

**Council Member Shakespeare moved to APPROVE the Consent Agenda, as amended. Council Member Hinton seconded the motion. Vote on motion: Council Member Shakespeare-Yes, Council Member Burton-Yes, Council Member Hinton-Yes, Council Member Pond-Yes. The motion passed with the unanimous consent of the Council.**

**C. General Business.**

**1. Discussion and action to consider approval of a Proclamation declaring the week of May 5-11, 2024, as Professional Municipal Clerks Week. Presented by Brock Jacobsen, City Manager.**

City Manager, Brock Jacobsen, requested approval to issue a Proclamation recognizing the week of May 5-11 as Professional Municipal Clerk's Week and further extend appreciation to the City's Professional Municipal Clerks Chris Shelley and Deputy City Recorder Selena Nez. Thanks were

expressed to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

**Council Member Hinton moved to APPROVE the Proclamation declaring the week of May 5-11, 2024, as Professional Municipal Clerks Week, as presented. Council Member Pond seconded the motion. The motion passed with the unanimous consent of the Council.**

**2. Discussion on the updates to the Traffic and Transportation Master Plan Update with 5-Year Capital Improvement Projects and proposed Impact Fee. Presented by Dustin Mouritsen, Public Works Director.**

Public Works Director, Dustin Mouritsen, provided an update on the Five-Year Capital Improvements Project List and Impact Fee calculation. The proposed Impact fee was calculated based on the future roadway improvements identified in the Santa Clara Transportation Master Plan that can be attributed to projected future development over the next six years. The projected future development growth was determined by evaluating residential and commercial building permits issued in the last four years. The permits for the various developments were converted to a Single-Family Equivalent ("SFE") in terms of trips generated in the PM peak hour. For the purpose of the study, it was assumed that Santa Clara will continue to experience similar growth over the next six years as development continues. The SFE Impact Fee was calculated by dividing the City-responsible roadway improvement costs by the projected SFE development units over the next six years.

Mr. Mouritsen gave an overview of the Five-Year Projects List:

**1. Center Turn Lane on Santa Clara Drive from Old Farm Road to Chapel Street.**

The City will need to coordinate with the Frei family regarding closing their parking lot before the project can be completed. The purpose of the project is to relieve congestion on Santa Clara Drive, especially left-hand turns. It will add a center turn lane.

**2. Chapel Street Widening and Extension.**

The City owns the property. Work will commence once the owner passes. At that time, the project will commence with a full-width roadway, curb, gutter, and sidewalk.

**3. Red Mountain Drive from Pioneer Parkway to North City Boundary (developer-funded).**

Although developer-funded, the project needs to be on the list as an improvement project. It will not collect Impact fees.

#### **4. Traffic Signal at Red Mountain Drive and Pioneer Parkway.**

The signal is already in design and is nearing completion. Mr. Mouritsen hopes to get it out to bid with a July start date so it will be operational before the PGA Tour in October.

#### **5. Traffic Signal at Chapel Street OR Gates Lane and Santa Clara Drive.**

Impact fees will only be collected for one signal, so the City will need to pick one of those sites for the project.

#### **6. Western Corridor/Hamblin Parkway, Phase I (local match).**

Phase I will extend from 400 East to the roundabout near Black Desert Resort. The City has received \$1 million in funding for environmental and design work, which will be available in October 2026. There was pushback from the Metropolitan Planning Organization ("MPO") that the roadway should have been constructed by developers. Mr. Mouritsen does not believe he will be able to obtain federal funding for construction, but he may be able to obtain it from the MPO. His concern with not having this project in is that when Black Desert Resort is operating and the roundabout is open to Red Mountain Drive, it could provide additional options to get to Rachel Drive, North Town Road, and 400 East.

The City will collect Impact Fees to construct Phase 1, which is 35 feet with no curb, gutter, or sidewalk. Phase 2 is included in the 10-year project list. The total projected cost is \$1.458 million. There might be an option to obtain MPO funding for construction. The City has the option to move forward with environmental and design, and then try to obtain funding.

Because the Northern and Southern Corridors were not developer-funded, Council Member Shakespeare asked why that is an expectation for the Western Corridor. Mr. Mouritsen explained that those two roadways do not have a lot of development around them. He clarified that the Western Corridor from Highway 91 to Saint George is not the issue. The problem is the fully developed area on the City's northern border. He was told by the MPO that the developer should have been required to construct half of the roadway. Council Member Shakespeare believes a stop needs to be put to that conversation. The MPO is making it sound like the City has done something wrong when that was not required of developers in Santa Clara or Washington City. Mr. Mouritsen indicated that once the environmental and design are complete, the City will have firmer footing to obtain funding.

#### **7. New Shop Space for Maintenance Vehicles.**

Traffic Impact and Power Department Impact Fees will cover half the cost. The project is included in the upcoming Budget.

**8. Right-Turn Deceleration Lanes on Santa Clara Drive from Tuweap Drive to Santa Clara Parkway.**

The project involves removing the existing stripes and shrinking the lanes. The center turn lanes are currently 16 feet wide, but they are only required to be 12 feet. Impact Fees will fund this project.

**9. Right-Turn Deceleration Lanes on Pioneer Parkway West of Red Mountain Drive.**

This project also involves removing the existing stripes and shrinking the lanes. In order to save on sandblasting costs, both projects could be completed after the chip seal or slurry seal. Resurfacing Pioneer Parkway is on the FY 2024/2025 Project list, so this item could be completed at that time.

In response to a question from Mayor Rosenberg, Mr. Mouritsen confirmed that a chip seal will be applied to all of Pioneer Parkway. Regarding the wavy pavement in front of Silverado, he plans to discuss that with the developer. The curb, gutter, and sidewalk will have to be addressed as well. He would like to mill and flatten the area, but correcting the issue will be very expensive.

**10. Bike Lane and Turnouts on the South Side of Pioneer Parkway.**

The City gets a lot of requests for a bike lane along Pioneer Parkway. The project will involve approximately 10 feet of asphalt and emergency pullouts.

**11. Gap Canyon Parkway and Western Corridor, from Saint George to Old Highway 91 (local match).**

A total of \$1.4 million will be available in 2025 and \$700,000 in 2027 for funding of environmental and design for this project. The Public Works Department is working to obtain construction funding.

**12. Chapel Street Bridge Bond.**

There are existing bond payments on the Chapel Street Bridge, and this will make those payments Impact Fee eligible. In response to a question from Council Member Shakespeare, Mr. Mouritsen confirmed that the projects are not listed in order of priority. They can be done at any time, in any order. His priorities would be the traffic signal at Red Mountain Drive and Pioneer Parkway and the widening of the turn-out lane on Pioneer Parkway. The City can begin work on Santa Clara Parkway immediately. The center turn lane on Santa Clara Drive will also be a priority. The shop is included in the next fiscal year's Budget. It is a top priority because City Departments are out of equipment storage room. With the exception of the second traffic signal, he sees all the projects as priorities.

Council Member Shakespeare asked if the bike lane could be widened before the PGA Tour. Mr. Mouritsen indicated that it would be difficult to complete by October. Mayor Rosenberg

added that widening it might worsen the problem because people would be tempted to pull over to watch from the road. One issue the City will discuss with Black Rock Resort and PGA representatives is how to keep the traffic moving on Pioneer Parkway.

Mr. Mouritsen reported that the recommended SFE Impact Fee of \$3,610 represents a 4.4% decrease from the current Impact Fee of \$3,778. The total list of projects in the Five-Year Project List has gone down since the last Master Plan because those projects have been completed. It is rare to decrease an Impact Fee, but Mr. Mouritsen is confident that the Study is correct.

Commercial Impact Fees are set by the square footage of a commercial building in 1,000-square-foot increments as set by the Institute of Traffic Engineers, which sets the guidelines for all impact fee studies as required by law.

He gave the following examples from Table 1:

**ITE Code 710, General Office:** If an office building is 3,890 square feet, it would be converted into SFEs by dividing it by 1,000, which equals 3.89. They will pay 3.89% more than the average SFE Impact Fee of \$3,610. That equals an Impact Fee Cost Per Unit of \$5,198, which is a total Impact Fee of \$20,220.

**ITE Code 850, Supermarket:** If a supermarket is 10,000 square feet, which equals 10 SFEs. Multiplied by the Impact Fee Cost Per Unit of \$20,685, the total Impact Fee would be \$206,850. Mr. Mouritsen stated that although that may sound like a lot, supermarkets create a lot of traffic, which impacts the roadways and other infrastructure.

**ITE Code 912, Drive-In Bank:** If a bank is 2,500 square feet, which equals 2.5 SFEs. Multiplied by the Impact Fee Cost Per Unit of \$40,215, the total Impact Fee would be \$89,455.

The Commercial Impact Fee Cost Per Unit is based on single-family equivalents. The SFE is set by the average traffic impact of one single-family home. That is calculated into the commercial cost by averaging trips per day to different types of businesses.

**ITE Code 934, Fast Food Restaurant with Drive-Thru:** If the restaurant is 1,500 square feet, which equals 1.5 SFEs. Multiplied by its Impact Fee Cost Per Unit of \$59,637, the total Impact Fee of \$89,456. That is a common Impact Fee for that type of restaurant because they generate a large amount of traffic.

**ITE Code 948, Automated Car Wash:** At 2,000 square feet, it equals 54 SFEs. The Impact Fee would be \$391,000.

Council Member Shakespeare asked what the City's commercial businesses are generating in Sales Tax. City Manager, Brock Jacobsen, did not have exact figures but the City's April distribution, which is for taxes collected in February, was approximately \$160,000 local and state match combined. The City receives 50% from point of sale and a portion of the total goes to the State, based on population. Council Member Shakespeare wanted to ensure that the City's Impact Fees are comparable to other cities.

Mr. Mouritsen provided the Council with an overview of the interactive map update. The update was overseen and fully funded by the Utah Department of Transportation ("UDOT") and the MPO. It is linked to the City's website, so if a developer is working on construction plans, they will have access to the zoning map through the website.

The map provides socio-economic data, population, employment, growth, building permit history, density maps, roadway data, right-of-way widths, and road cross-sections. It shows crash data, hazardous intersections, high crash areas, traffic analysis, and traffic analysis zones. All of the intersections that were studied for the Master Plan update are included, with traffic counts for each. It shows all the main intersections and what level of service they are. The map also shows the Western Corridor, both built and unbuilt, to show the traffic impact on Santa Clara Drive once it is completed. The Five-, Ten- and Twenty-Year Tip Lists are available, as well as the Roadway Master Plan projects. It covers alternative transportation, bike paths, and sidewalks. It links to the Trails Master Plan. The SunTrans route, including the two proposed new stops, is shown as well.

The Traffic and Transportation Plan Update was to be brought before a Public Hearing at the May 8 City Council Meeting.

**3. Discussion and action to consider a proposed Partial Plat Amendment and Extension of Arlo J. and Ramona Hafen Subdivision, Lots 1, 2, and 3. The Applicant, Jeff Webb, is proposing to increase the size of Lot 1 as well as adding Two (2) additional building lots into the subdivision. Presented by Jim McNulty, City Planner.**

Planning and Economic Development Manager, Jim McNulty, presented the proposed amendment. The lots in question are behind the Ramona Hafen Home, in the area of the future Chapel Street extension. Lot 1 has a home in place that was built in 1989. It is part of the original subdivision plat. It was a one-lot plat with a flag lot. The update includes amending and extending the original subdivision plat. Lot 1 is currently 10,000 square feet and will be increased to 14,266 square feet. Proposed Lot 2 would be 21,837 square feet. That lot would be directly behind Ramona Hafen's home. Proposed Lot 3 is just over 10,000 square feet. Lots 1 and 3 are in the Residential (R-1-10) Zone, which requires a minimum lot size of 10,000 square feet. Lot 2 is in the Residential Agriculture (RA) Zone, which requires a minimum lot size of 0.50 acre. The lot is slightly larger than required. The applicant, Jeff Webb, represents the family. The lots are owned by the Suzanne Webb and Jeff Webb Trust. They are proposing to subdivide it to create Lots 2 and 3. A family member intends to build on Lot 2 soon, with Lot 3 to be determined.

Mr. McNulty emphasized the following two review items:

1. **Flag Lot:** Lot 1 is a flag lot with an existing home. Lot 2 will eventually have public frontage along Chapel Street; however, a temporary access easement for Lot 2 will be required from the 25-foot private driveway at this time. Currently, Ramona Hafen lives in the home in front of Lot 2; however, the property is owned by the City. The City will improve Chapel Street and remove this home in the future.

2. **Street improvements:** The applicant will be required to put in curb, gutter, and sidewalk along the frontage of Lot 3, and the additional 25 feet of frontage for Lot 1 (flag lot). The City will put in the remainder of the public improvements for Lot 2 in the future. Once improved, Lot 2 will have a public frontage on Chapel Street.

All Utah State Code 10-9a-207 requirements have been met. Notices were sent to property owners within the subdivision. The property was also posted for a public meeting prior to the City Council meeting.

On April 11, 2024, the Planning Commission forwarded a recommendation of approval to the City Council for this plat amendment. City Staff recommends that the City Council consider granting approval subject to the conditions outlined in the Staff Report. The applicant's representative, Ryan Scholls, was present to answer any questions.

Mayor Rosenberg mentioned that this is a housekeeping amendment to bring the subdivision into compliance with zoning ordinances and create two new building lots.

Council Member Burton asked if the proposed amendments are in the area of the orchard. It was confirmed that the planned orchard area is to the south and will not be affected.

**Council Member Shakespeare moved to APPROVE the proposed Partial Plat Amendment and Extension of the Arlo J. and Ramona Hafen Subdivision, Lots 1, 2, and 3, subject to the following conditions:**

1. **That the applicant be required to comply with the recommendations from all City reviewing departments.**
2. **That Lots 1 and 3 meet the area, width, and yard regulations as per Section 17.64.050 of city ordinance. That Lot 2 meets the area, width, and yard regulations as per Section 17.60.050 of city ordinance.**
3. **That the applicant be required to install a 25' private asphalt driveway (staff portion of Lot 1, flag lot). That the private driveway includes a temporary access easement for Lot 2 until Chapel Street is improved, and public utility easements for Lots 1 and 2.**
4. **That the applicant be required to put in curb, gutter, and sidewalk along the frontage of Lot 3 and the additional 25' of frontage for Lot 1 (flag lot).**
5. **That the Owner's Dedication & Acknowledgement be signed prior to final plat recordation.**
6. **That the applicant be required to record the amended subdivision plat and provide an electronic copy to City staff.**

**Council Member Burton seconded the motion. Vote on motion: Council Member Shakespeare-Yes, Council Member Burton-Yes, Council Member Hinton-Yes, Council Member Pond-Yes. The motion passed unanimously.**

**4. UAMPS Presentation by Mason Baker, CEO. Regarding projects they are involved in now and future resource projects that UAMPS is investigating. Presented by Gary Hall, Power Director.**

Power Director, Gary Hall, introduced Utah Associated Municipal Power Systems ("UAMPS") CEO, Mason Baker. Mr. Baker has been the CEO since January 2023. UAMPS Managing Director of Member Relationships, Jackie Coombs, was also present.

Mr. Baker presented an overview of trends in the wholesale electric market, UAMPS' strategic planning, new resources for membership, and Santa Clara's resource mix. UAMPS is an interlocal agency, formed in 1980. It was originally formed to purchase an ownership interest in the Hunter Coal Plant. Since that time, UAMPS has grown to 16 different projects. Most members are in Utah, but they have expanded to a total of seven Western states.

UAMPS is a joint-action agency, which allows its members to participate in larger power generation projects and provides other services that may not be economical on an individual basis. UAMPS is a project-based joint action agency. Their members decide which projects to participate in and members have different generation resources that make up their portfolios. That is different from the Utah Municipal Power Agency ("UMPA"), which is an all-requirements joint action agency. They have a set of resources, and their members don't have individual choice of which resources they participate in. UAMPS is considering an organizational change to an all-requirements platform. That will be discussed in more detail at the annual membership conference in August.

Mr. Baker presented a pie chart showing the resources that were used on an aggregate basis to serve UAMPS member needs in 2023.

Hydroelectric from the Colorado River Storage Project (Glen Canyon Dam and Flaming Gorge Dam) accounted for 25%. That project has always been a pretty significant resource.

Coal accounted for 15%. Coal has been shrinking over the last 15 years, and it will continue to shrink over the next decade. That is a nationwide trend. There has been a fuel shift from coal to natural gas. Over the last 15 years, fracking and horizontal drilling have made natural gas very inexpensive. UAMPS expects natural gas to continue to grow over the next decade.

Purchases accounted for 34%, which includes both daily wholesale market purchases and forward market purchases. In 2023, daily market purchases were very expensive, which caused a lot of stress on both UAMPS and its members. Moving forward, they recommend that members try to reduce their wholesale market exposure. For the last 10 years, the wholesale market was very inexpensive, but that is changing as more coal generation is retired.

Wind and solar accounted for 3% each. Solar usage is increasing.

Santa Clara participates in many projects, which is a positive from a resource diversity standpoint. Some members only participate in a few projects, which especially in 2022 caused a lot of pricing sensitivity. If they only participated in the Hunter Coal Project and the Colorado River Storage Project, it was a bad year for both projects, and those members were very negatively affected. Things are changing in the industry, and in 2022 the impacts of those changes became apparent. It was a hot year in Utah, and also a bad water year. That meant extremely high pricing. Nationwide, a fundamental change will happen over the next seven years. UAMPS expects more years like 2022. These are enormous challenges that can be overwhelming, but UAMPS will be implementing the lessons learned from them over the next seven years.

Mr. Baker presented a chart showing installed capacity by generation type:

- Natural Gas Combined Cycle ("NGCC") is the predominant form of installed generating capacity in the U.S.
- Coal was predominant 15 years ago but is now second.
- Combustion Turbines ("CT") are also natural gas.
- Wind has grown.
- Nuclear has remained steady.
- Steam Turbines are also natural gas.
- Solar has grown over the last ten years.
- Hydro has remained steady.
- Batteries are becoming an important resource.

Mr. Baker provided an overview of planned generation projects for the next seven years. More solar will come online, as well as more natural gas and onshore wind. Offshore wind is a new thing for the United States, but UAMPS has no plans to invest in it. A lot of new battery capacity is coming online, and UAMPS is researching those projects. Coal and gas are anticipated to decline over the next seven years.

The new generation additions will total more than UAMPS had previously built domestically. They anticipate strains on labor because the U.S. does not have the domestic labor force required to do the forecasted amount of capacity additions. It will also put tremendous strain on the supply chain and increase issues that began during COVID-19. The U.S. does not have domestic manufacturing, so they will be reliant on international trade, and customs issues will come into play.

UAMPS identified the following four pillars necessary to navigate the upcoming energy transition:

1. They are seeing a very clear preference toward low- to no-carbon resources. Those are the most developed resources. They have developers who want to do wind, solar, and solar batteries, but UAMPS is also pursuing new natural gas to make sure they continue to have a reliable electric system. The U.S. electric grid is very reliable. Other countries do not have the same level of reliability. As UAMPS navigates the transition to lower carbon generation, it needs to make sure to maintain that reliability.

2. It is important to balance the resources, which means making sure to have the right complement of resources. It is important not to rely too heavily on solar, wind, or even batteries. There is a need to have additional new generation in the form of natural gas.
3. The transmission pillar is also important. UAMPS needs to build out a significant amount of new transmission domestically. The interconnection process to bring new generation online takes approximately five years. Any new resources that are built will not come online until 2030.
4. The last pillar is the energy supply chain. Domestic manufacturing capacity needs to be restored. Currently, 80% of solar modules worldwide come from China. There is a push for more domestic solar manufacturing, but in the near term, we will be heavily dependent on China for both solar and batteries. It will take time to build up that domestic manufacturing capacity.

UAMPS created an Integrated Resource Plan ("IRP"), which is a roadmap of the resources it should be looking at for its members. The IRP categorizes and identifies optimal resources to pursue on a least cost/least risk basis. Cost is very important, as is making sure that it is a reliable set of resources. "Least risk" gives consideration to Environmental Protection Agency ("EPA") regulations and makes sure that as a new resource is built, it is not going to become a stranded asset because of a new regulation coming into effect. It is clear that dispatchable capacity is needed, meaning UAMPS can control when capacity is generated and call on it when they need it.

The IRP identified new natural gas as the optimal resource. It recommended 300 megawatts ("MW") of new combined cycle generation, new natural gas that would operate 50% of the time or more. It also recommended 200 MW of peaking generation, which integrates renewables. When the sun stops shining, the peaking natural gas plant ramps up quickly and covers the load. It can also ramp up quickly to account for changes in wind generation. UAMPS is pursuing development on both combined cycle and peaking generation. A siting analysis is currently underway, and there will likely be more updates on that development over the course of the year.

The second takeaway is to consider using both more solar and batteries. UAMPS has done approximately 150 MW of utility-scale solar so far. The IRP suggested doing solar with batteries. The issue with solar is that it often generates when it isn't needed. Adding batteries creates a much better value proposition. The batteries can charge in the middle of the day, and then discharge later in the evening when the solar is offline, which makes it a much more valuable resource. UAMPS is considering a solar and battery project north of Parowan.

The third takeaway is that UAMPS needs to optimize existing resources and keep them in operation for as long as possible. It is hard to bring in new resources. From a cost standpoint, existing assets tend to be very economical. As UAMPS builds out and does more generation, it wants to minimize rate shock to members and their constituents.

The fourth takeaway is identifying land sites to do new generations. UAMPS is doing that now as they go through the siting analysis for new natural gas.

Mr. Roberts gave an overview of the specific UAMPS projects that serve Santa Clara:

The Pool Project is mostly daily market purchases, which have been very expensive. The most recent statistics are for the summer of 2022, which was very hot. UAMPS' recommendation moving forward is to have a Pool exposure of 10% or less. Member Internal Generation ("MIGS") is power generated by the Santa Clara plant, which accounted for 14% of Santa Clara's usage. UAMPS believes it is beneficial for members to have internal generation because it gives them less exposure to Pool pricing. Colorado River Storage Project, the Hunter Coal Plant, and Horse Butte Wind account for much of Santa Clara's needs. The Nebo Power Plant generated 39% of Santa Clara's usage, which Mr. Baker indicated was a lot of exposure to have in a single resource. Power Exchange ("PX") is wholesale electric market purchases that were made in advance. UAMPS prefers these because they offer pricing certainty. The Veyo Waste Heat Facility is last on the list.

In more generalized terms, Santa Clara's 2022 usage was:

- Natural Gas: 53%
- Purchases: 39%
- All others: 8%

Santa Clara is participating in the Steel Solar project at 1 megawatt. It went operational in March. UAMPS is considering adding batteries to this project. It is under a 25-year power purchase agreement with the developer.

UAMPS is considering expanding Horse Butte Wind. It currently generates less than 60 MW, and they are considering adding 40 additional MW. Santa Clara will have the ability to be part of the expansion.

Fremont Solar and Storage is the solar and battery project north of Parowan, which is scheduled to come online in the early summer of 2026. UAMPS is collaborating with the developer on this project. It prioritized this project because the developer has already gone through the interconnection process. Santa Clara's participation would be just under 3 MW.

Santa Clara has the ability to participate for 1.5% of the generation produced by the future natural gas plants. Mr. Baker added that as a hedge against future EPA regulation on natural gas, they are researching technologies that would allow firing with ammonia or hydrogen. He noted that he expected new regulations to be announced the following day.

UAMPS created a Strategic Plan at the end of 2022 and has been implementing it for the last year. In 2023, they did 20 strategic initiatives. In 2024, they will have 11. They met with Mr. Hall and made recommendations regarding Santa Clara's resource mix, and they will continue to be more interactive with members on a planning basis. The industry is going through a dramatic change,

and they will make sure their members understand what is going on and get feedback from them on how UAMPS can do better.

More information will be provided on the UAMPS all requirements project in the future.

UAMPS will be providing a scorecard to each member on the financial health of their system. It will look at the key financial metrics a credit rating agency would consider if a member was considering a bond issuance. It is the same financial credit rating review UAMPS does when they issue bonds on a new generation project. This will help members do some benchmarking with their peers and see what other cities are doing.

Mayor Rosenburg thanked Mr. Baker for the very informative presentation.

Council Member Shakespeare asked if the push to close coal plants is carbon-related, if it pertains to the source of getting coal or the cost to produce electricity from coal. Mr. Baker responded that there is no mandate from the State of Utah. On the Federal level, there will be a provision in the upcoming greenhouse gas regulations that deal with coal. He indicated that the issues UAMPS has experienced over the last two years with the Hunter Coal Plant has not been related to a regulatory issue. The problem has been the scarcity of coal.

Coal generation would be the most economical resource if not for coal pricing and scarcity. Coal mining companies need long-term arrangements to have the confidence to make large capital investment decisions. It is extremely capital-intensive to do a longwall operation, which is the most economical way to mine coal. UAMPS plans to enter into longer-term coal supply arrangements to give mining companies more confidence to make those capital investments, which should address the coal scarcity issues that have been experienced over the last couple of years.

Council Member Shakespeare asked about the lifespan and upgradeability of hydro plants. Mr. Baker stated that UAMPS is very involved in working with the Bureau of Reclamation, which operates the Glen Canyon Dam because they recognize its significance to the members. He anticipates it being there for at least another 20 years. However, they have a lot of sensitivity toward hydrologic conditions. Two years ago, UAMPS was very concerned that the level of Lake Powell would get too low to generate hydro. He is less concerned about the dam's lifespan and more concerned about water years and the levels at Lake Powell.

Council Member Shakespeare asked about the technology around hydroelectric if it has the ability to be upgraded. Mr. Roberts indicated that he visited Glen Canyon the previous October, and at that time some units were not fully operational. He does not believe they have the ability to upgrade or improve efficiency. There is potential to do new hydro, which is currently being explored in pumped hydro. Hydro is very capital-intensive. A project like Glen Canyon would be a significant undertaking today due to the price of concrete.

Mr. Jacobsen asked about the future of nuclear power within UAMPS. Mr. Baker indicated that there is still a place for new nuclear, but UAMPS is taking the approach that they need every available resource, and they see value in diversification. They have learned a lot from the Carbon Free Power Project ("CFPP"). Coming out of that, they see a role for nuclear power, but their

current position is that they no longer want to be the owner/developer. It is a very hard space to be in, both for UAMPS and its membership. If there was an opportunity to make a Power Purchase Agreement with a developer in that space, that is something UAMPS would consider.

Mayor Rosenberg asked for an update on NuScale and the Carbon-Free Power Project. Mr. Baker responded that it is not moving forward. UAMPS is in the process of closing out its cooperative agreement with the Department of Energy. He hopes that a project can move forward at that site location because a lot of valuable site-specific work has already been done that would aid in launching a new project there. The Department of Energy has a claim to the assets as part of the cooperative agreement, but UAMPS will do everything in its power to facilitate a new project on the site.

Mayor Rosenberg thanked Mr. Baker for the presentation.

**5. Discussion and action to approve a request from the SCHS Grad Night Committee for a donation of \$1,000 for Grad Night 2024. Presented by Brock Jacobsen, City Manager.**

City Manager, Brock Jacobsen, noted that for the last several years, the Snow Canyon High School Grad Night Committee has come before the Santa Clara City Council to request a donation to help fund Grad Night. They are requesting a \$1,000 donation this year.

*Theresa Fife* from the Grad Night Committee indicated that this year's event will be a beach bash, held at the Rinq on the night of graduation. It starts at 9:00 PM and ends at 3:00 AM and is open to all graduating seniors from Snow Canyon High School. For students on fee waivers who do not have the ability to pay, associated fees are waived, and they are allowed to attend. A portion of the \$1,000 donation would help offset those fees as well as help pay for the facility, dinner, et cetera.

**Council Member Pond moved to APPROVE the request from the SCHS Grad Night Committee for a donation of \$1,000 for Grad Night 2024. Council Member Burton seconded the motion. Vote on motion: Council Member Pond-Yes, Council Member Hinton-Yes, Council Member Burton-Yes, Council Member Shakespeare-Yes. The motion passed unanimously.**

**5. Reports.**

**A. Mayor/Council Reports.**

Council Member Shakespeare reported on the following:

- The Historic District Design Guidelines are available. The Public Planning Commission Hearing will be held on April 25. He believes the Guidelines will provide clarity to both developers and homeowners. He was glad to be part of it and appreciates all the work that went into the Guidelines.
- The Ivins City Talkabout would be held later that evening.

- Regarding the Fire Budget, it is important to understand as a group that the Budget was set with 15 full-time positions, plus an admin. Increasing overtime gives the Fire Chief flexibility to expand if needed. He appreciates the Fire Chief, Mr. Jacobsen, and everyone involved in the process. Mr. Jacobsen clarified that the Budget includes 15 full-time firefighters on the floor, plus Chief Parker and Deputy Chief Fulde, who can also respond when necessary.
- There was no flood control this month.

Council Member Burton reported on the following:

- She attended the Utah League of Cities and Towns (“ULCT”) Conference. She attended a breakout session on how to put on effective events, which was highly informative.
- The Miss Santa Clara Pageant will be June 6 at City Hall. On May 2, there will be a parent meeting at 7:00 PM. She is meeting with Monica on April 29. Mayor Rosenberg informed Council Member Burton that this would be her last year as Pageant Coordinator.
- The new sign was posted at the Arboretum. She, Council Member Hinton, and Council Member Pond attended.
- Mayor Rosenberg thanked Council Member Burton for the excellent job at the Washington County Fair. He received a lot of good feedback on it.

Council Member Hinton reported on the following:

- She also attended the ULCT meeting. She attended the breakout session for social media best practices and learned a lot about keeping private and public social media accounts separate. Limiting of commenting should be on private accounts only. She will forward the presentation to the Council. She asked if the City has a social media policy. Mr. Jacobsen confirmed that it does, but it needs to be updated. Council Member Hinton indicated her willingness to assist with that update.
- She also attended the rural economic development breakout session. Vernal is doing some great things in the downtown. She does not believe they are paying attention to historical guidelines, even though they have historic buildings. She also attended the Women in Government Lunch.
- In a ULCT general session, they discussed the 2034 Olympics and how cities throughout the state should be looking ahead and planning for it.
- She went on a ride-along with Officer Muse the previous Friday. She learned about the City police officers' day-to-day jobs. He was very patient and answered all her questions. It was interesting to hear how law enforcement works together. They are doing a great job of keeping the City safe.
- She went to a meeting with Congressman John Curtis on Monday where he discussed public land concerns. Specific to Santa Clara, he is working on legislation with Senator Lee to allow housing in Bureau of Land Management ("BLM") land. One condition they have agreed to is only allowing housing when it is adjacent to land with existing infrastructure, which would be perfect for the South Hills area.

- She went to the House Natural Resources Committee's Northern Corridor Congressional Field Hearing at the Rock Bowl. There was a strong showing of people who are not in favor of the Northern Corridor, but a lot of people attended who are in favor of it. Congress Members John Curtis, Celeste Malloy, and Blake Moore attended. They heard from witnesses. Washington County Attorney, Eric Clarke; Sun River Saint George Development LLC CEO, Darcy Stewart; Washington County Commissioner, Adam Snow; UDOT Executive Director, Carlos Braceras; and Washington County Water Conservancy District General Manager, Zach Renstrom, all had time to give short presentations. They presented great information. Council Member Hinton believes they are all working very hard to make it happen.
- Her daughter, Jocelyn Hinton, was present to observe.

*Jocelyn Hinton*, a senior at Snow Canyon High School, spoke to the Council. After graduation, she will be attending Utah Tech University, studying Pre-Physical Therapy. Mayor Rosenberg thanked her for attending.

Council Member Pond reported on the following:

- He attended the Arboretum Open House on Monday. They have put up more permanent signs at the north end. Their Arborist, Lee, was very informative. Council Member Pond learned a lot about the native plants.
- He commended Mayor Rosenberg on the State of the City. It was really informative and well done.
- The Washington County Children's Justice Center expansion ribbon cutting will be on April 29 at 10:00 AM.

Mayor Rosenberg reported on the following:

- He attended a Dixie MPO Executive Council Meeting. They discussed the Springdale transit line and bus stops along the route from Saint George to Springdale. The buses have arrived and will be put in service soon. They provided an update on the Regional Trail Standards Plan, which will be adopted into Santa Clara's design standards when they are ready. They discussed the projected impacts of Iron Man in May. It does not go through Santa Clara, but it does have an economic impact on the area.
- Staff have been meeting with Black Desert Resort. They have a new PGA Coordinator. The City has requested an impact analysis, particularly related to transportation. They have submitted plans for their Conditional Use Permit. A Special Use Permit is in process for parking and vendor storage on the Santa Clara side. Staff is doing a good job of reviewing that. More updates will be provided once they have details on the traffic impacts. Mayor Rosenberg is concerned about the limits of the existing infrastructure at the connection on Rachel Drive from Affirmation Drive, as well as Pioneer Parkway and Red Mountain Drive. He believes the signal should be in place before the event.

- He thanked the Council Members for attending State of the City and thanked the staff for their support, especially Executive Assistant, Kristelle Hendrickson.
- He thanked the Council Members for all their help covering events.

City Manager, Brock Jacobsen, reported on the following:

- At the City Manager's Conference, ULCT Executive Director, Cameron Diehl, mentioned that during the Legislative Session, legislators received conflicting information from municipalities. For example, a public works director or fire chief would express approval on an issue that the rest of the city was against. Mr. Jacobsen believes Engagifii will help prevent that by ensuring that everyone is on the same page and legislators do not receive conflicting messages from Staff. It will also help legislators understand who to reach out to.

Mayor Rosenberg reminded the Council Members that they had time to make it to the Public Safety Talkabout in Ivins City. A few present would also attend the Santa Clara Irrigation Company Annual Meeting.

**6. Executive Session.**

There was no Executive Session.

**7. Adjournment.**

**Council Member Hinton moved to ADJOURN. Council Member Pond seconded the motion. The motion passed with the unanimous consent of the Council.**

The City Council Meeting adjourned at 6:44 PM.

---

Chris Shelley  
City Recorder

Approved: \_\_\_\_\_

**SANTA CLARA CITY COUNCIL WORK MEETING**  
**WEDNESDAY, APRIL 17, 2024**  
**MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Regular Meeting on Wednesday, April 17, 2024, at 5:00 p.m. in the City Council Chambers of the Town Hall at 2603 Santa Clara Drive, Santa Clara, Utah. Notice of the time, place, and agenda of the meeting was provided to *The Spectrum* and to each member of the governing body by emailing a copy of the Notice and Agenda to *The Spectrum* and also, along with any packet information, to the mayor and each council member, at least two days before the meeting. The meeting will be broadcast via YouTube linked on our website at <https://santaclarautah.gov>.

**Mayor:** Rick Rosenberg

**Council Members:** Janene Burton  
Christa Hinton  
Dave Pond  
Ben Shakespeare  
Jarett Waite

**City Manager:** Brock Jacobsen

**Others Present:** Jim McNulty, Planning and Economic Development Manager  
Chris Shelley, City Recorder  
Matt Ence, City Attorney  
Cody Mitchell, Building Official  
Dustin Mouritsen, Public Works Director  
Gary Hall, Power Director  
Ryan VonCannon, Parks Director  
Andrew Parker, Fire Chief  
Con Fulde, Deputy Fire Chief  
Kristelle Hendrickson, Executive Assistant  
Debbie Bannon, Finance Director

**1. Call to Order.**

Mayor Rick Rosenberg called the meeting to order at 5:00 p.m. and welcomed those present.

**2. General Citizen Public Comment.**

There were no public comments.

### **3. Working Agenda.**

#### **A. General Business**

##### **i. Discussion regarding the FY 2024-2025 Tentative Budget. Presented by Debbie Bannon, Finance Director/Brock Jacobsen, City Manager.**

City Manager, Brock Jacobsen, presented the FY 2024-2025 Tentative Budget and stated that the City Council will vote on it in May. The final Budget will be adopted in June.

Two new Expenditure Departments have been created in the General Fund for the City Council and City Manager. Economic Development has been merged with Planning, which was removed from the Building Department budget.

The Tentative City Council Department Budget is \$106,037. With regard to travel to conferences, specifically the National League of Cities and the Congressional City Conference, Mr. Jacobsen asked if the City Council wanted to limit how many Council Members could attend each conference. Council Member Waite thought it would be nice for Council Members to attend once or twice per term. He enjoyed going to the Congressional Conference and considered it to be an important opportunity to meet legislators. He noted, however, that he learns more at the Utah League of Cities and Towns (“ULCT”) meetings. Mr. Jacobsen clarified that the current Tentative Budget includes funding for three Council Members to attend each conference, so all Members could go to one meeting per year. All Council Members agreed that the current budget is appropriate. Mr. Jacobsen added that the Youth City Council also falls under the City Council budget.

In response to a question from Council Member Hinton regarding how legal services are allocated per department, Mr. Jacobsen stated that they are allocated based on each department's actual spending. The two departments with the highest legal fees are Administration and Building. He gave examples of how the fees are allocated. If the City Council tasked City Attorney, Matt Ence with a specific item, it would be allocated to the City Council budget. Mr. Ence's weekly meetings with Mr. Jacobsen are allocated to the Administration budget. Emails between the Building Official, Cody Mitchell, and Mr. Ence are allocated to the Building Budget. If he works on plats with Mr. McNulty, that is allocated to the Economic Development and Planning budget. Mr. Jacobsen noted that the legal services expenditure for the City Council is an estimate as it is a new Department with no historical data.

Council Member Hinton asked for clarification on what falls under Professional Services. Mr. Jacobsen responded that the line item is for contracted work, for example, engineering contracts for professional services.

In response to a question from Council Member Waite regarding the Cell phone line item, Mr. Jacobsen confirmed that the Mayor's cell phone is allocated to the City Council budget.

The Tentative City Manager Department Budget is \$332,622, which covers expenses related to the City Manager and his direct reports including Finance, Government Affairs, and Executive Assistant, Kristelle Hendrickson. The travel budget includes Government Affairs Director, Lance Haynie's, trips during Legislative Sessions as well as Mr. Jacobsen's or other City employees' trips to speak to committees as necessary.

The Tentative Justice Court Budget is \$404,447. Per the Interlocal Agreement with Ivins City for Police and Fire, Ivins City pays 56% and Santa Clara pays 44% but revenue is split fifty-fifty. Mr. Jacobsen noted that the State Fine Collections line item includes fines that are received by the City and forwarded to the State, so they are not truly expenditures.

The Tentative Administration Budget is \$810,891, which covers expenses related to the City Recorder, Treasurer, and Customer Service. As discussed at the Budget Retreat, it includes funding for new Deputy Treasurer and Customer Service positions. As also discussed, Garbage Collection was moved from the Administration budget to a standalone Garbage Collection and Recycling Department.

The Tentative Police Budget is provided by Ivins City, and Santa Clara's portion is \$1.55 million. The budget for the School Resource Officer at the high school comes from Saint George City. Fuel is also budgeted for the Police Department. Also included in the Tentative Budget is a \$10,000 Capital Outlay for improvements at the Animal Shelter. Those improvements will be approved by Mr. Jacobsen prior to moving forward.

The Tentative Fire/EMS Budget is \$2,935,703. This budget went through a lot of discussion in the Fire Work Group, which includes City Staff, Council Member Waite, Council Member Shakespeare, and Mayor Rosenberg. Staffing on the floor will be 15, plus Chief Parker and Deputy Fire Chief, Con Fulde, as well as a new Administrative Assistant. Wildland Overtime of \$140,000 and Wildland Fire Suppression of \$42,000 are new to this year's Budget. Capital Outlay is \$155,000 to fund turnouts, mobile radios, a generator for Rachel Station, hearing protection headsets, and a Standards of Cover Community Risk Assessment Study. The Overtime budget was increased to give the Fire Chief flexibility during surge times when he needs more firefighters.

The Tentative Building Budget is \$545,654. The biggest change from the previous year was related to moving the Planning Department's expenses out of this department. Some improvements originally intended for the Building Budget have also been moved to Capital Projects. The current Improvements line item includes painting exterior handrails, carpeting, and adding a wall at City Hall, as well as the awning for the mural.

The Tentative Public Works Budget is \$1,076,511. New items include Engineering Services at \$58,000. The Capital Equipment expenditure of \$45,000 is for a new asphalt roller, the cost of which will be split with the Water Department. In response to a question from Council Member Waite about the \$25,000 allocated to Public Transportation, it was clarified that the expenditure is a one-time fee to incorporate two Santa Clara stops on the Ivins City bus route. Public Works Director, Dustin Mouritsen, is working on the Agreement with Saint George City Public Works Director, Cameron Cutler, Ivins City, and SunTrans. The one-time fee will allow Ivins City to

---

continue receiving the .25% of sales tax allocated to public transit for the Zion route. In response to a question about whether the bus stops will include canopies, Mr. Mouritsen indicated that it is too early in the process to determine that, but when further details are available, they will be discussed with the City Council.

The Tentative Waste Collection Budget of \$637,538 includes expenses that were moved from Administration to the new category.

The Tentative Parks Budget is \$1,114,438. Trails Operations and Maintenance ("O&M") has increased to cover the cost of slurry seals on all trails that were not included in the previous Budget. Improvements of \$35,000 include the Weather Trak upgrade. Mr. Jacobsen noted that the Washington County Water Conservancy District ("WCWCD") was awarded a grant to cover half of that cost. Capital Equipment expenditures, which is down substantially from the previous year, includes new pitching mounds and a dump trailer. In response to a question from Council Member Waite about the Orchard, Parks Director, Ryan VonCannon, indicated that funds were allocated in the 2023-2024 Budget for trees. Trees are ordered approximately one year in advance. Mr. Jacobsen stated that the Orchard will be moved from Parks to Capital Projects because it is a large project that will span several Budget years.

The Tentative Swiss Days Budget is \$81,362, in line with the previous year. There has been some discussion with the Swiss Days Coordinators regarding entertainment, but the line item has remained flat.

The Tentative Planning and Economic Development Budget is \$406,163. It encompasses Professional Services, Legal Services, and Engineering. General Promotion and Advertising are down from the previous Budget. A portion of the \$92,500 allocated for Professional Services will cover updating the General Plan.

The total Tentative General Fund budget is \$10,069,890. With current revenues, there is a shortfall of approximately \$215,000 that will need to come from Fund balances to balance the Budget.

The Tentative Impact Fees Budget is \$1,064,478. Included is \$350,000 for the New Storage Building at the City Yard to provide additional storage for City departments. The traffic signal at Pioneer Parkway and Red Mountain Drive is budgeted at \$400,000. Impact fees will also go toward paying the principal and interest on the bond for the Sycamore Crossing bridge. The \$75,000 Principal on Bonds line item is Impact Fees that can be used to help pay the bond for City Hall. The \$45,000 Engineering Services line item is for the Impact Fee Study update.

The Tentative Capital Projects Fund Budget is \$766,500. A total of \$400,000 is allocated for Street Improvements at Vineyard Drive, Phase 3, which will complete Vineyard Drive from Lugano Lane to Old Farm Road. The \$366,500 budgeted for Parks Improvements includes fencing and a Maintenance Building at the Cemetery, enclosure of the Pavilion at Canyon View Park, a Shed at Heritage Square, and lighting upgrades and new fencing at Spence Gunn Park. The Spence Gunn Park projects are contingent upon obtaining a Transient Revenue Tax ("TRT") Grant from Washington County. Council Member Waite stressed the importance of raising the fence.

Currently, balls frequently go over the fence and onto the Santa Clara BMX Track. No riders have been hit but there have been some near misses. Mr. Jacobsen indicated that the new fencing will be approximately 20 feet high.

Water Enterprise Fund Expenditures are budgeted at \$3,416,426. O&M for Wells 6 and 7 is budgeted at \$100,000. The Rentals line item of \$30,000 is for a hydro excavator to do the water and copper inventory. Capital Equipment of \$90,000 includes the Water Department's portion of the asphalt roller, a Geographic Information Systems ("GIS") rover, and the Snow Canyon tank control valve. The City is working to improve its GIS and mark the location of every valve. Water Department staff will be tasked with taking evenings or weekends to identify all the valves and hydrants.

Sewer Fund Expenditures were budgeted at \$1,120,237. The Solace and Silverado sewer line upsize costs of \$12,000 and \$30,000 respectively are Impact Fee eligible. Included in the budget is \$20,000 for the sewer camera the City purchased from Washington City, the cost of which was split over two Budget years. Mr. Jacobsen noted that the sewer truck has been paid for so that payment is no longer in the Budget.

Electric Fund Expenditures are budgeted at \$8,019,176. The Engineering Services expenditure of \$80,000 will cover engineering and design of the line extending from the South Hills substation to the Green Valley substation as well as metering design at the Grimshaw Substation. The Land & Buildings line item of \$350,000 is for the new storage facility at the City Yard. The Capital Equipment line item of \$460,000 includes a new crew truck and digger truck. The digger truck will cost approximately \$370,000 new, so Mr. Jacobsen and Power Director, Gary Hall, are researching leasing one instead. Spare transformers are also budgeted. Transformers take one to two years to receive once ordered and the City does not have many spares. A total of \$45,000 is allocated to continue the boring project on Canyon View Drive. The power conduit for the Vineyard Drive project is \$118,000. Converting Hamlin Drive from overhead to underground power is \$8,000. Transformers to assist with the power draw during Swiss Days is \$12,000.

Mr. Jacobsen reported that the \$2.5 million in budgeted power costs to Utah Associated Municipal Power Systems ("UAMPS") are estimates, as the number fluctuates from year to year. Power purchase in 2022 was \$2.9 million and in 2023 was \$3.7 million. The current year is at \$1.3 million. Mr. Hall added that Generator Fuel is budgeted is \$375,000, but that is also a rough estimate and will change with gas prices.

Storm Water Fund Expenditures are budgeted at \$955,961. The Engineering Services line item of \$145,000 is for the Master Plan update, which is Impact Fee eligible, as well as the design of the new culvert on Pioneer Parkway near the Grimshaw substation. A total of \$30,00 was allocated for the installation of a cross gutter at the south end of Canyon View Drive by the new parking lot. Victor Street improvements were budgeted at \$40,000.

Additions to the Budget include new staff positions for Deputy Treasurer, Customer Service, Subdivision Inspector, and Fire Department Administrative Assistant.

As discussed at the Budget Retreat, Leina Mathis is currently filling a part-time role with the Youth City Council. Mr. Jacobsen stated that Youth City Councils were discussed at the previous day's City Managers Conference. They are run in a variety of ways. Some Youth Councils have 20 to 25 members. Some have part-time staff, and some are volunteer run. Mr. Jacobsen spoke with one city regarding how they handle liability issues with volunteers and travel to Local Officials Days. That City arranges for Staff to travel with the Youth Council, not volunteers. The question for the City Council was how they wanted to move forward, if a part-time staff position should be created or a City Council Member should run it. Council Member Hinton is the current Liaison. He mentioned that now is the time to get back into the schools and start that process for next year. Council Member Burton commented that she hoped to volunteer as the Liaison.

Council Member Waite stated that Carmen Snow, who runs the Washington City Youth Council, has been doing it for a long time. He did not know if she was paid or a volunteer. He sees the downfall of a City Council Member filling the role as losing institutional knowledge if they aren't reelected and believed it should be a paid part-time position. Council Member Hinton agreed. She mentioned that Ms. Mathis has expressed interest in continuing in that role. She started the program. If she is willing to continue, Council Member Hinton believes it would be beneficial to create a part-time staff position for her to provide the necessary liability protections. Council Member Burton reiterated that, as a former history teacher, she looked forward to serving as the Council's Liaison to the Youth Council. It would also save the City money. She would like the matter to be discussed further at a later time.

Mr. Jacobsen mentioned a request from the Public Works Department to add a part-time Street Sweeper position. The streets are well-maintained, but at present an employee has to be pulled from another crew to run the street sweeper and there are times when it is not done because other projects take precedence. He and Mr. Mouritzen have discussed adding a part-time, 20-hour-per-week dedicated position to keep the streets clean. The cost would be approximately \$30,000.

In response to a question from Council Member Shakespeare, Mr. Jacobsen confirmed that the actual 2024 General Fund Revenue shown on Page 3 is the figures through the end of March, not June. A financial statement through March was included in the meeting packet. Year-to-date, the General Fund is approximately \$1.1 million in revenue over expenditures. That will allow the City to maintain a healthy Fund Balance and provide flexibility to move money into Capital Projects. State law allows for 35% of the next year's Budget to be in Fund balance. There is no limit on what can be moved from the General Fund into Capital Projects.

Council Member Shakespeare asked about plans for the splash pad. Mr. VonCannon responded that although ideally, work would begin immediately, it is a large expenditure, and no funding is available. The minimum cost, not including a new building, would be \$400,000 to \$500,000. Mr. Jacobsen added that the cost for the current design is approximately \$750,000. That includes moving it near the playground and erecting a new building. They have discussed rebuilding it at its current location, but that is also cost-prohibitive. The largest expense is a recirculating system, which is approximately \$110,000 for the equipment alone, or \$200 per square foot. The current system cannot be converted. In response to a question from Council Member Shakespeare, Mr. VonCannon stated that the project is ineligible for County assistance. A percentage of it will

be Impact Fee eligible, but that percentage has yet to be determined. He has reached out to several different places for funding but has only received negative responses. Council Member Shakespeare requested that funding be researched and placed on the agenda for a future City Council Meeting. Options discussed include allocating the necessary funds from a Fund balance and obtaining a short-term loan to amortize the cost over several years.

In response to a question from Council Member Hinton, Mr. Jacobsen confirmed that the design for the lower Little League Field has been completed. Project expenses were estimated pre-COVID and will need to be updated, but TRT funding will be requested to cover the cost. Mayor Rosenberg stated that the pond had to be cleaned, which is scheduled, and the Little League Wall needs to be completed prior to moving forward with paving. Once the major work is completed, the parking lot can be scheduled. The design includes the parking lot, fence, and backstops on both fields, as well as a new maintenance building. The fence at the field and Spence Gunn Park are both over 35 years old. Mr. VonCannon added that once TRT funding is secured for a project, new requests are tabled for two years

In response to a question regarding covered parking for City Hall, Mr. Jacobsen indicated that it would happen, but isn't a priority project at this time. Regarding adding bathrooms at the cemetery, Mr. Jacobsen will obtain an updated cost to present to the Council.

**ii. Historic District Guidelines Discussion. Presented By Jim McNulty, City Planner.**

Planning and Economic Development Manager, Jim McNulty, presented the fourth draft of the Historic District Guidelines. Changes were made based on comments received at the April 11 Planning Commission Meeting, as well as the Historic District Commission ("HDC") meeting held on April 16. Historic District Commission Chair, Mimi McKenna, was present as well to answer questions. The HDC will meet with the Heritage Commission on April 18, and then the Planning Commission Public Hearing will occur on April 25 at 5:30 p.m. A second public hearing will be held with the City Council on May 8 at 5:00 p.m. The final draft Guidelines will be posted on the City website on April 18.

The Committee began working on the Historic District Guidelines in November 2023. At that time, a 180-day moratorium was put in place to adopt the new Guidelines. The moratorium expires May 10.

The latest version of the Guidelines is 48 pages long and includes photographs, exhibits with addresses throughout the City, and photographs of homes and buildings that have been converted from residential to commercial.

Ms. McKenna gave an overview of the Planning Commission's feedback on the draft Guidelines. Planning Commission Member Kayde Roberts had asked if the term "remodel" needed to be defined. The Committee determined that was not necessary because the City Code contains a definition of when a building permit is required for remodeling. The Committee added the following clarifying text to Section 1, Part 2: Design Guideline Goals, Item L, "Any exterior

building modification such as the painting of the building, addition to a building, and/or site modifications are subject to these Design Guidelines and review by the Heritage Commission." Mr. McNulty stated that if a property owner wishes to paint or make any changes to the exterior of a building in the Historic District, it doesn't require a building permit, but it does require Heritage Commission approval. He added that City Code Sections 17.74 and 17.76 will be amended to match the Design Guidelines.

There are four distinct home types in the Design Guidelines, which is a carryover from the old Guidelines. Commissioner Roberts asked what happens if someone wants to change a building from one historic style to another. Mr. McNulty added that such requests would be denied. Buildings need to stay in the style they were built. For instance, a building cannot be changed from Greek Revival to Craftsman style. City Attorney, Matt Ence, added that Architect, Kim Campbell, had a very strong opinion about changing from one style to another. It wouldn't be practical. Ms. McKenna thought Commissioner Roberts' question was theoretical.

The Planning Commission discussed adding a color matrix to the Guidelines, which is now found in the Appendix.

In response to a question from Council Member Shakespeare, Mr. McNulty confirmed that the Guidelines will apply to all buildings in the Historic District. They will be required to remain in their original style. If someone wants to enlarge a small Greek Revival home to turn it into a restaurant or café, that will modify the look for the new commercial use, but the style would need to remain consistent. They could change the structure within the Guidelines. Most small homes in the Historic District will eventually be converted for commercial use which has been done with Swoon, Garden Sprout, and Rylu's. There probably will be modifications, but they will need to follow the Design Guidelines and must retain the historic character of the original building.

Mr. McNulty summarized the three takeaways from the Planning Commission Meeting. They thanked the HDC for their hard work. They mentioned adding the exhibits. There was a discussion about the importance of understanding the difference between "shall" and "should." City Attorney, Matt Ence, drafted the definitions found in Part II, Page 20 of the draft Guidelines to ensure that "shall" and "should" are clearly defined.

Mr. McNulty has created commercial and industrial guidelines for two other cities and there is always some subjectivity in design guidelines. Mr. Ence reviewed it from the perspective of the people who will have to interpret and enforce the Guidelines after the fact. It was important to make clear what is an absolute requirement and what is encouraged but could be interpreted differently. Both "shall" and "should" are bolded throughout the document. As the Committee reviewed the drafts, some requirements changed from "shall" to "should" and others changed from "should" to "shall." Objective requirements, things that absolutely must happen, use the term "shall." When a requirement is more subjective, "should" is used. The Committee put a lot of work into determining which term was appropriate for each requirement. Ms. McKenna added that Mr. Ence will ensure that the City Code and the "shall" requirements of the Design Guidelines are in agreement.

Ms. McKenna indicated that the Design Guideline Goals found in Part I, Section 2 of the draft Design Guidelines is what the entire document is based on.

In response to a question regarding whether the Guidelines properly address commercial buildings, Mr. McNulty responded that the HDC spent a lot of time creating 18 categories that address both residential and commercial. If someone wants to do a project in the Historic District, they will need to read, understand, and follow the Design Guidelines so they can understand what the City is looking for in its Historic District. The City is protecting the Historic District while still allowing development. The Guidelines are a partner tool with the City Code Chapters 17.74 and 17.76, which will reference and align with the Guidelines. The City Code update will occur approximately 30 to 60 days after the Guidelines are adopted.

Council Member Shakespeare asked if the project across from the Merc would be approved under the new Guidelines. Mr. McNulty stated that the developer would have had to review the Historic District Design Guidelines and address each of the 18 criteria in Part II. The Historic District Guidelines cover building scale, massing, materials, design, layout, functionality, etc. There are a lot of requirements in the Guidelines that would have directed them in the design process. Mr. McNulty met with the architect on that project and instructed him to read the Design Guidelines. The original design was more modern, but it was revised to be more appropriate for the Historic District.

The purpose of the new Historic District Design Guidelines is to provide direction. It is possible that a tentative project would be too large and should be separated into two buildings to support parking, flow, and functionality of the site. An application might be revised and reviewed three or four times before it is approved by the Heritage Commission and ready to move forward to the Planning Commission and then the City Council. The HDC believes that the new Design Guidelines will help guide and direct projects in the Historic District. The original Design Guidelines were a good first effort, but it is primarily for residential buildings. The HDC believes all of Part II addresses commercial buildings.

There was some discussion about what would have been required if the new guidelines were in place when the building was approved. The height would remain the same, but the façade would be different. The apartments might be different. Regarding the size, that's something that is covered by the City Code.

Council Member Burton asked if the apartment developer would be required to adhere to the new Guidelines. Ms. McKenna replied that that development was approved prior to the changes. Mr. McNulty confirmed that the building is entitled but it meets a lot of the new Guidelines. The City worked with them through multiple meetings to ensure that the building would have a historic look and significance. It matches the materials and design of the Merc, as well as other buildings in the area. It will look historic in its colors, design, and pedestrian realm. It is a horizontal mixed-use building that will include four rental townhomes, as well as 3,000 square feet of office or commercial space in front. The Heritage Commission believes it will be a historically appropriate building. The developer will likely submit construction drawings to the City within the next 30 days.

Council Member Shakespeare mentioned the building because of the controversy that surrounded it. He believes it would be helpful to eliminate as much subjectivity as possible from the Guidelines to prevent different interpretations from future Staff or Council Members. Mr. McNulty responded that that is the purpose of the "shall" guidelines. "Should" guidelines are strongly recommended. If an applicant doesn't want to follow a "should" guideline, that variance will need to be reviewed by the Heritage Commission, Planning Commission, and City Council. Three layers of approval are required if an owner doesn't want to comply with a "should." Many other cities only require the approval of the Planning Commission. Mr. McNulty believes this is a good system of checks and balances.

Ms. McKenna stated that the development of the Historic District Guidelines will not solve the perceived problems of approving that specific building. Some residents believe the building has too many units or is too large. Some residents don't want rentals in the neighborhood or want them to be larger. The new Historic District Design Guidelines would have addressed some of the concerns surrounding that building, but not all of them. She stated that changing the Code to define what can or cannot be built in the Historic District is a different process. The Historic District Design Guidelines address what that building would look like and how it would impact the residences around it, but not those other concerns.

Mr. McNulty stated that the four rental units are 1,250 square feet each, with two-car garages. The building is approximately 9,500 square feet on an approximately half-acre site. The current Planned-Development Residential ("PD-R") Zone allows a base density of eight units per acre. Kim Campbell, one of only six architects certified by the State of Utah for historic preservation, told the Committee that Saint George has grappled with this issue. Santa Clara's downtown is different from Saint George's; it's more specialty and unique, whereas Saint George's downtown is geared toward bringing in and feeding the masses. Santa Clara will eventually need to allow multifamily projects such as ground-floor retail with studio apartments above, but mass, scale, size, and height are limited in its Historic District.

Density is not part of the Historic District Design Guidelines. It can be discussed during the rewrite of City Codes 17.74 and 17.76. Mayor Rosenberg tasked the HDC with rewriting the Guidelines to address both commercial and residential. That is the main task at hand, and that is what Mr. McNulty brought before the City Council.

Ms. McKenna mentioned that Kim Campbell said, "The more people know, the more they will care." If a builder comes to Santa Clara, meets with Mr. McNulty, and reviews the Guidelines, they can learn about the Historic District and the City's goals for it. She hopes that developers recognize that Santa Clara isn't a place where you can't just "throw up" any building. Mr. McNulty added that the Historic District is a limited geographical area.

Council Member Hinton asked if the HDC anticipates issues with any areas along Santa Clara Drive where zones meet. Mr. Ence responded that there will be conflict, but the Historic District Guidelines provide standards and outline a process to work through them. Santa Clara's Historic District is a study in conflict. It is not consistent. The buildings are from different eras, and there

are competing uses. Mr. McNulty added that he doesn't see it as a barrier. There will be conflicts, but the City can work with people, be analytical people, and find creative resolutions. Ms. McKenna added that people have lived in Santa Clara's Historic District for generations. If someone plans to erect a large building next to their grandfather's house, it can become very emotional for the residents because they care very deeply about it. The Historic District Guidelines won't solve every problem, but they are a good groundwork to start from.

Mr. McNulty stated that when a property owner or developer comes in, he will spend time with them to explain the Guidelines. He will meet with them again after they've had time to review them and understand the City's goals. In this process, ideally, they will catch that vision of what is needed or necessary for the Historic District. Ms. McKenna thinks it is important that the Planning Commission and City Council also catch that vision. She hopes that the Council Members have familiarized themselves with the Guidelines and that they use them in their process as things come before them for approval.

In response to a question from Council Member Burton in regard to the image at the bottom of Page 22, Mr. McNulty clarified that the image is of a three-story building with a steep pitch, which would not meet the Historic District height limit. It is included as an example of segmentation only.

Council Member Shakespeare expressed his concern about how height restrictions could be enforced in the future. Mr. McNulty reiterated that the topic would need to be addressed in the City Development Code. As an example, Mandy Gubler, who owns the Merc, has rezoned the property behind it and wants to build a warehouse/studio for visiting artists and her startup businesses with a roof height of 28 feet and parapet of 30 feet, which exceeds the 25 feet currently allowed in the City Code. The City will need to consider whether to allow it.

Referencing Page 30, Part II, Section 10: Building Form, Mass, and Scale, Bullet 2, "The height of a building shall reflect the established building scale of the setting and area," Council Member Shakespeare asked for clarification on whether it refers to the existing scale of the immediate area or the whole downtown. Ms. McKenna responded that, for example, you wouldn't be allowed to build at the maximum allowable height beside a small cottage. Council Member Shakespeare stated that City Hall is an example of that. Mr. McNulty responded that he doesn't anticipate the City building another municipal building on Santa Clara Drive. Ms. McKenna added that the building matches the style of the old school, so it is a unique but historically appropriate building. Mr. McNulty indicated that placement and setbacks also must be taken into consideration. The City Hall has open space and parking, so there is an appropriate buffer between it and the homes on Vineyard and Santa Clara Drive, and the City Code requires such appropriate buffers.

Council Member Shakespeare stated that the maximum height for the Historic District is 25 feet, and residential neighborhoods are 35 feet. He is concerned that prospective future businesses might be limited due to one or two homes that will likely change as the downtown changes. Ms. McKenna responded that if the City is going to have a Historic District, then it needs to protect some of the homes in the District. That will need to be addressed in the future. It is her hope that those homes aren't torn down and replaced by new commercial buildings. New buildings in the

Historic District need to be carefully constructed, and the Design Guidelines encourage careful construction.

Council Member Shakespeare stated that if the goal is to have a vibrant, walkable downtown, a lot of existing homes will be converted over time to commercial buildings with more scale, parking behind them, et cetera. Ms. McKenna replied that if done correctly, the new buildings can retain the character of the Historic District. She gave the example of Telegraph Street in Washington being unrecognizable as a historic Southern Utah town. She hopes that does not happen in Santa Clara, and the only way it won't happen is if the City cares enough to make sure it doesn't.

Council Member Shakespeare referred back to Bullet Point 3, "Building height shall not exceed city ordinance height limits," which is 25 feet. Mr. McNulty responded that there are allowances in the City Ordinances, which is why each application needs to be evaluated separately. The mixed-use building at 3098 Santa Clara Drive was approved at a height of 28 feet, 6 inches in order to accommodate the parapet and other design features. He believes the ordinance could be changed to accommodate up to 30 feet, but only on a case-by-case basis. Height wasn't an issue in that instance because the building will be an acceptable distance from Swoon.

Council Member Shakespeare asked what would happen if, in ten years, someone submitted a plan to the Heritage Commission to build a 28-foot-high building adjacent to two 14-foot-high homes. If all other elements meet the Guidelines requirements, how would that height difference be perceived by a new Commission? Mr. McNulty responded that that is hard to determine, but the Guidelines will need to be rewritten in ten years. Documents are generally reviewed every five to ten years.

Referring to 3098 Santa Clara Drive, Mr. McNulty indicated that there is an existing two-story home to the west of the parcel. Swoon is to the east. The new building will be between the two. It will be slightly taller than the two-story home and have a large buffer between it and the one-story Swoon building. He and Mr. Ence can build it into the Code that maximum height is determined on a case-by-case basis. Ms. Gubler, for example, needs 30 feet to accommodate the footplates, roof and mechanical equipment, and parapets. Her building will be behind the Merc, not fronting Santa Clara Drive. In that case, it is his opinion that 30 feet is an allowable height.

Council Member Shakespeare clarified that his questions are designed to discuss how the Historic District Design Guidelines might be interpreted in the future.

Council Member Hinton commended the Committee for their efforts. She is in support of the Guidelines, and of preserving the Historic District. Her concern is whether the Guidelines are specific enough to preserve it. She wants to avoid conflict or confusing potential builders. She asked if the Esplin home would be approved under the new Guidelines. Ms. McKenna responded that many of Santa Clara's historic homes are adobe covered in plaster, which looks like stucco, and she believes that the design could have been approved. The HDC considered prohibiting all-stucco homes, but the majority of homes in the Historic District are stucco. If someone wanted to reproduce that look, that would be historically appropriate. It is her opinion that the shape, roof, and landscaping of that home are beautiful. It could have been built differently and a different

color, but as much as possible, people should be allowed control over what their home looks like. She is more concerned about maintaining the look of historic homes that are converted to businesses.

Council Member Burton offered kudos to the HDC and expressed her gratitude for allowing her to attend their meetings. She stated that they have done a very thorough and thoughtful job.

Council Member Hinton asked for clarification on the requirements for repainting. Ms. McKenna confirmed that repainting would require approval by the Heritage Commission but clarified that that requirement is already in place. Mr. McNulty added that some owners have painted without requesting approval. It does not require a building permit. People wishing to repaint will be supplied with the color matrix. The one included in the Guidelines is from Sherwin Williams, but other companies have historically appropriate lines as well.

In response to a question from Council Member Hinton, Mr. McNulty indicated that Page 20, Part II, Section 1: Introduction encourages owners and developers to research the history of their property. Council Member Hinton asked if it would be appropriate to encourage a visit with the Heritage Commission prior to developing building plans. Ms. McKenna indicated that she is on the Heritage Commission, and she hopes to compile a history of the sites in Santa Clara so owners and developers can be provided with information on their specific plat. She stated that a lot of information is already available, but not compiled in an easily accessible format. As an example, the image on Page 22 is of a replica of a historic farm in Midway. The developer demolished the original structure and then built an exact replica of it as part of a new commercial development.

Mayor Rosenberg stated that the new Guidelines would allow that type of rebuild. If a developer wanted to demolish a historic home and build a replica, that would be allowed. Mr. McNulty indicated that they would first need approval from the Heritage Commission to demolish it because it is a historic structure, then work with the Heritage Commission to rebuild. Ms. McKenna added that eight homes in Santa Clara are on the National Historic Registry and are thus protected, but many other homes are not. The Heritage Commission could officially designate some of them as Historic Homes in the future. In thriving historic districts like Park City, a lot of original structures are still standing, and she believes that's what makes it so appealing.

Council Member Waite stated that he was pleased with the draft Guidelines. He indicated the following potential errors in the draft:

- Page 8, Bullet 2 under the 1870s: The current verbiage is confusing. Mr. Ence suggested that it be reworded from "produce and wine" to "wine and produce" for clarity.
- Page 12: The word "chimney" is in the wrong area of the graphic.
- Page 10, Part I, Section 4, Key Elements and Historic Styles: It would be helpful to include photographs of houses of that style in the Historic District, or perhaps a reference to photos in the Appendix. Mr. McNulty indicated that there is an instruction to review Exhibit A, which includes a list of Santa Clara Historic District home styles with addresses. Exhibit C includes photos of Santa Clara Historic District Homes. Ms. McKenna mentioned that each home's category could be included with the photos. Council Member Waite suggested

including a footnote at the end of each paragraph. For example, "See Appendix A, address \_\_\_\_\_." Mr. McNulty suggested adding "see Appendix A" to the end of each style description. Ms. McKenna suggested organizing the photographs in Appendix C by home style category.

Council Member Waite asked if all the photographs would include captions. Ms. McKenna responded that some descriptions are implied by the category the photo is included with. For example, on Page 25, under Awnings and Canopies, the photographs are of buildings with awnings and canopies. The same is true for Doors and Entrances on Page 27. Council Member Waite responded that for other photos, like the replica home on Page 22, it would be helpful to include a description, as he was unsure how some photos applied. Ms. McKenna responded that time constraints have limited the level of detail that can be included for those types of elements.

Regarding Page 21, Section 3, Site Design and Orientation, Design Objectives, Bullet 2: Council Member Waite asked how setbacks would be addressed in cases where a developer wishes to build a commercial building closer to the street, but surrounding homes have a deeper setback. Mr. McNulty gave the example of 3098 Santa Clara Drive. Because the Merc has a 15-foot setback directly across the street, it will also have a 15-foot setback. The HDC could replace "shall" with "should" in this bullet point to allow for leeway, but the HDC's intent was to promote compatibility. In the case of 3098 Santa Clara Drive, they were required to match the neighboring setback, preserve the Sycamore tree, and include a pedestrian realm with street furniture in the front.

Ms. McKenna added that one thing people value about Santa Clara is the open space, so it's not advisable to allow building right at the edge of the sidewalk. Mr. McNulty mentioned the potential of step-backs. The ground floor could be 15 feet, then it steps back 10 feet for the second floor, so all the height is not right on the street. Council Member Waite requested input from other Council Members on that particular line. He prefers more green space. Ms. McKenna indicated that it is possible to have a commercial building with greenery in front, so it fits in with the surrounding homes.

Mayor Rosenberg is in favor of the change. Mr. Ence added that it opens the door for an applicant to say, "We know we should do it, but here are the reasons why this other way is better."

Council Member Waite referred to Page 35, the second-to-last sentence of the middle paragraph, "Desert landscaping shall not be allowed in a front yard or along sidewalks," and the last sentence, "Landscape design shall be compliant with City Code requirements for Water Efficient Landscaping and Conservation Standards." He understands wanting to maintain the streetscape but is concerned about requiring homeowners to maintain grass while also charging surcharges for excessive water usage. Ms. McKenna stated that the requirement only applies to the front yard, not the rear. Mayor Rosenberg added that on Santa Clara Drive, most of the grass is in the public right-of-way.

Council Member Waite expressed the concern that, if a property owner is required to maintain grass in front of a rebuild but is only allowed so many square feet of grass, they would not be able to have grass in the rear of the building. Mr. McNulty indicated that that would need to be decided

on a case-by-case basis. As an example, the property at 2998 Santa Clara Drive is currently for sale. If it were to convert from residential to a business on the main floor, it's likely that the small overgrown grass area behind the fence would be two parking spaces, and then they could landscape around the edges of that. The City would work with the owner to find a solution.

Ms. McKenna added that in Spring City, there are homes with no grass in front. They have different shrubs and flower beds. It still looks historic, but it doesn't have grass. Santa Clara is trying to avoid the possibility of someone taking out the landscaping and just having gravel in front. That doesn't fit in the Santa Clara Historic District, but you also don't need all grass. You could have a patch of grass with nice plantings around it. Council Member Waite suggested rewording those lines to reflect that intention more accurately. Mr. McNulty suggested removing the last sentence.

Mr. Ence stated that in new commercial developments, the landscape ordinance prohibits turf. You can do a lot of things without turf that aren't considered desert landscaping. Mr. McNulty stated that they should discuss the State Code regarding new commercial developments because they are interpreting that differently.

Council Member Shakespeare indicated that the City would likely rather see turf in the front and not the back in the Historic District. Council Member Hinton added that it is a tradeoff for living in the Historic District. You need to have grass in the front and might have to go without in the back. Mayor Rosenberg added that it would be decided on a case-by-case basis, and he believes the way it is worded is fine. He suggested removing the second-to-last sentence referencing desert landscaping. Landscaping must be well-designed to avoid conflict, and it must be compliant with Water Commission requirements. There is a lot of flexibility in the last sentence that will allow different types of landscaping. Ms. McKenna added that the second sentence of that paragraph gives examples of what shall be included, and none of those things would be considered desert landscaping. It was agreed that the second-to-last sentence would be removed.

Council Member Waite referred to Page 37, Section 17: Mechanical Equipment, Design Objectives. He asked for clarification on the term "historic building fabric" used in the second paragraph. Ms. McKenna stated that it means the details of the historic building. She used the example of an old historic home being converted into a restaurant. As they incorporate things like exhaust into the design, they need to be mindful that they're not ruining the aesthetic or architectural details of the home. Mr. McNulty added that many of the homes have pitched roofs. You don't want to allow someone to cut into the roof. They need to consider the aesthetics and find an alternative, like installing equipment on the side or rear of the building rather than the roof. Council Member Waite suggested changing the word "fabric" to "details" or "features."

Council Member Pond indicated that he is very impressed with the draft Design Guidelines and appreciates the Committee's efforts. His questions were addressed by other Council Members. He believes the Guidelines meet the City's objectives.

Council Member Shakespeare referred to Page 35, Part II, Section 15: Streetscape Elements and Landscape Design, Bullet 1, which specifies Sycamore trees. He asked if the City wanted to

consider expanding that to include other large shade trees. Mr. Hall indicated that all trees that are considered heritage-protected trees or are on City property are Sycamores. There are a lot of large Pecan trees, but they are on private property away from the City's easement. He agreed that efforts should be made to protect the large shade trees. Ms. McKenna mentioned that that could be addressed after the Historic District Design Guidelines are passed. The City could designate heritage trees in town. For instance, the large pecan that is lit at Christmas should be a protected heritage tree, as well as the large mulberries and pecans that create the canopy.

Regarding Page 36, Part II, Section 16:Parking, Council Member Shakespeare approves of the text in Bullet 2 which reads, "Excessive parking should be avoided," as well as Bullet 10, "Exceptions to the parking required may be considered on a case-by-case basis." Mr. McNulty commented that the developer or owner needs to submit information to justify a requested exception because the City does not want to overpark the Historic District. Ms. McKenna added that the goal is for it to be inviting and walkable, so parking spaces taking the place of grass should be avoided.

Council Member Shakespeare stated that everyone should share the draft guidelines and encourage property owners to review them prior to the public meeting. Mr. McNulty commented that it will be posted on the City website and social media on April 18.

Mayor Rosenberg commended the HDC for their efforts and stated that they will have his full support at the Public Hearing. The Committee was made up specifically to include owners of a number of undeveloped properties and residents from downtown. They had many opportunities for comments and input.

**iii. Discussion regarding Santa Clara City's ADU Ordinance. Presented by Janene Burton, Council Member.**

Council Member Burton spoke regarding Ordinance 17.22.030. Accessory Dwelling Units ("ADU") are permitted by the City as conditional use in a single-family residential zone. Specific requirements for ADUs are listed A through L. She proposes striking current item H, "An ADU is allowed up to 1,000 square feet or 30 percent of the footprint of the primary dwelling, excluding the garage, whichever is greater," and replacing it with, "An ADU is allowed when it meets the specific setbacks of the primary dwelling and property." She believes the change would give the residents of Santa Clara more land use options. An ADU built by a family with enough land could help future generations have a house in a residential area.

Council Member Burton provided the following examples of how changing the wording of the ordinance could affect residents:

- A. Elderly parent care. It keeps our aging parents close but allows them the independence that they want. It allows families to save on the extreme cost of senior living centers, and an extra bedroom could be used for a live-in nurse.

- B. A family member who needs space. Affordable housing options with a two-bedroom space could be better for a small family starting out. Renting from their own parents could bring the cost of living much lower.
- C. Grandchildren living in an ADU would allow for babysitting by grandparents next door at no cost.
- D. Two bedrooms would give space for a grown child with a disability who wants to stay close to home but feel their independence.
- E. In compliance with the Americans With Disabilities Act, there would be enough room for a wheelchair inside.
- F. The family can later rent the ADU to help with income.
- G. The government wants affordable housing, and ADUs make housing more affordable for upcoming generations.
- H. H.B. 476 allows municipal land use regulation modifications to create affordable residential homes.
- I. Families can recoup the money from their investment through rental.
- J. ADUs have their own parking requirements, taking cars off the road. There will be no parking hardships.
- K. Remote businesses have grown in popularity, and the extra room would give space for needed offices. Another bonus is that the occupants will save money on gas.

Council Member Burton presented a list of Santa Clara residents who approve of larger ADUs. She mentioned that more building permits for Santa Clara would bring in income. The State changed ordinances to allow several renters in one home, which adds to parking problems. An ADU is an affordable home in a residential area with no parking problems. She believes this is an issue the Council should consider, as one casita built on residential land poses no problems as long as the setbacks are met, and residents will have more options for their land.

In response to a question from Mayor Rosenberg, Council Member Burton clarified that she believes 1,000 square feet limits the ADU to the size of a studio apartment, and a more practical size for an ADU would accommodate two bedrooms or an office and bedroom. She believes that limiting the requirement to the setback would be appropriate. She gave the example of people with small houses on large lots. Council Member Hinton commented that her first house was 1,100 square feet with three bedrooms, two bathrooms, a living room, a dining room, and a kitchen.

Council Member Shakespeare gave some background on the ordinance and proposed change. The ADU ordinance was first, followed by the Internal Access Dwelling Unit ("IADU") ordinance.

The City was very open to ADUs because it does serve a good purpose. In a bedroom community like Santa Clara, it is a practical way to meet affordability. State ordinance allows up to four nonrelated people to live together, and there is an option to subdivide large lots. This Ordinance was put in place specifically to protect adjacent property owners. Fire and safety concerns also weighed on the decision. A limit of 600 square feet was discussed originally, but 1,000 feet was the final number because the Council at that time believed it was enough room. He believes that striking it altogether would be dangerous. Setbacks are only eight or ten feet. Council Member Burton indicated that she felt the setbacks are ample, and only one ADU could be built on a lot. Council Member Shakespeare countered that at that point, subdividing the lot would be more appropriate. He believes they did a good job in creating the ordinance and it has been successful.

Council Member Burton noted that some ADUs in Santa Clara are 1,500 square feet or more, possibly because the original house is larger. She believes residents with smaller homes should be allowed to build larger ADUs if they meet the setback requirements. Council Member Shakespeare stated that they discussed the number exhaustively.

Council Member Waite expressed an interest in seeing other cities' ADU ordinances. Mr. Jacobsen responded that those numbers are currently available. Mr. McNulty stated that when the Ordinance was created, benchmarking was done with at least ten other communities, and he recently reached out to four communities in Washington County regarding ADUs. Saint George City allows for an ADU of up to 800 square feet. Washington City allows a maximum of 1,000 square feet. Their Code was recently updated to increase the maximum from 800 to 1,000 square feet. Ivins City allows for a maximum of 600 square feet. Hurricane City allows for a range of 600 to 1,200 square feet. However, lots must be in the larger lot zoning of 0.50 acres and above to be approved for an ADU over 1,000 square feet. The common benchmark along the Wasatch Front is 800 to 1,000 square feet.

The current definition for an ADU includes the following language, "A separate dwelling unit located on a residentially zoned property that is clearly incidental and accessory to the primary dwelling on the property." The idea is to build it behind or to the side of the main dwelling. It is an accessory use to the primary use, which in an R-1 Zone is a single-family home. The state has been promoting both ADUs and IADUs, but IADUs are permitted use by State Code and allowed in all residential zones, and they are attached to the existing house. Regulation of ADUs is left up to the city. Each city can determine square footage. Santa Clara's conditional use is administrative. It is very user-friendly. They are approved by the Technical Review Committee ("TRC"). Public Planning Commission meetings are not required.

Mr. McNulty believes 1,000 square feet is an appropriate size. He lived in an 800-square-foot apartment that had two bedrooms and two bathrooms. Usually, a studio is in the 600-square-foot range. A two-bedroom unit is in the 800-square-foot range. A three-bedroom apartment is in the 1000-square-foot range.

Council Member Pond stated that he owned a 1,000-square-foot condominium that included two good-sized bedrooms, a bathroom, a kitchen, a living room, and a laundry area. He likes Hurricane City's decision to make the size of the ADU dependent on the lot size. If someone wants to add

more than what is allowed for the ADU, they could get around the requirement by creating an IADU as an addition to the existing dwelling.

Mayor Rosenberg indicated that his first apartment was 550 square feet, and he had three children before he lived in a home greater than 1,000 square feet. He believes that if affordability is part of the justification, you lose that justification if the ADU is too large. They are too expensive to build to be affordable. He is in favor of keeping the current limitation but appreciates the discussion.

In response to a question from Council Member Waite, Mr. Mitchell clarified the definition of "connected" in regard to an IADU. There are restrictions regarding not blocking existing egress windows, emergency exits, and things of that nature. He would want a physical connection in order to classify it as an IADU. A breezeway would not be acceptable. The ordinance leaves it up to interpretation, but his interpretation is that a physical connection is required.

#### **4. Staff Reports.**

Parks Director, Ryan VonCannon reported on the following:

- He met Rochelle at Sherwin Williams to order paint for the tunnel mural project, which is expected to begin the following week. In response to a question from Mayor Rosenberg regarding parking during the installation, he stated that they have permission to park at the retirement home. He also granted permission to park on either side of the tunnel if necessary.
- Grass has been planted at Swiss Pioneer Memorial Park. The affected areas have been cordoned off, and new grass is coming in.
- Movie in the Park is scheduled for Saturday, April 27.
- Crew member Dawson Staheli last day is April 18. He will be missed.
- The Cemetery Cleanup is scheduled for May 6.

Power Director, Gary Hall, reported on the following:

- Crews have been performing spring maintenance at the Veyo Plant.
- Most Wanted Drilling has drilled the holes for the two steel poles to accommodate the change in road width at the intersection of Pioneer Parkway and Red Mountain Drive. One hole has been drilled, and concrete will be poured on April 18. The poles won't be set for four to six weeks.
- UAMPS Pacific Core has decided to run the Hunter coal plant until 2042. There had been discussions about closing it earlier, but after pushback, they agreed to keep it open. Mayor Rosenberg mentioned that per H.B. 191 before any additional plants can be closed, they must have an equivalent amount of generation online.
- Fremont Solar Power Purchase Agreement ("PPA") negotiations are underway. They have a commercial operation date of June 2026. They have come in with a price of approximately \$33 per kilowatt hour, which is very competitive.

- The Nebo Power Plant in Payson is running well.
- A natural gas study is being performed to create another plant like Payson. Potential sites have been narrowed down to one in Pocatello, Idaho, and one in McCormick, Utah near Holden. He believes they will build on both sites. One would be a combined-cycle unit and the other would be a reciprocating unit.
- UAMPS Pacific Corp's request to the Federal Energy Regulatory Commission ("FERC") was rejected. That gives UAMPS time to apply for additional capacity on their transmission lines for the two natural gas plants.
- Invenergy, a wind project in Wyoming, approached UAMPS about a PPA for 25 years at \$65.40 per megawatt hour. The commercial operation date for that project is the end of 2026. In that area, wind has a capacity factor of 20 to 30 percent, which means it only runs 20 to 30 percent of the time. That is a big investment for non-guaranteed power.
- The UAMPS Toolkit was earlier that day. He attended with Council Member Burton and Council Member Waite. Utility Financial Solutions ("UFS") gave a presentation on financial stability and power rates. He will forward the PowerPoint from that presentation to the Council.
- UFS has almost completed the financial projections update from the study that was performed in 2021. They will be presenting that on the Council work agenda in May.
- Mason Baker, the CEO of UAMPS, will attend the April 24 City Council meeting to discuss Santa Clara's current project and learn about the City's needs.
- Generator 1 is operational. Generator 2 has a broken spring which needs to be repaired.
- Apprentice Lineman, Thomas Hailstone, passed his journeyman test and completed his apprenticeship.
- Groundman, Angel Gredia, has started his apprenticeship to be a lineman and has passed his first-year test.

Council Member Waite mentioned that he learned at the UAMPS Toolkit that sometimes power is cheaper during the day than at night, likely because solar is abundant during the day. The Council had discussed encouraging EVs to charge at night, but that might not be advisable. They can ask detailed questions about time-of-use rates during the UFS presentation.

Public Works Director, Dustin Mouritsen, reported on the following:

- The North Town deep pressure-reducing valve has been installed and the project is completed. The contractor installed a valve for the Black Desert 16-inch water line as well, which is almost complete.
- The City's first Yoppify broadcast was approximately one month ago. Ninety-five percent of customer contacts are now updated. Yoppify was used to send out notifications to the Crestview Santa Clara Elementary irrigation line and will also be used for the slurry seal notification on April 29. It is turning out to be a very useful tool. It is fully funded for three years through the State. Most other departments are also benefiting from it.
- MyMeter went live on Monday, and that was broadcast on Yoppify as well. Notifications will be added to the City website and social media and also included with utility bills. The City received a 50 percent rebate from the Conservancy District for the MyMeter app.

- The Crestview-Santa Clara Elementary School irrigation line has been installed on Canyon View Drive, and they have started on Crestview Drive. About 2,500 feet have been installed.
- Spring Maintenance was completed on all traffic signals, and no repairs were required.
- The traffic signal at Red Mountain Drive and Pioneer Parkway is almost completed. He will be ordering materials from UDOT and starting the bidding process for a July start date.
- Victor Street curb, gutter, sidewalk, and asphalt are underway, along with the Santa Clara Valley Homes townhome project.
- The removal of debris from the Tuacahn Wash Lower Detention Basin began on Monday. They have been removing 1,300 to 1,500 yards per day. The total project calls for the removal of 22,000 yards.
- Well 7 was started for the summer and was operational as of April 1. It produces 500 gallons per minute. March usage only required Well 6 and the Snow Canyon Compact, which is producing 20 million more gallons this year. Santa Clara receives 24 percent of the Snow Canyon Compact no matter how much water it pumps, so that will be very beneficial in reducing Regional water usage.
- He will be presenting the Traffic and Transportation Master Plan updates next week for discussion. The five-year project list and new Impact Fee will be discussed.
- The Stormwater Master Plan update is still in progress. He has been having monthly meetings with the engineer.

Fire Chief, Andrew Parker, reported on the following:

- Emergency response had been busy in the canyons. They were in the Ivins City area earlier in the day to assist an injured hiker. The incident took about four hours due to the terrain. As the spring season moves forward, they will be more active outside of their primary District boundaries.
- Mr. Fulde has spent a lot of time at the Black Desert Resort. They are starting to tabulate the time he spends in meetings, planning, walking sites, et cetera. They will obtain software in July that will assist with itemizing and efficiency. The new administrative assistant will help as well.
- There have been two Public Safety Meetings with John Kubal from the PGA Tour regarding the Emergency Plan.
- He met with Patrick Manning of Black Desert Resort. They will be doing multilevel platforms on the Ivins City side to accommodate 2,000 people. Santa Clara will be responsible for issues along Hamblin Parkway.
- He did a Community Emergency Response Team ("CERT") presentation for Fire Prevention/Earthquake Preparedness last week in Ivins City. They can schedule another in Santa Clara at the City Council's request.
- The Fire Department will hold a Public Safety Presentation on April 24 at Rocky Vista.
- They are set to begin generating EMS invoices through Gold Cross.
- There will be one more Wildland training on Chapel Street on April 25. Washington City and Saint George attended. They are covering extended hose lays for wildland firefighting methods.

- The new truck should be ready in early July.
- Hydrant inspections are ongoing in the Kayenta area. That is a private water system, but the Fire Department has a no-charge contract to help them maintain it.
- There has been some personnel movement. The Department is short two employees at the moment but expects to be fully staffed in the new Budget year.

Building Official, Cody Mitchell, reported on the following:

- The numbers are good with 63 total units, including 24 single-family homes and 39 multi-family homes, which is in line with the previous month.
- There have been 12 additional permits for awnings, pools, et cetera.
- Year to date, there have been 26 solar permits.
- The Department completed 536 Building and Stormwater Inspections in March.
- Code Enforcement calls have spiked due to nuisance calls and complaints about weeds.
- Jersey Mikes officially opened on April 17.
- Regarding building maintenance, it is time to turn on the air conditioning. They are trying to expedite the repair of the basement drain line.

Planning and Economic Development Director, Jim McNulty, reported on the following:

- Design Guidelines are the number one priority.
- Coordination meetings with Black Desert Resort occur on the third Thursday of each month. Mr. Coolbaugh, their new event planner, has over 20 years of experience with the PGA. He will be joining representatives from Santa Clara and Saint George at the next meeting on April 18. The event is in October, so they have six months to plan for the event. They will provide updates as needed.

City Manager, Brock Jacobsen, reported on the following:

- He attended the City Managers Conference training, which concluded that day. League of Cities begins the following day.
- After the April 24 City Council Meeting, there will be a Canal Company Meeting at Rocky Vista in Ivins City at 7:00 p.m. They will be discussing public safety.
- There has been discussion about an interim Legislative Session. If it occurs, they will be considering the EMS tax.
- Work will continue on the Budget, and it will be brought back for discussion and tentative approval in May.

#### **A. Mayor/Council Reports.**

Mayor Rosenberg reported on the following:

- State of the City will occur the following Tuesday, April 23, at 11:30 a.m. Lunch will be provided. He thanked Staff for providing updates for inclusion in the presentation.

Council Member Burton reported on the following:

- The City has purchased a sign that will be installed in the arboretum on Monday at 7:00 PM.
- The Santa Clara booth is up at the Fair, and there has been good turnout.

**5. Adjournment.**

The City Council Meeting adjourned at 8:05 PM.

---

Chris Shelley  
City Recorder

Approved: \_\_\_\_\_

**City of Santa Clara  
Check Register  
All Bank Accounts - 04/25/2024 to 04/25/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
DOMINION ENERGY	ACH042524	042524-SC POW	04/25/2024	04/25/2024	<u>620.25</u>  <u>\$620.25</u>	POWER PLANT - 4620146496	535310-610 - GENERATOR FUEL	
GP INNOVATIVE SOLUTIONS, LLC	71199	120346	04/19/2024	04/25/2024	<u>229.00</u>  <u>\$229.00</u>	POSTAGE METER INK CARTRIDGE	104130-240 - OFFICE SUPPLIES	
MAXWELL PRODUCTS, INC	71200	INV4851	04/22/2024	04/25/2024	<u>5,605.08</u>  <u>\$5,605.08</u>	ELASTOFLEX 670 (ZIPBOX)	104410-410 - CRACK SEALING M&S	
NEW SANTA CLARA FIELD CANAL	71201	1636	04/21/2024	04/25/2024	<u>8,943.75</u>  <u>\$8,943.75</u>	2024 ANNUAL ASSESSMENT-LOWER SHARES IN	515110-751 - SECONDARY WATER	
SOUTHERN UTAH GRADE & PAVE	71202	1120	04/18/2024	04/25/2024	<u>500.00</u>  <u>\$500.00</u>	DUTCHMAN CIRCLE - REMOVE+REPLACE ASPH	104410-414 - ROAD MATERIAL & SUP	
STUART C. IRBY CO.	ACH042524	S013922445.003	04/18/2024	04/25/2024	<u>615.00</u>  <u>\$615.00</u>	SPLIT BOLTS FOR SOUTH VILLAGE @ BLACK D	535310-254 - NEW SUBDIVISION EXP	
SUNRISE ENGINEERING, INC.	71203	0142308	04/12/2024	04/25/2024	<u>3,445.00</u>  <u>\$3,445.00</u>	SC PARKS & TRAILS MASTER PLAN, IFFP & IFA	484200-320 - ENGINEERING SERVIC	
VALVOLINE INSTANT OIL CHANGE	71204	1100	01/04/2024	04/25/2024	<u>94.48</u>	2017 NISSAN FOONTIER VIN# 1N8BD0CT3HN704	104510-253 - VEH/EQUIP REPAIR	
VALVOLINE INSTANT OIL CHANGE	71204	1101	01/04/2024	04/25/2024	<u>107.96</u>	2022 CHEVROLET SILVERADO 2500 HD VIN# 1G	104510-253 - VEH/EQUIP REPAIR	
VALVOLINE INSTANT OIL CHANGE	71204	1102	01/04/2024	04/25/2024	<u>114.27</u>	2018 GMC SIERRA 2500 VIN#1GD21REG1JZ2995	104510-253 - VEH/EQUIP REPAIR	
VALVOLINE INSTANT OIL CHANGE	71204	1120	01/04/2024	04/25/2024	<u>139.45</u>	2022 CEHVROLET SILVERADO 3500 HD VIN# 1G	104510-253 - VEH/EQUIP REPAIR	
VALVOLINE INSTANT OIL CHANGE	71204	1544	01/23/2024	04/25/2024	<u>105.65</u>  <u>\$561.81</u>  <u>\$561.81</u>	2019 FORD F150 VIN# 1FTEX1CB4KKC24271	515110-253 - VEH/EQUIP REPAIR	
WESTERN UNITED ELECTRIC SU	71205	6112824	04/22/2024	04/25/2024	<u>247.92</u>	TRANSFORMER WILDLIFE PROTECTION	535310-466 - POWER LINES/POLES/	
WESTERN UNITED ELECTRIC SU	71205	6112825	04/22/2024	04/25/2024	<u>248.51</u>	1/0 SECONDARY SPLICE KITS	535310-466 - POWER LINES/POLES/	
WESTERN UNITED ELECTRIC SU	71205	6112989	04/23/2024	04/25/2024	<u>3,608.86</u>	600-AMP CONNECTION+SUPPLIES FOR SO.VILL	535310-254 - NEW SUBDIVISION EXP	
WESTERN UNITED ELECTRIC SU	71205	6112990	04/23/2024	04/25/2024	<u>1,212.60</u>  <u>\$5,317.89</u>  <u>\$5,317.89</u>  <u>\$25,837.78</u>	SECONDARY SQUIDS	535310-254 - NEW SUBDIVISION EXP	

**City of Santa Clara  
Check Register  
All Bank Accounts - 05/02/2024 to 05/02/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
BUCKS ACE SANTA CLARA	71206	3443	11/30/2023	05/02/2024	76.50	TAPE/BONDED LINE/MLW RCIP TORCH	104410-250 - OPERATING SUPPLIES	
BUCKS ACE SANTA CLARA	71206	3503	12/11/2023	05/02/2024	15.29	EMERGENCY FUSES ATR 7PK	104410-253 - VEH/EQUIP REPAIR	
BUCKS ACE SANTA CLARA	71206	4033	04/11/2024	05/02/2024	389.34	PW-CLEANER/TAPE/STRAPS/HOOKS/ETC	104410-250 - OPERATING SUPPLIES	
BUCKS ACE SANTA CLARA	71206	4108	04/29/2024	05/02/2024	39.98	GARDEN SPRAYER 1GAL ACE	104510-260 - BUILDING MAINTENAN	
BUCKS ACE SANTA CLARA	71206	4132	05/01/2024	05/02/2024	54.95	SPRAYPAINT PRO GL BLK15OZ	104510-260 - BUILDING MAINTENAN	
					\$576.06			
					\$576.06			
CHILD SUPPORT SERVICES	71207	050124-873789	04/29/2024	05/02/2024	206.77	CASEY-C000873789 PAY PERIOD 05/01/2024	102595-000 - GARNISMENTS PAYABL	
					\$206.77			
CITY OF ST GEORGE - S	71208	APRIL 2024- SE	05/01/2024	05/02/2024	43,199.95	3053 SEWER CONNECTIONS @14.15	525210-945 - SEWER TREATMENT -	
					\$43,199.95			
CITY OF ST GEORGE - UTILITIES	71209	050124-SC WELL	04/30/2024	05/02/2024	7,226.38	SNOW CANYON WELL #7	515110-271 - WELLS UTILITY COSTS	
CITY OF ST GEORGE - UTILITIES	71209	050124-WTR TA	04/30/2024	05/02/2024	20,644.11	WTR TANK AT MOUTH OF	515110-275 - SNOW CANYON OP CO	
					\$27,870.49			
					\$27,870.49			
DR. ROBERT R. FOSTER, D.O. P.C.	71210	MAY-MED SERVI	04/29/2024	05/02/2024	1,200.00	MEDICAL SERVICES DIRECTOR-MAY 2024	104230-400 - EMERGENCY MEDICAL	
					\$1,200.00			
ERICKSON, M. RICK	71211	APRIL-CITY PRO	04/29/2024	05/02/2024	1,500.00	CITY PROSECUTOR APRIL 2024	104120-330 - LEGAL SERVICES	
					\$1,500.00			
JACKSON PEST CONTROL	71212	042924-CITY YA	04/29/2024	05/02/2024	90.00	PEST CONTROL CITY YARD	104410-260 - BUILDING MAINTENAN	
					\$90.00			
MARY JO HAFEN	71213	401460	05/01/2024	05/02/2024	300.00	BANQUET ROOM Coordinator APRIL 2024	104130-370 - PROFESSIONAL SERVI	
					\$300.00			
PEARSON, HEATHER	71214	Refund: 985804	04/29/2024	05/02/2024	71.47	Refund: 985804 - PEARSON, HEATHER	531311-000 - ACCOUNTS RECEIVABL	
					\$71.47			
PROTECT YOUTH SPORTS	71215	1159347	04/30/2024	05/02/2024	93.65	BACKGROUND CHECK-FIRE CHAVEZ,MCCORMI	104230-200 - ADMINISTRATION	
					\$93.65			
SNOW CANYON HIGH SCHOOL	71216	050224-SCHS G	05/02/2024	05/02/2024	1,000.00	SNOW CANYON HIGH SCHOOL 2024 GRAD NIG	104652-417 - DONATIONS	
					\$1,000.00			
SUNRISE ENGINEERING, INC.	71217	0142270	04/11/2024	05/02/2024	200.00	SC CITY ENGINEER PIONEER POINTE PHASE 1	104240-370 - PROFESSIONAL SERVI	
SUNRISE ENGINEERING, INC.	71217	0142298	04/12/2024	05/02/2024	4,070.00	SC STORM WATER MASTER PLAN UPDATE INC.	545410-320 - ENGINEERING SERVIC	
					\$4,270.00			
					\$4,270.00			
UTAH STATE TREASURER / FINES	71218	APRIL 2024- CO	05/01/2024	05/02/2024	13,214.75	COURT SURCHARGES	104120-905 - STATE FINE COLLECTI	
					\$13,214.75			
WASH. CO. FLOOD CONTROL DIS	71219	APRIL2024-FLO	05/01/2024	05/02/2024	4,902.00	FLOOD CONTROL DISTRICT APRIL 2024	545410-770 - FLOOD CONTROL DIST.	
					\$4,902.00			
WASHINGTON COUNTY SOLID WA	71220	2088418	04/30/2024	05/02/2024	186.96	COM CLEAN DIRT	545410-250 - OPERATING SUPPLIES	
					\$196.96			

**City of Santa Clara**  
**Check Register**  
**All Bank Accounts - 05/02/2024 to 05/02/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
WHITAKER CONSTRUCTION CO.	71221	37888	04/30/2024	05/02/2024	242,150.00 \$242,150.00 \$340,842.10	SANTA CLARA POND EXCAVATION	545410-730 - IMPROVEMENTS	3

**Mayor**

Rick Rosenberg

**City Manager**

Brock Jacobsen



**City Council**

Jarett Waite

Ben Shakespeare

Christa Hinton

Janene Burton

Dave Pond

## CITY COUNCIL

**Meeting Date:** 08/MAY/24

**Agenda Item:** 1

**Applicant:** SANTA CLARA CITY

**Requested by:** Dustin Mouritsen

**Subject:** Traffic and Transportation Master Plan

updates

**Description:**

Discussion and action to approve the updates to the Traffic and Transportation Master Plan Update with 5 year Capitol Improvement Projects and proposed Impact Fee.

**Recommendation:**

**Attachments:** N/A

Approval **Cost:** Legal

**Approval:** Yes Finance

**Approval:** Yes Budget

**Approval:** Yes

2603 Santa Clara Drive, Santa Clara, Utah

84765 Phone (435) 673-6712 Fax (435)

628-7338



# TRAFFIC IMPACT FEE FACILITIES PLAN

## APRIL 2024



Horrocks.

**TABLE OF CONTENTS**

<b>EXECUTIVE SUMMARY .....</b>	<b>2</b>
<b>Introduction .....</b>	<b>4</b>
<b>Existing Level of Service (11-36a-302.1.a.i).....</b>	<b>4</b>
<b>Intersection Standards.....</b>	<b>5</b>
<b>Trips.....</b>	<b>6</b>
<b>System Improvements and Project Improvements .....</b>	<b>7</b>
<b>Proposed Level of Service (11-36a-302.1.a.ii).....</b>	<b>7</b>
<b>Existing Capacity to Accommodate Future Growth (11-36a-302.1.a.iii) .....</b>	<b>7</b>
<b>Demands Placed on Facilities by New Development (11-36a-302.1.a.iv).....</b>	<b>11</b>
<b>Conversions of Growth and Development Projections to Trip Generations .....</b>	<b>11</b>
<b>Infrastructure Required to Meet Demands of New Development (11-36a-302.1.a.v).....</b>	<b>11</b>
<b>6-Year Improvement Plan .....</b>	<b>11</b>
<b>Project Cost Attributable to Future Growth .....</b>	<b>11</b>
<b>Proposed Means to Meet Demands of New Development (11-36a-302.2) .....</b>	<b>13</b>
<b>Federal Funding .....</b>	<b>13</b>
<b>State/County Funding.....</b>	<b>14</b>
<b>City Funding .....</b>	<b>14</b>
<b>Interfund Loans.....</b>	<b>15</b>
<b>Developer Dedications and Exactions .....</b>	<b>15</b>
<b>Developer Impact Fees .....</b>	<b>16</b>
<b>Necessity of Improvements to Maintain Level of Service .....</b>	<b>16</b>
<b>Impact Fee Certification (11-36a-306).....</b>	<b>16</b>

## Executive Summary

---

The purpose of an Impact Fee Facilities Plan (IFFP) is to identify public facilities that are needed to accommodate development and to determine which projects may be funded with impact fees. Utah law requires communities to prepare an IFFP prior to preparing an impact fee analysis and establishing an impact fee. According to Title 11, Chapter 36a-302 of the Utah Code, the IFFP is required to identify the following:

- ❖ *The existing level of service*
- ❖ *A proposed level of service*
- ❖ *Any excess capacity to accommodate future growth at the proposed level of service*
- ❖ *The demands placed on existing public facilities by new development*
- ❖ *A proposed means by which the local political subdivision will meet those demands*
- ❖ *A general consideration of all potential revenue sources to finance the impacts on system improvements*

Level of Service (LOS) is defined as “the defined performance standard or unit of demand for each capital component of a public facility within a service area.” The LOS of a roadway segment or intersection is used to determine if capacity improvements are necessary. The proposed level of service provides a standard for future roadway conditions to be evaluated against. This standard will determine whether or not a roadway will need improvements or not.

There are many ways to quantify the impact of new growth on the transportation system in Santa Clara City. The method used in this study to assess the impact is to consider all the needed transportation improvements identified in the Transportation Improvement Plan (TIP) and then eliminate the cost of those improvements that are necessary to correct existing deficiencies. This study used a history of building permits and projected the number of Single-Family Equivalent (SFE) permits to be expected in the next six years to determine what pressures will be placed on the transportation system due to development. Based upon the methodology described in this study it is projected that Santa Clara City will experience approximately 1,389 SFE units of growth over the next six years, as shown in [Table 4](#).

The projects required to maintain the desired level of service for the roadway network in 2050 were derived in the Transportation Master Plan (TMP) and outlined in the TIP. These projects will need to be constructed at various times from the present through 2050. However, for the purposes of this IFFP, only projects that will be completed within the next six years will be considered. [Table 3](#) shows the projects that are forecasted to be needed in the next six years. This table includes all of the projects regardless of their eligibility for impact fee expenditure. The portion of the project, which is impact fee eligible is indicated in the **% Impact Fee** and **Impact Fee Total** columns. LOS capacity of roadways and intersections has been calculated in the TMP and have indicated where capacity is needed in the future. By projecting the trips that will be generated by new development and dividing these trips by the impact fee eligible costs, the fee per trip can be calculated and is shown in the IFA. All possible revenue sources have been considered as a means of financing transportation capital improvements needed as a result of new growth. Potential revenue sources that could be used to fund transportation needs as a result of new development are discussed.

---

## Introduction

---

The purpose of an Impact Fee Facilities Plan (IFFP) is to identify public facilities that are needed to accommodate development and to determine which projects may be funded with impact fees. Utah law requires communities to prepare an IFFP prior to preparing an impact fee analysis and establishing an impact fee. According to Title 11, Chapter 36a-302 of the Utah Code, the IFFP is required to identify the following:

- ❖ *The existing level of service*
- ❖ *A proposed level of service*
- ❖ *Any excess capacity to accommodate future growth at the proposed level of service*
- ❖ *The demands placed on existing public facilities by new development*
- ❖ *A proposed means by which the local political subdivision will meet those demands*
- ❖ *A general consideration of all potential revenue sources to finance the impacts on system improvements*

This analysis incorporates the information provided in the Transportation Master Plan (TMP) regarding the upcoming demands on the existing infrastructure facilities that will require improvements to accommodate future growth and provide an acceptable Level of Service (LOS). Reference should be made to the TMP for additional information on the evaluation methodology and how the projections were made.

This section focuses on the improvements that are projected to be needed over the next six years. Utah law requires that any impact fees collected for those improvements be spent within six years of being collected. Only capital improvements are included in this plan; all other maintenance and operation costs are assumed to be covered through the City's General Fund as tax revenues increase as a result of additional development.

### Existing Level of Service (11-36a-302.1.a.i)

---

According to the Impact Fee Act, level of service is defined as "the defined performance standard or unit of demand for each capital component of a public facility within a service area." The LOS of a roadway segment or intersection is used to determine if capacity improvements are necessary. LOS is measured on a roadway segment using its daily traffic volume and at an intersection based on the average delay per vehicle. A standard of LOS C for roadways is the acceptable LOS for Santa Clara City. This allows for speeds at or near free-flow speeds, but with less freedom to maneuver. [Table 2](#), below, compares LOS with volume-to-capacity ratios (v/c), which is how the TMP reports LOS. At intersections, LOS C means that vehicles should not have to wait more than one cycle to proceed through the intersection and experience delays less than 35 seconds, according to the Highway Capacity Manual 2010. [Table 2](#) below summarizes the maximum capacities used by Santa Clara City.

---

**Table 1: LOS C Capacity Criteria in Vehicles per Day****CMP Level of Service Criteria for Arterials<sup>a</sup> Based on Volume-to-Capacity Ratios**

Level of Service	Description	V/C <sup>b</sup>
A	Free-flow conditions with unimpeded maneuverability. Stopped delay at signalized intersection is minimal.	0.00 to 0.60
B	Reasonably unimpeded operations with slightly restricted maneuverability. Stopped delays are not bothersome.	0.61 to 0.70
C	Stable operations with somewhat more restrictions in making mid-block lane changes than LOS B. Motorists will experience appreciable tension while driving.	0.71 to 0.80
D	Approaching unstable operations where small increases in volume produce substantial increases in delay and decreases in speed.	0.81 to 0.90
E	Operations with significant intersection approach delays and low average speeds.	0.91 to 1.00
F	Operations with extremely low speeds caused by intersection congestion, high delay, and adverse signal progression.	Greater Than 1.00

<sup>a</sup> For arterials that are multilane divided or undivided with some parking, a signalized intersection density of four to eight per mile, and moderate roadside development.

<sup>b</sup> Volume-to-capacity ratio.

≥ greater than or equal to.

< less than.

Source: Transportation Research Board, *Highway Capacity Manual, Special Report 209* (Washington, D.C., 1994).

**Table 2: LOS C Capacity Criteria in Vehicles per Day**

Lanes	Arterial	Collector
2	NA	5,000
3	11,500	10,000
5	26,500	NA
7	40,000	NA

**Intersection Standards**

The performance of intersections has a large effect on the Level of Service of the roadway network. In Santa Clara, intersections can have no control, be stop controlled, roundabouts, traffic signals, or be controlled in another way. The level of service for each type of intersection is calculated in a different way. Intersection improvements will be necessary in order to maintain the desired level of service. Planning ahead by coordinating the placement of intersection features, reserving rights-of-way for roundabouts with roadway construction before the placement of the actual roundabout, and other

elements, is a way to mitigate the costs of these intersection improvements. The costs of these intersection improvements have been included in the roadway network cost estimates included in [Table 3.](#)

The total costs for the full installation of these intersection improvements may be postponed depending on the specific needs of the intersections in the future based on on-going analysis.

## Trips

---

The unit of demand for transportation impact is the PM peak hour trip. A PM peak hour trip is defined by the Institute of Transportation Engineers (ITE) as a single or one-directional vehicle movement to or from a site between the hours of 4 PM and 6 PM. The total traffic impact of a new development can be determined by the sum of the total number of trips generated by a development during the PM peak hour. This trip generation number or impact can be estimated for an individual development using the *ITE Trip Generation Manual* (currently 11<sup>th</sup> Edition). This publication uses national data studied over decades to assist traffic engineering professionals to determine the likely impact of new development on transportation infrastructure.

There is a minor discrepancy in the way ITE calculates trips and the way trips or roadway volumes are calculated in the travel demand modelling used in the Santa Clara TMP. This discrepancy is explained by the model roadway volumes and capacities being calculated using daily traffic volumes rather than trips on the roadway. Essentially this means that a travel demand model “trip” or unit of volume is counted once as a vehicle leaves home, travels on the road network and then arrives at work. This vehicle will only be counted as it travels on the roadway network. The ITE Trip Generation method uses driveway counts as its measure of a trip. Therefore, a vehicle making the same journey will be counted once as it leaves home and once again as it arrives at work for a total of two trips. This can be rectified simply by adjusting the ITE Trip Generation rates by one half.

**Table 3: 0 to 5-Year Roadway Project Cost Estimates**

Location	Current Cost	% City Responsibility	Eligible for Impact Fees
<b>0-5 Year Improvements</b>			
1. Center turn lane on Santa Clara Drive from Old Farm Road to Chapel Street	\$137,000	100%	\$137,000
2. Chapel Street widening and extension	\$479,000	100%	\$479,000
3. Red Mountain Drive from Pioneer Parkway to North City Boundary (developer funded)	\$3,465,000	0%	\$0
4. Traffic signal at Red Mountain Drive and Pioneer Parkway	\$569,000	100%	\$569,000
5. Traffic signal at Chapel Street OR Gates Lane and Santa Clara Drive	\$569,000	100%	\$569,000
6. Western Corridor/Hamblin Parkway, Phase I (local match)	\$1,060,000	100%	\$1,060,000
7. New shop space for maintenance vehicles	\$350,000	100%	\$350,000
8. Right-turn deceleration lanes on Santa Clara Drive from Tuweap Drive to Santa Clara Parkway	\$63,000	100%	\$63,000
9. Right-turn deceleration lanes on Pioneer Parkway west of Red Mountain Drive	\$33,000	100%	\$33,000
10. Bike lane and turnouts on south side of Pioneer Parkway	\$347,000	100%	\$347,000
11. Gap Canyon Parkway and Western Corridor, from St. George to Old Hwy 91 (local match)	\$390,000	100%	\$390,000
12. Chapel Street Bridge Bond	\$1,017,600	100%	\$1,017,600
<b>0-5 Year Improvement Totals</b>	<b>\$8,479,600</b>	<b>59%</b>	<b>\$5,014,600</b>

## System Improvements and Project Improvements

---

As described in the TMP, there are four primary classifications of roads, including local streets, collectors, arterials, and expressways. Santa Clara City classifies street facilities based on the relative amounts of through and land-access service they provide. Local streets primarily serve land-access functions, while expressways are primarily meant for mobility. Each classification may have a variable number of lanes, which is a function of the expected traffic volume and serves as the greatest measure of roadway capacity.

Improvements to collectors and arterials are considered “system improvements” according to the Utah Impact Fee Law, as these streets serve users from multiple developments. System improvements include anything from back of curb to back of curb, including curb and gutter, asphalt, road base, and sub-surface storm water drain utilities, as well as lighting, signing, and noise walls for collectors and arterials. These projects are eligible to be funded with impact fees and are included in this IFFP.

## Proposed Level of Service (11-36a-302.1.a.ii)

---

The proposed level of service provides a standard for future roadway conditions to be evaluated against. This standard will determine whether or not a roadway will need improvements or not. According to the Utah Impact Fee Law, the proposed level of service may:

1. Diminish or equal the existing level of service
2. Exceed the existing level of service if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service; or
3. Establish a new public facility if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

This IFFP will not make any changes to the existing level of service, and LOS C will be the standard by which future growth will be evaluated.

## Existing Capacity to Accommodate Future Growth (11-36a-302.1.a.iii)

---

There are many ways to quantify the impact of new growth on the transportation system in Santa Clara. The method used in this study to assess the impact is to consider all the needed transportation improvements identified in the Transportation Improvement Plan and then eliminate the cost of those improvements that are necessary to correct existing deficiencies.

To determine the amount of development that will occur in Santa Clara over the next six years the following steps were followed:

- Obtain the record of permits issued for various developments from January 2020 to March 2024. Impact fee studies will often establish a future growth trend based on the recent history of issued building permits. The past four years, the City has experienced a strong trend of building that has consisted of both residential and commercial growth activity such as retail, services, and restaurants. Building permit information is shown in [Table 4](#).

- Determine the PM peak hour trip generation rate for each land-use type using the *ITE Trip Generation Manual* 11<sup>th</sup> Edition.
- Adjust the trip generation rate in terms of heavy vehicles percentage (it was assumed that one heavy vehicle would be equivalent to two passenger vehicles based on information obtained from the Transportation Research Board's *Highway Capacity Manual*) and primary trips. The primary trip adjustment eliminates trips to various land-uses that are pass-by trips or diverted trips. A typical trip that is not adjusted with an adjustment factor assumes that a trip is made from one destination to another, with the intent that the destination is the reason for the trip. In an adjusted trip, an intermediate stop is made before the final destination is reached, such as a bank, post office, fast food, gasoline, etc. These adjustments are called pass-by trip adjustments and are represented in the primary trip adjustment. The primary trip adjustment also contains internal capture adjustments. When primary trip percentages are taken, they are generally derived from the Institute of Transportation Engineers' *Trip Generation Handbook*.
- To compare how vehicle trips from each land use impact the roadway system, each land use is measured next to a single-family home to determine how many effective single-family homes equate to a given type of land use. For instance, the trips generated by a 5,000 sq. ft. medical building is equivalent to the trips generated by 18 single-family homes. Therefore, we calculate a demand index factor for each land use based on the single-family unit as the base factor by dividing the effective trip end for the land-use by the single family unit effective trip end, which is 1.0 per single-family home, according to the *Trip Generation Handbook*, cited above. This produces the Single-Family Equivalent unit, or SFE unit. See [Table 4](#).
- Multiply the demand index for each land-use by the number of permits issued on an average year for the land use. The sum of the SFE units for the various land-uses is then multiplied by six to determine the projected number of SFE units expected over the next six years in Santa Clara when calculating the cost for six years of projects, shown in [Table 4](#).

Based upon the methodology used above it is projected that Santa Clara will experience approximately 1,389 SFE units of growth over the next six years.

Table 4: Future Growth in Santa Clara City

Category	Land Use	Unit	Demand Index (single family equivalent)	# of Units for Permits Issued *	Average # of Units/Year	Average # of SFE Units/Year
Residential	Single Family Detached	Dwelling Units	0.94	130	31	29
	Single Family Attached	Dwelling Units	0.57	337	81	46
	Assisted Living Center	Beds	0.24	59	14	3
	Multifamily Housing (Low -Rise)	Dwelling Units	0.51	104	25	13
Office	Office Building	1,000 sq. ft.	1.44	0	0	0
	Medical Office Building	1,000 sq. ft.	3.93	11.8	3	11
Retail	Less Intensive Retail	1,000 sq. ft.	1.91	11	3	5
	Hardware Store	1,000 sq. ft.	2.21	25.3	6	13
	Strip Retail Plaza	1,000 sq. ft.	5.93	7	2	10
	Intensive Retail	1,000 sq. ft.	5.70	9.4	2	13
Services	Quality Restaurant	1,000 sq. ft.	4.37	0	0	0
	Fast Food w/o Drive Through	1,000 sq. ft.	19.93	6.3	2	30
	Fast Food w/ Drive Through	1,000 sq. ft.	16.52	9.9	2	39
	Convenience Market w/ Gas Pumps	Pump Stations	19.15	0	0	0
	Pharmacy w/ Drive-Through Window	1,000 sq. ft.	5.23	0	0	0
	Auto Parts	1,0000 sq. ft.	2.79	6.6	2	4
	Automated Car Wash	Wash Tunnels	54.25	1	0	13
	Bank	1,000 sq. ft.	11.14	0	0	0
Industrial	Industrial	1,000 sq. ft.	0.34	0	0	0
	Mini-Warehouse	1,000 sq. ft.	0.15	12	3	0
	Manufacturing	1,000 sq. ft.	0.18	5.4	1	0
	Warehousing	1,000 sq. ft.	0.18	0	0	0
Institutional	Elementary School	Students	0.16	0	0	0
	Middle/Junior School	Students	0.15	0	0	0
	High School	Students	0.26	0	0	0
	Private School (K-8)	Students	0.19	0	0	0
	Charter School (K-12)	Students	0.73	0	0	0
	Day Care	1,000 sq. ft.	11.12	0	0	0
	Church	1,000 sq. ft.	0.49	0	0	0
Lodge	Hotel/Motel	rooms	0.59	0	0	0
Total # of Single Family Equivalent Units/Year						231
Total # of Single Family Equivalent Units Over the Next 6 Years						1,389

\* Demand Index from ITE's Trip Generation Manual, 11th Edition

Table 5: Single-Family Equivalent (SFE) Demand Index

APPLICABLE ITE CODE	LAND USE	UNITS	ITE TRIPS ENDS PER UNIT (PM peak hour)	PASS-BY TRIPS %	PASS-BY TRIP ADJUSTMENT	PRIMARY TRIP ADJUSTMENT	EFFECTIVE TRIP ENDS PER UNIT	DEMAND INDEX (single family equivalent)	APPLICABLE ITE CODE	LAND USE	UNITS	ITE TRIPS ENDS PER UNIT (PM peak hour)	PASS-BY TRIPS %	PASS-BY TRIP ADJUSTMENT	PRIMARY TRIP ADJUSTMENT	EFFECTIVE TRIP ENDS PER UNIT	DEMAND INDEX (single family equivalent)									
<b>PORT &amp; TERMINAL (Land Uses 000-099)</b>																										
030	Truck Terminal	Acres	1.87	0%	1.00	1.00	1.87	1.87	610	Hospital	TSF Gross	0.86	0%	1.00	1.00	0.86	0.86									
<b>INDUSTRIAL (Land Uses 100-199)</b>																										
110	General Light Industrial	TSF Gross	0.65	0%	1.00	1.00	0.65	0.65	620	Nursing Home	Beds	0.14	0%	1.00	1.00	0.14	0.14									
130	Industrial Park	TSF Gross	0.34	0%	1.00	1.00	0.34	0.34	630	Clinic	TSF Gross	3.69	0%	1.00	1.00	3.69	3.69									
140	Manufacturing	TSF Gross	0.74	0%	1.00	1.00	0.74	0.74	<b>MEDICAL (Land Uses 600-699)</b>																	
150	Warehousing	TSF Gross	0.18	0%	1.00	1.00	0.18	0.18	710	General Office	TSF Gross	1.44	0%	1.00	1.00	1.44	1.44									
151	Mini Warehouse	TSF Gross	0.15	0%	1.00	1.00	0.15	0.15	712	Small Office Building	TSF Gross	2.16	0%	1.00	1.00	2.16	2.16									
160	Data Center	TSF Gross	0.09	0%	1.00	1.00	0.09	0.09	715	Single Tenant Office Building	TSF Gross	1.76	0%	1.00	1.00	1.76	1.76									
170	Utility	TSF Gross	2.16	0%	1.00	1.00	2.16	2.16	720	Medical/Dental Office	TSF Gross	3.93	0%	1.00	1.00	3.93	3.93									
<b>RESIDENTIAL (Land Uses 200-399)</b>																										
210	Single-Family Detached Homes	DU	0.94	0%	1.00	1.00	0.94	0.94	730	Government Office Building	TSF Gross	1.71	0%	1.00	1.00	1.71	1.71									
215	Single-Family Attached Homes	DU	0.57	0%	1.00	1.00	0.57	0.57	732	Post Office	TSF Gross	11.21	0%	1.00	1.00	11.21	11.21									
220	Multifamily Housing (Low-Rise)	DU	0.51	0%	1.00	1.00	0.51	0.51	750	Office Park	TSF Gross	1.30	0%	1.00	1.00	1.30	1.30									
221	Multifamily Housing (Mid-Rise)	DU	0.39	0%	1.00	1.00	0.39	0.39	770	Business Park	TSF Gross	1.22	50%	0.50	1.00	0.61	0.61									
225	Off-Campus Student Apartment	Bedrooms	0.24	0%	1.00	1.00	0.24	0.24	<b>OFFICE (Land Uses 700-799)</b>																	
231	Mid-Rise Residential 1st-Floor Commercial	DU	0.17	0%	1.00	1.00	0.17	0.17	812	Building Materials/Lumber	TSF Gross	2.25	15%	0.85	1.00	1.91	1.91									
240	Mobile Home Park	DU	0.58	0%	1.00	1.00	0.58	0.58	813	Free Standing Discount Superstore	TSF Gross	4.33	28%	0.72	1.00	3.12	3.12									
251	Senior Adult Housing-Detached	DU	0.3	0%	1.00	1.00	0.30	0.30	814	Variety Store	TSF Gross	6.70	15%	0.85	1.00	5.70	5.70									
252	Senior Adult Housing-Attached	DU	0.25	0%	1.00	1.00	0.25	0.25	816	Hardware/Paint Store	TSF Gross	2.98	26%	0.74	1.00	2.21	2.21									
253	Congregate Care	DU	0.18	0%	1.00	1.00	0.18	0.18	817	Nursery (Garden Center)	TSF Gross	6.94	15%	0.85	1.00	5.90	5.90									
254	Assisted Living	Beds	0.24	0%	1.00	1.00	0.24	0.24	820	Shopping Center (Rate)	TSF Gross	3.40	34%	0.66	1.00	2.24	2.24									
260	Recreational Homes	DU	0.29	0%	1.00	1.00	0.29	0.29	822	Strip Retail Plaza	TSF Gross	6.59	10%	0.90	1.00	5.93	5.93									
265	Timeshare	DU	0.63	0%	1.00	1.00	0.63	0.63	840	New Car Sales	TSF Gross	2.42	0%	1.00	1.00	2.42	2.42									
270	Residential PUD	DU	0.69	0%	1.00	1.00	0.69	0.69	841	Used Car Sales	TSF Gross	3.75	0%	1.00	1.00	3.75	3.75									
<b>LODGING (Land Uses 300-399)</b>																										
310	Hotel	Rooms	0.59	0%	1.00	1.00	0.59	0.59	842	RV Sales	TSF Gross	0.77	0%	1.00	1.00	0.77	0.77									
311	All Suites Hotel	Rooms	0.36	0%	1.00	1.00	0.36	0.36	843	Auto Parts Sales	TSF Gross	4.90	43%	0.57	1.00	2.79	2.79									
312	Business Hotel	Rooms	0.31	0%	1.00	1.00	0.31	0.31	848	Tire Store	Service Bays	3.75	28%	0.72	1.00	2.70	2.70									
320	Motel	Rooms	0.36	0%	1.00	1.00	0.36	0.36	850	Supermarket (stand alone stores)	TSF Gross	8.95	36%	0.64	1.00	5.73	5.73									
330	Resort Hotel	Rooms	0.41	0%	1.00	1.00	0.41	0.41	851	Conveni. Mkt. (Open 24 hrs)	TSF Gross	49.11	61%	0.39	1.00	19.15	19.15									
<b>RECREATIONAL (Land Uses 400-499)</b>																										
416	Campground/RV Park	Camp Sites	0.27	0%	1.00	1.00	0.27	0.27	857	Discount Club	TSF Gross	4.19	10%	0.90	1.00	3.77	3.77									
430	Golf Course	Holes	2.91	0%	1.00	1.00	2.91	2.91	862	Home Improvement Superstore	TSF Gross	2.29	48%	0.52	1.00	1.19	1.19									
437	Bowling Alley	Lanes	1.3	0%	1.00	1.00	1.30	1.30	863	Electronics Super Store	TSF Gross	4.25	40%	0.60	1.00	2.55	2.55									
445	Multiplex Movie Theater	TSF Gross	6.17	0%	1.00	1.00	6.17	6.17	867	Office Supply Superstore	TSF Gross	2.77	10%	0.90	1.00	2.49	2.49									
490	Tennis Courts	Courts	4.21	0%	1.00	1.00	4.21	4.21	876	Apparel Store	TSF Gross	4.12	15%	0.85	1.00	3.50	3.50									
492	Health/Fitness Club	TSF Gross	3.45	0%	1.00	1.00	3.45	3.45	881	Pharmacy/Drugstore w/ Drive-thru	TSF Gross	10.25	49%	0.51	1.00	5.23	5.23									
495	Recreational Community Center	TSF Gross	2.50	0%	1.00	1.00	2.50	2.50	882	Marijuana Dispensary	TSF Gross	18.92	0%	1.00	1.00	18.92	18.92									
<b>INSTITUTIONAL (Land Uses 500-599)</b>																										
520	Elementary School	Students	0.16	0%	1.00	1.00	0.16	0.16	890	Furniture Store	TSF Gross	0.52	53%	0.47	1.00	0.24	0.24									
522	Middle/Junior High School	Students	0.15	0%	1.00	1.00	0.15	0.15	899	Liquor Store	TSF Gross	16.62	10%	0.90	1.00	14.96	14.96									
530	High School	Students	0.26	0%	1.00	1.00	0.26	0.26	<b>SERVICES (LAND USES 800-899)</b>																	
534	Private School (K-8)	Students	0.19	0%	1.00	1.00	0.19	0.19	911	Walk-in Bank	TSF Gross	12.13	25%	0.75	1.00	9.10	9.10									
536	Charter Elementary School	Students	0.16	0%	1.00	1.00	0.16	0.16	912	Drive-in Bank	TSF Gross	21.01	47%	0.53	1.00	11.14	11.14									
538	Charter School (K-12) (Peak hour of generator)	Students	0.73	0%	1.00	1.00	0.73	0.73	931	Quality Restaurant (not national chain)	TSF Gross	7.80	44%	0.56	1.00	4.37	4.37									
560	Church	TSF Gross	0.49	0%	1.00	1.00	0.49	0.49	932	High Turnover/Sit Down Rest	TSF Gross	9.05	43%	0.57	1.00	5.16	5.16									
565	Daycare Center	TSF Gross	11.12	0%	1.00	1.00	11.12	11.12	933	Fast Food w/o Drive Thru	TSF Gross	33.21	40%	0.60	1.00	19.93	19.93									
									934	Fast Food with Drive Thru	TSF Gross	33.03	50%	0.50	1.00	16.52	16.52									
									935	Fast Food with Drive Thru and no seating	Drive Lanes	59.50	40%	0.60	1.00	35.70	35.70									
									937	Coffee/Donut Shop with Drive Thru	TSF Gross	38.99	50%	0.50	1.00	19.50	19.50									
									941	Quick Lubrication Vehicle Shop	Service Bays	8.70	25%	0.75	1.00	6.53	6.53									
									942	Auto Care Center	Service Bays	2.17	0%	1.00	1.00	2.17	2.17									
									944	Service Station	Fuel Position	13.91	42%	0.58	1.00	8.07	8.07									
									945	Serv.Station w/ Conven.Mkt	Fuel Position	18.42	56%	0.44	1.00	8.10	8.10									
									947	Self Serve Car Wash	Wash Bays	5.54	20%	0.80	1.00	4.43	4.43									
									948	Automated Car Wash	Wash Tunnels	77.50	30%	0.70	1.00	54.25	54.25									

## Demands Placed on Facilities by New Development (11-36a-302.1.a.iv)

---

To meet the requirements of the Utah Impact Fee law to “identify demands placed upon existing public facilities by new development activity at the proposed level of service” and “identify the means by which the political subdivision or private entity will meet those growth demands”, the following steps were completed:

1. **Existing Demand**- The traffic demand at the present time was estimated using traffic counts and population data.
2. **Existing Capacity**- The capacity of the current roadway network was estimated using the calculated LOS using volume to capacity ratios (v/c).
3. **Existing Deficiencies**- The deficiencies in the current network were identified by comparing the LOS of the roadways to the LOS standard.
4. **Future Demand**- The future demand on the network was estimated using development projections.
5. **Future Deficiencies**- The deficiencies in the future network were identified by comparing the calculated future LOS with the LOS standard through capacity maps.
6. **Recommended Improvements**- Recommendations that will help meet future demands were made.

These steps were the basis for the TIP and are detailed in the report.

## Conversions of Growth and Development Projections to Trip Generations

---

The basis of the future travel demand was projected using the Dixie Metropolitan Planning Organization Travel Demand Model. The inputs to the model consist of socio-economic and land use data provided by the DMPO and the City. The outputs from the model include peak hour trips and daily traffic volumes on each of the roadways in the network.

## Infrastructure Required to Meet Demands of New Development (11-36a-302.1.a.v)

---

### 6-Year Improvement Plan

---

The projects required to maintain the desired level of service for the roadway network in 2050 were outlined in the TMP. These projects will need to be constructed at various times from the present through 2050. However, for the purposes of this IFFP, only projects that will be completed within the next six years will be considered. [\*\*Table 3\*\*](#) shows the projects that are forecasted to be needed in the next six years. This table includes all of the projects regardless of their eligibility for impact fee expenditure. The portion of the project, which is impact fee eligible is indicated in the [\*\*% Impact Fee\*\*](#) and [\*\*Impact Fee Total\*\*](#) columns.

### Project Cost Attributable to Future Growth

---

[\*\*Table 3\*\*](#) shows the project costs attributable to new growth as a percentage of the total project costs as defined in the previous section. Each project in [\*\*Table 3\*\*](#) exists due to future growth but the cost that should be shared by new development through the assessment of impact fees varies depending on the owner of the road, the funding available, and the roadway classification. Where the project is likely to be completed using MPO funding, the Santa Clara impact fee eligible portion of the project is only the amount of money the City will need to find as their required “matching funds”. Road widening projects are considered 100% impact fee eligible as any work on these roads will only be needed as volumes

---

increase as a result of new development. Cost participation for city-owned roads is variable depending on the road classification and development yet to occur. The cost attributable to new growth and potentially impact fee eligible is defined as the portion of the roadway cross section in excess of the standards for a local road. This is based on the premise that a local road cross section serves the needs of the localized development which directly access the new road. It was assumed, based on City practices, that developers will typically pay for improvements on the outside twenty-eight feet of right-of-way on each side of the road (one lane of asphalt plus curb, gutter, and sidewalk) while the City would be responsible for the remainder. This portion will be paid for by the individual development, which accesses the new road. Any improvements beyond the local street cross section would be considered a capacity improvement for the entire city as a whole and is therefore impact fee eligible. The City responsibility cost for each new road is determined as the percentage of the total project cost beyond a local street classification.

## Project Cost Attributable to 6-Year Growth

---

Using the travel demand model mentioned previously it is possible to estimate the number of PM trips originating or terminating in Santa Clara for the existing and future conditions. The difference between the future PM trips and the existing PM trips (the number of new trips in the City) becomes the denominator in the equation used to calculate the impact fee cost per PM peak hour trip for new development.

Level of service capacity of roadways and intersections has been calculated in the TMP and has indicated where capacity is needed in the future. By projecting the trips that will be generated by new development and dividing these trips by the impact fee eligible costs, the fee per trip can be calculated.

## Proposed Means to Meet Demands of New Development (11-36a-302.2)

---

All possible revenue sources have been considered as a means of financing transportation capital improvements needed as a result of new growth. This section discusses the potential revenue sources that could be used to fund transportation needs as a result of new development.

Transportation routes often span multiple jurisdictions and provide regional significance to the transportation network. As a result, other government jurisdictions or agencies often help pay for such regional benefits. Those jurisdictions and agencies could include the Federal Government, the State Government or UDOT, or the DMPO. The City will need to continue to partner and work with these other jurisdictions to ensure that adequate funds are available for the specific improvements necessary to maintain an acceptable LOS. The City will also need to partner with adjacent communities to ensure corridor continuity across jurisdictional boundaries (i.e., arterials connect with arterials; collectors connect with collectors, etc.).

Funding sources for transportation are essential if City recommended improvements are to be built. The following paragraphs further describe the various transportation funding sources available to the City.

### Federal Funding

---

Federal monies are available to cities and counties through the federal-aid program. UDOT administers the funds. In order to be eligible, a project must be listed on the five-year Statewide Transportation Improvement Program (STIP).

The Surface Transportation Program (STP) funds projects for any roadway with a functional classification of a collector street or higher as established on the Functional Classification Map. STP funds can be used for both rehabilitation and new construction. The Joint Highway Committee programs a portion of the STP funds for projects around the state in urban areas. Another portion of the STP funds can be used for projects in any area of the state at the discretion of the State Transportation Commission. Transportation Enhancement funds are allocated based on a competitive application process. The Transportation Enhancement Committee reviews the applications and then a portion of the application is passed to the State Transportation Commission. Transportation enhancements include twelve categories ranging from historic preservation, bicycle and pedestrian facilities and water runoff mitigation. Other federal and state trail funds are available from the Utah State Parks and Recreation Program.

---

The DMPO accepts applications for federal funds every November through local and regional government jurisdictions. The DMPO Technical Advisory Committee and Transportation Executive Committee select projects for funding annually. The selected projects form the Transportation Improvement Program (TIP). In order to receive funding, projects should include one or more of the following aspects:

- ❖ *Congestion Relief – spot improvement projects intended to improve Levels of Service and/or reduce average delay along those corridors identified in the Regional Transportation Plan as high congestion areas*
- ❖ *Mode Choice – projects improving the diversity and/or usefulness of travel modes other than single occupant vehicles*
- ❖ *Safety – improvements to vehicular, pedestrian, and bicyclist safety*

## State/County Funding

---

The distribution of State Class B and C Program monies is established by State Legislation and is administered by the State Department of Transportation. Revenues for the program are derived from State fuel taxes, registration fees, driver's license fees, inspection fees, and transportation permits. Seventy-five percent of these funds are kept by UDOT for their construction and maintenance programs. The rest is made available to counties and cities.

Class B and C funds are allocated to each city and county by a formula based on population, centerline miles, and land area. Class B funds are given to counties, and Class C funds are given to cities and towns. Class B and C funds can be used for maintenance and construction projects; however, thirty percent of those funds must be used for construction or maintenance projects that exceed \$40,000. The remainder of these funds can be used for matching federal funds or to pay the principal, interest, premiums, and reserves for issued bonds.

In 2005 the state senate passed a bill providing for the advance acquisition of right-of-way for highways of regional significance. This bill would enable cities in the county to better plan for future transportation needs by acquiring property to be used as future right-of-way before it is fully developed and becomes extremely difficult to acquire. UDOT holds on account the revenue generated by the local corridor preservation fund but the county is responsible to program and control funds. In order to qualify for preservation funds, the City must comply with the Corridor Preservation Process found at the flowing link [www.udot.utah.gov/public/ucon](http://www.udot.utah.gov/public/ucon). Currently, Santa Clara City uses Class C funding for their transportation projects.

## City Funding

---

Some cities utilize general fund revenues for their transportation programs. Another option for transportation funding is utilizing SB 282 with the creation of Public Infrastructure Districts (PID). This bill grants cities and counties the power to create PIDs to finance public infrastructure for new development and redevelopment. These districts are organized for the purpose of funding a single specific project that benefits an identifiable group of properties. Another source of funding used by cities includes revenue bonding for projects intended to benefit the entire community.

---

Private interests often provide resources for transportation improvements. Developers construct the local streets within subdivisions and often dedicate right-of-way and participate in the construction of collector/arterial streets adjacent to their developments. Developers can also be considered a possible source of funds for projects through the use of impact fees. These fees are assessed as a result of the impacts a particular development will have on the surrounding roadway system, such as the need for traffic signals or street widening.

General fund revenues are typically reserved for operation and maintenance purposes as they relate to transportation. However, general funds could be used if available to fund the expansion or introduction of specific services. Providing a line item in the City budgeted general funds to address roadway improvements, which are not impact fee eligible is a recommended practice to fund transportation projects should other funding options fall short of the needed amount.

General obligation bonds are debt paid for or backed by the City's taxing power. In general, facilities paid for through this revenue stream are in high demand amongst the community. Typically, general obligation bonds are not used to fund facilities that are needed as a result of new growth because existing residents would be paying for the impacts of new growth. As a result, general obligation bonds are not considered a fair means of financing future facilities needed as a result of new growth.

Certain areas might require different needs or methods of funding other than traditional revenue sources. A Special Assessment Area (SAA) can be created for infrastructure needs that benefit or encompass specific areas of the City. Creation of the SAA may be initiated by the municipality by a resolution declaring the public health, convenience, and necessity requiring the creation of a SAA. The boundaries and services provided by the district must be specified and a public hearing held prior to creation of the SAA. Once the SAA is created, funding can be obtained from tax levies, bonds, and fees when approved by the majority of the qualified electors of the SAA. These funding mechanisms allow the costs to be spread out over time. Through the SAA, tax levies and bonding can apply to specific areas in the City needing to benefit from the improvements.

## Interfund Loans

---

Since infrastructure must generally be built ahead of growth, it must sometimes be funded before expected impact fees are collected. Bonds are the solution to this problem in some cases. In other cases, funds from existing user rate revenue will be loaned to the impact fee fund to complete initial construction of the project. As impact fees are received, they will be reimbursed. Consideration of these loans will be included in the impact fee analysis and should be considered in subsequent accounting of impact fee expenditures.

## Developer Dedications and Exactions

---

Developer dedications and exactions can both be credited against the developer's impact fee analysis. If the value of the developer dedications and/or exactions are less than the developer's impact fee liability, the developer will owe the balance of the liability to the city. If the dedications and/or exactions of the developer are greater than the impact fee liability, the city must reimburse the developer the difference.

---

## Developer Impact Fees

---

Impact fees are a way for a community to obtain funds to assist in the construction of infrastructure improvements resulting from and needed to serve new growth. The premise behind impact fees is that if no new development occurred, the existing infrastructure would be adequate. Therefore, new developments should pay for the portion of required improvements that result from new growth. Impact fees are assessed for many types of infrastructures and facilities that are provided by a community, such as roadway facilities. According to state law, impact fees can only be used to fund growth related system improvements.

## Necessity of Improvements to Maintain Level of Service

---

According to State statute, impact fees must only be used to fund projects that will serve needs caused by future development. They are not to be used to address present deficiencies. Only projects that address future needs are included in this IFFP. This ensures a fair fee since developers will not be expected to address present deficiencies.

## Impact Fee Certification (11-36a-306)

---

According to state law, this report has been prepared in accordance with Utah Code Title 11 Chapter 36 titled "Impact Fees Act". This report relies upon the planning, engineering, land use and other source data provided by the City and their designees, and all results and projections are founded upon this information.

In accordance with Utah Code Annotate, 11-36a-306(1), Horrocks Engineers, certifies that this impact fee facilities plan:

1. Includes only the cost of public facilities that are:
  - a. Allowed under the Impact Fees Act; and
  - b. Actually incurred; or
  - c. Are projected to be incurred or encumbered within six years of the day on which each impact fee is paid;
2. Does not include:
  - a. Costs of operation and maintenance of public facilities
  - b. Cost of qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service supported by existing residents;
  - c. An expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.

This certification is made with the following limitations:

1. All of the recommendations for implementing this IFFP of IFA are followed in their entirety by the City.
2. If any portion of the IFFP is modified or amended in any way, this certification is no longer valid.

All information presented and used in the creation of this IFFP is assumed to be complete and correct, including any information received from the City of other outside sources.



# TRAFFIC IMPACT

## FEE ANALYSIS

### APRIL 2024



Horrocks.

**TABLE OF CONTENTS**

<b>EXECUTIVE SUMMARY .....</b>	<b>1</b>
<b>INTRODUCTION.....</b>	<b>4</b>
<b>PROJECTED FUTURE GROWTH.....</b>	<b>4</b>
<b>ROADWAY IMPROVEMENT PROJECTS.....</b>	<b>5</b>
<b>PROPOSED IMPACT FEE POLICY .....</b>	<b>8</b>
<b>COMPARISON OF CURRENT FEE TO PROPOSED FEES .....</b>	<b>8</b>
<b>EXAMPLE CALCULATION .....</b>	<b>8</b>
<b>CONCLUSION .....</b>	<b>9</b>

## EXECUTIVE SUMMARY

The purpose of this report is to present the impact fee calculation methodology for the planned roadway facilities in Santa Clara City. The proposed impact fee was calculated based upon the future roadway improvements identified in the Santa Clara Transportation Master Plan (TMP) that can be attributed to projected future development over the next six years. The projected future development growth was determined by evaluating residential and commercial building permits issued in the last four years. The permits for the various developments were converted to a single-family equivalent (SFE) in terms of trips generated in the PM peak hour (see Table 3 for further details). For the purposes of this study it was assumed that Santa Clara will continue to experience similar type growth over the next six years as development continues.

The SFE impact fee was calculated by dividing the City-responsible roadway improvement costs by the projected SFE development units over the next six years.

The recommended single-family detached housing street impact fee of \$3,610 represents a 4.4% decrease from the current impact fee of \$3,778.

Table 1 identifies the recommended impact fee schedule for various land-uses.

**Table 1: Proposed Land Use Impact Fees**

ITE CODE	LAND USE	UNITS	DEMAND INDEX (single family equivalent)*	IMPACT FEE COST PER UNIT
030	Truck Terminal	Acres	1.87	\$ 6,751
<b>INDUSTRIAL (Land Uses 100-199)</b>				
110	General Light Industrial	TSF Gross	0.65	\$ 2,347
130	Industrial Park	TSF Gross	0.34	\$ 1,227
140	Manufacturing	TSF Gross	0.74	\$ 2,671
150	Warehousing	TSF Gross	0.18	\$ 650
151	Mini Warehouse	TSF Gross	0.15	\$ 542
160	Data Center	TSF Gross	0.09	\$ 325
170	Utility	TSF Gross	2.16	\$ 7,798
<b>RESIDENTIAL (Land Uses 200-299)</b>				
210	Single-Family Detached Homes	DU	0.94	\$ 3,610
215	Single-Family Attached Homes	DU	0.57	\$ 2,058
220	Multifamily Housing (Low-Rise)	DU	0.51	\$ 1,841
221	Multifamily Housing (Mid-Rise)	DU	0.39	\$ 1,408
225	Off-Campus Student Apartment	Bedrooms	0.24	\$ 866
231	Mid-Rise Residential 1st-Floor Comm	DU	0.17	\$ 614
240	Mobile Home Park	DU	0.58	\$ 2,094
251	Senior Adult Housing-Detached	DU	0.3	\$ 1,083
252	Senior Adult Housing-Attached	DU	0.25	\$ 903
253	Congregate Care	DU	0.18	\$ 650
254	Assisted Living	Beds	0.24	\$ 866
260	Recreational Homes	DU	0.29	\$ 1,047
265	Timeshare	DU	0.63	\$ 2,274
270	Residential PUD	DU	0.69	\$ 2,491
<b>LODGING (Land Uses 300-399)</b>				
310	Hotel	Rooms	0.59	\$ 2,130
311	All Suites Hotel	Rooms	0.36	\$ 1,300
312	Business Hotel	Rooms	0.31	\$ 1,119
320	Motel	Rooms	0.36	\$ 1,300
330	Resort Hotel	Rooms	0.41	\$ 1,480
<b>RECREATIONAL (Land Uses 400-499)</b>				
416	Campground/RV Park	Camp Sites	0.27	\$ 975
430	Golf Course	Holes	2.91	\$ 10,505
437	Bowling Alley	Lanes	1.3	\$ 4,693
445	Multiplex Movie Theater	TSF Gross	6.17	\$ 22,274
490	Tennis Courts	Courts	4.21	\$ 15,198
492	Health/Fitness Club	TSF Gross	3.45	\$ 12,455
495	Recreational Community Center	TSF Gross	2.50	\$ 9,025
<b>INSTITUTIONAL (Land Uses 500-599)</b>				
520	Elementary School	Students	0.16	\$ 578
522	Middle/Juniour High School	Students	0.15	\$ 542
530	High School	Students	0.26	\$ 939
534	Private School (K-8)	Students	0.19	\$ 686
536	Charter Elementary School	Students	0.16	\$ 578
538	Charter School (K-12) (Peak hour of)	Students	0.73	\$ 2,635
560	Church	TSF Gross	0.49	\$ 1,769
565	Daycare Center	TSF Gross	11.12	\$ 40,143
<b>MEDICAL (Land Uses 600-699)</b>				
610	Hospital	TSF Gross	0.86	\$ 3,105
620	Nursing Home	Beds	0.14	\$ 505
630	Clinic	TSF Gross	3.69	\$ 13,321

\* TSF: Thousand Square Feet

\* DU: Dwelling Unit

**Table 1: Proposed Land Use Impact Fees (continued)**

ITE CODE	LAND USE	UNITS	DEMAND INDEX (single family equivalent)*	IMPACT FEE COST PER UNIT
<b>OFFICE (Land Uses 700-799)</b>				
710	General Office	TSF Gross	1.44	\$ 5,198
712	Small Office Building	TSF Gross	2.16	\$ 7,798
715	Single Tenant Office Building	TSF Gross	1.76	\$ 6,354
720	Medical/Dental Office	TSF Gross	3.93	\$ 14,187
730	Government Office Building	TSF Gross	1.71	\$ 6,173
732	Post Office	TSF Gross	11.21	\$ 40,468
750	Office Park	TSF Gross	1.30	\$ 4,693
770	Business Park	TSF Gross	0.61	\$ 2,202
<b>RETAIL ( LAND USES 800-899)</b>				
812	Building Materials/Lumber	TSF Gross	1.91	\$ 6,895
813	Free Standing Discount Superstore	TSF Gross	3.12	\$ 11,263
814	Variety Store	TSF Gross	5.70	\$ 20,577
816	Hardware/Paint Store	TSF Gross	2.21	\$ 7,978
817	Nursery (Garden Center)	TSF Gross	5.9	\$ 21,299
820	Shopping Center (Rate)	TSF Gross	2.24	\$ 8,086
822	Strip Retail Plaza	TSF Gross	5.93	\$ 21,407
840	New Car Sales	TSF Gross	2.42	\$ 8,736
841	Used Car Sales	TSF Gross	3.75	\$ 13,538
842	RV Sales	TSF Gross	0.77	\$ 2,780
843	Auto Parts Sales	TSF Gross	2.79	\$ 10,072
848	Tire Store	Service Bays	2.7	\$ 9,747
850	Supermarket (stand alone stores)	TSF Gross	5.73	\$ 20,685
851	Convenien. Mkt. (Open 24 hrs)	TSF Gross	19.15	\$ 69,132
857	Discount Club	TSF Gross	3.77	\$ 13,610
862	Home Improvement Superstore	TSF Gross	1.19	\$ 4,296
863	Electronics Super Store	TSF Gross	2.55	\$ 9,206
867	Office Supply Superstore	TSF Gross	2.49	\$ 8,989
876	Apparel Store	TSF Gross	3.5	\$ 12,635
881	Pharmacy/Drugstore w/ Drive-thru	TSF Gross	5.23	\$ 18,880
882	Marijuana Dispensory	TSF Gross	18.92	\$ 68,301
890	Furniture Store	TSF Gross	0.24	\$ 866
899	Liquor Store	TSF Gross	14.96	\$ 54,006
<b>SERVICES (LAND USES 900-999)</b>				
911	Walk-in Bank	TSF Gross	9.1	\$ 32,851
912	Drive-in Bank	TSF Gross	11.14	\$ 40,215
931	Quality Restaurant (not national chain)	TSF Gross	4.37	\$ 15,776
932	High Turnover/Sit Down Rest	TSF Gross	5.16	\$ 18,628
933	Fast Food w/o Drive Thru	TSF Gross	19.93	\$ 71,947
934	Fast Food with Drive Thru	TSF Gross	16.52	\$ 59,637
935	Fast Food with Drive Thru and no se	Drive Lanes	35.70	\$ 128,877
937	Coffee/Donut Shop with Drive Thru	TSF Gross	19.5	\$ 70,395
941	Quick Lubrication Vehicle Shop	Service Bays	6.53	\$ 23,573
942	Auto Care Center	Service Bays	2.17	\$ 7,834
944	Service Station	Fuel Position	8.07	\$ 29,133
945	Serv.Station w/ Conven.Mkt	Fuel Position	8.1	\$ 29,241
947	Self Serve Car Wash	Wash Bays	4.43	\$ 15,992
948	Automated Car Wash	Wash Tunnels	54.25	\$ 195,843

\* TSF: Thousand Square Feet

\* DU: Dwelling Unit

## INTRODUCTION

Impact fees are a way for a community to obtain funds to assist in the construction of infrastructure improvements that are needed to serve new growth. The premise behind impact fees is that if no new development was allowed, the existing infrastructure would adequately serve the existing level of development in the city. Therefore, new development should pay for the fraction of improvements that are required because of new growth. Impact fees are assessed for many types of infrastructure and facilities that are provided by a community such as roads, sewer, water, parks and trails.

According to state law, impact fees cannot be used to correct existing deficiencies in a system, only to fund growth-related capital improvements.

There are many ways to quantify the impact of new growth on the transportation system in Santa Clara City. The method used in this study to assess the impact is to consider all the needed transportation improvements identified in the Transportation Master Plan (TMP) and then eliminate the cost of those improvements that are necessary to correct existing deficiencies.

Santa Clara presently assesses transportation impact fees from new development. This allows transportation-related costs to be assessed to new development based on the proportional impact of new development.

In calculating the impact fees, the PM peak hour is used as it typically includes larger background/commuter traffic volumes. The typical residential unit is then assigned as a base factor for the other types of development. During the average PM peak hour a residential unit will account for approximately one trip on the roadway network.

## PROJECTED FUTURE GROWTH

To determine the amount of development that will occur in Santa Clara over the next six years the following steps were followed:

- Obtain the record of permits issued for various developments from January 2020 to March 2024. Impact fee studies will often establish a future growth trend based on the recent history of issued building permits. The past four years, the City has experienced a strong trend of building that has consisted of both residential and commercial growth activity such as retail, services and restaurant space. Much has been done in the nightly residential zones. Building permit information is shown in Table 3.
- Determine the PM peak hour trip generation rate for each land-use type using the Institute of Transportation Engineers' (ITE) *ITE Trip Generation Manual 11<sup>th</sup> Edition*.
- Adjust the trip generation rate in terms of heavy vehicles percentage (it was assumed that one heavy vehicle would be equivalent to two passenger vehicles based on information obtained from the Transportation Research Board's *Highway Capacity Manual*) and primary trips. The primary trip adjustment eliminates trips to various land-uses that are pass-by trips or diverted trips. A typical trip that is not adjusted with an adjustment factor

assumes that a trip is made from one destination to another, with the intent that the destination is the reason for the trip. In an adjusted trip, an intermediate stop is made before the final destination is reached, such as a bank, car wash, fast food, gasoline, etc. These adjustments are called pass-by trip adjustments and are represented in the primary trip adjustment. The primary trip adjustment also contains internal capture adjustments. When primary trip percentages are taken, they are generally derived from the ITE *Trip Generation Handbook*.

- To compare how vehicle trips from each land use impact the roadway system, each land use is measured next to a single-family home to determine how many effective single-family homes equate to a given type of land use. For instance, the trips generated by a 5,000 sq. ft. medical building is equivalent to the trips generated by 18 single-family homes. Therefore, we calculate a demand index factor for each land use based on the single-family unit as the base factor by dividing the effective trip end for the land-use by the single-family unit effective trip end, which is 1.0 per single-family home, according to the *Trip Generation Handbook*, cited above. This produces the Single-Family Equivalent unit, or SFE unit.
- Multiply the demand index for each land-use by the number of permits issued on an average year for the land use. The sum of the SFE units for the various land uses is then multiplied by six to determine the projected number of SFE units expected over the next six years in Santa Clara City when calculating the cost for six years of projects.

Based upon the methodology used above it is projected that Santa Clara City will experience approximately 1,389 SFE units of growth over the next six years.

## ROADWAY IMPROVEMENT PROJECTS

A list of roadway improvement projects was taken from the Santa Clara City TMP completed in 2024. Recommended improvements are separated into 0 to 5 year improvements, 6 to 10 year improvements and 11 to 20 year improvements. A detailed cost estimate for each project was performed and can be found in the appendix of the Plan, along with a determination of what portion or percentage would be eligible for impact fees.

Table 2: SINGLE FAMILY EQUIVALENT (SFE) DEMAND INDEX

APPLICABLE ITE CODE	LAND USE	UNITS	ITE TRIPS ENDS PER UNIT (PM peak hour)	PASS-BY TRIPS %	PASS-BY TRIP ADJUSTMENT	PRIMARY TRIP ADJUSTMENT	EFFECTIVE TRIP ENDS PER UNIT	DEMAND INDEX (single family equivalent)	APPLICABLE ITE CODE	LAND USE	UNITS	ITE TRIPS ENDS PER UNIT (PM peak hour)	PASS-BY TRIPS %	PASS-BY TRIP ADJUSTMENT	PRIMARY TRIP ADJUSTMENT	EFFECTIVE TRIP ENDS PER UNIT	DEMAND INDEX (single family equivalent)									
<b>PORT &amp; TERMINAL (Land Uses 000-099)</b>																										
030	Truck Terminal	Acres	1.87	0%	1.00	1.00	1.87	1.87	610	Hospital	TSF Gross	0.86	0%	1.00	1.00	0.86	0.86									
<b>INDUSTRIAL (Land Uses 100-199)</b>																										
110	General Light Industrial	TSF Gross	0.65	0%	1.00	1.00	0.65	0.65	620	Nursing Home	Beds	0.14	0%	1.00	1.00	0.14	0.14									
130	Industrial Park	TSF Gross	0.34	0%	1.00	1.00	0.34	0.34	630	Clinic	TSF Gross	3.69	0%	1.00	1.00	3.69	3.69									
140	Manufacturing	TSF Gross	0.74	0%	1.00	1.00	0.74	0.74	<b>MEDICAL (Land Uses 600-699)</b>																	
150	Warehousing	TSF Gross	0.18	0%	1.00	1.00	0.18	0.18	710	General Office	TSF Gross	1.44	0%	1.00	1.00	1.44	1.44									
151	Mini Warehouse	TSF Gross	0.15	0%	1.00	1.00	0.15	0.15	712	Small Office Building	TSF Gross	2.16	0%	1.00	1.00	2.16	2.16									
160	Data Center	TSF Gross	0.09	0%	1.00	1.00	0.09	0.09	720	Medical/Dental Office	TSF Gross	3.93	0%	1.00	1.00	3.93	3.93									
170	Utility	TSF Gross	2.16	0%	1.00	1.00	2.16	2.16	730	Government Office Building	TSF Gross	1.71	0%	1.00	1.00	1.71	1.71									
<b>RESIDENTIAL (Land Uses 200-299)</b>																										
210	Single-Family Detached Homes	DU	0.94	0%	1.00	1.00	0.94	0.94	732	Post Office	TSF Gross	11.21	0%	1.00	1.00	11.21	11.21									
215	Single-Family Attached Homes	DU	0.57	0%	1.00	1.00	0.57	0.57	750	Office Park	TSF Gross	1.30	0%	1.00	1.00	1.30	1.30									
220	Multifamily Housing (Low-Rise)	DU	0.51	0%	1.00	1.00	0.51	0.51	770	Business Park	TSF Gross	1.22	50%	0.50	1.00	0.61	0.61									
221	Multifamily Housing (Mid-Rise)	DU	0.39	0%	1.00	1.00	0.39	0.39	<b>OFFICE (Land Uses 700-799)</b>																	
225	Off-Campus Student Apartment	Bedrooms	0.24	0%	1.00	1.00	0.24	0.24	812	Building Materials/Lumber	TSF Gross	2.25	15%	0.85	1.00	1.91	1.91									
231	Mid-Rise Residential 1st-Floor Commercial	DU	0.17	0%	1.00	1.00	0.17	0.17	813	Free Standing Discount Superstore	TSF Gross	4.33	28%	0.72	1.00	3.12	3.12									
240	Mobile Home Park	DU	0.58	0%	1.00	1.00	0.58	0.58	814	Variety Store	TSF Gross	6.70	15%	0.85	1.00	5.70	5.70									
251	Senior Adult Housing-Detached	DU	0.3	0%	1.00	1.00	0.30	0.30	816	Hardware/Paint Store	TSF Gross	2.98	26%	0.74	1.00	2.21	2.21									
252	Senior Adult Housing-Attached	DU	0.25	0%	1.00	1.00	0.25	0.25	817	Nursery (Garden Center)	TSF Gross	6.94	15%	0.85	1.00	5.90	5.90									
253	Congregate Care	DU	0.18	0%	1.00	1.00	0.18	0.18	820	Shopping Center (Rate)	TSF Gross	3.40	34%	0.66	1.00	2.24	2.24									
254	Assisted Living	Beds	0.24	0%	1.00	1.00	0.24	0.24	822	Strip Retail Plaza	TSF Gross	6.59	10%	0.90	1.00	5.93	5.93									
260	Recreational Homes	DU	0.29	0%	1.00	1.00	0.29	0.29	840	New Car Sales	TSF Gross	2.42	0%	1.00	1.00	2.42	2.42									
265	Timeshare	DU	0.63	0%	1.00	1.00	0.63	0.63	841	Used Car Sales	TSF Gross	3.75	0%	1.00	1.00	3.75	3.75									
270	Residential PUD	DU	0.69	0%	1.00	1.00	0.69	0.69	842	RV Sales	TSF Gross	0.77	0%	1.00	1.00	0.77	0.77									
<b>LODGING (Land Uses 300-399)</b>																										
310	Hotel	Rooms	0.59	0%	1.00	1.00	0.59	0.59	843	Auto Parts Sales	TSF Gross	4.90	43%	0.57	1.00	2.79	2.79									
311	All Suites Hotel	Rooms	0.36	0%	1.00	1.00	0.36	0.36	848	Tire Store	Service Bays	3.75	28%	0.72	1.00	2.70	2.70									
312	Business Hotel	Rooms	0.31	0%	1.00	1.00	0.31	0.31	850	Supermarket (stand alone stores)	TSF Gross	8.95	36%	0.64	1.00	5.73	5.73									
320	Motel	Rooms	0.36	0%	1.00	1.00	0.36	0.36	851	Convenien. Mkt. (Open 24 hrs)	TSF Gross	49.11	61%	0.39	1.00	19.15	19.15									
330	Resort Hotel	Rooms	0.41	0%	1.00	1.00	0.41	0.41	857	Discount Club	TSF Gross	4.19	10%	0.90	1.00	3.77	3.77									
<b>RECREATIONAL (Land Uses 400-499)</b>																										
416	Campground/RV Park	Camp Sites	0.27	0%	1.00	1.00	0.27	0.27	862	Home Improvement Superstore	TSF Gross	2.29	48%	0.52	1.00	1.19	1.19									
430	Golf Course	Holes	2.91	0%	1.00	1.00	2.91	2.91	863	Electronics Super Store	TSF Gross	4.25	40%	0.60	1.00	2.55	2.55									
437	Bowling Alley	Lanes	1.3	0%	1.00	1.00	1.30	1.30	867	Office Supply Superstore	TSF Gross	2.77	10%	0.90	1.00	2.49	2.49									
445	Multiplex Movie Theater	TSF Gross	6.17	0%	1.00	1.00	6.17	6.17	876	Apparel Store	TSF Gross	4.12	15%	0.85	1.00	3.50	3.50									
490	Tennis Courts	Courts	4.21	0%	1.00	1.00	4.21	4.21	881	Pharmacy/Drugstore w/ Drive-thru	TSF Gross	10.25	49%	0.51	1.00	5.23	5.23									
492	Health/Fitness Club	TSF Gross	3.45	0%	1.00	1.00	3.45	3.45	882	Marijuana Dispensary	TSF Gross	18.92	0%	1.00	1.00	18.92	18.92									
495	Recreational Community Center	TSF Gross	2.50	0%	1.00	1.00	2.50	2.50	890	Furniture Store	TSF Gross	0.52	53%	0.47	1.00	0.24	0.24									
<b>INSTITUTIONAL (Land Uses 500-599)</b>																										
520	Elementary School	Students	0.16	0%	1.00	1.00	0.16	0.16	890	Liquor Store	TSF Gross	16.62	10%	0.90	1.00	14.96	14.96									
522	Middle/Juniour High School	Students	0.15	0%	1.00	1.00	0.15	0.15	899	SERVICES (LAND USES 900-999)																
530	High School	Students	0.26	0%	1.00	1.00	0.26	0.2																		

It was assumed, based on City practices, that developers will typically pay for improvements on the outside twenty-eight feet of right-of-way on each side of the road (one lane of asphalt plus curb, gutter, and sidewalk) while the City would be responsible for the remainder. Based upon the cost estimate it is anticipated that the cost to complete the projected roadway improvements over the next six years is \$8,479,600 with \$5,014,600 (59%) being eligible for impact fees. The current State impact fee law only allows the collection of impact fees for the projects that are anticipated to be built during the next six years, so these eligible costs will be spread among the SFE's that are projected for the next six years.

**Table 3: FUTURE GROWTH IN SANTA CLARA CITY**

Category	Land Use	Unit	Demand Index (single family equivalent)	# of Permits Issued *	Average # of Units/Year	Average # of SFE Units/Year
Residential	Single Family Detached	Dwelling Units	0.94	130	31	29
	Single Family Attached	Dwelling Units	0.57	337	81	46
	Assisted Living Center	Beds	0.24	59	14	3
	Multifamily Housing (Low-Rise)	Dwelling Units	0.51	104	25	13
Office	Office Building	1,000 sq. ft.	1.44	0	0	0
	Medical Office Building	1,000 sq. ft.	3.93	11.8	3	11
Retail	Less Intensive Retail	1,000 sq. ft.	1.91	11	3	5
	Hardware Store	1,000 sq. ft.	2.21	25.3	6	13
	Strip Retail Plaza	1,000 sq. ft.	5.93	7	2	10
	Intensive Retail	1,000 sq. ft.	5.70	9.4	2	13
Services	Quality Restaurant	1,000 sq. ft.	4.37	0	0	0
	Fast Food w/o Drive Through	1,000 sq. ft.	19.93	6.3	2	30
	Fast Food with Drive Through	1,000 sq. ft.	16.52	9.9	2	39
	Convenience Market w/ Gas Pumps	Pump Stations	19.15	0	0	0
	Pharmacy with Drive-Through Window	1,000 sq. ft.	5.23	0	0	0
	Auto Parts	1,0000 sq. ft.	2.79	6.6	2	4
	Automated Car Wash	Wash Tunnels	54.25	1	0	13
	Bank	1,000 sq. ft.	11.14	0	0	0
Industrial	Industrial	1,000 sq. ft.	0.34	0	0	0
	Mini-Warehouse	1,000 sq. ft.	0.15	12	3	0
	Manufacturing	1,000 sq. ft.	0.18	5.4	1	0
	Warehousing	1,000 sq. ft.	0.18	0	0	0
Institutional	Elementary School	Students	0.16	0	0	0
	Middle/Junior School	Students	0.15	0	0	0
	High School	Students	0.26	0	0	0
	Private School (K-8)	Students	0.19	0	0	0
	Charter School (K-12)	Students	0.73	0	0	0
	Day Care	1,000 sq. ft.	11.12	0	0	0
	Church	1,000 sq. ft.	0.49	0	0	0
Lodge	Hotel/Motel	rooms	0.59	0	0	0
Total # of Single Family Equivalent Units/Year						231
Total # of Single Family Equivalent Units Over the Next 6 Years						1,389

\* Demand Index from ITE's Trip Generation Manual, 11th Edition

Table 4: 0 to 5 Year Roadway Projects Cost Estimate

Location	Current Cost	% City Responsibility	Eligible for Impact Fees
<b>0-5 Year Improvements</b>			
1. Center turn lane on Santa Clara Drive from Old Farm Road to Chapel Street	\$137,000	100%	\$137,000
2. Chapel Street widening and extension	\$479,000	100%	\$479,000
3. Red Mountain Drive from Pioneer Parkway to North City Boundary (developer funded)	\$3,465,000	0%	\$0
4. Traffic signal at Red Mountain Drive and Pioneer Parkway	\$569,000	100%	\$569,000
5. Traffic signal at Chapel Street OR Gates Lane and Santa Clara Drive	\$569,000	100%	\$569,000
6. Western Corridor/Hamblin Parkway, Phase I (local match)	\$1,060,000	100%	\$1,060,000
7. New shop space for maintenance vehicles	\$350,000	100%	\$350,000
8. Right-turn deceleration lanes on Santa Clara Drive from Tuweap Drive to Santa Clara Parkway	\$63,000	100%	\$63,000
9. Right-turn deceleration lanes on Pioneer Parkway west of Red Mountain Drive	\$33,000	100%	\$33,000
10. Bike lane and turnouts on south side of Pioneer Parkway	\$347,000	100%	\$347,000
11. Gap Canyon Parkway and Western Corridor, from St. George to Old Hwy 91 (local match)	\$390,000	100%	\$390,000
12. Chapel Street Bridge Bond	\$1,017,600	100%	\$1,017,600
<b>0-5 Year Improvement Totals</b>	<b>\$8,479,600</b>	<b>59%</b>	<b>\$5,014,600</b>

## PROPOSED IMPACT FEE POLICY

In calculating the SFE impact fee, all 0 to 5 year impact fee eligible roadway costs are divided by the projected SFE units over the next six years. The fee is derived by using SFE's calculated by ITE rates and primary trip adjustments as stated in the *ITE Trip Generation Manual*.

Table 5 summarizes the result of this calculation:

**Table 5: Recommended Impact Fee Cost**

Impact Fee Alternatives	Impact Fee Eligible Amount	SFE's	Impact Fee
All Projects in the 0 to 5 year timeframe, six years in total, divided by adjusted SFE rates	\$5,014,600	1,389	\$3,610

This fee represents the maximum SFE impact fee that can be charged. However, the actual fee assessment may be set at a lower rate, as determined by the City Council.

## COMPARISON OF OLD FEES TO PROPOSED FEES

The prior Santa Clara City Traffic Impact Fee Study recommended an impact fee of \$3,778 per single family residential unit. This study proposes \$3,610, a decrease of 4.4% of the current fee.

## EXAMPLE CALCULATION

The following equation is to be used in calculating the impact fee:

Number of Land Use Units \* Impact Fee Cost per Unit (taken from Table 1: Proposed Land Use Impact Fees) = Assessed Transportation Impact Fee

For example, using Table 1 and the value for General Office (ITE Code 710), the transportation impact fee for a 3,890 sq. ft. office building would be calculated in the following way:

$$(3,890/1,000) * \$5,198 = \$20,220$$

## CONCLUSION

Santa Clara City presently assesses transportation impact fees from new development. This allows transportation related costs to be assessed to the new development based on the proportional impact. It is important that the assessed impact fees are regularly updated to ensure that the required roadway improvement costs attributed to growth and development can be met.

The recommended SFE impact fee of \$3,610 will fully fund the City portion of roadway projects attributed to growth. However, it is appropriate to charge impact fees to correspond to what is decided to be funded.

## CERTIFICATION

According to state law, this report has been prepared in accordance with Utah Code Title 11 Chapter 36 titled “Impact Fees Act”. This report relies upon the planning, engineering, land use and other source data provided by the City and their designees, and all results and projections are founded upon this information.

In accordance with Utah Code Annotate, 11-36a-306(1), Horrocks Engineers, certifies that this impact fee analysis:

1. Includes only the cost of public facilities that are:
  - a. Allowed under the Impact Fees Act; and
  - b. Actually incurred; or
  - c. Are projected to be incurred or encumbered within six years of the day on which each impact fee is paid;
2. Does not include:
  - a. Costs of operation and maintenance of public facilities
  - b. Cost of qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service supported by existing residents;
  - c. An expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.

This certification is made with the following limitations:

1. All of the recommendations for implementing this IFA are followed in their entirety by the City.
2. If any portion of the IFA is modified or amended in any way, this certification is no longer valid.

All information presented and used in the creation of this IFA is assumed to be complete and correct, including any information received from the City or other outside sources.

**Mayor**

Rick Rosenberg

**City Manager**

Brock Jacobsen



**City Council**

Denny Drake

Leina Mathis

Ben Shakespeare

Jarett Waite

Christa Hinton

# CITY COUNCIL

**Meeting Date:** May 8, 2024

**Agenda Item:** 2

---

**Applicant:** Santa Clara  
City

**Requested by:** Jim McNulty

**Subject:** Historic District Design Guidelines (Public Hearing)

**Description:** The Historic District Committee, HDC, has been working on a rewrite of the historic District Design Guidelines for several months. A Memo has been attached with specific details and previous meeting dates associated with this item. Please review the attached documents for this item.

**Recommendation:**  
Approval

**Attachments:** Yes

**Cost:** N/A

**Legal Approval:** Yes

**Finance Approval:** N/A

**Budget Approval:** N/A

---



TO: Santa Clara City Council  
FROM: Jim McNulty, Planning Manager  
DATE: May 8, 2024  
RE: Historic District Design Guidelines (**Public Hearing**) **Item 2**

---

The Historic District Committee, HDC, has been working on a rewrite of the Historic District Design Guidelines for several months. The City Council will recall that a Moratorium was put in place by the City Council last November allowing for a period of 180 days to rewrite and adopt the updated guidelines.

**On February 14, 2024**, City staff, and HDC Chair, Mimi McKenna, provided an update to the City Council on the process, as well as the results of the Historic District Survey (January 2024). **On April 17, 2024**, the Draft Historic District Design Guidelines were presented to the Council. Each City Council member had an opportunity to go through their questions and/or comments with City staff and members of the HDC.

On April 11, 2024, City staff and members of the HDC had an opportunity to present the draft document to the Planning Commission. On April 18, 2024, City staff and members of the HDC had an opportunity to present the draft document to the Heritage Commission. Both the Planning Commission and Heritage Commission are in favor of the updated Historic District Design Guidelines being approved by the City. Additionally, both the Planning Commission and the Heritage Commission thanked the HDC for their efforts and hard work on the updated document. **A copy of the updated Historic District Design Guidelines** has been included for your review and consideration.

#### **State Code Requirements:**

Utah State Code doesn't have specific requirements for Historic District Design Guidelines. However, local governments may use their extended discretion to enact ordinances that recognize and preserve the aesthetic values of districts that have a common cultural value and/or landmarks that have significance of their own. Many jurisdictions have designated certain areas as historic districts, subject to detailed architectural controls and demolition limitations. These districts are often managed by a Heritage Commission, Landmark Commission, or similar body.

A copy of the **Santa Clara Historic District Overlay Map** has been attached for your review. The proposed Historic District Design Guidelines would apply to areas within the map limits only. Additionally, **a copy of Chapters 17.74 and 17.76** of city code has been attached. Both chapters will be updated soon to better align with the Historic District Design Guidelines. This will require a public hearing process as well.

**Recommendation:**

On April 25, 2024, the Planning Commission held a public hearing and forwarded a recommendation for approval to the City Council. City Staff recommends that the City Council hold a public hearing and allow for public input. City Staff also recommends that the City Council consider granting **Approval** of the Historic District Design Guidelines.



# HISTORIC DISTRICT

DESIGN GUIDELINES

# ACKNOWLEDGMENTS

2024 UPDATE

## Historic District Committee

Mimi McKenna, Chair  
Mandi Gubler, City Resident  
Shelly Harris, Planning Commission Member  
Charise Smith, City Resident  
Penny Willard, City Resident  
Sheldon Wittwer, City Resident  
Dave Leavitt, City Resident  
Kelly Graff, City Resident  
Kim Campbell, Campbell Architecture  
Brock Jacobsen, City Staff  
Kristelle Hendrickson, City Staff  
Cody Mitchell, City Staff  
Matt Ence, City Staff  
Jim McNulty, City Staff

## City Council

Rick Rosenberg, Mayor  
Ben Shakespeare  
Jarett Waite  
Christa Hinton  
Janene Burton  
David Pond

## Planning Commission

Logan Blake, Chair  
Curtis Whitehead  
Mark Weston  
Shelly Harris  
Kristen Walton  
Koni Hunter  
Kayde Roberts

## Heritage Commission

Bob Lamoreaux, Chair  
Megan Smith  
Pam Graf Gardner  
Mandi Gubler  
Mimi McKenna





# PART I

## HISTORIC DISTRICT DESIGN GUIDELINES

- Section 1:** Introduction
- Section 2:** Design Guideline Goals
- Section 3:** Background & History
- Section 4:** Key Elements & Historic Styles

## 1. Introduction

The purpose and intent of the Historic District Design Guidelines is to provide guidance to property owners within the Historic District who desire to build, remodel, replace, or otherwise make changes or improvements to their property. The standards contained herein are intended to give guidance on how property improvements can enhance the Historic District by maintaining or improving the character of the District to ensure that the qualities found in the Historic District will remain for the enjoyment, pride, and economic benefit of the citizens of Santa Clara for many years to come.

These Design Guidelines are based on the concept that historic properties along Santa Clara Drive and adjacent side streets are a unique and important part of the heritage of Santa Clara and should be preserved and protected where possible. This is an attempt to encourage protection of significant historic resources that are found within the City, and to provide information to property owners to help ensure the preservation of these historic resources well into the future.

The unique setting of the Historic District isn't just about the buildings. This setting also includes landscaping, trees, gardens, orchards, and outbuildings (barns, and granaries). All these elements are important in maintaining the historic charm of the area.

These Design Guidelines are based on the premise that change is part of history and that appropriate alterations must be considered as part of a natural evolution of historic properties. Within this context, the design guidelines and design review process attempt to guide and direct that change to minimize its adverse effects on the elements that make a property or area historically significant.

Design Guidelines help establish a common understanding of preservation principles and standards. The historic resources of Santa Clara are finite and vulnerable to inappropriate alteration, renovation, and demolition. Santa Clara's historic assets are key parts of the community's identity, livability, and through heritage tourism, its economy as well. Adherence to Design Guidelines will ensure that the historic and unique character of Santa Clara's Historic District will be maintained.

The Historic District Design Guidelines are further intended to supplement the regulations contained in Chapter 17.74 Historic District/Mixed Use Zone, and Chapter 17.76 Historic District Overlay Zone, found in city code. Chapter 17.76.090(A) states the City Council, upon recommendation of the Heritage Commission and Planning Commission may adopt "rules, regulations, and guidelines" to implement and administer the purposes and intent of the Historic District.

## 2. Design Guideline Goals

When changes are proposed to property in the Historic District, it is expected that property owners will act to enhance the quality of the Historic District.

The goals of the Design Guidelines include the following:

- A. Protect the architectural character and fabric of the Historic District including individual buildings within the Historic District.
- B. Enhance and beautify all properties within the Historic District.
- C. Provide owners and residents with information concerning the rehabilitation of historic structures.
- D. Increase appreciation for the City's historical and architectural heritage and create a desire on the part of property owners in the Historic District to replicate and expand its historical character.
- E. Ensure that new development respects the existing character of the Historic District.
- F. Promote economic development opportunities through the creation and maintenance of a unique and historic setting which will draw both tourist and residents.
- G. Balance the needs of property owners with the benefits to the entire community.
- H. Provide direction to help downtown Santa Clara evolve into a pedestrian friendly walkable area that protects historic resources.
- I. Perform rehabilitation and construction that will respect the character of the Historic District. New construction or rehabilitation should enhance and further the goals of the Historic District by creating architectural compatibility with existing historic structures.
- J. In situations where demolition of existing dwellings is deemed necessary, such demolition should be done in accordance with city code requirements.
- K. All replacement structures shall be compatible with the established character of the Historic District and conform to the adopted design standards contained herein.
- L. All construction shall comply with all standards and requirements of the Existing International Building Code, EIBC. Any exterior building modification (e.g., painting of building, addition to building) and/or site modifications are subject to these design guidelines and review by the Heritage Commission.

### 3. Background and History

The lower Santa Clara River area had been inhabited for centuries by Native Americans who lived along the river. Many artifacts remain of those who lived here long ago. The first missionaries were members of the Church of Jesus Christ of Latter-Day Saints who made their homes along the Santa Clara. Many of the first settlers to remain permanently in the valley were from Switzerland.

Although some buildings in the Historic District are pioneer era structures built in the second half of the nineteenth century (e.g., Jacob Hamblin home, Relief Society House, Tithing Granary, etc.) most of the structures within the Historic District are single-family homes constructed around the middle of the twentieth century (i.e. 1920's – 1960's). Their architectural style is generally described as Utah Vernacular "Greek Revival", Craftsman Style Bungalows, Period Cottages, or Ranch Style homes. Most of these houses are still used as single-family dwellings, although some have been converted to commercial use such as small offices, cafes, or boutique shops. It's the city's goal to preserve and enhance these structures whether they were built in the 1800's or 1900's (late 19th century to mid-20th century).

Several of the early homes built in Santa Clara have been placed on the National Register of Historic Places. The following is a list of these homes and the date at which they were placed on the National Register:

Jacob Hamblin Home	3386 Santa Clara Drive	March 11, 1971
Relief Society House	3036 Santa Clara Drive	February 2, 1994
George & Bertha Graff House	2865 Santa Clara Drive	December 4, 1998
Hans George Hafen House	3003 Santa Clara Drive	December 4, 1998
Fredrick & Anna Maria Reber House	2988 Santa Clara Drive	December 4, 1998
Mormon Tithing Granary	3105 Santa Clara Drive	December 4, 1998
Lemuel & MaryAnn Leavitt House	1408 Quail Street	February 12, 1999
Fredrick & Mary Reber House	3334 Hamblin Drive	February 12, 1999

The State of Utah National Register website is available at <https://ushpo.utah.gov/shpo/national-register/> and the National Park Service's website is available at <https://www.nps.gov/subjects/nationalregister/index.htm/index.htm> for the National Register.

#### A. Determining Historical Contribution

Buildings with a sufficient percentage of structure and details exhibiting characteristics from their period of significance (see Santa Clara Historical Eras and Styles Outline), are deemed to contribute positively to the integrity of the Historic District.

There are other buildings that exist within the boundaries of the Historic District that do not contribute to its significance. Buildings constructed later than the opening of the Interstate Highway through the Virgin River Gorge in 1973 are considered “non-contributing” properties. Buildings built during the historic periods of Santa Clara, but substantially altered so that their historic character is no longer evident, are also classified as “non-contributing”. However, these buildings can and should be brought back to their historic character if possible.

## B. Ongoing Historical Research

Understanding the history of a building is important to any preservation project. The original date of construction, dates of additions and alterations are not known for many of the buildings in the Historic District. It is anticipated that additional research will be undertaken by property owners, historical society members, architects and designers which will increase our understanding of the methods of construction, historic uses and unique features that define each individual asset. Written histories, photographs, maps, and other records should be sought out during the beginning stages of each proposed project.

## C. Historic Santa Clara Timeline

It is important to understand the historical sequence of Santa Clara's settlement and evolution. This outline places key events and historic structures into a timeline extending from pre-history to the end of the period of significance in the 1960s (**late 19th and early to mid-20th century**).

### Anasazi

- Pueblo

### Paiute

- Tonaquint
- Shivwits

### Dominguez and Escalante 1776

- Confluence
- El Rio Sulfureo de los Piramides

### Old Spanish Trail

- Santa Clara name from this era.
- Trade in Native American slaves.
- Parley P. Pratt reports that Native Americans grow crops with irrigation on Santa Clara Creek 1849.

### Southern Indian Mission 1854

- Missionaries (10 families with wives) Hamblin, Knight, Leavitt, Allen, Brown, and others.
- Native American agriculture and irrigation aided when missionaries built 14' high dam 1855.

### Southern Indian Mission 1854 (cont.)

- First cotton grown, harvested, carded, spun, and woven in cloth 1855.
- Fort Clara built 1856.
- Some San Bernardino Saints relocate to Santa Clara 1858.
- Santa Clara adobe school/ward house 16' x 24' adobe 1858.

### Cotton Mission 1861

- 15 Swiss Families to Santa Clara
- Santa Clara Town Plat 1861
- Fort Clara was heavily damaged in the 1862 flood.
- First Santa Clara Church built in 1862 (Northwest corner of present Church lot).
- Jacob Hamblin Home 1863, 3325 Santa Clara Drive
- Vineyards, Orchards, Gardens, and Farms established.

### 1870s

- Hug-Gubler Home, 3000 Santa Clara Drive
- Santa Clara Swiss sell produce and wine in Pioche, Nevada, and other communities.
- Dr. Edward Palmer explores Indian mound and publishes report 1875.
- Santa Clara Tithing Granary, 3105 Santa Clara Drive
- Ernest & Rosina Reber Home, 2990 Santa Clara Drive

### 1880s

- John George and Susette Bosshard Hafen Home, 3003 Santa Clara Drive
- John and Emma Graff Home
- John Henry Sr. and Barbara Staheli Graff Home, 1398 Vernons Street

### 1890s

- Shivwits Indian Farm purchased by Anthony Ivins
- John Martin and Freda Lucy Reber Stucki Home, 3309 Hamblin Drive
- Shivwits Indian School begun.
- Second Santa Clara Church built in 1897, 3040 Santa Clara Drive
- Clark & Mary Lynn Reber Home, 3136 Santa Clara Drive
- Clawson & Valda Frei Home, 2964 Santa Clara Drive

### 1900s

- Shem smelter built.
- Santa Clara Mercantile Store, 3097 Santa Clara Drive
- George and Bertha Stucki Graff Home, 2865 Santa Clara Drive
- Santa Clara Relief Society Building, 3020 Santa Clara Drive
- Frederick & Mary Reber Home, 3334 Hamblin Drive
- Whit & Kitty Jones Home, 3131 Santa Clara Drive
- Shem smelter closed.

### 1910s

- Santa Clara Bench Canal built.
- Santa Clara Bench Canal Reservoir built.
- Arrowhead Trail auto route located.
- Santa Clara Bench surveyed and settled.
- Electric power service provided by Dixie Power hydros on Santa Clara Creek.

### 1920s

- Santa Clara Mercantile Warehouse, 3097 Santa Clara Drive
- Telephone service by Southern Utah Telephone Company

- J. Claude and Leda Frei Home, 3066 Santa Clara Drive
- Arrowhead Trail Road improved
- Fruit and produce stands along highway.
- US Highway 91 designated 1926
- Edmund and Eliza Gubler Home, 3176 Santa Clara Drive
- Edward Sr. and Agnes Frei Home, 3108 Santa Clara Drive
- Vivian and Jesse Frei Home, 1496 Victor Street
- Charles Ada Hafen Home, 2912 Santa Clara Drive
- Lorne and Lila Reber Home, 3136 Santa Clara Drive
- Clare & Glenna Hafen Home, 3063 Santa Clara Drive
- Henry & Josephine Tobler Graff Home

### 1930s

- Leo and Tessie Reber Home, 1373 Old Farm Road
- Preston and Vella Ruth Hafen Home, 2999 Santa Clara Drive
- Rulon and Grace Staheli Stucki Home, 2998 Santa Clara Drive
- Harvey and Hilda Stucki Home, 1501 Chapel Street
- Lynn (LJ) and Silvia Graff Home
- Cecil and Irene Frei Home, 2932 Santa Clara Drive
- Elgin and Vivian Graff Home, 2798 Santa Clara Drive
- Lester and Vanola Wittwer Home, 2762 Santa Clara Drive
- Sylvan and Sylva Graff Home, 2699 Santa Clara Drive
- Grant Graff Hafen Home
- Calvin & LaVerne Eardley Stucki Home
- Shem (Winsor) Dam built by CCC.
- Santa Clara Concrete Dam built by CCC.

### 1940s

- Farm Security Administration photography of Santa Clara 1940
- Grant and Elva Hafen Home, 3183 Santa Clara Drive
- Ken and Anneliese Ence Home, 2898 Santa Clara Drive
- Landon and Wanda Frei Home, 2895 Santa Clara Drive
- Vendon and Gertrude Ence Home, 1399 Vernon Street
- Earl and Lola Tobler Home, 2662 Santa Clara Drive
- Shirl & Shirley Stucki Home, 2950 Santa Clara Drive
- Ballard and Arvena Hafen Home, 2620 Santa Clara Drive
- Shelby & Jewell Frei Home, 2920 Santa Clara Drive
- Lazelle & Florence Stucki Home, 2913 Santa Clara Drive
- Gates Service Station selling Richfield hi-octane and renting cabins.
- Southern Utah Produce Company trucks ship produce to Nevada, California, and Arizona.
- Third Santa Clara Church built 1949, 3040 Santa Clara Drive

### 1950s

- Increased traffic on US Highway 91
- Virgin River Gorge Highway project approved.

### 1960s

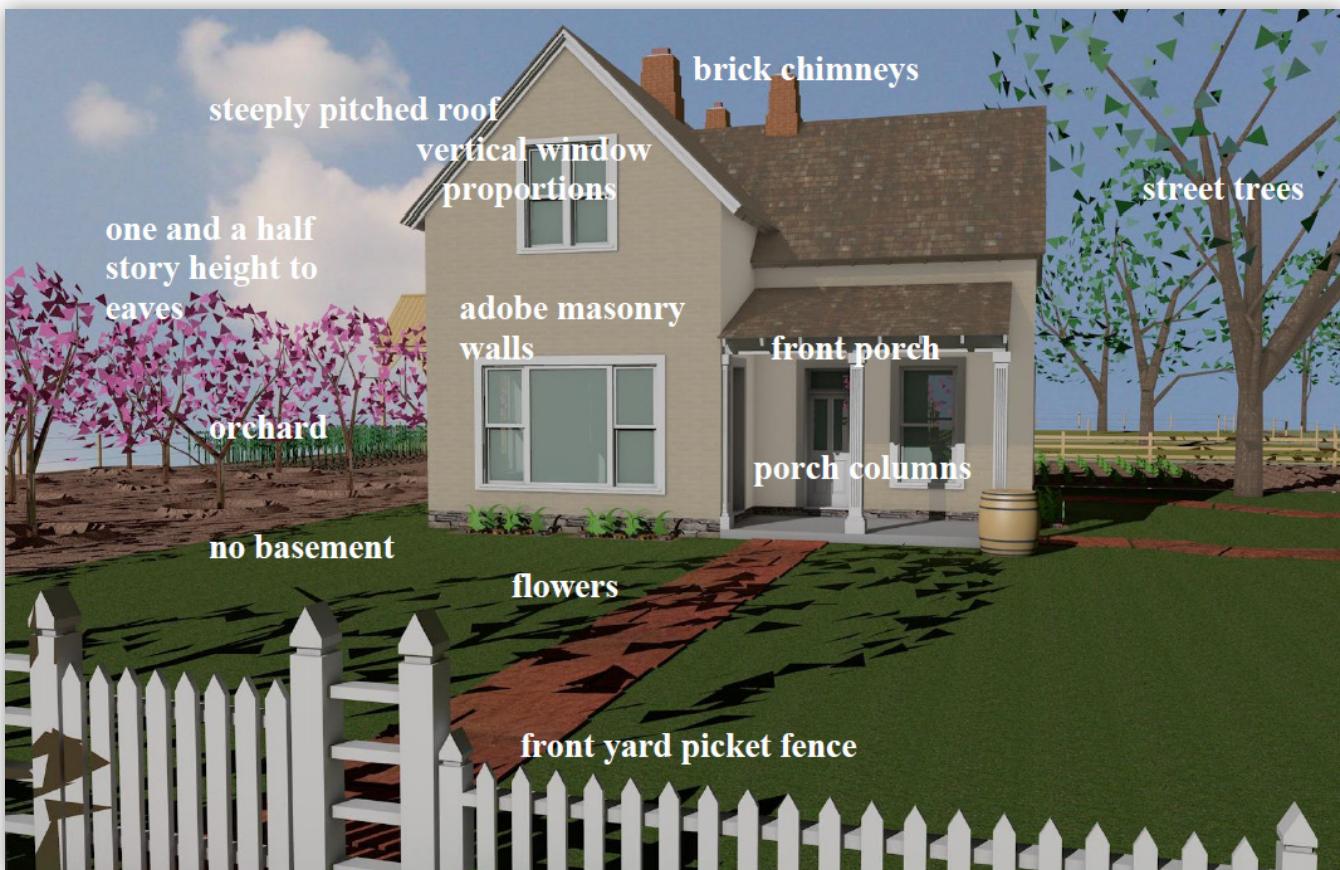
- Jacob Hamblin Home restored by State of Utah open to tourists.
- Dale & Sheree Gubler Home
- Highway through the Virgin River under construction (cost \$3.5 million per mile)

### 1970s

- Virgin River Gorge Freeway opens in 1973. Santa Clara bypassed.

## 4. Key Elements and Historic Styles

- A. Utah Vernacular “Greek Revival” Cross Wing (see diagrams in document)
- B. Craftsman Style Bungalows (see diagrams in document)
- C. Period Cottages (see diagrams in document)
- D. Ranch Style Homes (see diagrams in document)
- E. Site and Landscape Context (see diagrams in document)



### A. Utah Vernacular “Greek Revival” Cross Wing 1880-1910

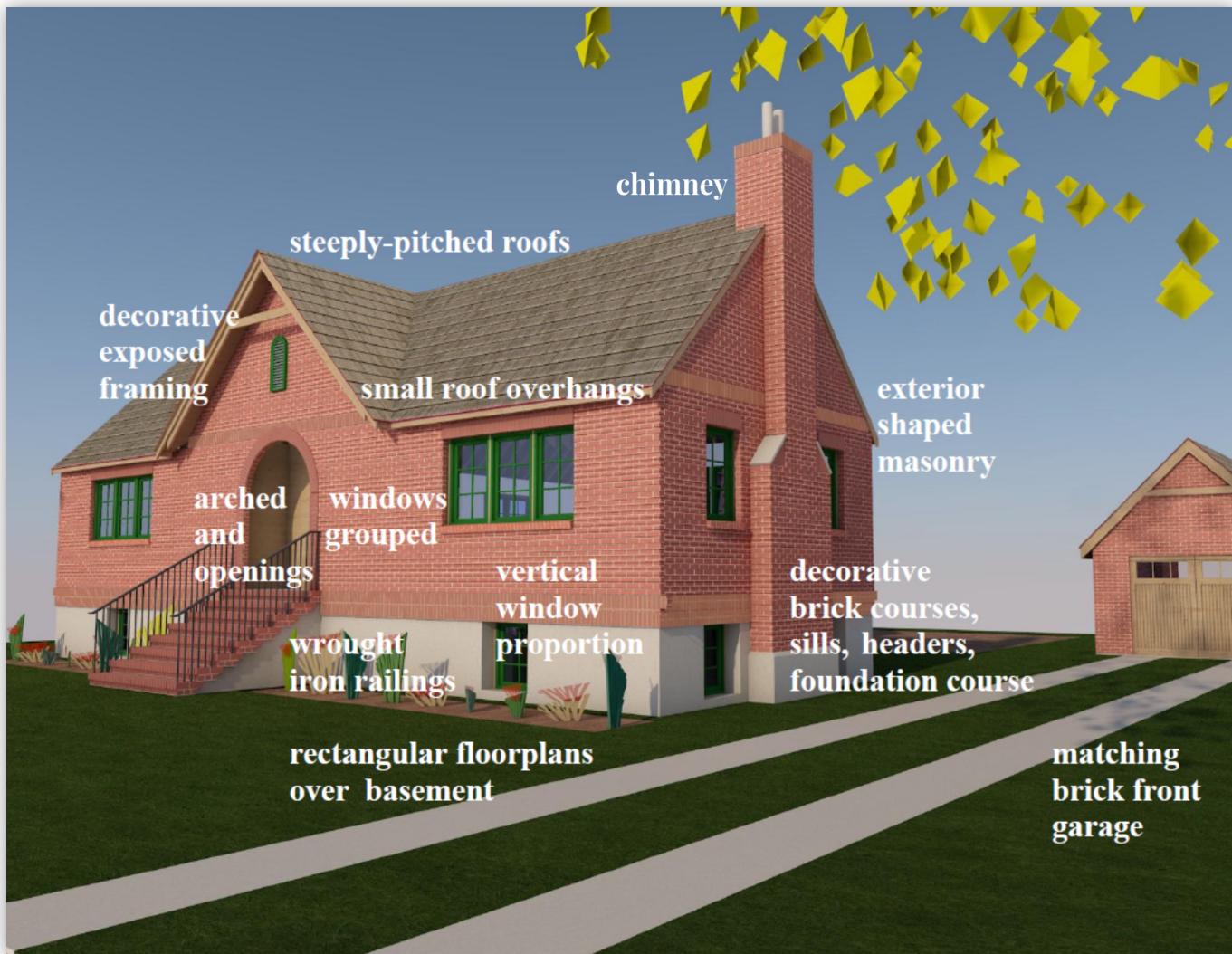
The cross-wing house consists of two wings placed at right angles so that the floor plan resembles either a “T” or an “L.” The stylistic emphasis of the house is divided equally between the façade of the forward-projecting wing and the porch fronting the main entrance in the side or flanking wing, and it is at these points that decoration is commonly found. The house itself is usually one and a half stories tall, although some are two stories. The cross-wing house initially developed in association with the Greek Revival and Italianate styles, but during the late-19th century it became a popular plan for Victorian dwellings as well.

This is one type of Utah Vernacular architecture which occurs in Santa Clara, however, there are many variations. See **Exhibit A** which includes a list of Santa Clara Historic District Home Styles with addresses.



## B. Craftsman Style Bungalows 1905-1925

Bungalow and Craftsman style homes were born out of the Arts and Crafts Movement. The emphasis is on natural materials — wood, stone, and brick. Wide front porches and low-pitched roofs are typical. The interior's open floor plan features built-in furniture, big fireplaces, and exposed beams. As a popular dwelling type in Utah in the years before World War I, the bungalow was a noticeably low, ground-hugging house of one or one-and-a-half stories and a rectangular plan. It had a low-pitched roof that projected conspicuously out over the eaves. Decoration itself was sparse, being generally limited to exposed structural features such as rafter ends, exaggerated purlins and king posts, and heavy, tapered porch posts supporting the overhanging front porch. Porches and verandas facilitated access; inside the house, circulation was unrestricted and spaces open. Convenience was emphasized, so bungalows were generally equipped with small efficient kitchens and built-in features such as bookcases and tables. Most Utah bungalows were built by local contractors following ideas contained in popular pattern books and home-improvement magazines. See **Exhibit A** which includes a list of Santa Clara Historic District Home Styles with addresses.



### C. Period Cottages 1920-1935

Utah architecture between the two world wars was characterized by the revival of aesthetic concepts associated with particular historic periods. A range of house types emerged that in a general way imitated older medieval building forms. These “period houses” often had rectangular floor plans in a hall-parlor or central-passage configuration or were variants of the cross-wing house with one projecting wing. Appearing deceptively small from the street, often they extended deep into the lot. Stylistically, period cottages ranged from Spanish Colonial to Mission, but most commonly the styles are English Tudor and English Cottage. Period cottages populated the expanding suburbs of larger cities like Salt Lake City, Provo, Ogden, and Logan, but are found in rural communities as well. See **Exhibit A** which includes a list of Santa Clara Historic District Home Styles with addresses.



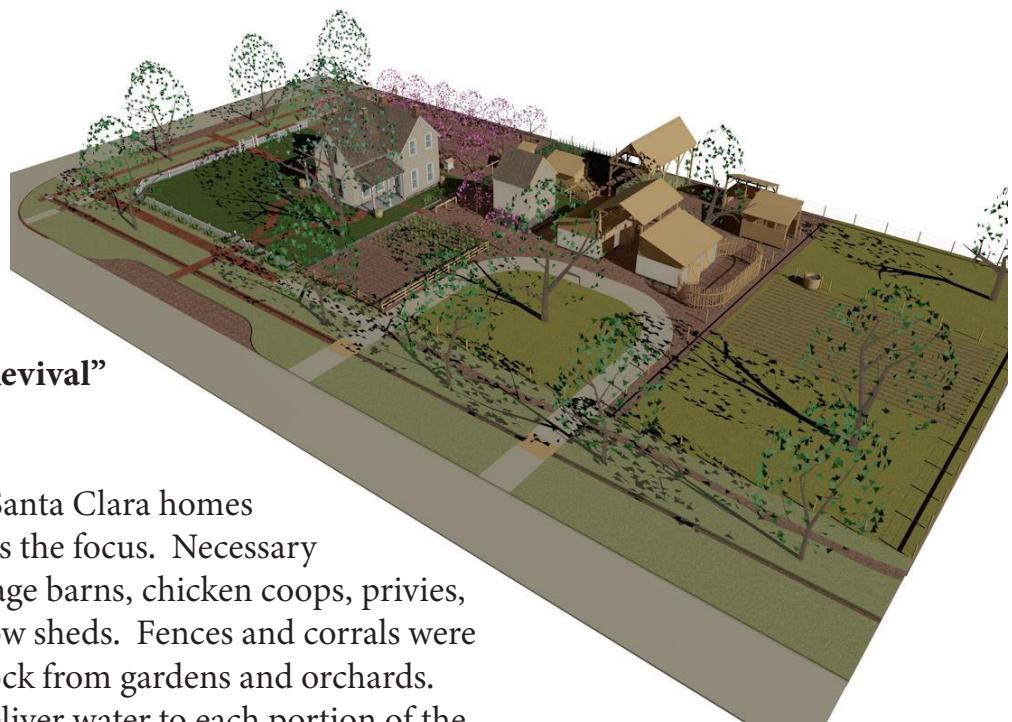
#### D. Ranch Style Homes 1930s – 1960s

First built in the late 1930s, ranch homes were originally modeled after rural Western ranches. Toward the end of the 1940s, post-war prosperity increased due to veterans receiving GI Bills and easier home-financing terms. As the number of marriages and size of families increased, the small World War II-era-cottage type was becoming obsolete. The core of small rooms based around a compact kitchen and living room began a transition to a new plan, a plan that actually originated in California: the “ranch house”. In response to the compact, tightly confined World War two-era cottages, the early ranch plan stretched the house slightly more across the lot and provided larger window openings to allow the outdoors in. The ranch’s exterior appearance resembled that of the World War two-era cottage, only larger. By the mid-1950s ranch houses stretched longer across the lot. By the 1960s horizontally proportioned sliding windows and large plate-glass picture windows became common. Ranch architecture bears a slight resemblance to the modern style with open floor plans and easy connections to the outdoors, particularly “backyard entertaining spaces”. Focused mainly on practicality and simplicity, most ranch homes feature an attached carport or garage. Ranch houses had details including materials, brick colors, shutters and windowpanes which transformed them into “Colonial Ranch”, “Spanish Ranch”, “California Ranch” and even “Swiss Ranch” forms as desired. See **Exhibit A** which includes a list of Santa Clara Historic District Home Styles with addresses.

## E. Site and Landscape Context

The town of Santa Clara's landscape evolved in parallel with its architecture and economy. Landscape remnants such as barns, granaries, other outbuildings, orchards, gardens, lawns, street trees, corrals and fences contribute significant historic value.

Each era of Santa Clara's history exhibited distinguishable landscape characteristics that can be classified into the same categories that have been used for historic architectural styles, i.e. vernacular "Greek revival", bungalow, period cottage and ranch.



**Utah Vernacular "Greek Revival"  
Cross Wing 1880-1910**

During the settlement era, Santa Clara homes were a place where work was the focus. Necessary outbuildings included carriage barns, chicken coops, privies, granaries, hay barns, and cow sheds. Fences and corrals were necessary to separate livestock from gardens and orchards. Ditches were arranged to deliver water to each portion of the lot. Crops were cultivated for both family subsistence and commercial enterprise. Shade trees lined the streets, and front yards were adorned with flower gardens and lawns.





### Craftsman Style Bungalows 1905 - 1925

The Arrowhead Trail brought automobiles and linked Santa Clara to California's markets. The Santa Clara bench canal brought water to new farms outside the original settlement area. Small garages replaced barns. The harvest from small gardens, vineyards and orchards could be sold to tourists passing through or exported to distant markets. The necessity for some outbuildings diminished but outdoor privies and chicken coops were still common. Backyards were still used for growing crops, but the large front porches overlooked decorative flower gardens and lawns visible to passersby.





### Period Cottages 1920 - 1935

Improved transportation along Highway 91 (formerly the Arrowhead Highway) brought a degree of prosperity to Santa Clara despite the Depression. Indoor plumbing became common. Bottled and dried fruits were stored in cool cellars inside replacing the outdoor granaries of the past. Homegrown vegetables and homemade goods diminished family cash outlays. Transportation of local goods to distant markets was increasingly necessary. A growing reliance on tourist dollars was supported with the growth of roadside fruit and vegetable stands, automobile service stations, and small tourist camps. Backyard husbandry remained profitable.





### Ranch Style Homes 1930s - 1960s

Santa Clara's dependency on agriculture decreased after World War II. Carports replaced detached garages. Rear yard gardens were still planted but were not the necessity they had been. Portions of the backyard were dedicated to swing sets and family pets. Trees were planted to shade backyard lawns where family barbecues became common. Street trees were still admired, even though more trips were made by car than on foot. Traffic along Highway 91 continued to increase until the completion of I-15 in 1973, when it fell off dramatically ending the historic era.





## PART II

# HISTORIC DISTRICT DESIGN GUIDELINES

- Section 1:** Site History
- Section 2:** Site Features
- Section 3:** Site Design & Orientation
- Section 4:** Building Design/Architectural Character
- Section 5:** Storefront & Façade Elements
- Section 6:** Awnings & Canopies
- Section 7:** Windows & Bulkheads
- Section 8:** Doors & Entrances
- Section 9:** Building Materials
- Section 10:** Building, Form, Mass, & Scale
- Section 11:** Building Colors
- Section 12:** Roof Design
- Section 13:** Lighting
- Section 14:** Signage
- Section 15:** Streetscape Elements & Landscape Design
- Section 16:** Parking
- Section 17:** Mechanical Equipment
- Section 18:** Residential Compatibility

*These design guidelines are intended to promote sensitive design. The design guidelines provide a framework to create an environment that respects the special setting of the Santa Clara Historic District. All commercial and residential buildings within the Historic District **shall** be compatible with both the visual qualities of the immediate area in which the property is located, as well as the overall context of the Historic District.*

### Definitions:

The term **shall**, as contained in this document, is defined as a standard within the design guidelines that must be adhered to without interpretation of subjective dialog.

The term **should**, as contained in this document, is defined to say, or suggest that something is reasonable or proper within the design guidelines, but may be balanced with other reasonable considerations such as language qualifying the requirement in these guidelines, whether materials or expertise necessary to implement the requirement are reasonably available, whether cost is unreasonably excessive compared to other alternatives, or whether there are competing priorities or requirements contained within these guidelines. This allows a certain degree of latitude upon approval by the Heritage Commission, Planning Commission, and City Council.

## 1. Site History

Each property owner, developer, or other interested party **should** research and understand the historical values of the property being developed to draw upon past ideas, concepts, and methods in establishing a link between past and new development in the Historic District.

## 2. Site Features

The Santa Clara Historic District is unique and conveys a sense of time and place (**late 19th and early to mid-20th centuries**). By preserving historic buildings, features, and plantings, the area will continue to be a dynamic and evolving setting. Where there are vacant lots in the historic district, new construction can add to the vitality of the area. Careful thought and planning will result in a design that enhances the character of the historic district. The relationships between buildings, walkways, landscape features, and open space contribute to the distinctive character of property and neighborhoods.

### Design Objectives

Historic site features, as an integral part of the original development pattern, **should** be retained as part of the street scene.

- New site features **shall** be compatible with their context and reinforce the historic character of the neighborhood.
- Historically significant planting designs and hardscape features which are part of the property setting, **should** be maintained.
- A new fence **should** be similar in character to those seen historically. Chain link fencing **shall** not be allowed in a front yard or in areas visible from Santa Clara Drive.
- Historic wrought iron or cast-iron fences provide visual interest and contribute to the unique character of the street scene.
- An outdoor dining area **shall** be compatible with the character of the building and streetscape.

### 3. Site Design & Orientation

Building placement includes consideration of setbacks, orientation, open space, and parking. Additional elements adjacent to the public way include lighting, trees and landscaping, sidewalks, and street furniture, commonly referred to as the streetscape. All these elements combine to establish the unique character of the Historic District. Successful new development recognizes, reinforces, and enhances the sense of place associated with the Historic District.

A street block provides a common, unifying framework for the pattern, scale, dimensions and orientation of the individual lots and buildings. Commercial buildings traditionally have storefronts and primary entrances oriented toward the street.

#### Design Objectives

A traditional historic development pattern **shall** be recognized and maintained in new development.

- All primary façades and design elements for buildings along Santa Clara Drive **should** be oriented to Santa Clara Drive, with secondary and subordinate features associated with any side street or alleyway, or parking area.
- Placement of a building on a site **should** be compatible with existing buildings in the area.
- Distinctive features that emphasize buildings on a corner lot **should** be considered. All street façades **shall** be designed as important public façades.

## 4. Building Design/Architectural Character

Through a combination of preservation efforts and lack of infill development, Santa Clara's downtown reflects many of the historic buildings and landscape patterns created by the original settlers. This gives Santa Clara an identity and attraction in the region. Santa Clara has many unique characteristics that set it apart from other cities in Washington County including tree lined streets, a variety of beautiful home types and sizes, small neighborhoods with convenient services, and generous open space taking advantage of our panoramic natural setting.

The building design **shall** draw upon the past materials, techniques, form, mass and detailing to anchor the building to Santa Clara Drive while allowing the architect to create a current interpretation of the space and its aesthetic and functional needs. The building **shall** reflect authentic design elements which come from the surrounding environment and the historic, social, and cultural features that carry the spirit of a special place by providing a link between the past, present, and future residents who choose to call Santa Clara home.

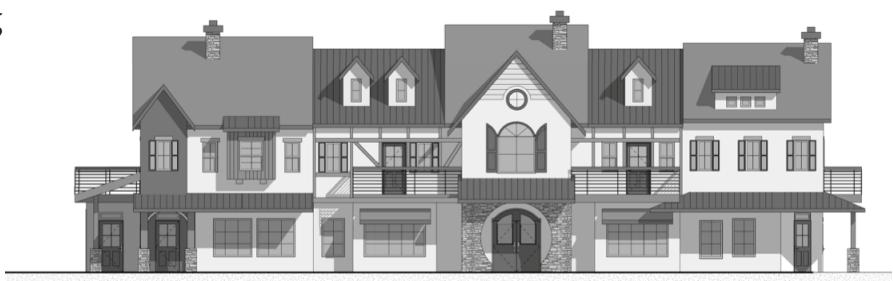


Rebuild of historic building in Midway, Utah.

### Design Objectives

New construction **shall** reinforce the architectural character of the area. These design guidelines are intended to encourage creative design solutions, while respecting the patterns and characteristics of the Historic District.

- An interpretation of a historic style may be considered if it is subtly distinguishable as being new.
- Materials, finishes, structural systems, and construction methods **shall** be used to express a compatible building design.
- New construction **shall** achieve compatible design through appropriate massing, form, scale, rhythm, orientation, materials, fenestration, and patterns.
- Commercial use building **shall** be designed by a licensed architect.



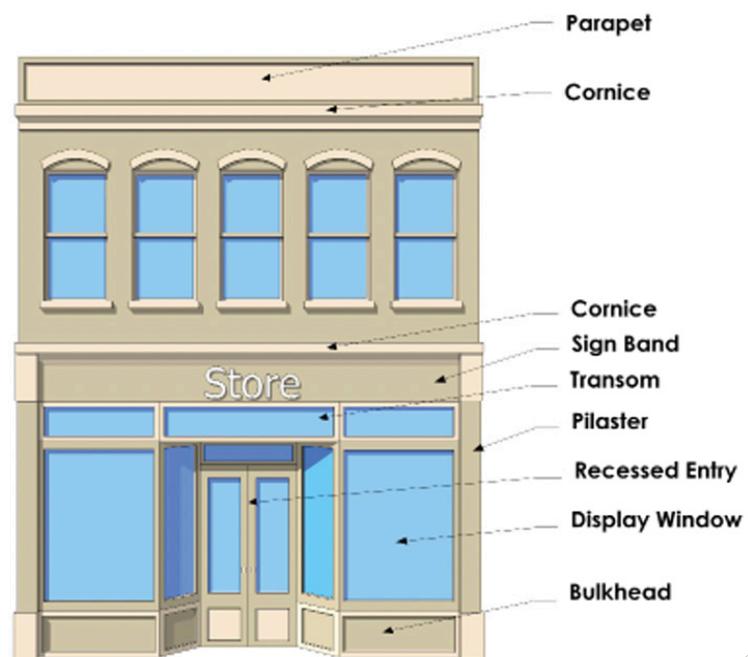
Example of building segmentation, not height.

## 5. Storefront & Façade Elements

Storefronts are often the most prominent or important architectural feature of a historic commercial building. They attract attention, provide effective display space, invite pedestrian activity, allow natural light into the store, and enhance the character of the street scene. A historic storefront comprises the first story of a commercial buildings' primary façade and is visually separated from the upper floors of the building through design and architectural details.



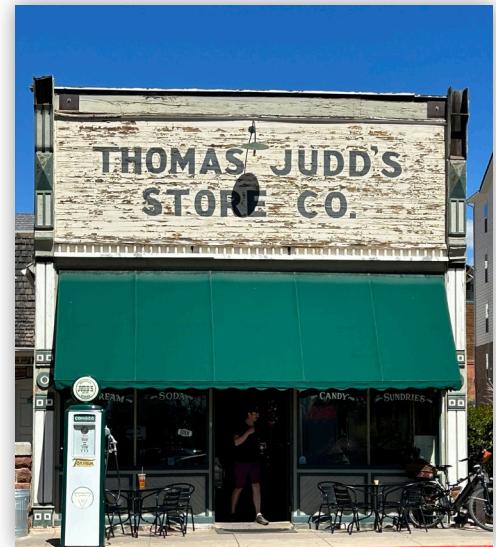
Façade Elements along a street frontage can play an important role in defining the unique character of the Historic District. Display windows, bulkheads, doors, belt courses, and architectural details such as cornices and moldings are common.



## Design Objectives

A historic storefront **shall** be utilized. The design of a new building **shall** include the three basic building elements: a base, a middle, and a top.

- On low rise buildings, the different parts could be expressed through detailing at the building base and eave or cornice line.
- On taller buildings, the distinction between upper and lower floors can be expressed through detailing, materials, fenestration, and color.



## 6. Awnings & Canopies

Historically, awnings were commonly used on storefronts. Awnings were simple in design, sloped in form and fit within the opening they covered. Canvas fabric was most common for awnings prior to the 1940s, when metal awnings became more prevalent. Early canopies were generally modest in detail and reflected the character of the building. As building design grew more elaborate, the detailing of canopies became more sophisticated. Usually horizontal, they provided shelter and shade for the entrance of the building.

### Design Objectives

Awnings and canopies are encouraged to shelter patrons as well as adding to the pedestrian streetscape.

- Storefronts are an appropriate location for awnings.
- Awnings and canopies **shall** be designed and placed so that they do not span or detract from character defining details.
- Awnings and canopies **shall** be complimentary to the color scheme of the structure and unique color palettes of the area.
- If pilasters or columns define the storefront, place awnings within this framework rather than overlap the entire storefront.
- Awnings and canopies **shall** be constructed of a durable material that takes into consideration the local climate and weather conditions.
- Awning height **shall** be considered with building design.
- Replacement of fabric awnings **shall** be required once rotted.



## 7. Windows & Bulkheads

Display windows and bulkheads are essential elements of traditional store fronts which provide a sense of scale and aesthetic quality to the façade of a commercial building. *Traditional storefronts of the late 19th and early to mid-20th centuries* featured large plate glass windows at the street level of the façade to display merchandise. The lower panels or bulkheads on which the display windows rest are often of wood or brick.

### Design Objectives

The use of display windows, transoms, and bulkheads are encouraged to provide a traditional storefront design.



- Windows, transoms, and bulkheads **shall** be constructed to complement the architecture of the building.
- Metal mullions between the glass **shall** not be used. Surface or true-divided wood or metal clad mullions are acceptable.
- Materials such as wood, masonry, metal, or other material compatible with the façade may be used.
- Bulkheads **shall** act as a platform for display windows.



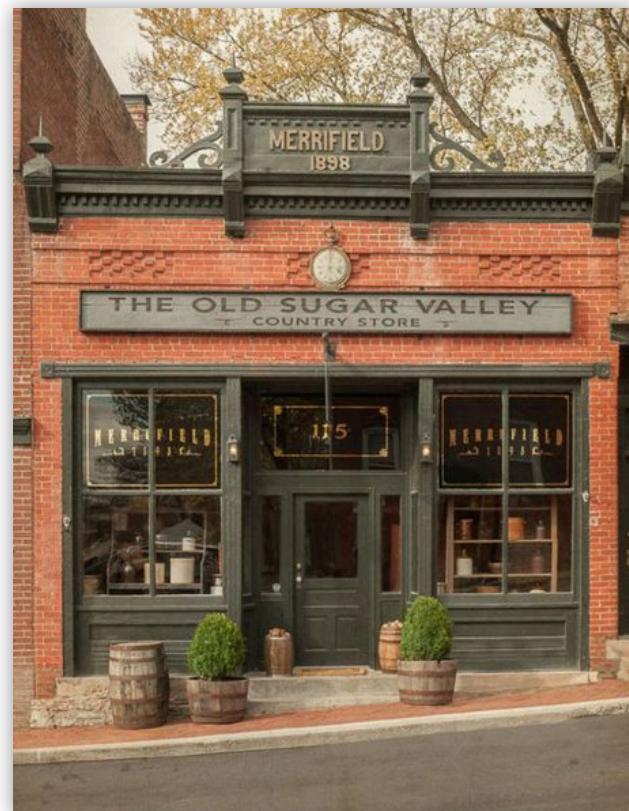
## 8. Doors & Entrances

As points of entry, doors and entrances are important visual elements of commercial buildings. *Common door designs for commercial properties of the late 19th and early to mid-20th centuries* are single-light wood or metal forms, varying from simple flush or paneled designs to those with elaborate decorative detail. Double doors and decorative transoms are common.

### Design Objectives

The decorative and functional features of a primary doorway and building entrance **shall** be considered.

- Doors and entrances **shall** be constructed to complement the architecture of the building.
- Main entry doors **shall** be emphasized to promote a sense of entry and site design must also lead the public to the entry.
- Refer to documented research and/or historic photographs when determining doors.
- The use of glass **should** complement the design of doors and entrances.
- The primary doorway or entrance to a building **should** be oriented to Santa Clara Drive.
- Transom windows above doors are encouraged.



## 9. Building Materials

The use of indigenous/traditional building materials and techniques is strongly encouraged in new construction. Large featureless walls with only one (1) building material, color, or texture are not appropriate. Exterior wall design **should** use an appropriate mixture of materials and material placement to provide a sense of human scale.



### Design Objectives

Building materials **shall** convey texture, scale, finish, and color like those used traditionally.

- A minimum of 30% of the vertical wall surface **should** include masonry such as brick, or stone with an indigenous look to the area. For elevations using 30% to 60% masonry, two (2) additional materials are required. For elevations using more than 60% masonry, one (1) additional material is required. 100% masonry is permitted provided there is variation in color, trim, or pattern. Additional materials **should** be a different color or texture than the masonry.
- Material with a matte finish is appropriate. Highly reflective materials **shall** be avoided. Large expanses of reflective materials on walls, windows or on rooftops are not appropriate.



- Large, panelized products or extensive featureless surfaces such as stucco, **shall** be avoided.
- Where possible, the use of modern materials which withstand aging and deterioration is appropriate (e.g., cement-based siding instead of wood), if the materials are incorporated into a design element which reflects traditional building philosophy.
- All materials and construction methods **shall** be of the highest quality and integrity indicative of early craftsmanship.
- Stucco may be used as an accent material, not to exceed 25% of wall areas. Traditional detailing **should** be applied to this material selection.
- Architectural metal panels may be permitted, upon review and approval of the Heritage Commission, Planning Commission, and City Council, as a siding material. Architectural metal panels **should** not exceed 25% of the exterior wall materials remaining after the use of masonry. The panels may be flat panels with a reveal, or they may be ribbed with a profile that provides shade, shadows, and texture. Reflective metal panels are prohibited. Masonry, such as brick or stone, and other approved exterior materials **should** be utilized with the metal to provide interest.
- With the exception of masonry, such as brick or stone, and traditional siding materials, no building material **should** exceed 50% of the total exterior wall materials.
- Brick surfaces not previously painted **should** not be painted. Painting masonry can seal in moisture already in the material, not allowing it to breathe and causing extensive damage over time.



## 10. Building Form, Mass, and Scale

Mass and scale are significant design considerations with major influence on compatible infill construction. Historically, commercial buildings had varied heights, a similarity of form, visually interesting profiles, and a sense of human scale. While the trend has been for commercial buildings to become increasingly larger over time, it's important that new construction respects the scale of buildings in the immediate context and within the Historic District.

### Design Objectives

All buildings **shall** have a human scale that is relative to adjacent buildings and relevant to the pedestrian streetscape. This can be accomplished by using familiar forms and elements that can be interpreted in human dimensions.

- Design the building to equate with the height range in the area.
- The height of a building **shall** reflect the established building scale of the setting and area.
- Building height **shall** not exceed city ordinance height limits and **shall** never exceed the main tree canopy tops which will interrupt the viewshed from the bench areas above the Historic District.
- Consider stepping back upper stories from the plane of the primary façade where a building is taller than those found in the area.
- The massing characteristics of the area **shall** form the basis for the scale of new development.
- If a new building would be wider than the buildings along the block, consider dividing the building into segments that are similar in scale to buildings seen historically.
- The street façade **shall** appear similar in scale to the established scale of the current street block.
- A new building **shall** be designed to reinforce a sense of human scale by using quality building materials that express a human scale in their design, detail, and proportions.
- The use of color, texture, both vertical and horizontal divisions, and architectural features to create visual interest at a human scale **shall** be required.
- Roof forms **should** be an integral part of the building design and overall form of the building but shall not dominate the façade.
- Where roof lines are visible, they **should** relate to the general design of other commercial roofs in the Historic District.
- Screening of roof top mechanical equipment from view with architecturally compatible screening features or parapet walls **shall** be required.

## 11. Building Colors

Building color is one of the most critical elements in design. Careful attention **shall** be paid to create colors that blend with the panoramic views and natural landscapes of the area, as well as blending with and complimenting the manmade environment of the Historic District.

### Design Objectives

Color variations, using compatible hues, **shall** be used to enhance or reduce the visual impact of scale, mass, detail, and overall composition.

- **Hue:** Colors that respect and enhance the natural earth tones of the local area are encouraged.
- **Value:** The LRV (Light Reflective Value) of colors and materials used on major walls and roof areas **should** consider the darkest value of shaded vegetations and the approximate value of red sandstone in the area. In general, the more visible or massive the structure, the lower its LRV should be.
- **Chroma:** The strength, intensity and brightness of the color selected **should** be in the range from very weak (grayish) to medium weak (neutral to earth tone). Strong Chroma colors such as the red color in the American flag is too bright.
- Stains and flat paints are encouraged. High gloss paints, factory finished metals or other materials which increase visual impacts, e.g., Aluminum, white or reflective roofs are not acceptable if found to be visible from the street. Matte finishes are strongly recommended. A higher LRV with a strong chroma may be allowed for small accents and trim around windows, and doors. Chimneys, flues, vents, gutters, down spouts, mechanical and electrical equipment, railings, window shading devices and other exterior devices shall be similar in Chroma and LRV to the surrounding surfaces they adjoin, unless they are featured in the design. In such cases, a subdued accent color may be acceptable. Bright, glossy, fluorescent, and corporate signature color schemes are prohibited. Santa Clara's adopted color matrix is based upon "Sherwin-Williams Paint & Coatings; Historic Colors of America" color wheel (**see Exhibit B "Color Matrix"**). Use of another brand of paint that utilizes Historic Colors of America or similar may be acceptable.
- Approval of color boards with large material samples **shall** be required in the Historic District.

## 12. Roof Design

Historically, commercial roof design included flat, sloped, or gabled, with false fronts or relatively tall parapets as seen from the street. This characteristic is important to the character and compatibility of the historic district and should be preserved. The primary roof form of a structure **shall** help reduce the scale and mass of a building.

Secondary roof forms that accentuate but not dominate the compositions such as low-pitched gables, hip, and shed roof, **shall** extend at least 18" inches over the covered structure, and shall be used to break up the mass of the façade adding variety and interest.



### Design Objectives

The roof form, its pitch, materials, and associated parapets are all character-defining features for a building.

- False fronts and parapets with horizontal emphasis are appropriate for Santa Clara Drive.
- Parapet steps **shall** have an appropriate thickness or depth from the street view to convey solidness to the pedestrian. The backside of parapets visible from all streets **should** utilize the same materials as the front. Corner lots **shall** maintain continuity for all streetscapes with the primary street wall on Santa Clara Drive and the secondary on the side street.
- Roof forms and planes **should** vary to add visual interest to the street environment, provided they're aesthetically appropriate.
- Roof materials **shall** be fire-retardant and non-reflective including asphalt shingles (wood appearance), concrete tile, wood shingles, metal in limited amounts, and membrane roofing systems if a parapet is utilized for screening.
- A limited number of skylights may be considered; however, not along the front of a building or in a location visible from the street.
- Elements such as expressive brackets, cornices, copings, layered and overlapping fascia and exposed rafters with profiled ends are strongly encouraged.
- All roof mounted equipment, plumbing stacks, antennas, etc. **shall** be concealed from the public view by way of parapet or some form of roof feature.

## 13. Lighting

Commercial buildings often have exterior lighting to enhance the visibility of the businesses. Historically, this type of lighting or presence has usually been limited and subtle, with modest fixtures that accentuate features such as entrances, architectural details and/or signs. This overall effect of simple, directed light can be effective and appropriate on new buildings.

### Design Objectives

Lighting **should** be positioned in a manner that enhances visibility without detracting from a buildings' historic character.

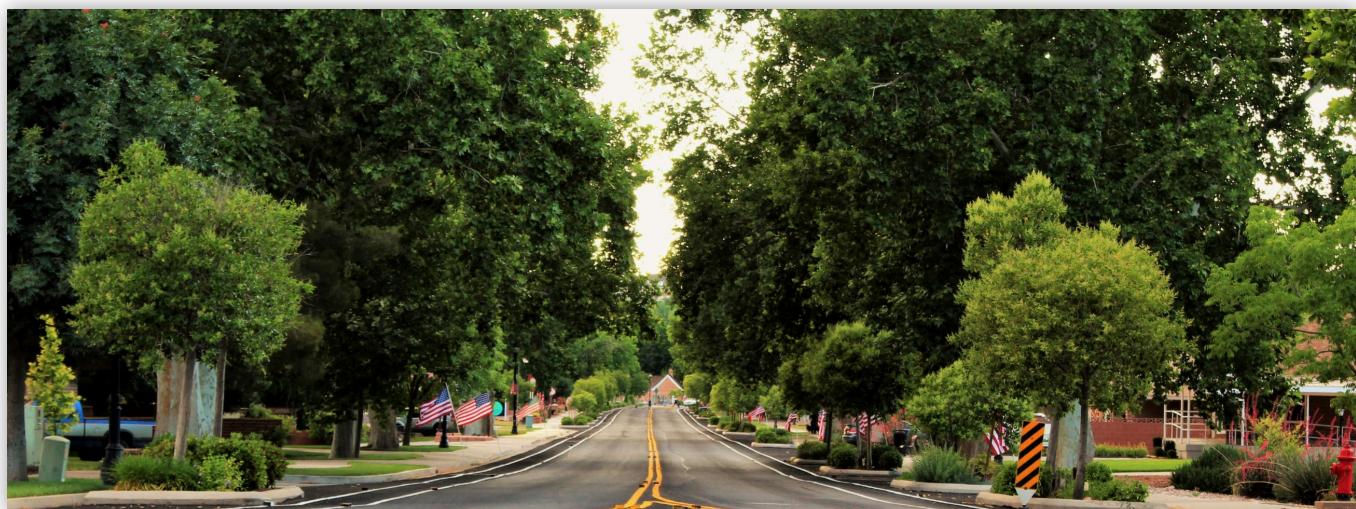
- Lighting **shall** be a subtle addition to the property.
- LED blue lighting **shall** not be used.
- Lighting **shall** not visually dominate the site or intrude on adjacent property. All lighting **should** be shielded and directed downward.
- Where used, lighting **shall** accent architectural details, building entrances and signs.
- Avoid lighting expansive wall planes.
- Fixture design **shall** complement the design of the building.
- Bollard lighting **should** be utilized between Santa Clara Drive and the front of buildings to create a pedestrian scale and design.
- If light poles are needed, they **should** match the design of the historic streetlights along Santa Clara Drive and **shall** not exceed 12 feet in height.

## 14. Signage

All signage **shall** comply with the Santa Clara City adopted sign ordinance and **shall** be reviewed by the Heritage Commission prior to approval. All signage **shall** utilize the color scheme as outlined in these design guidelines (e.g., Building Colors) for their signage color structure. This color strategy **shall** utilize a “toned down” version of the corporate colors to allow patrons to recognize brand identity without allowing the glaring color scheme that is so prevalent in modern corporate images. All corporate signage **shall** be required to submit a color mock-up to City staff allowing for review by the Heritage Commission.

## 15. Streetscape Elements & Landscape Design

Streetscapes create a connection between public spaces and buildings. Local amenity and identity are closely linked to the quality of the streetscape, which is defined by the character of the buildings, the space between them, ground surfaces, vegetation, walls, fences, and furnishings that enhance the space. Streetscape elements reinforce the unique character of a block, neighborhood, downtown or Historic District.

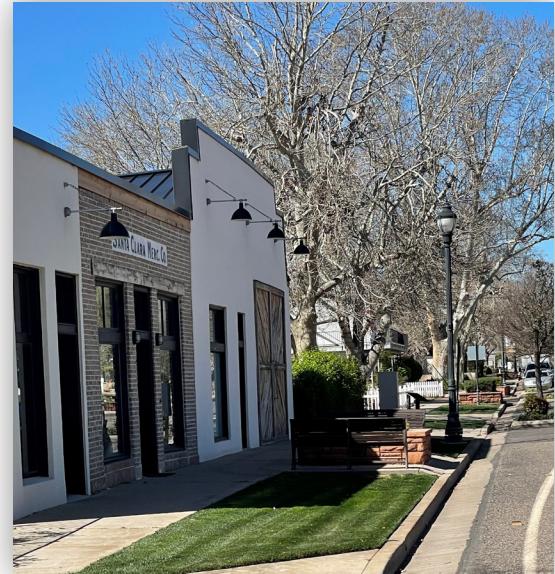


### Design Objectives

Retain and preserve original elements that combine to form the streetscape. New streetscape improvements **shall** respect the historic character of the area and complement historic scales, designs, and landscaping.

- Retain the distinctive historic features that give a streetscape and/or district its distinguishing character.
- Original streetlights **should** be preserved and maintained.
- New streetscape elements **shall** be compatible in scale, design, and style with adjacent buildings and the surrounding environment (e.g., street furniture, trash receptacles, bike racks, planters, and landscaping).
- Curb cuts, driveways, and off-street parking **shall** be carefully planned to protect the historic character of the district.
- An outdoor dining area **shall** complement the building façade and streetscape in terms of design character, materials, finishes and color.
- All streetscape elements **shall** work together to create a coherent visual identity and public space.

- The existing historic Sycamore trees along Santa Clara Drive **shall** be incorporated into the streetscape design. Additionally, new Sycamore trees may be required as part of the streetscape design along Santa Clara Drive. Applicants **shall** be required to coordinate with the City Parks Director or designee for Sycamore tree preservation and placement.
- New streetlights **shall** be compatible with the historic character of the district.
- The design of lighting fixtures and poles **shall** be compatible in scale, design, material, and illumination level with the setting.



Areas not covered with buildings, parking, or sidewalks **shall** be landscaped. Landscaping **shall** incorporate a combination of trees, flower beds, shrubbery, lawn, landscape rock, and other drought-tolerant materials. Large garden plots are strongly encouraged in the Historic District. All landscaping **shall** be well designed to avoid conflict with utilities. Landscape design **shall** be compliant with city code requirements for Water Efficient Landscaping and Conservation Standards.



## 16. Parking

Many older buildings were not designed to accommodate the automobile. Vehicle parking may detract from the visual character and quality of the area. A new parking facility **shall** be an attractive, well-designed addition to the area.

### Design Objectives

Parking areas **should** be located away from the street frontage and where they are least visually obtrusive.

- Off-street parking **should** be located to the side or behind a building, where its visual impact will be minimized.
- Shared parking between adjacent properties is encouraged, and excessive parking **shall** be avoided.
- Landscaping **shall** be integrated with surface parking to screen the view of parked vehicles from the street.
- Landscape materials **should** have a similar setback and location as the streetscape elements of adjacent properties.
- Mature trees **should** not be removed to construct new lots or expand parking areas. Any mature trees removed **should** be replaced on site with trees of a 1 1/2 to 2" caliper.
- Bikeways and pedestrian walkways **should** be separated and buffered from external and internal circulation within parking lots.
- Parking structures **shall** be sensitive to the surrounding historic neighborhood and streetscape. Partial subterranean designs **should** be considered.
- Mass, scale, materials, detailing and fenestration of any parking structure **shall** be comparable to historic buildings.
- Walkways **shall** safely lead pedestrians from parking areas to building entrances.
- Exceptions to the parking requirements contained in Chapter 17.32 of city code may be considered on a case-by-case basis to promote compatibility with the character of the Historic District. The property owner/developer will be required to submit information that justifies any requested exception.

## 17. Mechanical Equipment

The increased use of devices such as satellite dishes, solar panels, and air conditioning systems are found in modern developments. Commercial buildings also require trash and recycling storage areas and other equipment. These elements can be effectively integrated into historic properties without detracting from their historic character if property owners are conscientious about their placement and installation.

### Design Objectives

Minimize the visual impacts of mechanical equipment and service utilities to the historic character of a building and its setting. Locate equipment such that it will not damage historic building composition.

- Satellite dishes **shall** be installed in inconspicuous areas where they're not readily visible from the street.
- Satellite dishes that are small are more appropriate.
- Solar collection systems **shall** be located where they're least visible and unobtrusive.
- Rooftops, rear and side yards, or rear accessory buildings are the preferred locations for solar devices.
- Solar panels that are attached to a building **shall** not be readily visible from the street.
- Solar panels **shall** be mounted on rooftops flush with the roofline or hidden behind cornices or parapet walls.
- Install equipment to minimize damage to character-defining features of the building, structure, or site.
- Mechanical service equipment **shall** be designed and installed where it will not be readily seen from the public way.
- If located on top of a building, the equipment **shall** be setback a minimum of 10' behind a parapet roofline.
- Meters, conduits, and associated equipment **should** be designed, painted, and screened if visible to avoid detracting from the appearance of the building.
- Garbage containers/dumpsters **should** not be readily visible from the street. Well-designed screening **shall** be required.

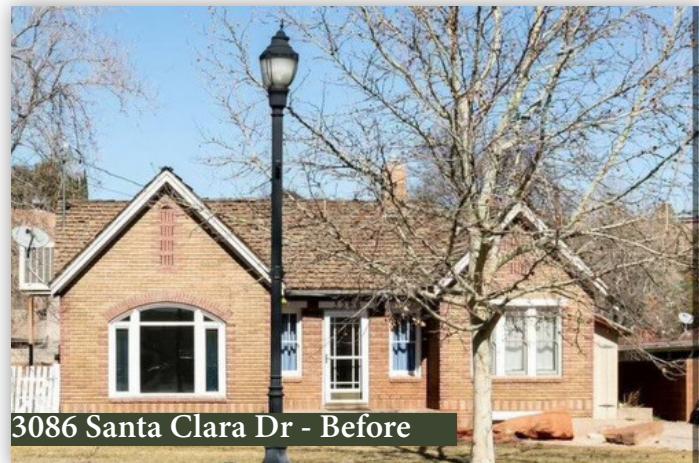
## 18. Residential Compatibility

Commercial uses and/or development which adjoins residential zones or residential uses or is across the street from residential zones or uses **shall** consider site design that minimizes the impact of the commercial use on the residences.

### Design Objectives

Commercial buildings and uses **shall** be compatible with (e.g., adjacent, or across the street, etc.) residential uses in the Historic District.

- Loading zones, loading docks, utilities which create noise and vibration such as air conditioners, garbage bins/dumpsters, and other nuisance-creating objects or features **shall** be setback from the residential property lines.
- Uses which emit noise, radiation, fumes, smoke, vapors, or other deleterious effects **shall** be separated from residences by placing the use as far away from the residences as possible, and preferably separated from the residences by another less intrusive commercial building or use.



# Santa Clara Historic District Home Style Examples

## Utah Vernacular/Greek Revival Cross Wing 1880-1910

- 2865 Santa Clara Drive
- 2862 Santa Clara Drive
- 2963 Santa Clara Drive
- 2964 Santa Clara Drive
- 2988 & 2990 Santa Clara Drive (Duplex)
- 3003 Santa Clara Drive
- 3108 Santa Clara Drive
- 3177 Santa Clara Drive
- 3309 Hamblin Drive
- 3334 Hamblin Drive
- 1408 Quail Street
- 1496 Chapel Street
- Pioneer home re-built behind Frei's Fruitstand
- Jacob Hamblin Home
- Relief Society House in Heritage Square
- Hug Gubler Home in Heritage Square

## Period Cottages 1920-1935

- 2620 Santa Clara Drive
- 2662 Santa Clara Drive
- 2699 Santa Clara Drive
- 2762 Santa Clara Drive
- 2798 Santa Clara Drive
- 2895 Santa Clara Drive
- 2920 Santa Clara Drive
- 2950 Santa Clara Drive
- 2998 Santa Clara Drive
- 1501 Chapel Street
- 3086 Santa Clara Drive
- 3199 Santa Clara Drive
- 1401 Quail Street
- 1399 Vernon Street
- 1373 Old Farm Road

## Craftsman Style Bungalows 1905-1925

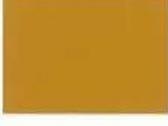
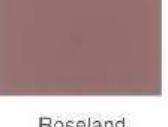
- 3041 Santa Clara Drive
- 3066 Santa Clara Drive
- 3136 Santa Clara Drive
- 2999 Santa Clara Drive
- 1486 Victor Street
- 1496 Victor Street

## Ranch Style Homes 1930s-1960s

- 2667 Santa Clara Drive
- 2765 Santa Clara Drive
- 2789 Santa Clara Drive
- 2890 Santa Clara Drive
- 3153 Santa Clara Drive
- 3013 Santa Clara Drive
- 3105 Santa Clara Drive

## Color Matrix



			
Portsmouth Spice	Jonquil	Georgian Yellow	Barrett Quince
			
Clementine	Goldenrod	York Bisque	
			
Beetroot	Shaker Red	India Trade	Curry
			
Madder	Codman Claret	Pumpkin	Farmhouse Ochre
			
Covered Bridge	Stagecoach	Andover Cream	English Bartlett
			
Alden Till	Richardson Brick	Pale Organza	Tailor's Buff
			
Flowering Chestnut	Redrock Canyon	Emma	Gable Green
			
Roseland	Cogswell Cedar	Lady Banksia	Knightley Straw
			
Asian Jute	Canyon Gold	Rundlet Peach	

Colors shown are available in interior and exterior finishes.



Tudor Ice



Standish Blue



Tory Blue



Muted Mulberry



Amelia



Marrett Apple



Appleton



Portsmouth Blue



Bold Bolection



Concord Grape



Hawthorne



Historic Morning Dew



Lucinda



Rocky Hill



Biloxi Blue



Plum Island



Elise



Melville



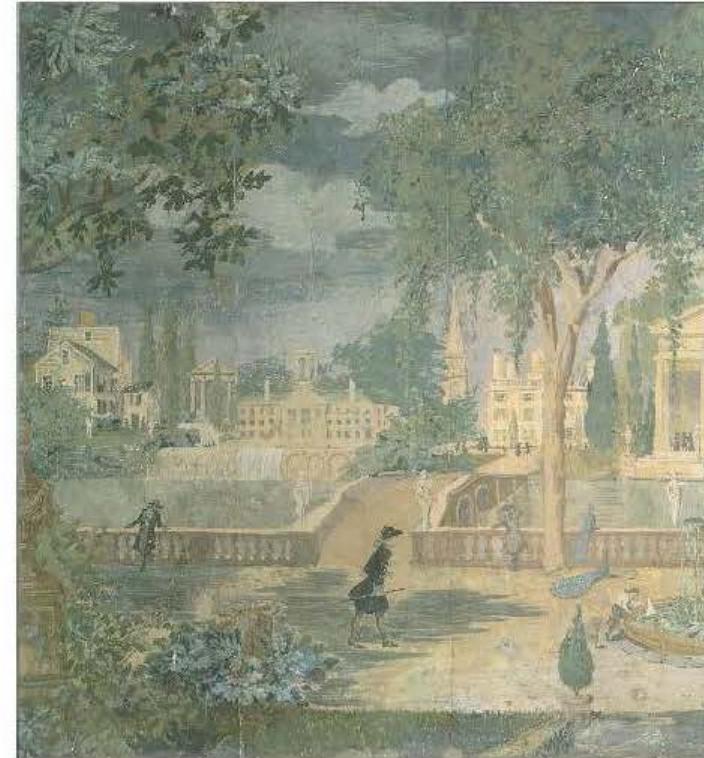
Bulfinch Blue



Winter Harbor



Bowen Blue



Emily



Saxon Blue



Seal Blue



Citadel Blue



Robin's Egg



Newport Indigo



Meetinghouse Blue



Glacier Bay



Volute



Lexington Blue



China Aster



Asher Benjamin



Beauport Aubergine

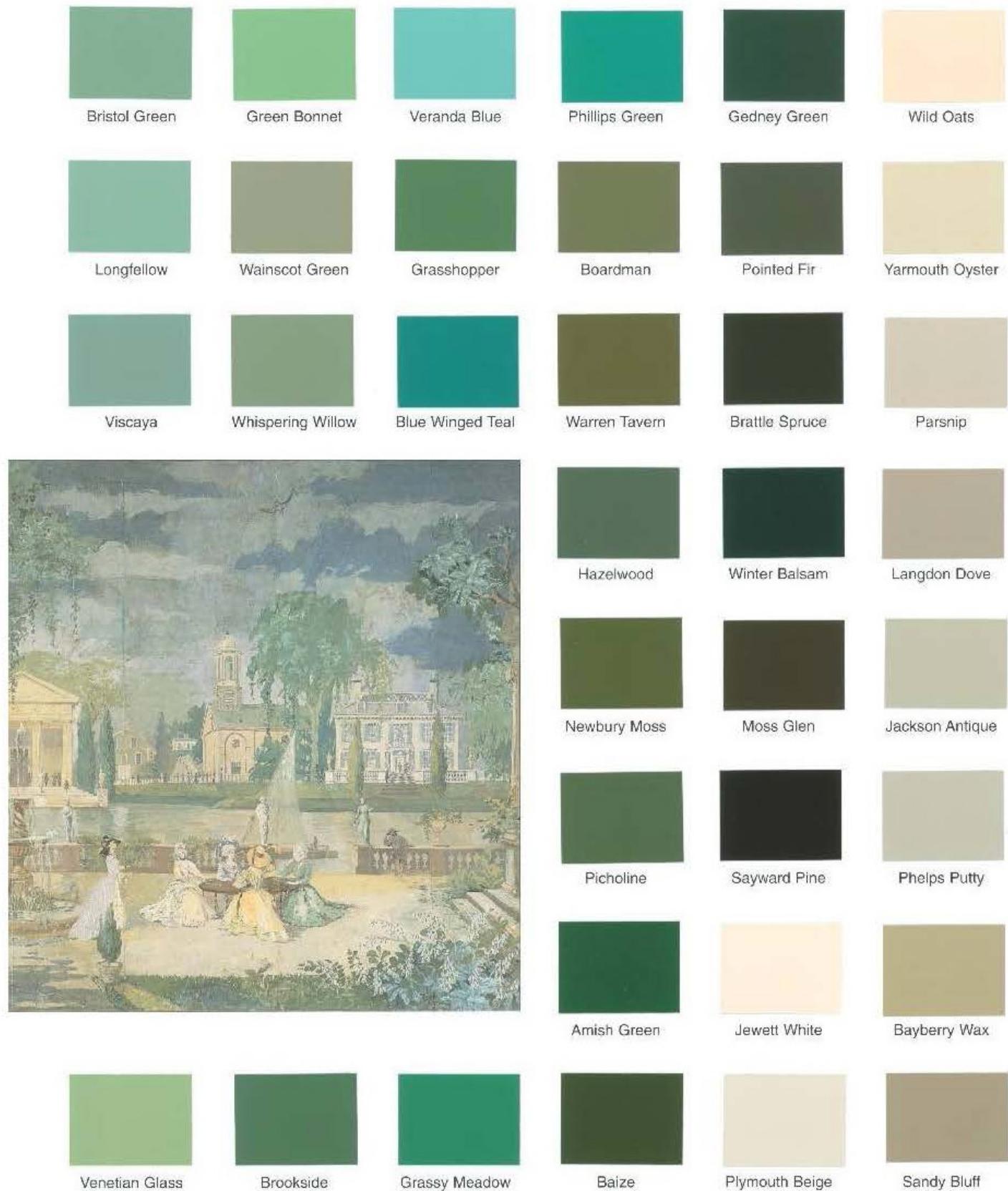


Cottage Green



Coral Springs

## EXHIBIT B COLOR MATRIX





Flaxen Field



Nankeen



Ginger Root



Tankard Gray



Rain Barrel



Winter Meadow



Maple



Hitching Post



Pettingill Sage



Coastal Sand



Bean Pot



Cummings Oak



Tyson Taupe



Vinal Haven



Wooly Thyme



Brownstone



Wooden Nutmeg



Monument Gray



Burnished Pewter



Otis Madiera



Bargeboard Brown



Fieldstone



Milkweed



Liberty



Rawhide



Gropius Gray



Pitch Pine



Britches



Palomino



Burnt Umber



Chocolate



Polished Pewter



Sturgis Gray



Toffee



Portobello



Hickory Nut

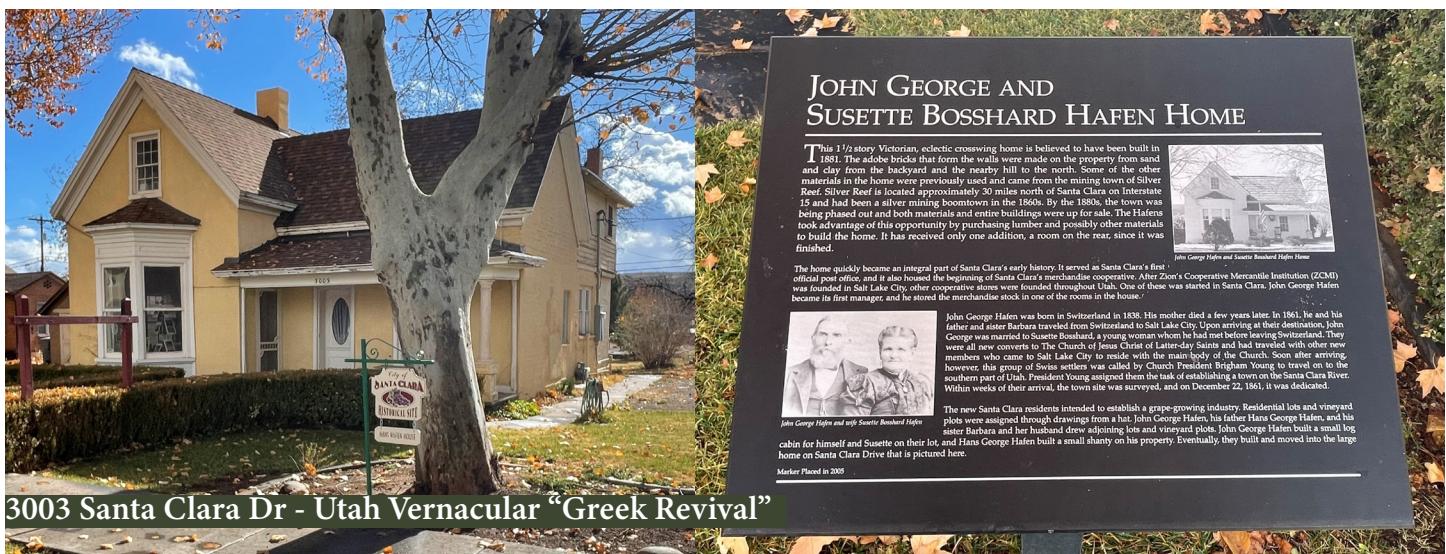


Quincy Granite



Vermont Slate

All colors are affected by age, light, heat and printing processes. Chips on card may vary in color or finish from the actual paint in the container. To achieve clarity and depth of color, some colors may require multiple coats. Colors shown are custom tints and may be slightly higher in price.











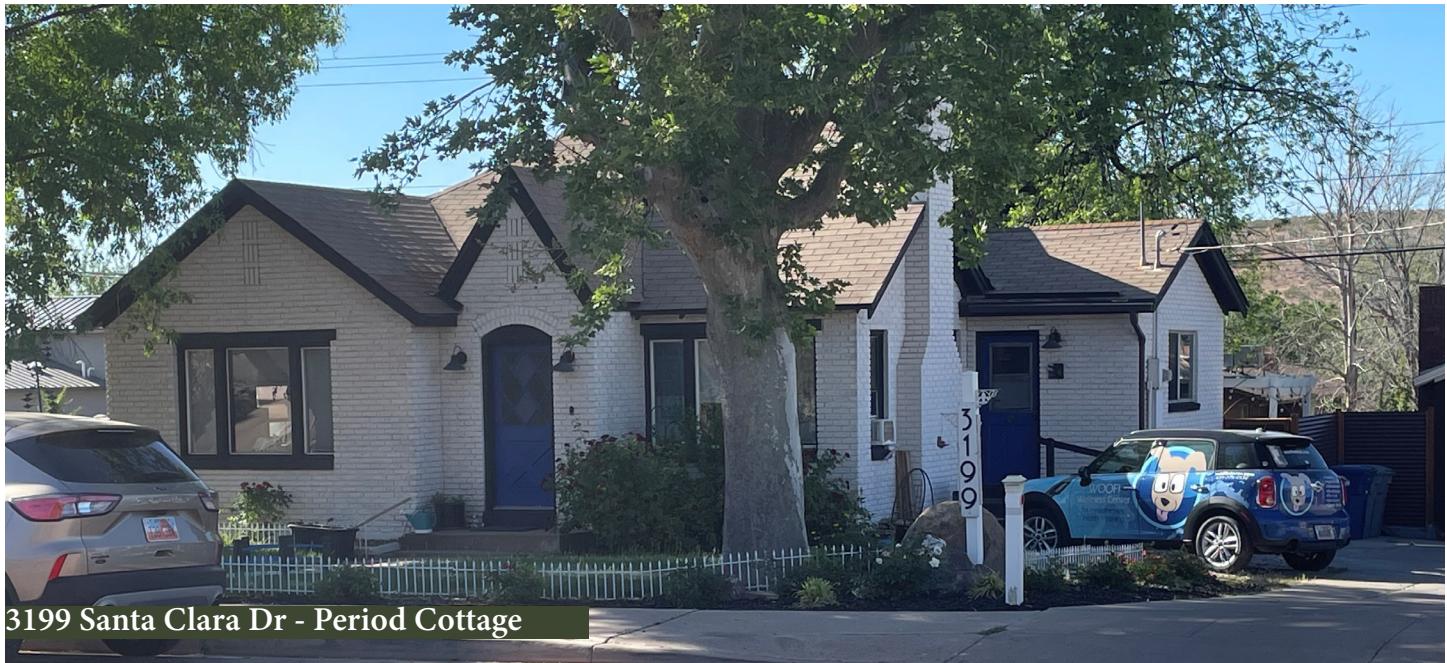
2699 Santa Clara Dr (Sylvan & Sylva Graff Home) - Period Cottage



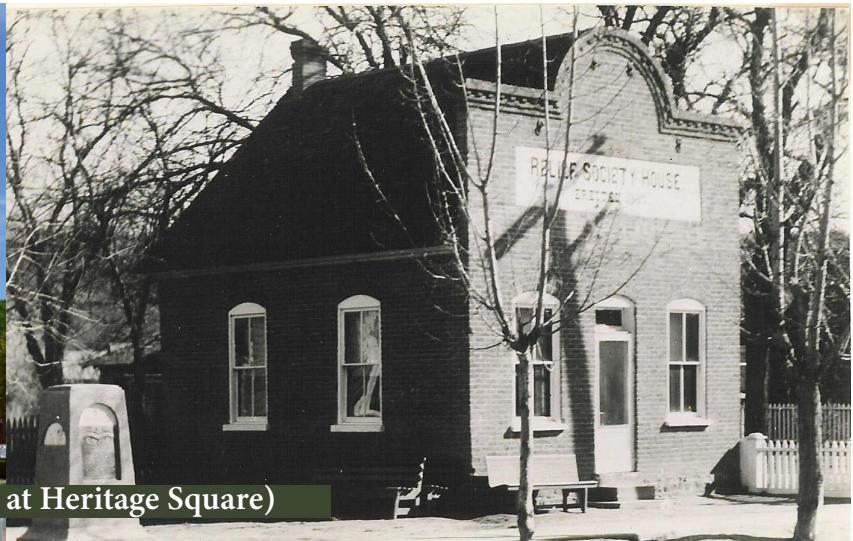
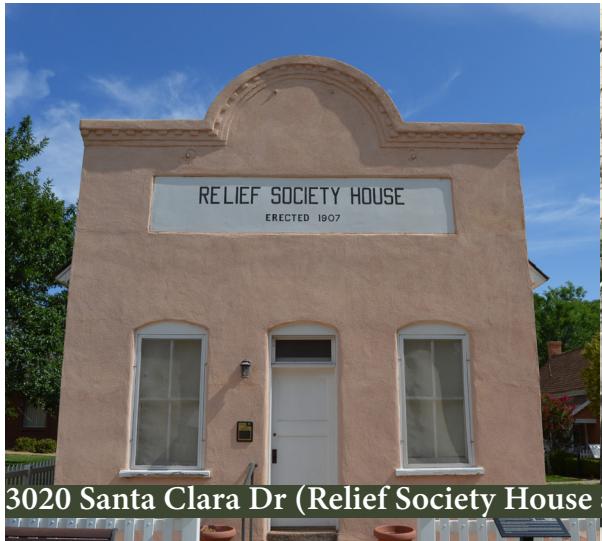
2920 Santa Clara Dr (Shelby & Jewell Frei Home) - Period Cottage



2950 Santa Clara Drive (Shirl & Shirley Stucki Home) - Period Cottage



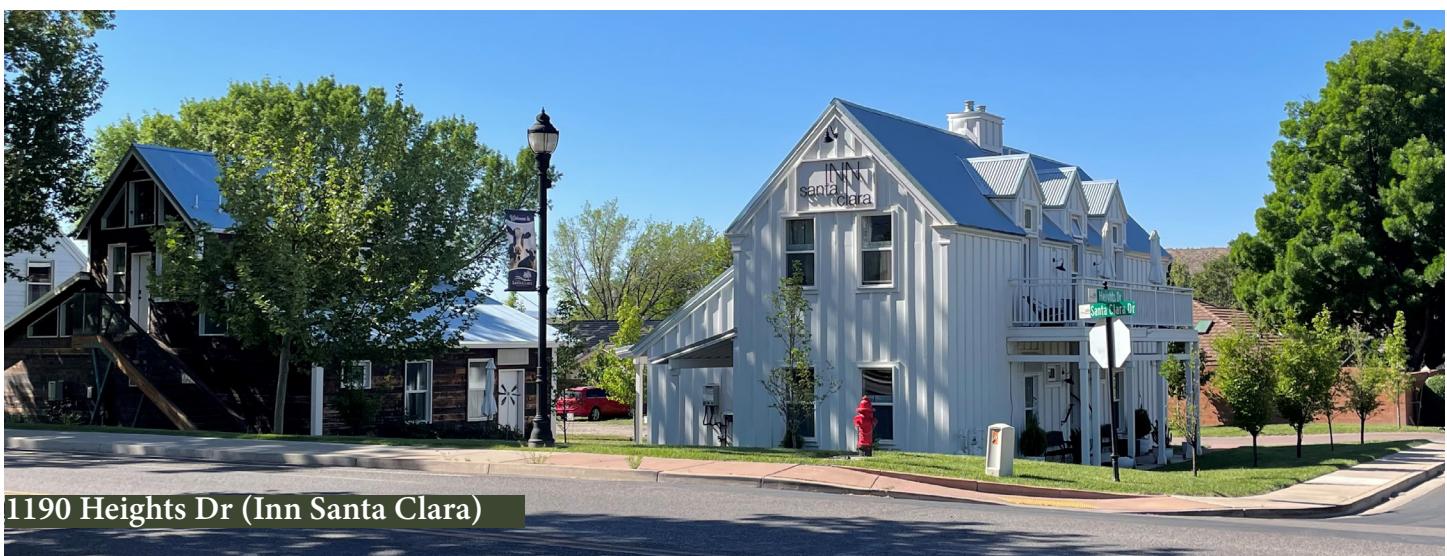




3020 Santa Clara Dr (Relief Society House at Heritage Square)



2895 Santa Clara Dr (Frei's Fruit Market)



1190 Heights Dr (Inn Santa Clara)



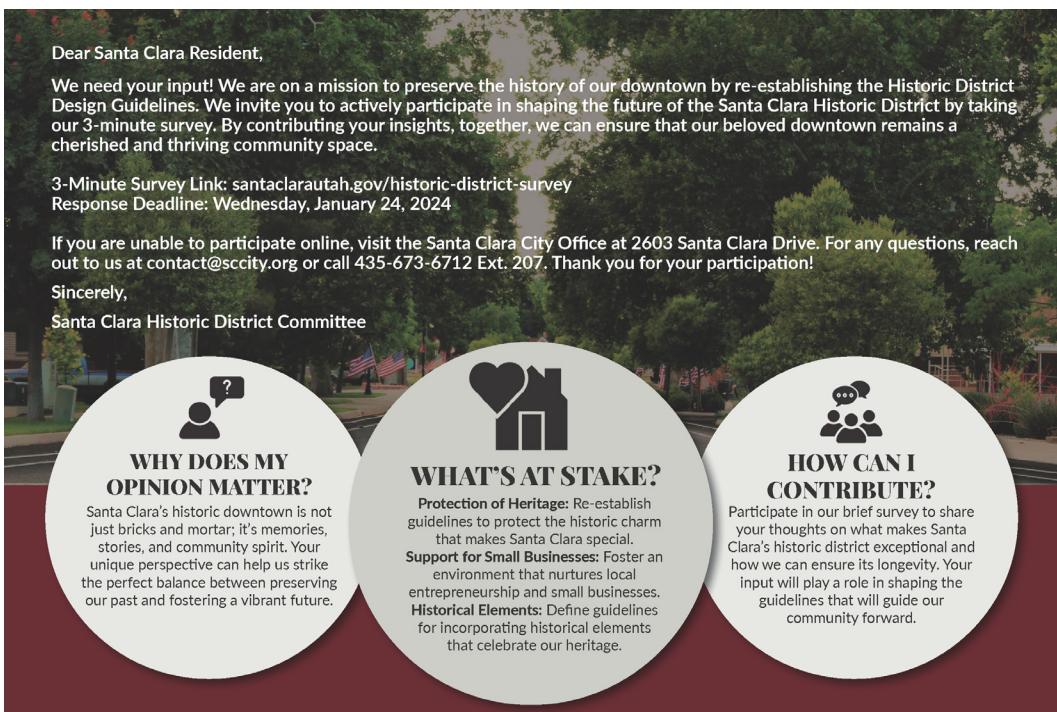


## Santa Clara Historic District Survey

The Santa Clara Historic District Survey postcard was distributed to Santa Clara residents, with submission dates spanning from January 11th to January 24th, 2024. A total of 592 participants took part in the survey, with 590 participating online and 2 participating in-person. Below is a summary of the survey results for each question. The complete survey results are available for review at the Santa Clara City office.



The postcard features a photograph of a street in the Santa Clara Historic District. A red banner hangs from a tree on the right side of the street, reading "SANTA CLARA HISTORIC DISTRICT". An American flag is visible in the foreground. The right side of the postcard contains the City of Santa Clara logo, which includes a stylized tree and the text "CITY OF SANTA CLARA FOUNDED 1854". Below the logo is the text "HISTORIC DISTRICT SURVEY". A QR code is provided for scanning. The text "SCAN TO TAKE THE 3-MINUTE SURVEY" is written next to the QR code. At the bottom, the website "santaclarautah.gov/historic-district-survey" and the response deadline "WEDNESDAY, JANUARY 24, 2024" are listed.



Dear Santa Clara Resident,

We need your input! We are on a mission to preserve the history of our downtown by re-establishing the Historic District Design Guidelines. We invite you to actively participate in shaping the future of the Santa Clara Historic District by taking our 3-minute survey. By contributing your insights, together, we can ensure that our beloved downtown remains a cherished and thriving community space.

3-Minute Survey Link: [santaclarautah.gov/historic-district-survey](http://santaclarautah.gov/historic-district-survey)  
Response Deadline: Wednesday, January 24, 2024

If you are unable to participate online, visit the Santa Clara City Office at 2603 Santa Clara Drive. For any questions, reach out to us at [contact@scity.org](mailto:contact@scity.org) or call 435-673-6712 Ext. 207. Thank you for your participation!

Sincerely,  
Santa Clara Historic District Committee

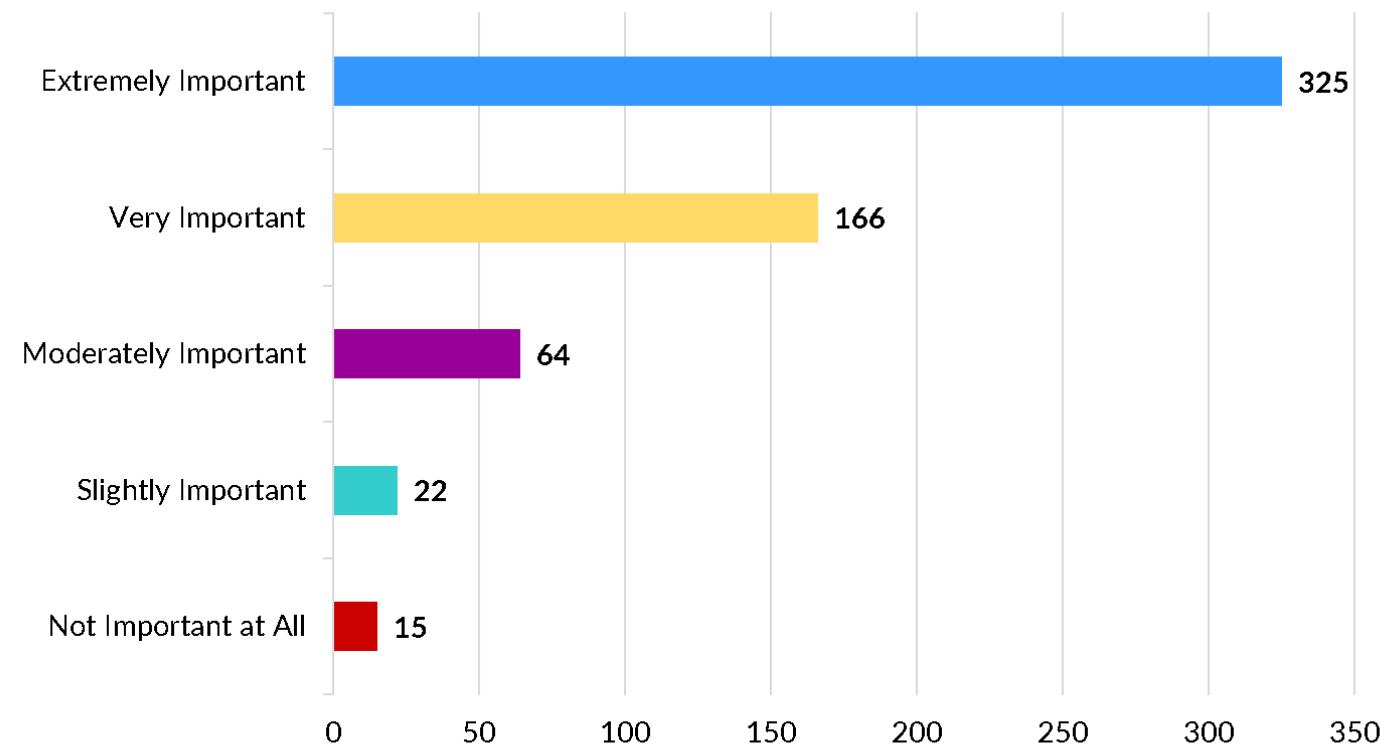
**WHY DOES MY OPINION MATTER?**  
Santa Clara's historic downtown is not just bricks and mortar; it's memories, stories, and community spirit. Your unique perspective can help us strike the perfect balance between preserving our past and fostering a vibrant future.

**WHAT'S AT STAKE?**  
**Protection of Heritage:** Re-establish guidelines to protect the historic charm that makes Santa Clara special.  
**Support for Small Businesses:** Foster an environment that nurtures local entrepreneurship and small businesses.  
**Historical Elements:** Define guidelines for incorporating historical elements that celebrate our heritage.

**HOW CAN I CONTRIBUTE?**  
Participate in our brief survey to share your thoughts on what makes Santa Clara's historic district exceptional and how we can ensure its longevity. Your input will play a role in shaping the guidelines that will guide our community forward.

**Question #1**

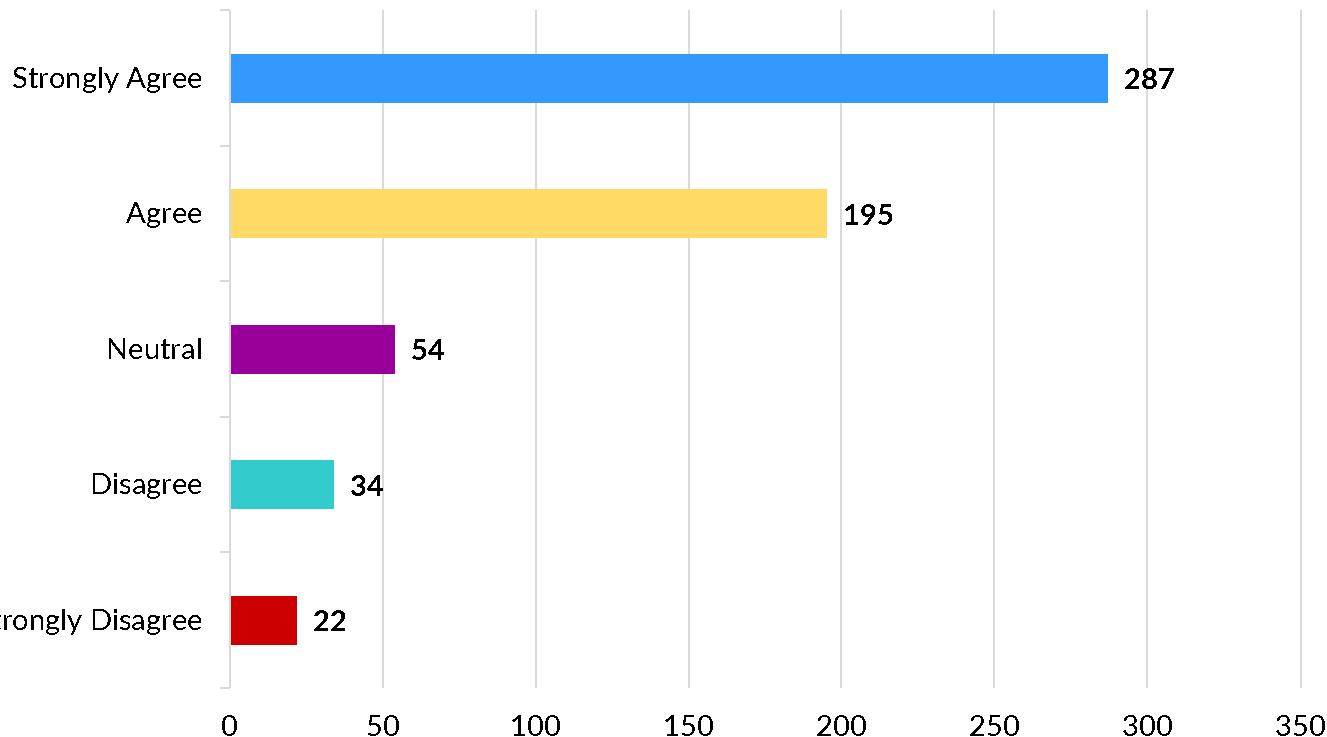
How important is it to you that the Santa Clara Historic District be preserved?



Answers	Count	Percentage
Not Important at All	15	2.53%
Slightly Important	22	3.72%
Moderately Important	64	10.81%
Very Important	166	28.04%
Extremely Important	325	54.90%

**Question #2**

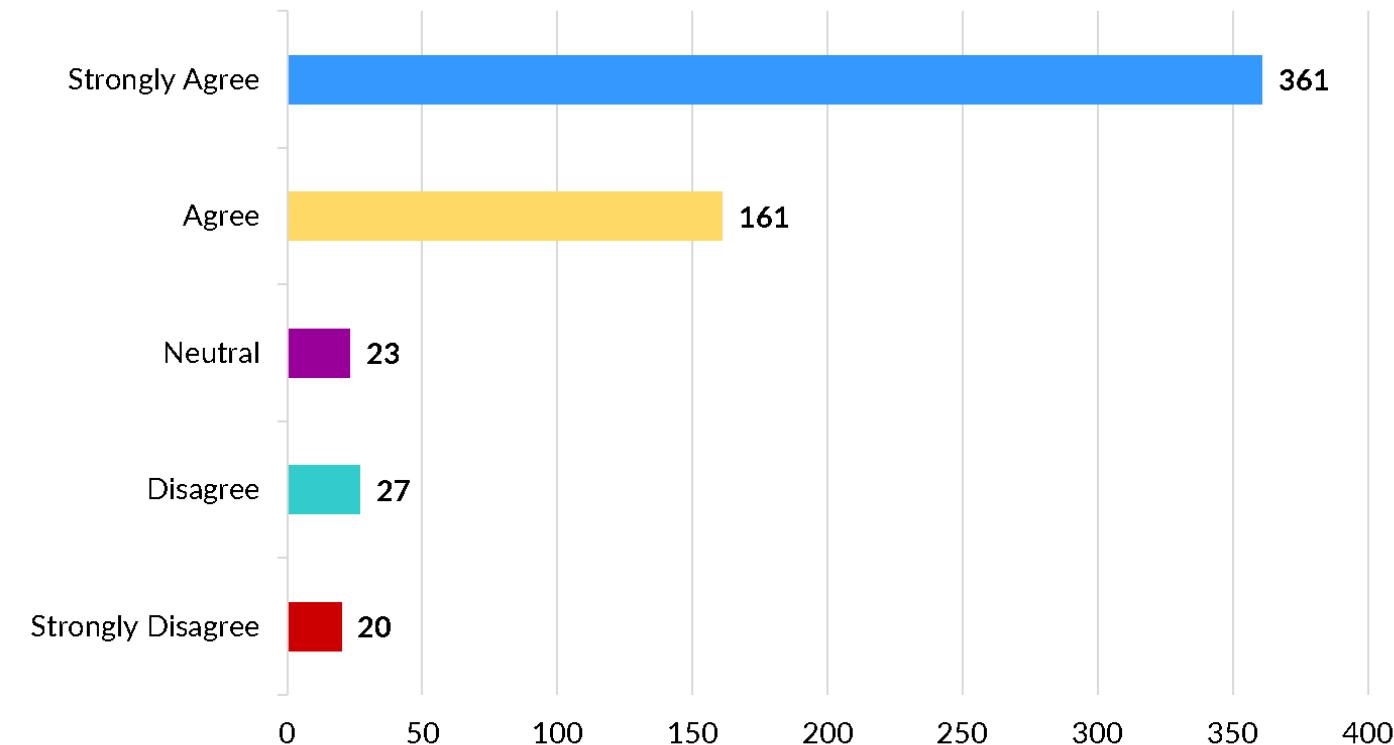
Should Santa Clara require that NEW RESIDENTIAL and REMODEL RESIDENTIAL buildings in the historic district follow a code regarding architectural design, size, and scale?



Answers	Count	Percentage
Strongly Disagree	22	3.72%
Disagree	34	5.74%
Neutral	54	9.12%
Agree	195	32.94%
Strongly Agree	287	48.48%

**Question #3**

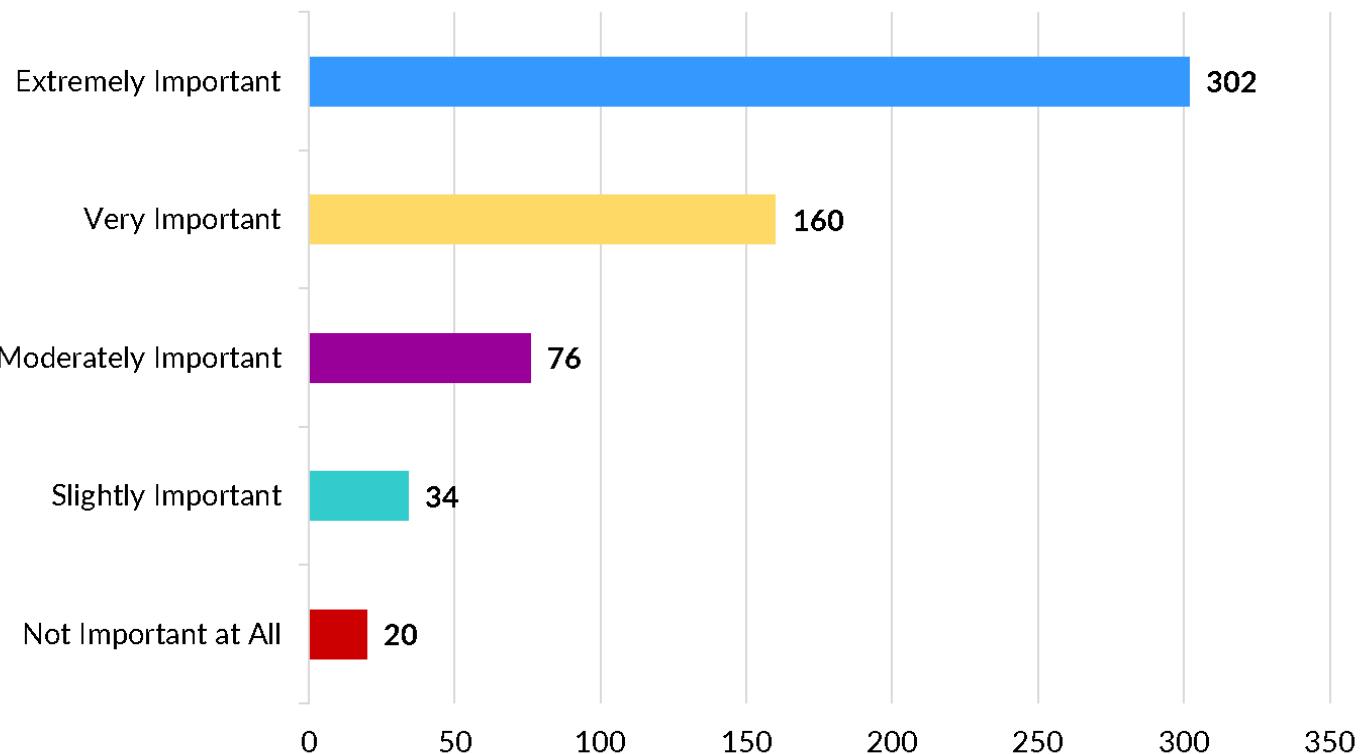
Should Santa Clara require that **NEW COMMERCIAL** buildings in the historic district follow a code regarding architectural design, size, and scale?



Answers	Count	Percentage
Strongly Disagree	20	3.38%
Disagree	27	4.56%
Neutral	23	3.89%
Agree	161	27.20%
Strongly Agree	361	60.98%

**Question #4**

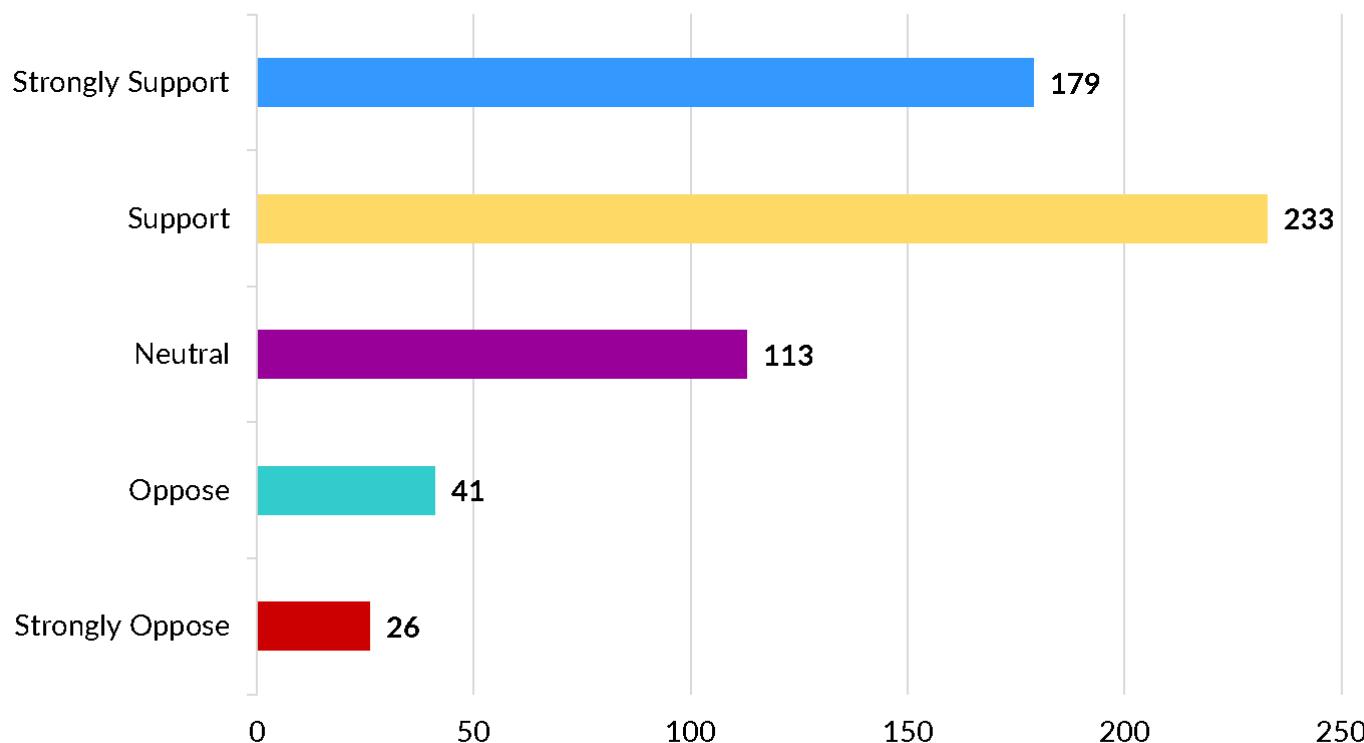
How important is it to you to maintain the continuity of buildings and landscaping in the Santa Clara Historic District?



Answers	Count	Percentage
Not Important at All	20	3.38%
Slightly Important	34	5.74%
Moderately Important	76	12.84%
Very Important	160	27.03%
Extremely Important	302	51.01%

**Question #5**

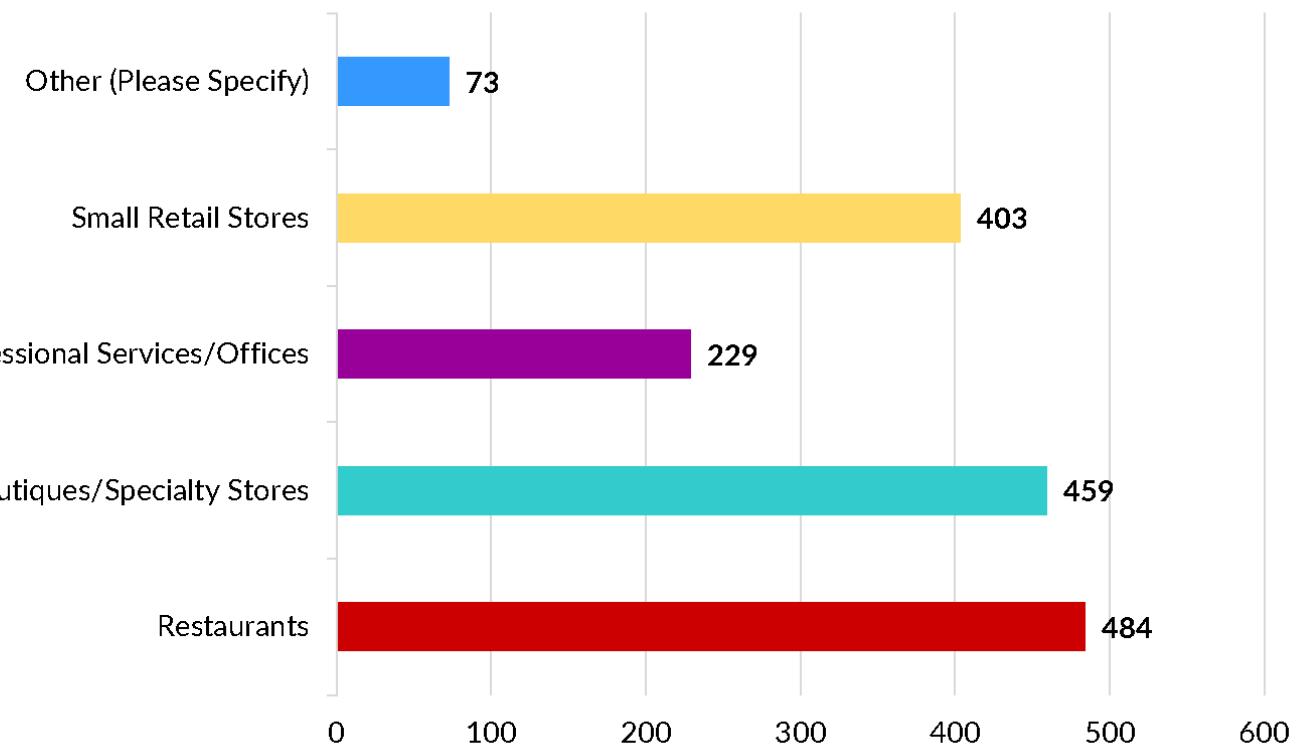
Would you support new businesses in the Santa Clara Historic District?



Answers	Count	Percentage
Strongly Oppose	26	4.39%
Oppose	41	6.93%
Neutral	113	19.09%
Support	233	39.36%
Strongly Support	179	30.24%

**Question #6**

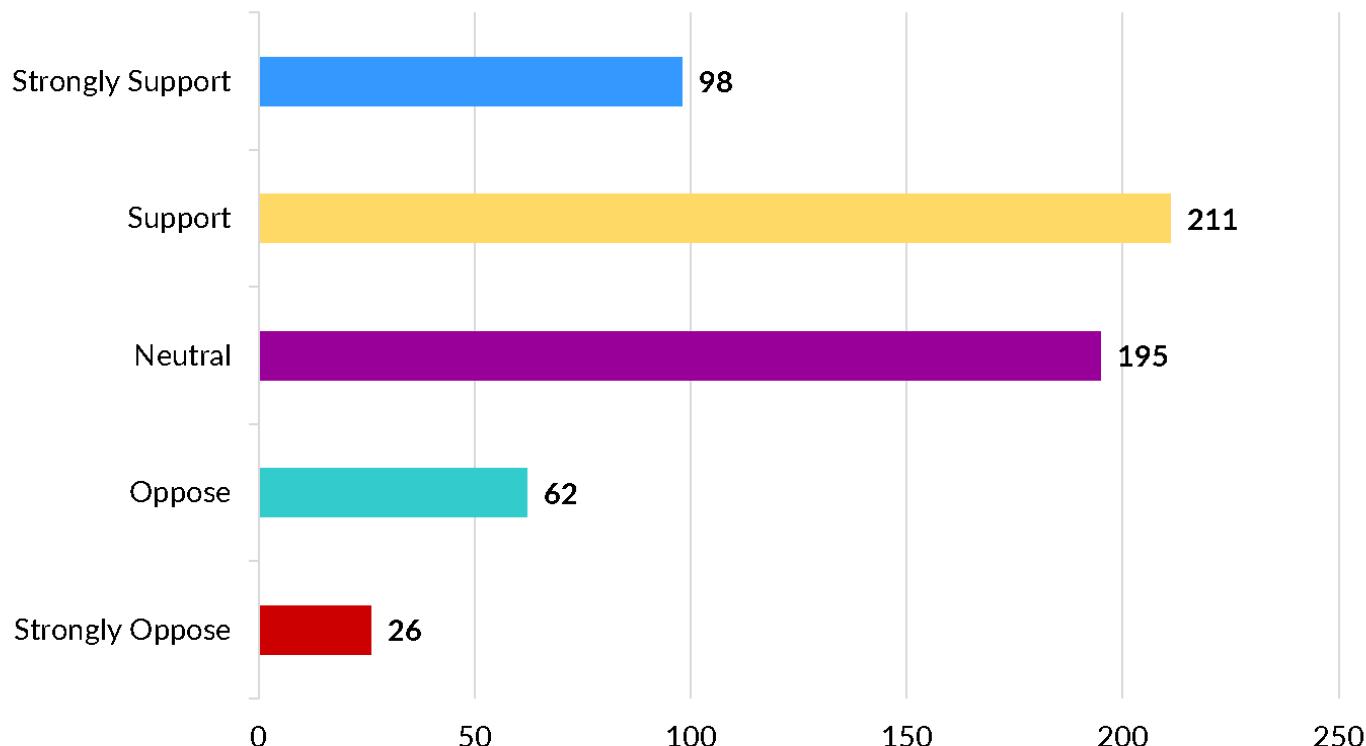
What types of new businesses would you support in the Santa Clara Historic District?



Answers	Count	Percentage
Restaurants	484	81.76%
Boutiques/Specialty Stores	459	77.53%
Professional Services/Offices	229	38.68%
Small Retail Stores	403	68.07%
Other (Please Specify)	73	12.33%

**Question #7**

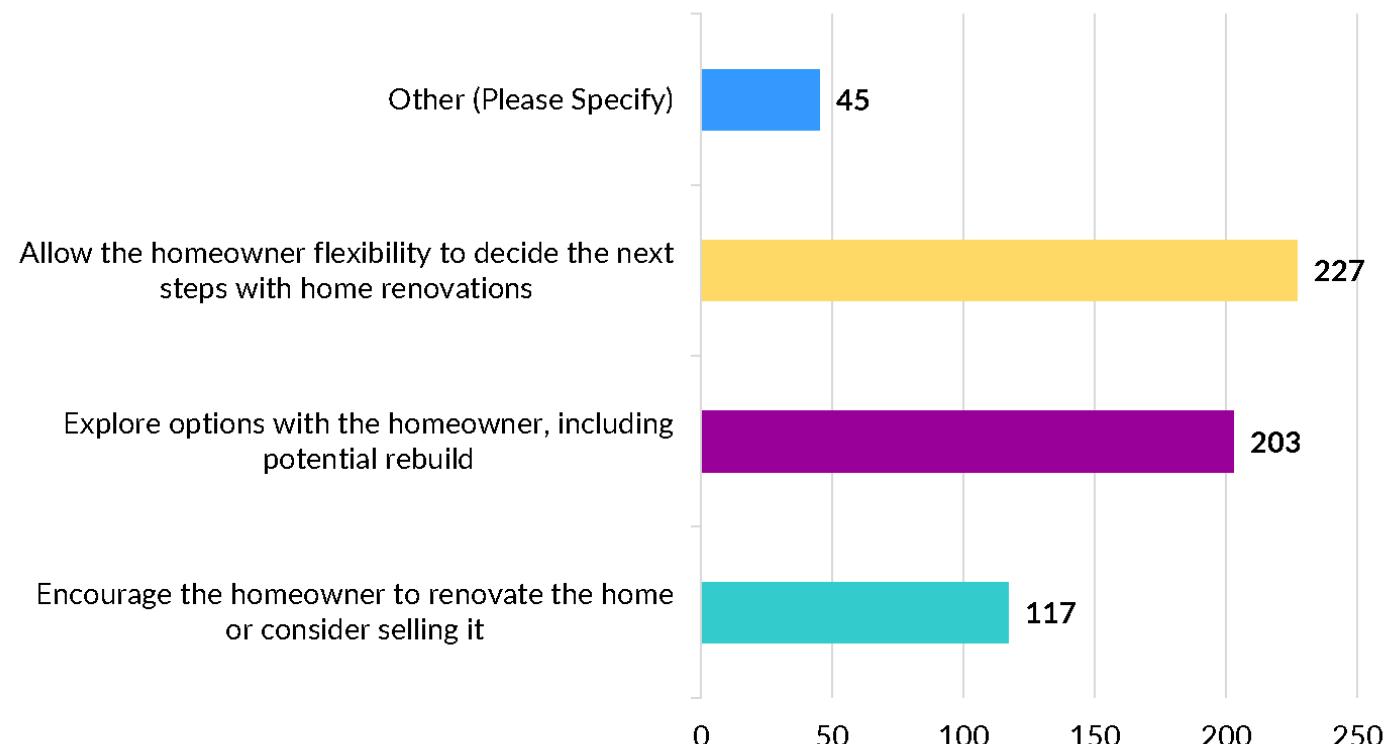
If businesses in the Santa Clara Historic District were encouraged to extend their hours into the evening, for example, from 5:00-10:00 p.m., would you support these businesses?



Answers	Count	Percentage
Strongly Oppose	26	4.39%
Oppose	62	10.47%
Neutral	195	32.94%
Support	211	35.64%
Strongly Support	98	16.55%

**Question #8**

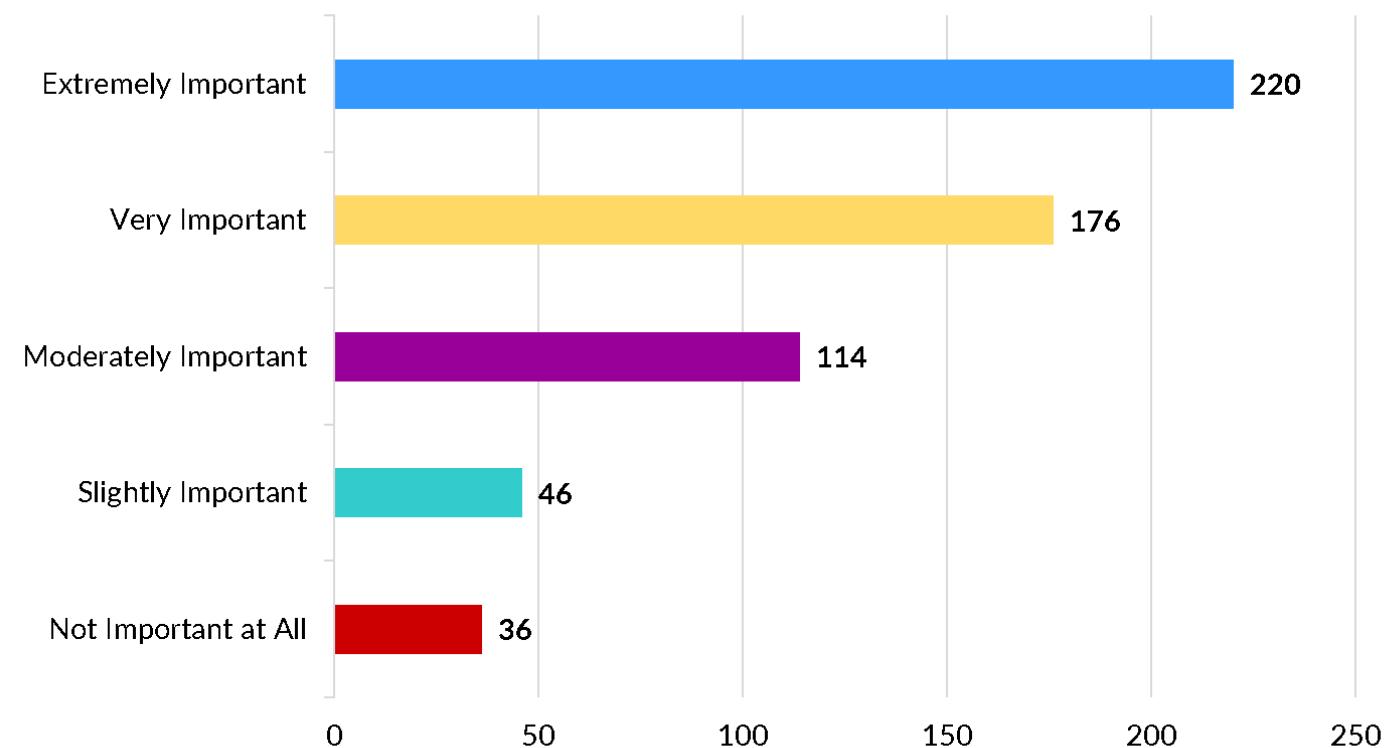
If a historical home in the Santa Clara Historic District is in disrepair, what should be the course of action by city officials to preserve the home?



Answers	Count	Percentage
Encourage the homeowner to renovate the home or consider selling it	117	19.76%
Explore options with the homeowner, including potential rebuild	203	34.29%
Allow the homeowner flexibility to decide the next steps with home renovations	227	38.34%
Other (Please Specify)	45	7.60%

**Question #9**

How important is it to you that open space is maintained in the Santa Clara Historic District?

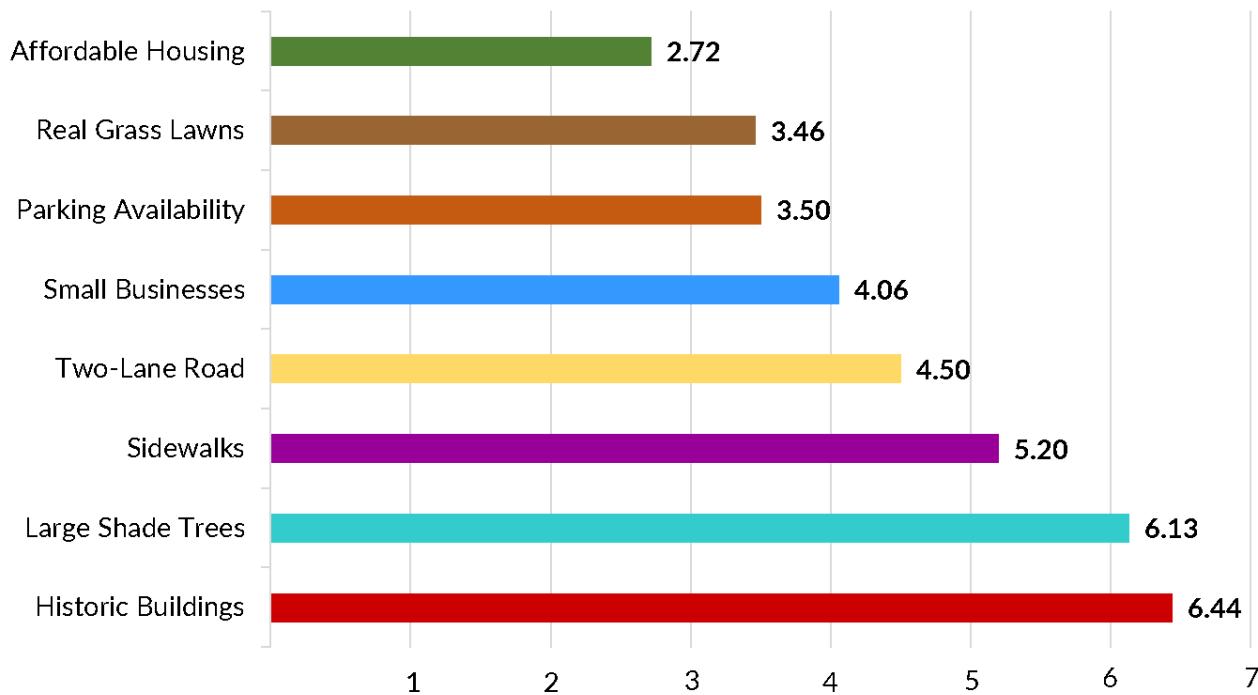


Answers	Count	Percentage
Not Important at All	36	6.08%
Slightly Important	46	7.77%
Moderately Important	114	19.26%
Very Important	176	29.73%
Extremely Important	220	37.16%

## EXHIBIT D HISTORIC DISTRICT SURVEY RESULTS

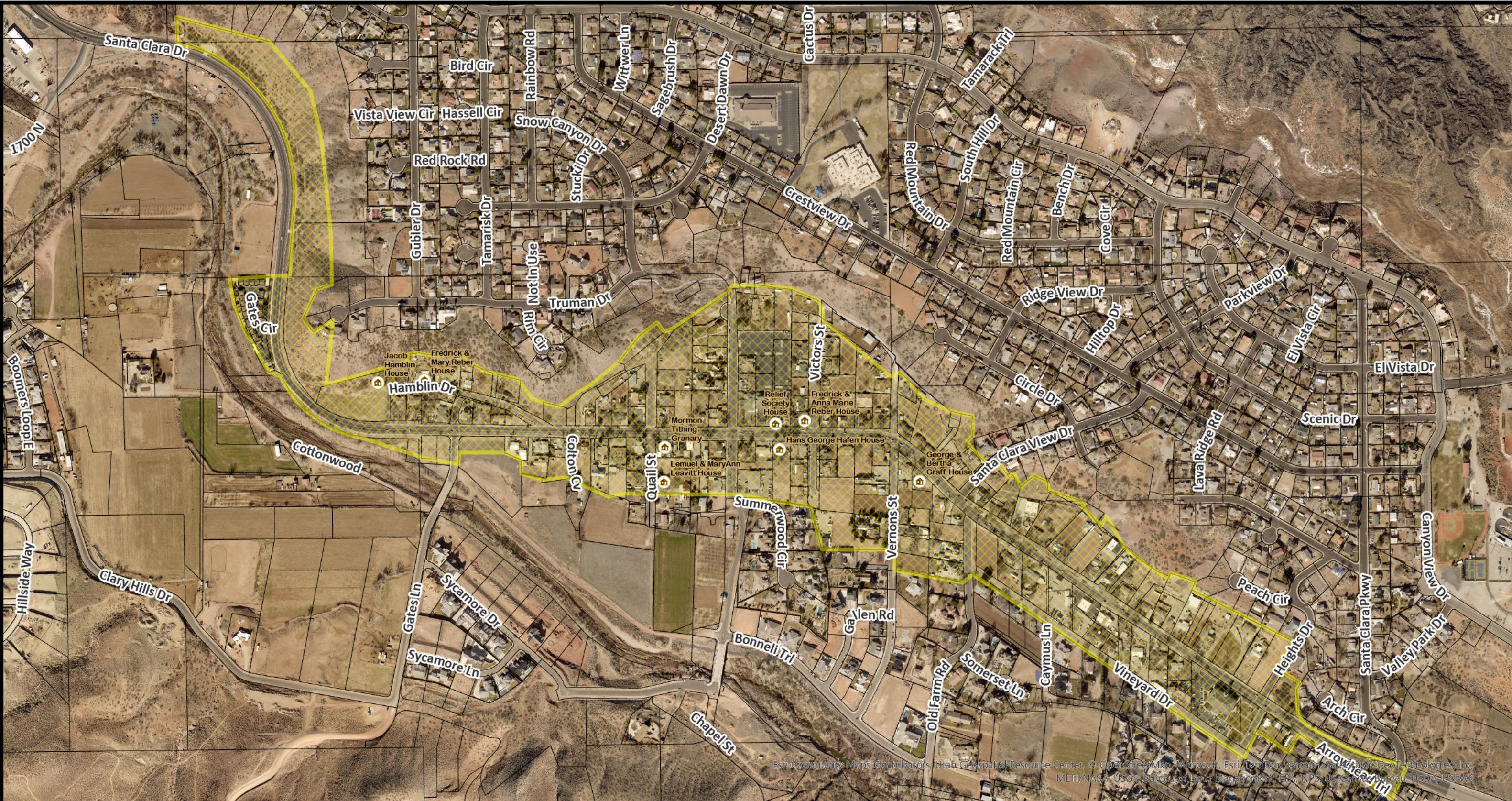
### Question #10

Please rank the following items listed below that you believe are most important to preserve in the Santa Clara Historic District, with 1 being the most important and 8 being the least important:



Rank	Answers	1	2	3	4	5	6	7	8	Average Score
1	Historic Buildings	45.10%	16.39%	11.49%	9.12%	7.09%	5.74%	3.04%	2.03%	6.44
		267	97	68	54	42	34	18	12	
2	Large Shade Trees	25.17%	27.87%	18.24%	11.32%	6.08%	5.74%	3.04%	2.53%	6.13
		149	165	108	67	36	34	18	15	
3	Sidewalks	5.57%	16.22%	25.00%	21.11%	17.91%	7.43%	5.24%	1.52%	5.20
		33	96	148	125	106	44	31	9	
4	Two-Lane Road	9.80%	12.67%	14.70%	13.51%	12.16%	15.03%	11.49%	10.64%	4.50
		58	75	87	80	72	89	68	63	
5	Small Businesses	5.24%	9.63%	10.14%	13.85%	18.41%	16.89%	16.22%	9.63%	4.06
		31	57	60	82	109	100	96	57	
6	Parking Availability	2.03%	6.08%	6.42%	11.66%	17.06%	23.31%	22.64%	10.81%	3.50
		12	36	38	69	101	138	134	64	
7	Real Grass Lawns	1.86%	7.26%	10.14%	13.51%	13.18%	14.02%	17.40%	22.64%	3.46
		11	43	60	80	78	83	103	134	
8	Affordable Housing	5.24%	3.89%	3.89%	5.91%	8.11%	11.82%	20.95%	40.20%	2.72
		31	23	23	35	48	70	124	238	

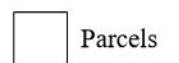
**Note:** Each choice in the ranking question receives a score based on its rank. The ranking question had 8 choices. The choice ranked first gets a score of 8, the choice ranked second gets a score of 7, and so on. Choices from all survey responses are ranked by their average score. The choice with the highest average score is the most preferred. If multiple choices have the same average score, the choice with the smaller variance will be ranked higher.



Esri Community Maps Contributors, Utah Geospatial Resource Center, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc., METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS



### Legend



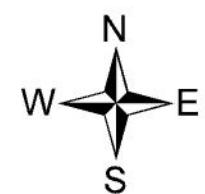
Parcels



Nationally Registered Historic Place



HD - Historic District Overlay Zone



0 0.04 0.07 0.15 Miles

## Historic District Overlay Zone

City of Santa Clara

Spatial Reference: NAD 1983 State Plane Utah South FIPS 4303 (US Feet)

Scale: 1 inch equals 0.12 miles

Date: April 25, 2024

## CHAPTER 17.74 HISTORIC DISTRICT/MIXED USE ZONE

### SECTION:

- 17.74.010: Purpose
- 17.74.020: Fees And Permits
- 17.74.030: Permitted Uses
- 17.74.035: Conditional Uses
- 17.74.040: Dimensional Requirements
- 17.74.050: Modifying Regulations
- 17.74.060: Supplementary And Qualifying Regulations
- 17.74.070: Walls, Fences And Hedges
- 17.74.080: Access And Loading
- 17.74.090: Parking Areas
- 17.74.100: Signs
- 17.74.110: Natural Hazards
- 17.74.120: Zone Change Procedure
- 17.74.130: Site Plan Review
- 17.74.140: Plan Approval

### 17.74.010: PURPOSE:

The purpose of the Historic District/Mixed Use Zone is:

- A. Santa Clara has a strong historical background. There is a special character about the early pioneer homes that were constructed along, and near Santa Clara Drive that the city wants to maintain and preserve. Many of these early pioneer homes are already listed on the State and national list of historic places. The city has previously created a Historic District along Santa Clara Drive. Development that takes place in this zone will be subject to architectural design review standards and careful site plan review by the Heritage Commission, the Planning Commission, and the City Council.
- B. To encourage the continued use, maintenance and special character of homes and businesses in the Historic District of the City, this chapter contains provisions allowing for the mixed use of land for residential, commercial, and certain types of research and

development uses not found elsewhere in the zoning ordinance. The intent of these provisions is to encourage flexibility and creativity in the design and development of comprehensively planned mixed use of property that would not be possible under conventional zoning districts and planned development zones. Some of the specific purposes of this zone are to:

1. Encourage residential uses in conjunction with commercial and other compatible activities to create an active street life, enhance the vitality of businesses, reduce vehicular traffic, and maintain the special character of the Historic District;
2. Encourage orderly, planned development of mixed-use developments by providing procedures for plan review and approval, and where appropriate, approve higher density residential uses integrated into the overall mixed use development;
3. Assure compatibility of proposed land uses with surrounding historic uses by incorporating higher standards of development than could be accomplished under conventional zoning, and to provide flexibility from standard zoning requirements that may not be applicable in a mixed use area;
4. Strengthen the City's economic base and to provide linkages between employment opportunities and housing;
5. Encourage open space to function for the general benefit of the City;
6. Encourage and provide for non-vehicular circulation linking developed areas, open spaces and public facilities;
7. Promote the reuse of existing historic structures for the purpose of stabilizing and improving property values. Foster civic pride in the beauty, history, and accomplishments of the past. Protect and enhance the City's attractions for tourists and visitors. Strengthen and help diversify the economic well-being of the City and promote the use of historical-cultural landmarks for education, pleasure, and the welfare of the community. (Ord. 2022-22: Ord. 2017-14: Ord. 2004-01 § 2)

#### 17.74.020: FEES AND PERMITS:

The requirements of chapter 17.04 of this title regarding such things as fees, enforcement, permits, violation, and all other similar items, including penalties, shall apply to this chapter. (Ord. 2022-22: Ord. 2004-01 § 2)

#### 17.74.030: PERMITTED USES:

Subject to the requirements imposed in this chapter, or as may be recommended by the Heritage Commission and Planning Commission and approved by the City Council, uses within this zone may include:

Commercial businesses as listed in section 17.66.030 of this title, except for the following uses which are not permitted: automobile parts sales; department store; exotic animals; pawn shop; tire sales and service.

Open space and recreation facilities approved by the Planning Commission, upon recommendation from the Heritage Commission.

Single-family residential dwellings.

Two-family dwellings, such as a duplex, twin home, or townhome, but only in the following circumstances:

- A. When attached to a commercial building, or part of a commercial, mixed-use development; or
- B. When constructed to the rear of an existing single-family dwelling; or
- C. When constructed on a vacant parcel which does not have frontage on Santa Clara Drive.

Other uses determined by the Planning Commission, with input from the Heritage Commission, as being in harmony with the intent and purpose of the zone. (Ord. 2022-22: Ord. 2017-14)

#### 17.74.035: CONDITIONAL USES:

Subject to the conditions listed herein:

Childcare nurseries as defined in the Zoning Ordinance.

Office and professional space meeting the requirements of the Commercial Zone and the Zoning Ordinance as may be applicable.

Public and quasi-public buildings and facilities meeting all requirements of the Residential Zone and this chapter.

Research and technology offices as approved by the Planning Commission and meeting all requirements of this chapter.

Short term rental properties, which shall be subject to the applicable requirements of this chapter along with the following specific requirements:

- A. Each short term residential rental property shall have one parking space for every bedroom with a minimum of two (2) parking spaces.
- B. The owner, or the property manager, of a short-term residential property shall obtain a residential business license as required by the City of Santa Clara.
- C. All conditional uses shall meet the requirements of the Landscape Ordinance of the City.

D. Short term residential properties shall meet all other standard requirements of the zone.

E. There shall be no violations of laws, ordinances, or regulations of this Code, with any violation being grounds for termination/revocation of the conditional use permit.

Very "clean" (no emissions) industry development having strong historic residential architectural appearance, with input from the Heritage Commission, and approved by the Planning Commission, and meeting all requirements of this chapter. (Ord. 2022-22: Ord. 2017-14: Ord. 2013-16)

#### 17.74.040: DIMENSIONAL REQUIREMENTS:

A. Primary Building Height: Primary building height shall be the average height of adjacent units on the same block unless a greater height is approved by the Planning Commission, upon recommendation from the Heritage Commission, as being necessary for proper compatibility of various elements of the overall development plan, and to ensure that any infill and replacement dwellings are compatible with the dimensions of the adjacent dwellings. Accessory buildings shall not exceed two (2) stories in height, up to twenty-five feet (25') in height unless a taller building is approved by the City Council after considering the recommendations from the Heritage Commission and Planning Commission and based on the compatibility of the architectural design with the other buildings in the Historic District.

B. Minimum Lot Size: Six thousand (6,000) square feet for a single-family dwelling, and eight thousand (8,000) square feet for a two-family dwelling. For projects without individual lots but rather building pads and common areas, the maximum density shall not exceed eight (8) dwelling units per acre whether single- or two-family units.

C. Front Yard Setbacks: Front yard setbacks shall be twenty feet (20') from the property line unless the dwellings (buildings) on adjacent lots are less than twenty feet (20'), in which case the building may be located at the average of the buildings on each side of the subject parcel. The setback of any building adjacent to the "mercantile" building shall be determined through discussion with, and approval of, the Planning Commission, but shall not be less than twelve feet (12') from the front property line.

D. Corner Side Yards: Side yards on a corner lot having street frontage on two (2) sides shall be the same as that required for the front yard, or the average of adjacent units or the block, or as may be approved by the Planning Commission.

E. Interior Lot Line Side Yards: Side yards on the interior lot line shall be a minimum of ten feet (10') unless otherwise approved by the Planning Commission. A zero-lot line may be considered by the Planning Commission depending upon the location of buildings on adjacent lots. In the case of a zero-lot line, the opposite side yard shall not be less than twelve feet (12').

F. Rear Yards: Rear yards shall be a minimum of ten feet (10') unless otherwise approved by the Planning Commission.

G. Multiple Building Setbacks on The Same Lot: Setbacks between multiple detached buildings on the same lot shall be a minimum of ten feet (10').

H. Floor Area: In new developments the minimum floor area shall be a minimum of seven hundred (700) square feet living space per unit unless otherwise recommended by the Planning Commission and approved by the City Council, plus required parking and landscaped areas.

I. Minimum Lot Frontage: Seventy feet (70'), unless approved as a flag lot, or as may be otherwise approved by the Planning Commission.

J. Maximum Size of Accessory Buildings: The maximum ground floor area of any accessory building shall not exceed one thousand (1,000) square feet, unless a larger building is approved by the City Council after considering the recommendations of the Heritage Commission and Planning Commission. (Ord. 2022-22: Ord. 2019-01: Ord. 2017-14)

#### 17.74.050: MODIFYING REGULATIONS:

A. It is the intent of the city to encourage creative design. Existing historical dwellings and buildings may be preserved and enhanced with commercial, residential, or mixed uses.

B. Open spaces and outdoor living areas are encouraged. Lack of such areas may be the basis for denial of a zone change request. Walls and fences between properties are discouraged. Their proposed use may also be a reason for denial of a request. Circulation between developments in the Historic District is encouraged. Visitors to the area should be encouraged to visit, park, walk between developments, and enjoy the time spent in a quiet and relaxing atmosphere. Public access to open space areas will also be considered in approving the Development Plan.

C. Cooperation between property owners on adjacent properties will be strongly encouraged and carefully reviewed in the plan approval process.

D. In any zone in which residential dwellings or dwelling units are permitted, portable or mobile recreational units such as campers, travel trailers, fifth wheel trailers, tent trailers, tents or any other type of recreational, mobile or portable housing unit ("recreational housing unit") are not permitted for housing use, except that such a unit may be used to house guests of the primary dwelling for up to eight (8) days in any calendar month without being in violation of this title subject to the following conditions:

1. No recreational housing unit may be located on any street or other part of a public right-of-way, except for temporary loading and unloading of such unit but not to exceed forty-eight (48) hours.

2. A recreational housing unit may be in the side or rear yard of the permanent residential dwelling.
3. The use of such recreational housing unit shall not cause unusual noise, require additional automobile parking, or other problems to adjacent neighbors.
4. No recreational housing unit shall be permitted on any property that does not contain a dwelling or dwelling unit located on the property.
5. Where an unusual health related hardship exists for an extended family member of the principal dwelling unit, the Planning Manager may grant a time extension beyond the eight (8) daytime limit for occupancy of the recreational housing unit. However, any time extension beyond sixty (60) days shall require the approval of the City Council. (Ord. 2022-22: Ord. 2015-05: Ord. 2004-01 § 2)

#### **17.74.060: SUPPLEMENTARY AND QUALIFYING REGULATIONS:**

The requirements of chapter 17.20, "Supplementary and Qualifying Regulations", of this title, regarding such things as lot ownership and standards, utility requirements, dumping or disposal, moving of dwellings, shall apply to the extent applicable to this chapter. (Ord. 2022-22: Ord. 2004-01 § 2)

#### **17.74.070: WALLS, FENCES AND HEDGES:**

Any wall, fence, or hedge proposed to be located on any parcel of land as a part of this zone shall be specifically approved by the Planning Commission. Walls, fences, and hedges separating adjoining properties, and restricting pedestrian or vehicular circulation are strongly discouraged. All applicable requirements of chapter 17.28, "Walls, Fences and Hedges", of this title, shall apply unless modified by the Planning Commission. (Ord. 2022-22: Ord. 2004-01 § 2)

#### **17.74.080: ACCESS AND LOADING:**

Access to parcels of property shall be reviewed and approved by the Planning Commission. Requirements of chapter 17.36, "Motor Vehicle Access and Loading", of this title, shall be used as a guideline but may be modified upon approval of the City engineer and the Planning Commission to fit individual situations as part of the site plan review. Some access drives may be approved as being temporary until such time as additional properties in an area are changed to this zone.

All other requirements of chapter 17.36, "Motor Vehicle Access and Loading", of this title, will be reviewed as part of the site plan review and exceptions to the requirements may be made as indicated above to the extent that such exceptions will enhance the overall

development of the property and will not compromise the health, safety, and welfare of the public in so doing. (Ord. 2022-22: Ord. 2004-01 § 2)

#### 17.74.090: PARKING AREAS:

All parking areas shall be approved by the Planning Commission as to number of spaces required and the location of off-street parking in relation to the balance of the development. The guideline for parking shall be one (1) space for every two hundred fifty (250) square feet of commercial floor area and two (2) spaces, one (1) of which shall be covered, for each residential dwelling.

A. The Planning Commission may use the additional requirements of chapter 17.32, "Off Street Parking Requirements", of this title, but shall determine the number of spaces required based upon the plan submitted, and the type of use proposed. Shared parking between adjacent parcels is encouraged. Parking should preferably be in the side or rear lot areas.

B. All access drives shall be approved as part of the site plan approval. Reduced widths of driveways will be considered on an individual site plan basis.

C. All driveway and parking areas, unless determined to be temporary in nature, shall be surrounded by a concrete curb or other appropriate material approved by the Planning Commission. Surface of parking areas may be as approved by the Planning Commission. (Ord. 2022-22: Ord. 2017-14: Ord. 2004-01 § 2)

#### 17.74.100: SIGNS:

The requirements of chapter 17.44, "Signs", of this title, will be followed in allowing signs within the zone, unless otherwise approved by the Planning Commission in harmony with the intent and purpose of this zone. (Ord. 2022-22: Ord. 2004-01 § 2)

#### 17.74.110: NATURAL HAZARDS:

The requirements of chapter 17.48, "Construction Subject to Natural Hazards", of this title, relative to hazards related to site development, will be reviewed by the Planning Commission as may be applicable to the development plan submitted. (Ord. 2022-22: Ord. 2004-01 § 2)

#### 17.74.120: ZONE CHANGE PROCEDURE:

An application to rezone property to the Historic District/Mixed Use Zone shall be made in the same manner as a zone change to any other zone in the City. An application shall be filled out in the City office requesting the zone change. After paying all fees, and submitting

all information required by this chapter, or by other chapters of the zoning ordinance where applicable, the zone change will be processed by the city.

Where zoning requests are tied to a parcel of property upon which is located an existing dwelling unit, all requests shall be considered based on creatively maintaining, enhancing and preserving the historical character of the original dwelling as a part of the approved zone change. (Ord. 2022-22: Ord. 2017-14)

#### 17.74.130: SITE PLAN REVIEW:

The following elements shall be addressed as a part of the site plan review. Other elements that may be required by the Planning Commission shall also be included. The site plan shall be drawn to a reasonable scale by an engineer, land surveyor, architect, or a landscape architect, or a combination thereof.

##### A. Existing Conditions:

1. The boundary line of the property including dimensions of property lines. An electronic copy shall be submitted showing the property survey so that it can be integrated into the City system;
2. The location and names of existing adjacent streets;
3. Topography at two feet (2') intervals unless waived by City staff;
4. The acreage or square footage of the proposed site;
5. The location of all existing structures and the square footage of each;
6. A sketch of the floor plan of all existing buildings including the location of all entrances and exits;
7. The location of any existing parking or paved areas;
8. The location of accessory buildings, sidewalks, large trees, or other site features planned to be retained as part of the new development;
9. New buildings will require a soils (geotechnical) report to be submitted. A soils report is not required for existing buildings;
10. If stormwater runoff is handled on site, a document showing how the drainage will be handled, stamped by an engineer, must be submitted. Credit may be given for on-site retention;
11. Any other features required to be identified by the Planning Commission.

##### B. Proposed Development Requirements: The proposed development shall show and include the following information:

1. Common facilities such as recreation, sitting, walking, or other such uses;

2. Site amenities such as patios, pools, fountains, play areas, etc.;
3. Location of all proposed new buildings including:
  - a. Heights;
  - b. Number of residential dwelling units or commercial units;
  - c. Proposed use of each area;
  - d. Floor plan sketch of proposed residential areas; and
  - e. Entrances and exits.
4. Location and type of open space all of which shall show how it is to be developed and used. It may be left as undeveloped property. Plan shall pay special attention to soils conditions and the relationship of development to the toe of the hill if it is adjacent to, or includes any property on, the hillside;
5. Location of driveways and parking areas;
6. The percentage of land to be used for various purposes;
7. A generalized landscape plan of the entire parcel;
8. Utility services. The location of all utility services, including fire hydrants shall be indicated on the development plan or a separate sheet;
9. Lighting proposal for businesses, residential areas, parking, and driveway locations. All parking areas shall be lighted during hours of darkness using light fixtures that control the spread of light upward or outward so that lights will not create a nuisance to other uses;
10. Refuse storage areas;
11. Locations and plans for all proposed signs;
12. Elevation drawings of all proposed buildings;
13. Other items that may be required by the Planning Commission as a part of the site plan review.

C. Architectural Standards: See also "Historic District Design Guidelines".

1. The architectural character of all existing buildings, including accessory buildings shall not be changed until reviewed and approved as a part of the site plan review and approval of the City.
2. The architectural character of new construction on the site shall harmonize with the existing structure unless otherwise approved by the City as a part of the site plan approved by the City.

3. Developers are encouraged to review early pioneer architecture along Santa Clara Drive, and in adjacent cities such as St. George and Washington, to develop an architectural character that is compatible with the early pioneer development of the area.

4. No residential dwelling shall have less than seven hundred (700) square feet of main floor living area unless specifically approved by the Planning Commission and City Council as a part of a mixed-use dwelling already existing on the property.

5. The proposed architectural character of all new development and any changes to the existing structures shall be reviewed by the Heritage Commission and Planning Commission. Drawings and elevations are useful in showing how structures are to be designed and constructed.

6. Santa Clara has adopted a "streetscape" plan for the development of Santa Clara Drive right-of-way. For all properties having frontage along this street, the development plan shall include all recommendations of the streetscape plan as it relates to the proposed development. It is important that continuity be created between properties in the Historic District.

D. Impact: The impact on surrounding neighborhood uses shall be considered as a part of the development plan. The developer may submit estimates as to the impact of the project on the following elements, or the Planning Commission may examine these types of issues based upon their knowledge and understanding of the City. Staff opinions may also be considered by the commission.

1. Any significant impact on traffic;
2. The impact on utility systems;
3. Any anticipated noise levels;
4. Stormwater runoff from the property;
5. Visual and aesthetic qualities;
6. Other considerations, such as hours of operation, that may be raised by the Planning Commission during plan review. (Ord. 2022-22: Ord. 2017-14: Ord. 2004-01 § 2)

#### 17.74.140: PLAN APPROVAL:

The City Council is empowered, upon recommendation of the Heritage Commission and the Planning Commission, to approve developments if they find them to be capable of accomplishing the identified purposes of, and in compliance with, the requirements of this zone.

After review of the proposed site plan and following receipt of any recommendations of the Heritage Commission and the City staff, the Planning Commission may recommend the site plan as submitted, or as may be amended because of site plan review, to the City Council for final review and approval. Following action by the City Council, the applicant may request

permits for the development to be issued by the Building Department. Upon City Council approval, the development project shall be diligently pursued to final completion.

On the date the site plan and zoning are approved by the City Council, all conditions and requirements attached to that approval are binding on the property unless an amendment is approved. All subsequent development and use of the property shall be in accordance with the approved plan. If land subdivision was a part of the application, the effect of approval will also result in an approved preliminary plat. The requirements for final subdivision approval and recording shall be met by complying with all requirements of the City subdivision ordinance prior to any development taking place on the property.

The intent of this form of zoning is to provide an alternative procedure for specific development proposals and, as such, it is intended that all property under control of the developer or owner, be zoned to allow the complete project to develop and to permit approval of plans using flexible requirements that may be different from all other zones in the City. If development does not move forward in a timely manner, the City staff will report their findings to the Planning Commission in which case the Planning Commission may recommend to the City Council that remedial action be taken which may include the removal of the Historic District/Mixed Use Zoning for the property.

The rezoning of property, along with the approval of a site-specific development plan for the property so zoned, shall run with the land. Any subsequent owner will be bound by the same plans and requirements as originally approved unless the specific plans are subsequently amended by the Planning Commission and City Council. (Ord. 2022-22: Ord. 2017-14: Ord. 2004-01 § 2)

## CHAPTER 17.76 HISTORIC DISTRICT OVERLAY ZONE

### SECTION:

17.76.010: Purpose

17.76.020: Definitions

17.76.030: Overlay Zone And Boundaries

17.76.040: Boundaries

17.76.050: Heritage Commission

17.76.060: Heritage Commission Duties

17.76.070: Review And Permit Procedure

17.76.080: Demolition Of Significant Historic Buildings Within The Historic District Which Are Not Designated Landmark Sites

17.76.090: Administration

### 17.76.010: PURPOSE:

The city of Santa Clara recognizes the historical heritage of the Santa Clara community as a valued and important asset. (Ord. 2022-23 § 1: Ord. 97-06 § 18-1)

### 17.76.020: DEFINITIONS:

The following terms shall have the meanings set out below for the purposes of this chapter:

CITY COUNCIL:	The city council of the city of Santa Clara.
HERITAGE COMMISSION:	The heritage commission of the city of Santa Clara.
EXTERIOR DESIGN PROPOSAL:	<ul style="list-style-type: none"><li>A. Any rehabilitation, reconstruction, or edition to the exterior of a significant historic building.</li><li>B. Any demolition or relocation of a significant historic building.</li><li>C. Any new construction within the historic district except for minor additions to non-historic buildings; or</li><li>D. Any sign proposed to be placed or modified within the historic district.</li></ul>
HISTORIC DISTRICT:	The lands within the city's historic district overlay zone.

<b>LANDMARK SITE:</b>	A building, site, or structure designated as a landmark site by the city council after recommendation by the heritage commission.
<b>MINOR ADDITION:</b>	An addition to a non-historic building of six hundred (600) square feet or less.
<b>NON-HISTORIC BUILDING:</b>	A building within the historic district that is not a "significant historic building" as defined in this section.
<b>PLANNING COMMISSION:</b>	The planning and zoning commission of the city of Santa Clara.
<b>SIGNIFICANT HISTORIC BUILDING:</b>	<p>A building, site or structure that is:</p> <ul style="list-style-type: none"> <li>A. A designated landmark site.</li> <li>B. A building within the historic district built as a residence prior to 1935; or</li> <li>C. Within the historic district determined by the heritage commission to be historically important due to its age or architecture. (Ord. 2022-23 § 1: Ord. 2009-17 § 1: Ord. 97-06 § 18-6)</li> </ul>

#### **17.76.030: OVERLAY ZONE AND BOUNDARIES:**

A Santa Clara historic district zone is established which shall be an overlay zone over the existing districts shown on the official Santa Clara City zoning map. In cases of conflict between this chapter and other provisions of this title, this chapter shall apply. (Ord. 2022-23 § 1: Ord. 97-06 § 18-2)

#### **17.76.040: BOUNDARIES:**

The boundaries of the Santa Clara historic district overlay zone are set forth as those areas indicated on the map included as a part of this chapter. (Ord. 2022-23 § 1: Ord. 97-06 § 18-3)

#### **17.76.050: HERITAGE COMMISSION:**

The city of Santa Clara hereby establishes a heritage commission with the following provisions:

A. The heritage commission shall consist of five (5) members appointed by the mayor with the advice and consent of the city council for a five (5) year term, except that in making the initial appointment, the mayor and council shall appoint two (2) members for a

term of three (3) years; and three (3) members for a term of five (5) years. Members shall not serve more than two (2) consecutive five (5) year terms. Each member shall have demonstrated interest, competence, or knowledge in historic preservation.

B. The heritage commission shall meet at least four (4) times each year except that the heritage commission may assemble as required to fulfill the duties of the heritage commission and conduct meetings in accordance with the open public meeting laws of Utah. Upon appointment of the initial heritage commission by mayor and city council, the heritage commission shall meet and elect one of its members as chairperson. The heritage commission shall then provide for the rules and procedures for the holding of regular and special meetings of the heritage commission as deemed advisable and necessary.

C. The heritage commission shall elect a chair and vice-chair from among its members yearly. The election of the chair and vice-chair will occur during the first regularly scheduled heritage commission meeting each year.

D. Vacancies shall be filled for the unexpired term of any member whose term is vacant. Any member may be removed for cause by the appointing authority.

E. The members of the heritage commission shall serve without compensation; however, they shall be entitled to be reimbursed for any actual expenses by them in the performance of their duties. (Ord. 2022-23 § 1: Ord. 2009-17 § 1: Ord. 2009-13 § 1: Ord. 2000-03 § 1: Ord. 97-06 § 18-4)

#### 17.76.060: HERITAGE COMMISSION DUTIES:

The heritage commission shall have the following duties:

A. Survey And Inventory Community Historic Resources: The heritage commission shall conduct, or cause to be conducted, a survey of the historic, architectural, and archaeological resources within the city. The survey shall be compatible with the Utah Inventory of Historic Archaeological Sites. Survey and inventory documents shall be maintained and shall be open to the public. The survey shall be updated every ten (10) years.

B. Review Proposed Nominations to The National Register of Historic Places: The heritage commission shall review and comment to the state historic preservation officer on all proposed national registry nominations for properties within the city's boundaries. When the heritage commission considers a national register nomination which is normally evaluated by professionals in a specific discipline and that discipline is not represented on the heritage commission, the heritage commission shall seek expertise in that area before commenting on the nomination.

C. Provide Advice and Information: The heritage commission shall:

1. Act in an advisory role to other officials and departments of government regarding the identification and protection of local historic and archaeological resources; and

2. Work toward the continuing education of citizens regarding historic preservation and community history.

D. Enforcement Of State Historic Preservation Laws: The heritage commission shall support the enforcement of all state laws relating to historic preservation. These include but are not limited to: Utah Code Annotated 17A-3-1301, the historic district antiquities, and Utah Code Annotated 9-8-4-4 regarding the notification of the state historic preservation officer of any known proposed action that will destroy, or affect, a site, building, or object, owned by the state of Utah and included on, or eligible for, the state of national registers.

E. Act As Design Review Committee: Act as the historic district design review committee with respect to new construction (excluding minor additions), exterior design proposals, demolition, or relocation, of a significant historic building, or any construction or modification of a sign within the historic district. (Ord. 2022-23 § 1: Ord. 2009-17 § 1: Ord. 2000-03 § 1: Ord. 97-06 § 18-5)

#### 17.76.070: REVIEW AND PERMIT PROCEDURE:

A. Upon submission to the planning commission of a sketch plan for development located within the historic district, the planning commission or designee shall inform the developer and/or owner of the heritage commission's required submittals and review procedures. The heritage commission shall review all development proposals submitted to the planning commission within the historic district and report to the planning commission on the proposals.

B. When a request for a building permit is made to the city based upon an exterior design proposal, the heritage commission shall review, at a minimum, the exterior design of buildings, architectural treatment, landscaping, design of signs and other items related to design objectives, to determine whether proposed construction substantially complies with historic district design standards and make a report to the planning commission prior to the issuance of a building permit.

C. All exterior design proposals shall be subject to planning commission approval after recommendation from the heritage commission. No building permit shall be issued in the historic district without this approval.

D. The heritage commission and city staff shall exercise continuing review of a project as it progresses from conceptual stage through construction and completion to ensure compliance with historic district design standards and planning commission approvals.

E. After the denial of a permit by the planning commission, an applicant may request an exemption as provided in subsection F of this section or may appeal to the city council for approval. On appeal to the city council, its decision shall be final.

F. A property owner may be exempted from the restrictions imposed by this chapter on significant historic buildings by applying for an exemption. The application shall state the

reasons why: 1) the building is no longer suitable for present purposes; and 2) why the applicant cannot earn a reasonable return from use or rental of the building if altered, reconstructed, or demolished within the limitations and guidelines adopted under this chapter. Determination of whether a building is appropriate for exclusion from the application of this chapter shall be made by the planning commission upon recommendation by the heritage commission. If an applicant desires to appeal the denial of an exemption or the heritage commission desires to appeal the granting of an exemption, the applicant or heritage commission may request consideration by the city council, and its decision, after a public hearing, shall be final. (Ord. 2022-23 § 1: Ord. 97-06 § 18-7)

#### 17.76.080: DEMOLITION OF SIGNIFICANT HISTORIC BUILDINGS WITHIN THE HISTORIC DISTRICT WHICH ARE NOT DESIGNATED LANDMARK SITES:

- A. When an application is made for a demolition permit affecting a significant historic building which is not a designated landmark site, the planning commission shall:
  1. Review the condition of the building to determine the impact of the demolition to the neighborhood and the technical feasibility for preserving the structure.
  2. Inform the property owner of economic incentives available to rehabilitate historic resources.
  3. Encourage the property owner not to demolish the building until an attempt can be made to locate suitable tenants to make the building economically viable or find a purchaser who is willing to acquire and rehabilitate the structure.
  4. Review proposed new construction within the neighborhood.
  5. The application shall also describe the reason for the demolition and any development proposed for the demolition site including renderings of the proposed new construction.
- B. Demolition permits for significant historic buildings not designated a landmark site, shall not be approved by the planning commission until the commission has had a reasonable time, not to exceed ninety (90) days, to review the proposed new construction, and make recommendations regarding compliance with the historic district design standards. Granting of the permit shall be determined after review of commission recommendations. (Ord. 2022-23 § 1: Ord. 97-06 § 18-8)

#### 17.76.090: ADMINISTRATION:

- A. The planning commission may, upon written recommendation of the heritage commission, recommend to the city council, rules, regulations, and guidelines to implement and administer the purposes and intent of this chapter.

B. Until at least three (3) members of the heritage commission are appointed, the planning commission shall serve as the heritage commission. (Ord. 2022-23 § 1: Ord. 97-06 § 18-9)

Mayor  
Rick Rosenberg

City Manager  
Brock Jacobsen



City Council  
Ben Shakespeare  
Jarett Waite  
Christa Hinton  
Dave Pond  
Janene Burton

## Staff Report

---

May 8, 2024

Item 3

Cody Mitchell

### Interlocal Agreement For Building Inspection

Passed in the 2024 legislative session, SB185 requires jurisdictions to retain (3) 3rd party inspection firms or enter into an interlocal agreement to meet the potential inspection needs for contractors. The use of the required agreements would only be applicable if there is more than a three-day wait on inspection requests. At that point, a contractor would be able to choose a 3rd party inspector from Santa Clara City's approved list of firms, or neighboring cities listed in the Interlocal Agreement to fulfill their need.

Staff recommends approval.

Agreement has been reviewed by legal.

# INTERLOCAL BUILDING INSPECTION SERVICES AGREEMENT

THIS AGREEMENT (the "Agreement") is entered into effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and among the Utah cities and towns of St. George, Hurricane, Washington, Ivins, Santa Clara, Enterprise, and Washington County (collectively referred to as the "Parties" or individually as a "Party").

## RECITALS

- A. WHEREAS, pursuant to Utah Code Annotated § 11-13-1 *et seq.*, the Interlocal Cooperation Act (the "Act") public agencies are authorized to enter into mutually advantageous agreements for joint or cooperative action, and the Parties are public agencies as defined in Utah Code Annotated 11-13- 103(19);
- B. WHEREAS, each Party has building inspectors with equipment and personnel qualified to provide the inspections typically required to ensure compliance with building permits and building regulations within their respective jurisdictions.
- C. WHEREAS, each Party desires to cooperate with and assist others to facilitate the timely completion of building inspections.
- D. WHEREAS, the Parties wish to benefit all Parties and their respective residents by entering into an Agreement that sets forth procedures by which a Party may perform a building inspection within another Party's jurisdiction under certain circumstances.
- E. WHEREAS, the Parties intend to be on one another's "third-party inspection firm list" as required by Utah Code Annotated § 15A-1-105.
- F. WHEREAS, this Agreement will not supersede nor preclude any other agreements which are made or which will be made by any Party with any other Party.

NOW, THEREFORE, based upon the mutual promises and conditions contained herein, the Parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to promote the health, safety, and welfare of the citizens of the Parties by providing for mutual assistance and authorizing all participating Parties to combine and share their collective capabilities and resources at the election of each jurisdiction. This Agreement is intended to be complementary and work in conjunction with any other interlocal agreements between or among the Parties. Services provided pursuant to this Agreement shall not be used to substitute for or supplant day-to-day full and continuing building inspections within a Party's own geographic area of jurisdiction.
2. **CONSIDERATION.** The consideration for this Agreement consists of the mutual benefits and exchange of promises provided herein, the sufficiency of which is acknowledged by the Parties by execution of this Agreement.
3. **SERVICE AREA.** The area to be served by this Agreement includes the collective municipal areas of St. George, Hurricane, Washington, Ivins, Santa Clara, Toquerville, LaVerkin, Virgin, Springdale, and Washington County service areas. By signing the Agreement, the governing body of each Party is hereby deemed to have approved the provision of assistance beyond its boundaries, and any assistance provided pursuant to this Agreement shall not require any further approval by the governing body of any Party.

4. **THIRD-PARTY INSPECTION FIRM LIST.** The Parties agree to be listed on one another's Third-Party Inspection Firm List ("List") as defined in Utah Code Annotated § 15A-1-105. If a Party is unable to perform a building inspection within three business days of a building permit applicant's ("Applicant") request, that Party ("Originating Party") shall refer the Applicant to the List, and the Applicant may select a third-party inspection firm pursuant to Utah Code Annotated § 10-6-160(2)(b) or Utah Code Annotated § 17-36-55(2)(b). The List must contain the names and contact information of at least three (3) Parties. The List shall indicate that the names are in no particular order and that the Applicant may select any Party from the List, and that the Applicant must initiate contact with the inspection firm to schedule the inspection. For the initial one (1) year term of this Agreement, Washington County shall not be included on a Party's List, but Washington County may include the other Parties on its own List. No Party shall be considered an agent of another Party under this Agreement.
5. **COMMUNICATIONS BETWEEN PARTIES.** If the Applicant selects and contacts another Party ("Contacted Party") the Contacted Party shall conduct the inspection in lieu of the Originating Party. The Contacted Party shall notify the Originating Party in writing of the Applicant's request, and keep the Originating Party informed of the inspection status. The Parties shall communicate as necessary to complete and document the inspection.
6. **FEES.** The Contacted Party shall charge an hourly fee of eighty-seven dollars (\$87.00) for each inspection, including travel time.
7. **INSURANCE.** Each Party is solely responsible for providing workers' compensation and benefits for its own officials, employees, and staff (collectively, "representatives") who provide services under this Agreement to the extent required by law. Each Party will maintain insurance sufficient to cover any liability and all costs of defense, including attorney's fees, arising out of services rendered under this Agreement, including negligent acts or omissions to act and the civil rights violations of any person.
8. **GOVERNMENTAL IMMUNITY.** The Parties are governmental entities as set forth in the Governmental Immunity Act of Utah, Title 63G, Chapter 7, Utah Code Annotated (the "Immunity Act"). The Parties do not waive any defenses otherwise available under the Immunity Act, nor does any Party waive any limits of liability provided by the Immunity Act which immunity and damage caps are expressly preserved and retained. The Parties retain the same privileges and immunities from liability when responding to a request for an inspection outside its jurisdictional area as it possesses in the performance of its duties within its own jurisdiction. All obligations imposed upon the Parties or their representatives by virtue of this Agreement are considered within the current scope of employment of each Party.
9. **INDEMNIFICATION.** Subject to the terms of the Immunity Act, and as provided herein, it is mutually agreed that the Parties are each responsible for their own negligent, reckless, or intentional acts or omissions which are committed by them or their representatives. Each Party agrees to indemnify, defend, and hold each other harmless from any and all damages or claims for damages occurring to persons or property as a result of the negligent, reckless, or intentional acts or omissions of its own representatives involved in providing services and equipment, or the use of such equipment, under the terms of this Agreement. This duty to indemnify, defend, and hold each other harmless includes costs or expenses in law or equity, including attorney's fees. The terms of this paragraph will survive the termination of this Agreement.
10. **EFFECT OF DEATH OR INJURY WHILE WORKING OUTSIDE OF PARTY'S AREA.** The death or injury of any Party's representatives working outside the jurisdiction of that Party

will be treated in the same manner as if the representative were killed or injured while functioning within its own jurisdiction, including for purposes of receiving benefits under the Utah Workers' Compensation Act.

11. **NO WAIVER OF LEGAL DUTIES; CREDIT FOR SERVICE PROVIDED.** This Agreement does not relieve any Party to this Agreement of an obligation or responsibility imposed upon a Party to this Agreement by law, except that performance of a responding party may be offered in satisfaction of any such obligation or responsibility belonging to the aided Party, to the extent of actual and timely performance thereof by the responding Party.
12. **TERM; EXECUTION; AGREEMENT TERMINATION.** This Agreement will continue for a period of one (1) year from the effective date. The effective date will be considered the date when two or more of the Parties each execute this Agreement and that date shall be entered above in the preamble. Upon its execution by a Party, that Party will become a participant in and subject to this Agreement with all other Parties who have executed the Agreement and circulated their signature pages. The failure of any one Party to execute the Agreement will not invalidate the Agreement as to those Parties who have executed it. At the end of the initial one (1) year term, the Parties agree to review this Agreement to determine if it continues to meet their needs and its purpose. If no changes are needed and the Parties do not take any action to rescind or amend this Agreement, it will automatically renew for successive three (3) year terms. The Parties shall review this Agreement at least ninety (90) days before the end of each three (3) year term. Each Party reserves the right to terminate its participation under this Agreement for any reason, in its sole discretion, by giving ninety (90) days prior written notice of such termination to each of the other Parties.
13. **ADDITIONAL PARTIES.** Approval of the governing bodies of the current Parties to the Agreement is not required for acceptance of any requesting entity to be an additional party to this Agreement. Any county or municipality, which has its own building inspectors may make a formal request, in writing, to become a Party by sending such request to the Building Official of each Party. All Parties' Building Officials must consent, in writing, for additional parties to enter this Agreement. If all Parties' Building Officials consent, the requesting entity may execute a counterpart of this Agreement and send it to the other Parties. Upon such execution, the new Party will be bound by the terms and conditions of this Agreement.
14. **GOVERNING LAW.** This Agreement will be governed by the laws of the State of Utah, both as to interpretation and performance. The forum for the resolution of any legal disputes that arise under this Agreement will be the Fifth Judicial District, State of Utah.
15. **SEVERABILITY OF PROVISIONS.** If any provision of this Agreement is held invalid or unconstitutional, the remainder shall not be affected thereby.
16. **THIRD PARTIES.** This Agreement is not intended and should not be construed to benefit persons or other entities either not named as a Party herein or subsequently added as a Party pursuant to its provisions.
17. **TITLES AND CAPTIONS.** The titles and captions of this Agreement are for convenience only and in no way define, limit, augment, extend, or describe the scope, content, or intent of any part or parts of this Agreement.
18. **NON ASSIGNABILITY.** No Party shall transfer or delegate any of their rights, duties, powers or obligations under this Agreement, without written consent of each of the other Parties.
19. **NOTICES.** All notices and other communications provided for in this Agreement shall be in writing and will be sufficient for all purposes if: (a) sent by email to the address the Party

may designate, and concurrently sent by first class mail to the Party and to the Party's legal office; (b) personally delivered; or (c) sent by certified or registered United States Mail addressed to the Party at the address designated herein, return receipt requested. Each Party has set forth in their respective execution page, which page shall utilize a form substantially similar to Exhibit "A", their respective contact information, and such contact information will be applicable until modified in writing and delivered to all parties. In the event a municipality changes its official address and makes this change publicly available, the public notice is considered sufficient for purposes of informing the Parties of the address change.

20. **ENTIRE AGREEMENT; NO WAIVER.** This Agreement represents the entire agreement among the Parties relating to its subject matter. This Agreement alone fully and completely expresses the agreement of the Parties relating to its subject matter. There are no other courses of dealing, understanding, agreements, representations or warranties, written or oral, except as specifically provided for in this Agreement. This Agreement may not be amended or modified, except by a written agreement signed by all Parties. However, Parties may independently enter into separate agreements regarding fees. No failure by any Party at any time to give notice of any breach by another Party of, or to require compliance with, any condition or provision of this Agreement will be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any prior or subsequent time.
21. **EXECUTION.** The Parties agree that each Party must execute this Agreement through an execution page that utilizes a format substantially similar to the attached Exhibit A. Upon execution of the Agreement, each Party will provide all other Parties with an original execution page. The Parties hereto have executed this Agreement as of the date indicated on each Party's execution page.

// SIGNATURE PAGES FOLLOW //

## EXHIBIT A

CITY OF \_\_\_\_\_

Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

### CHIEF BUILDING OFFICIAL / CONTACT INFORMATION CHANGES:

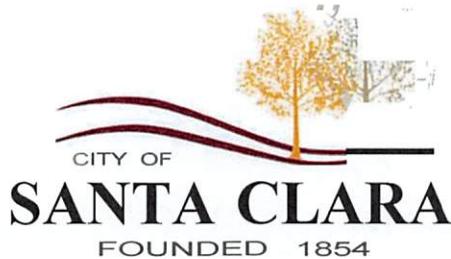
Name and Title: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

### LEGAL NOTICES / CONTACT INFORMATION CHANGES:

Name and Title: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Mayor  
Rick Rosenberg

City Manager  
Brock Jacobsen



City Council  
Janene Burton  
Christa Hinton  
Dave Pond  
Ben Shake5peare  
Jarett Waite

**Meeting Date: 5-8-24**

**Agenda Item: 4**

---

**Applicant:** Santa Clara City

**Requested by:** Lance Haynie

**Subject:** Lease Program with Unified Services

*Updates*

**Description:**

*Discussion and action to consider approval of a Multi-Year Vehicle Lease Program with Unified Fleet Services.*

**Recommendation:**

*Approval*

**Cost:** 0

**Legal Approval:** N/A

**Finance Approval:** N/A

**Budget Approval:** Yes

---

## FORM OF AUTHORIZING RESOLUTION

RESOLUTION 2024-06R OF THE GOVERNING BODY OF SANTA CLARA CITY , AUTHORIZING THE EXECUTION AND DELIVERY OF AN MUNICIPAL LEASE-PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, FINANCING AND LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT WITHIN THE TERMS PROVIDED HEREIN; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, Santa Clara City (the “*Lessee*”), a city duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of UT, is authorized by the laws of the State of UT to acquire, finance and lease personal property for the benefit of the Lessee and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, the Lessee desires to acquire, finance and lease certain equipment up to \$350,000.00 in total equipment financed constituting personal property necessary for the Lessee to perform essential governmental functions (the “*Equipment*”); and

WHEREAS, in order to acquire such Equipment, the Lessee proposes to enter into Municipal Lease-Purchase Agreements (the “*Agreements*”) with Financial Pacific Leasing, Inc. DBA Umpqua Bank Equipment Leasing & Finance (or one of its affiliates), as lessor, (the “*Lessor*”), the form of which has been presented to the governing body of the Lessee at this meeting; and

WHEREAS, the governing body of the Lessee deems it for the benefit of the Lessee and for the efficient and effective administration thereof to enter into the Agreements and the other documentation relating to the acquisition, financing and leasing of the Equipment to be therein described on the terms and conditions therein and herein provided;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the governing body of the Lessee as follows:

*Section 1. Findings and Determinations.* It is hereby found and determined that the terms of the Agreements, in the form presented to the governing body of Lessee at this meeting, are in the best interests of the Lessee for the acquisition, financing and leasing of the Equipment.

*Section 2. Approval of Documents; Designation as Bank Qualified.* The form, terms and provisions of the Agreements are hereby approved in substantially the forms presented at this meeting, with such insertions, omissions and changes as shall be approved by the \_\_\_\_\_ [insert title of officials] of the Lessee or other members of the governing body of the Lessee executing the same, the execution of such documents being conclusive evidence of such approval; and the \_\_\_\_\_ of the Lessee is hereby authorized and directed to execute, and the \_\_\_\_\_ of the Lessee is hereby authorized and directed to attest, the Agreements and any related Exhibits attached thereto and to deliver the Agreements (including such Exhibits) to

the respective parties thereto [, and the \_\_\_\_\_ of the Lessee is hereby authorized to affix the seal of the Lessee to such documents].

*Section 3. Other Actions Authorized.* The officers and employees of the Lessee shall take all action necessary or reasonably required by the parties to the Agreements to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of a Final Acceptance Certificate, escrow agreements, disbursement requests and any tax certificate and agreement, as contemplated in the Agreements) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreements, including designation of the Agreements as “qualified tax-exempt obligations” under Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended, if requirements for such designation can be met.

*Section 4. Appointment of Authorized Lessee Representatives.* The \_\_\_\_\_ and \_\_\_\_\_ of the Lessee are each hereby designated to act as authorized representatives of the Lessee for purposes of the Agreements and any escrow agreements until such time as the governing body of the Lessee shall designate any other or different authorized representative for purposes of the Agreements or any escrow agreement.

*Section 5. Severability.* If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 6. Repealer.* All bylaws, orders and resolutions or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency with respect to this Resolution. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

*Section 7. Effective Date.* This Resolution shall be effective immediately upon its approval and adoption.

ADOPTED AND APPROVED by the governing body of the Lessee this \_\_\_\_\_ day of

\_\_\_\_\_.

Santa Clara City ,

as lessee

[SEAL]

By:\_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By:\_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_