

**SANTA CLARA CITY PLANNING COMMISSION  
MEETING MINUTES  
2603 Santa Clara Drive  
Thursday, November 13, 2025**

**Present:** Logan Blake, Chair  
Shelly Harris  
David Clark  
Joby Venuti  
Kristen Walton  
Josh Westbrook

**Absent:** Tyler Gubler

**Staff:** Jim McNulty, Planning and Economic Development Director  
Cody Mitchell, Building Official  
Debbie Andrews, Administrative Assistant

**1. Call to Order**

Chair Logan Blake called the Santa Clara City Planning Commission meeting to order on November 13, 2025, at 5:30 PM.

**2. Opening Ceremony**

**A. Pledge of Allegiance: Commissioner Westbrook**

**3. Conflicts and Disclosures**

No conflicts or disclosures were reported by any Commissioners.

**4. Working Agenda**

**A. Public Hearing**

**1. None.**

**B. Public Meeting**

**1. See General Business Items**

**5. General Business**

**A. Planning Commission Approval**

**1. Temporary Use Approval for Black Desert Resort located at the southeast corner of Red Mountain Drive and S. Black Desert Boulevard. Koko Head, applicant.**

Jim McNulty, Director of Planning & Economic Development, presented the application for temporary use approval. He explained that Koko Head representing Black Desert Resort is requesting temporary use approval for an existing maintenance facility consisting of two trailers, one metal shed structure, and a golf cart barn. The original temporary use approval was granted by the Planning Commission in 2022, but the applicant did not proceed with a building permit until May 2023. The original temporary use expired in October 2025.

Mr. McNulty reviewed the recent code amendment to update section 17.24.100 for temporary buildings and uses, adopted by the City Council on October 22, 2025. The updated code allows temporary approvals for up to one year, with extensions granted for cause by the Planning Commission for additional six-month periods (maximum of two extensions). If the temporary use approval expires without permanent facilities being complete, the applicant must go to City Council for an extension for a maximum period of one year, providing a schedule for project completion.

The applicant has been working with City staff and legal counsel to provide a new temporary maintenance facility agreement. City legal counsel, Matt Ence, reviewed the document and found it acceptable.

Koko Head, the applicant, presented conceptual plans for a permanent maintenance facility that would replace the temporary structures. He showed a site design by Method Studios, an architectural firm that has designed permanent maintenance facilities for their other resort locations. The proposed location would be near South Village and Silver Reef, providing easy access to the sixth hole of the golf course. Mr. Head explained that the permanent facility would be built to the standards of Silver Reef and South Village in terms of design, with a low profile that would be consistent with Black Desert's aesthetic. The facility would be recessed in an area with natural lava outcroppings that would hide much of it from view.

The applicant indicated they need the existing temporary facility on the corner of Red Mountain Drive and South Black Desert Drive to continue for at least another year while the permanent facility is constructed. They are hopeful to complete the permanent facility by this time next year.

Commissioner Clark asked about the size of the new facility, to which Mr. Head responded it would be approximately twice the size of the current temporary facility, with the office building being approximately 4,250 square feet. He explained that they are still finalizing designs but anticipate starting construction in the next 2-3 months.

Commissioner Blake asked if the maintenance facility would be phased, and Mr. Head confirmed they plan to build it all at once, moving directly from the temporary facility to the permanent one.

Staff recommended approval of the proposed temporary use subject to the four conditions outlined in the staff report.

*Commissioner Westbrook moved to recommend that the Planning Commission approve the proposed temporary use allowing for a maintenance facility consisting of two trailers and one metal shed structure as well as a golf cart barn, subject to the four conditions that are listed. Commissioner Harris seconded the motion. The motion carried unanimously.*

**2. Preliminary Subdivision Plat Review for Quail Crossing @ Deserts Edge located at the northwest corner of 400 East and North Town Road. Robert Smith, applicant.**

Mr. McNulty presented the application from Desert's Edge Holding LLC to subdivide a 5.063-acre parcel, which is part of the overall Desert's Edge project approved by the City in 2022. He displayed the phasing plan for the overall project, noting that Phase 1 is complete and Phase 3 is under construction. The applicant is looking to move forward on Phase 2, which would include the first two buildings and 60 apartment units.

The proposal is to create two lots: Lot 1 would be 2.348 acres and Lot 2 would be 2.714 acres. Mr. McNulty explained that the overall Desert Edge project included 240 units on just over 20 acres, with a density bonus allowing up to 12 units per acre as the developer would be providing 120 units of affordable apartment housing with rents at 30-80% of AMI (Area Median Income). He noted that the project has now been funded by Utah Housing after the third application attempt.

Staff recommendations included five conditions for approval. Commissioner Blake raised a concern about the lack of a dedicated right-of-way shown on the plat between Phase 2 and Phase 6, noting that access from North Town Road through Phase 2 would be needed to reach Phase 6. Robert Smith, the applicant who was participating via Zoom, acknowledged this oversight and agreed to add the necessary right-of-way for Quail Crossing Drive.

Commissioner Venuti also expressed concern about the parking distribution, noting that the parking appeared to be heavily weighted toward Phase 6 rather than Phase 2, and questioned whether residents would park where designated. Mr. McNulty explained that according to the documentation, each phase would provide 122 parking stalls (60 covered, 62 uncovered), exceeding the requirement of 120 spaces for 60 units.

*Commissioner Harris moved to approve the preliminary subdivision plat for Quail Crossing at Desert's Edge located at the northwest corner of 400 East and North Town Road, subject to the five conditions in the staff report and including an additional sixth condition that requires a dedicated public right-of-way on the Phase 2 lot be shown on the final plat for Quail Crossing Drive. Commissioner Westbrook seconded the motion. The motion carried unanimously.*

**6. Discussion Items**

**A. Small Lot Single-Family R-1-4 Zone**

Mr. McNulty presented a draft R-1-4 zoning ordinance for discussion, which would provide for small lot single-family homes. He explained that Hurricane City adopted a similar ordinance in January 2025, and organizations like the Southern Utah Home Builders Association (SUHBA) and the Housing Action Coalition (HAC) of Washington County are

encouraging local communities to adopt small lot single-family zoning districts to promote more affordable housing.

Mr. McNulty reviewed the key elements of the draft ordinance:

- Height regulation: 30 feet for main buildings, 15 feet for accessory buildings
- Minimum lot size: 4,000 square feet
- Minimum lot width: 45 feet
- Front setback: 15 feet to living area and 20 feet to garage
- Side yards: 5 feet each (10 feet total between buildings)
- Rear yard: 10-15 feet depending on front yard configuration
- Owner-occupied housing with deed restrictions and CC&Rs required
- Garage requirements: 1-car minimum, 2-car maximum, with carports allowed on a case-by-case basis
- Maximum square footage: 1,500 for one-story homes, 2,000 for two-story homes

He explained that the City Council had recently discussed this ordinance and was comfortable with allowing an additional 100 square feet of living space for every 500 square feet of additional lot area above 4,000 square feet, with caps of 2,000 square feet for a one-story home and 2,500 square feet for a two-story home on lots of 6,500 square feet or larger.

Commissioner Blake expressed concern about limiting home sizes, stating that such restrictions are not imposed on other zones like R-1-10. He suggested that affordability naturally comes with smaller lots, and having administrative restrictions on house size would be unnecessary. He also questioned the need to limit garage sizes and suggested allowing more flexibility.

Commissioner Clark agreed, noting that trying to dictate too many details could interfere with market forces and add administrative burdens.

Commissioner Westbrook suggested removing the provision allowing carports on a case-by-case basis, either prohibiting them entirely or allowing them without conditional approval.

Mr. McNulty explained that the state is likely to come down heavily on cities that haven't followed direction to adopt zones promoting affordability, and that this ordinance is an attempt to provide another tool for developers while complying with state mandates. He noted that the first likely application of this zone would be on the corner of Lava Flow Drive and Arrowhead Trail, where a 1.8-acre property owner is interested in developing with R-1-4 zoning.

The Commission generally supported the draft R-1-4 zone but recommended reconsidering the home size limitations and garage restrictions. Mr. McNulty indicated he would take these comments back to the City Council for further discussion before bringing the ordinance back for a public hearing likely in January.

**7. Approval of Minutes**

**A. Request for Approval of Meeting Minutes: October 23, 2025**

*Commissioner Clark moved to approve the minutes from October 23, 2025.*

*Commissioner Walton seconded. The motion carried unanimously.*

Mr. McNulty announced that the City Council had adopted the General Plan the previous night. He also noted that there would be no meeting on November 27 due to Thanksgiving, with the next meeting scheduled for December 11. There would also be no second meeting in December as it would fall on December 25, Christmas Day.

**8. Adjournment**

Commissioner Blake adjourned the meeting at 7:00 PM.

*Jim McNulty*

**Jim McNulty**  
**Planning Director**

**Approved: December 11, 2025**