



## NOTICE OF PUBLIC MEETING PLANNING COMMISSION

Planning Commission  
January 8, 2026 @ 5:30 PM

2603 Santa Clara Drive  
Santa Clara, Utah 84765

Phone: (435) 673-6712  
Email: [contact@sccity.org](mailto:contact@sccity.org)

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**Public Notice** is hereby given that the Planning Commission of the City of Santa Clara, Washington County, Utah, will hold a Planning Commission Meeting in the City Council Chambers, 2603 Santa Clara Drive, Santa Clara, Utah, on Thursday, January 8, 2026, commencing at 5:30 PM. The meeting will be broadcasted on our City website at <https://santaclarautah.gov>.

The agenda for the meeting is as follows:

**1. Call to Order**

**2. Opening Ceremony**

A. Pledge of Allegiance: Logan Blake

**3. Conflicts and Disclosures**

**4. Working Agenda**

A. Public Hearing

1. Consideration and possible action on Chapter 17.62, R-1-4 Single-Family Residential Zone. This includes the creation of a new zoning district. Santa Clara City, applicant.

B. Public Meeting

1. See General Business Items.

**5. General Business**

A. Recommendation to City Council

1. Recommendation to the City Council for possible action on Chapter 17.62, R-1-4 Single-Family Residential Zone. This includes the creation of a new zoning district. Santa Clara City, applicant.

B. Planning Commission Approval

1. Election of Planning Commission Chair and Vice-Chair for 2026.

## **6. Discussion Items**

- A. Planned Center Monument Signs

## **7. Approval of Minutes**

- A. Approval of Meeting Minutes: December 11, 2025

## **8. Adjournment**

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City at least 24 hours in advance of the meeting by calling (435) 673-6712.

Posted this 31st day of December 2025.

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Jim McNulty, Planning Director



TO: Santa Clara Planning Commission  
FROM: Jim McNulty, Planning Director  
DATE: January 8, 2026  
RE: Chapter 17.62, R-1-4 Single-Family Residential Zone **(Public Hearing)**

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On July 10, 2024, City staff had an initial discussion with the City Council on this item, and with the Planning Commission on July 11, 2024. This item was also discussed with the City Council and Planning Commission in 2025 with the most recent discussions occurring on November 12 and 13, 2025 (CC and PC Minutes attached).

Hurricane City adopted an R-1-4 zoning ordinance on January 2, 2025. SUHBA, HAC and other groups in Washington County are encouraging local communities to adopt a small lot single-family zoning district to encourage more affordable housing. The proposed R-1-4 zone will provide another tool and/or option for developers and potential homeowners.

A working copy of Chapter 17.62 is included for your review and consideration.

**State Code Requirements:**

Utah State Code, Section 10-20-502, includes requirements for land use ordinance amendments. To amend an ordinance, a City Planning Commission must hold at least one public hearing. Additionally, a public hearing to consider an ordinance amendment requires a 10-day notice which requires the date, time, and place of the public hearing. City staff have determined that all State Code requirements have been met with this application.

**Recommendation:**

City staff recommends that the Planning Commission hold a public hearing and forward a recommendation of approval for this code amendment (Chapter 17.62, R-1-4 Single-Family Residential Zone) to the City Council.

## CHAPTER 17.62

### R-1-4 SINGLE-FAMILY RESIDENTIAL ZONE

#### SECTION:

17.63.010: Purpose

17.63.020: Permitted Uses

17.63.030: Conditional Uses

17.63.040: Height Regulations

17.63.050: Area, Width and Yard Regulations

17.63.060: Modifying Regulations

#### 17.63.010: PURPOSE:

To provide appropriate locations where medium density residential neighborhoods may be established, maintained, and protected. The regulations also permit the establishment, with proper control of uses such as churches, schools, libraries, parks, and permitted open spaces which serve the needs of families. The regulations are intended to prohibit those uses that would be harmful to a single-family residential neighborhood.

#### 17.63.020: PERMITTED USES:

Accessory buildings on lots where a main dwelling exists, or for which a building permit has been issued.

Home gardens and fruit trees, keeping of household pets, etc., but not agricultural industry, or business, or the keeping of domestic animals or fowl.

Internal Accessory Dwelling Unit, IADU as per Chapter 17.22 of city code.

Single-family detached dwellings and manufactured homes as defined herein.

#### 17.63.030: CONDITIONAL USES:

Child nursery, as defined herein. The dwelling shall be the permanent residence of the operator. The land use authority will determine the maximum number of children to be allowed, and other requirements, depending upon specific conditions relating to the request.

Churches, schools, parks, and open space.

Home occupation, as defined herein, and approved by the land use authority staff, or as may be recommended to the land use authority.

Public buildings.

Public utilities and buildings.

Residential Facility for the Elderly.

#### 17.63.040: HEIGHT REGULATIONS:

No building shall be erected to a height greater than thirty feet (30'), or two-stories above finished grade. No accessory building shall be erected to a height greater than fifteen feet (15').

#### 17.63.050: AREA, WIDTH AND YARD REGULATIONS:

District	Area	Width	Front	Side	Rear
R-1-4	4,000	45 feet	15/20 feet	5 - 5 feet	10/15 feet

The front yard setback is required to be a minimum of fifteen feet (15') to living space with a minimum of twenty feet (20') to garage from property line or back of sidewalk, whichever is closer to the structure. A rear yard setback of fifteen feet (15') is required if the front yard setback of the home is fifteen feet (15'). A rear yard setback of ten feet (10') is required if the front yard setback of the home is twenty feet (20'). The required driveway width is a minimum of 20 feet.

#### 17.63.060: MODIFYING REGULATIONS:

A. The R-1-4 Zone is an infill zone that may be utilized for properties of five (5) acres or smaller in size. The maximum residential density shall not exceed eight (8) units per acre.

B. The R-1-4 Zone is intended to allow for single-family detached homes on smaller lots with drought tolerant low maintenance landscaping. Construction of single-family homes is limited to slab-on-grade construction.

C. Owner-occupied housing is intended for single-family homes in this zoning district. A deed restriction and CC&Rs are required to be put in place by the property developer which includes this requirement. This information is required as part of the subdivision review process.

D. Drawings showing the development layout, lot landscaping, home plans, fencing, and other items determined by the TRC are required as part of the subdivision review process.

E. Parking shall comply with Chapter 17.32 of city code. One (1) additional off-street parking space is required on the property for an IADU as per Chapter 17.22 of city code.

F. A one-car garage minimum or two-car garage maximum is required for each home.

G. The side yard setbacks on a "street side" (corner lot) shall be fifteen feet (15').

H. Accessory buildings located to the rear of a main dwelling, and at least ten feet (10') away from the main dwelling may be built five feet (5') from the property line provided that: 1) projection beyond exterior wall shall not exceed twelve inches (12") into the area where openings are prohibited, 2) stormwater runoff from the building shall not run onto adjacent property, 3) all corner lots shall maintain required setbacks on street sides, and 4) construction shall comply with current International Residential Code (IRC) exterior wall and opening protection. No building, or swimming pool, shall be in any easement without city approval.

1. After first obtaining a building permit from the City Building Official, a carport or awning may be constructed in the required five-foot (5') side yard setback or ten-foot (10') rear yard area subject to the following conditions:

a. All three (3) sides of the carport/awning away from the dwelling shall be kept completely open. No storage areas shall be permitted in any part of the carport/awning.

b. The height of the carport/awning shall not exceed the height of the top plate of the walls of the first floor of the dwelling, or a maximum of ten feet (10') above the normal grade of the side yard setback.

c. A two-foot (2') setback shall be maintained from the side property line.

d. The roof shall be sloped away from the dwelling, and a rain gutter shall be installed along the roof edge on the side yard of the two-foot (2') setback to keep all roof runoff on the property of the owner of the carport/awning.

2. All construction materials shall be completely noncombustible and shall meet all applicable requirements of the international residential code.

a. Color of the construction materials shall be of earth tones or harmonize with the colors of the dwelling unit.

b. The carport/awning shall always be well maintained and shall be repainted from time to time as necessary.

3. The side of the carport/awning nearest the front street shall be set back a minimum of ten feet (10') behind the front face of the dwelling unit.

a. An accessory building shall be required to utilize building materials and colors to blend in with the construction of the primary dwelling unit on the property.

b. The lot width for cul-de-sac lots may be approved by the land use authority with less than forty-five feet (45') of frontage; however, this requirement shall be met at the twenty-foot (20') front setback line.

c. Other conditions that may be required by the land use authority to protect the intent and purpose of the zone.

d. The minimum square footage of any main residence shall be one thousand (1,000) square feet of living space on the main floor of a single-story home. For a two-story home there shall be a minimum of seven hundred fifty (750) square feet of living space on the main floor, and a minimum of five hundred (500) square feet of living space on the second floor. A split-level home shall have a minimum of one thousand (1,000) square feet on the main and upper floor combined but not including the square footage of the lower level.

e. The maximum square footage of any main residence shall be limited to one thousand five hundred (1,500) square feet of living space for a single-story home. For a two-story home the maximum square footage of any main residence shall be limited to two thousand (2,000) square feet of living space. For a split-level home the maximum square footage of any main residence shall be limited to one thousand five hundred (1,500) square feet of living space. An additional 100 square feet of living space is allowed per 500 square feet of additional lot area up to a maximum of 2,000 square feet for a single-story home or split-level home, with a maximum of 2,500 square feet for a two-story home.

f. No trash, weeds, or other combustible material shall be allowed to remain on any lot outside of approved containers in any residential zone. No junk, debris, abandoned, inoperable, or dismantled automobile or automobile parts or similar material shall be stored or allowed to remain on any lot in any residential zone.

**SANTA CLARA CITY COUNCIL WORK MEETING  
WEDNESDAY, NOVEMBER 12, 2025  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Work Meeting on Wednesday, November 12, 2025, at 4:00 p.m. in the Council Chambers located at 2603 Santa Clara Drive, Santa Clara, Utah. The meeting will be broadcasted on our city website at <https://santaclearautah.gov>.

**Present:** Mayor Rosenberg  
Councilman Jarett Waite  
Councilman Dave Pond  
Councilwoman Christa Hinton  
Councilwoman Janene Burton (arrived at 4:53 pm)  
Councilman Ben Shakespeare

**Staff Present:** Brock Jacobsen, City Manager  
Selena Nez, City Recorder  
Matt Ence, City Attorney  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Dan Cazier, Fire Chief  
Dustin Mouritsen, Public Works Director  
Gary Hall, Power Director  
Ryan VonCannon, Parks Director  
Lance Haynie, Government Affairs Director  
Jaron Studly, Police Chief

**1. Call to Order**

Mayor Rick Rosenberg called the Santa Clara City Council Work Meeting to order at 4:00 p.m. Present from the council were Councilman Jarett Waite, Councilman David Pond, Councilwoman Christa Hinton and Councilman Ben Shakespeare.

**2. Working Agenda**

**A. General Business:**

**1. Discussion regarding R-1-4 Zoning. Presented by Jim McNulty, Planning Director.**

Jim McNulty, Planning Director, presented an update on the proposed R-1-4 zoning ordinance, noting it had been several months since the last discussion. He reminded the council of previous meetings dating back to July 2024, with the most recent discussion occurring in April 2025.

McNulty explained that Hurricane City had adopted an R-1-4 zoning ordinance in January 2025, though builders found it too restrictive. The Southern Utah Home Builders Association (SUBA) and Housing Action Coalition (HAC) were encouraging communities to adopt small lot single-family zoning to promote affordable housing.

The proposed ordinance specifications included a maximum height of 30 feet for main structures and 15 feet for accessory structures. Minimum lot size would be 4,000 square feet with a width of 45 feet. Front yard setbacks offered flexibility at 15 feet to living area and 20 feet to garage, with side yard setbacks of 5 feet on each side. Rear setbacks would vary - 15 feet if the front yard was 15 feet, or 10 feet if the front yard was 20 feet.

Councilwoman Hinton advocated for changing the workforce and retiree housing language to simply require owner-occupied deed restrictions for a certain period. The council agreed this approach would be less restrictive while still ensuring the intended purpose.

Councilman Shakespeare suggested increasing the additional square footage allowance from 100 square feet per 1,000 square feet of additional lot area to a more generous ratio. After discussion, the council settled on 100 square feet per 500 square feet of additional lot area, with maximum caps of 2,000 square feet for ramblers and 2,500 square feet for two-story homes.

The council confirmed that basements would not be permitted in R-1-4 zones, as noted in the existing draft language requiring slab-on-grade construction. This decision was based on the impracticality of constructing basements with 5-foot side setbacks without significantly increasing costs.

McNulty stated he would take the revised ordinance to the Planning Commission for public hearing on December 11th, with the item returning to council in January.

## **2. Discussion regarding America 250 Plans, Program and Schedule. Presented by Mimi McKenna, Co-Chair of Santa Clara 250 Committee and Councilwoman Hinton.**

Mimi McKenna and Darin Bird, co-chairs of the America 250 Committee, presented alongside Councilwoman Hinton.

McKenna began by expressing gratitude to the council and introducing the committee members: herself and Bird as co-chairs, Christa Hinton as city council liaison, and committee members Lola Bird, Jeff McKenna, Julie Steel, Kristen Walton, Janene Burton, Heidi Gunn, George Graff, Chanelle Miller, and Laine Frei.

Darin Bird presented the monthly activities and lectures planned for 2026:

January: Unveiling of the Daughters of the American Revolution plaque (previously approved by Council), featuring founding fathers in costume and a lecture by Jeff McKenna on "Why a Revolution." Local student choirs will participate.

February: A podcast-style interview with a George Washington portrayer, coinciding with a blood drive co-sponsored with the Santa Clara stake.

March: A presentation by the state archaeologist on the Dominguez Escalante expedition, which is also celebrating its 250th anniversary, plus a town dance at the Santa Rosa Center.

April: Patriots Day celebration with Jeff McKenna speaking and a Paul Revere ride through town. Families will receive lanterns to display in their windows.

May: Arbor Day celebration with the state forester, including planting a Liberty Tree with fifth-grade classes participating, followed by hot dogs and apple pie.

June: An overview of Liberty Village and a movie in the park featuring "Johnny Tremain and the Sons of Liberty" with shaved ice.

July: Lyman Haven will speak about Independence Day celebrations in Southern Utah history, with a patriotic music celebration.

August: A presentation on women's suffrage in Utah by Congresswoman Malloy (to be confirmed), plus a photo/art contest with local schools.

September: Constitution Day featuring Judges Walton and Beacham discussing the Constitution, with Swiss Days incorporating the America 250 theme.

October: Professor Ryan Paul presenting on the history of national parks in Southern Utah, with America's Potluck Dinner events.

November: Lyman Haven highlighting local veterans from the banner program in town and a Veterans Day activity at the cemetery monument.

December: Possibly hosting a Churchill in Washington DC lecture and participating in Wreaths Across America, with the Christmas tree decorated in red, white, and blue.

**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.

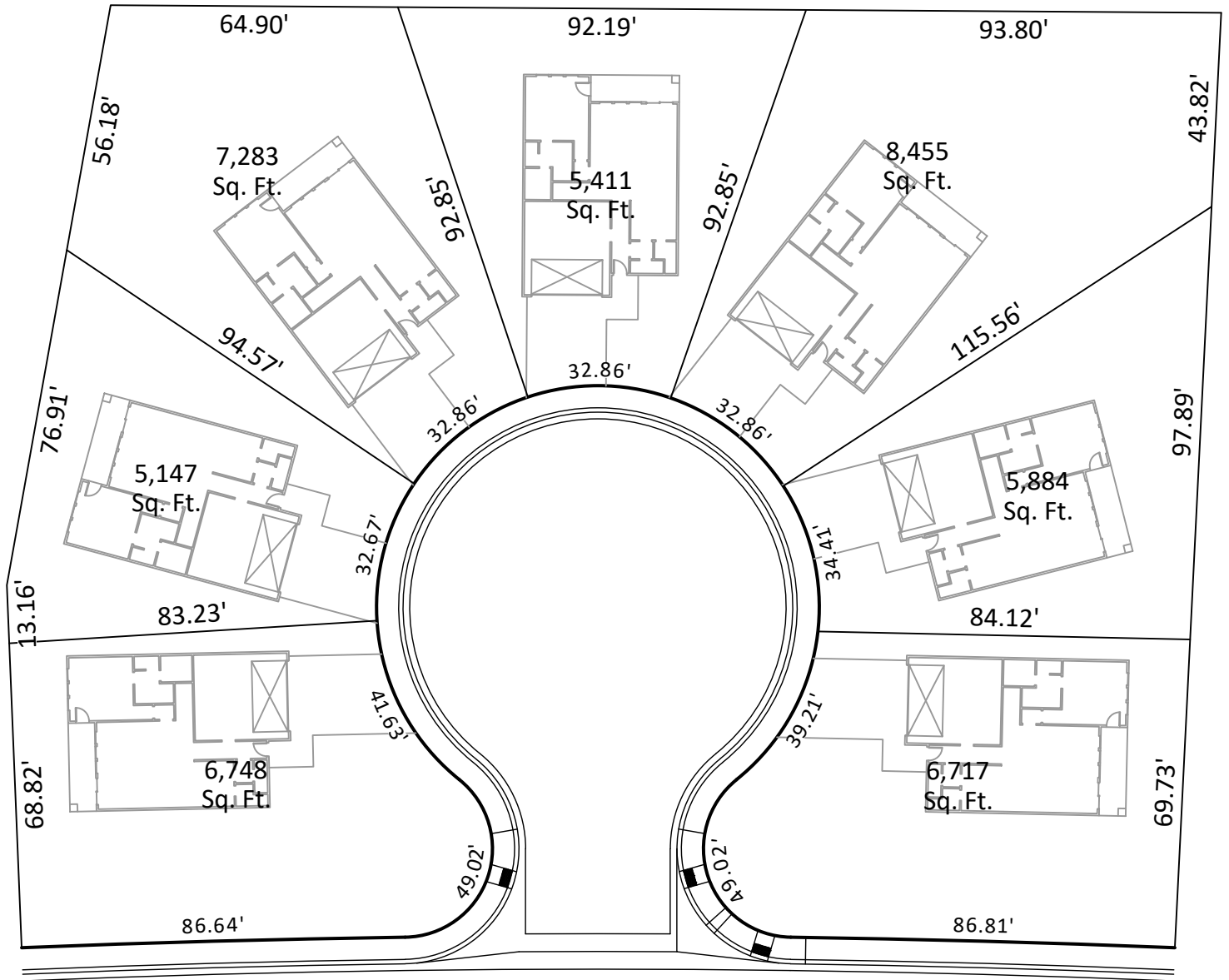
**8. Adjournment**

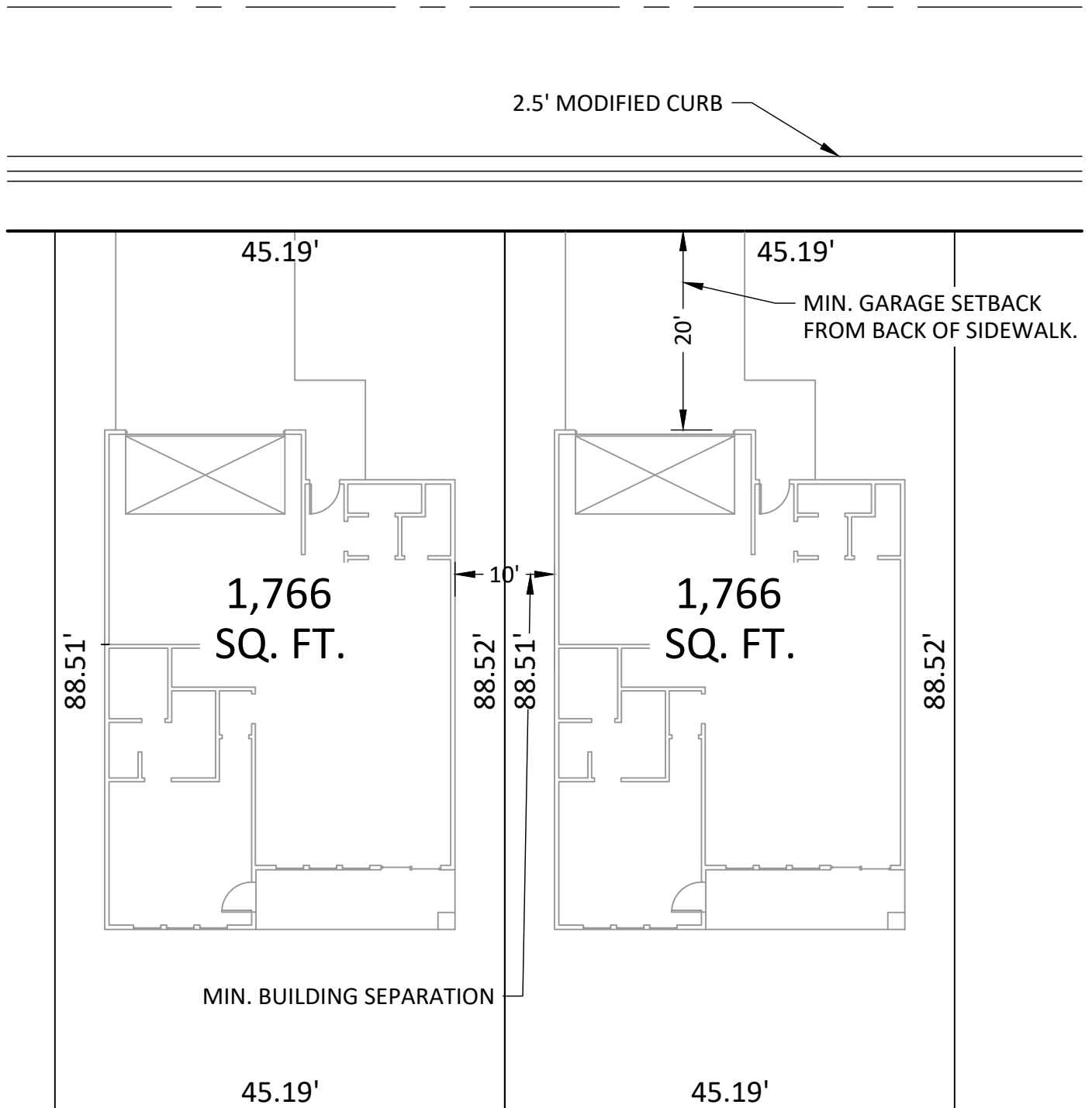
Commissioner Blake adjourned the meeting at 7:00 PM.

*Jim McNulty*

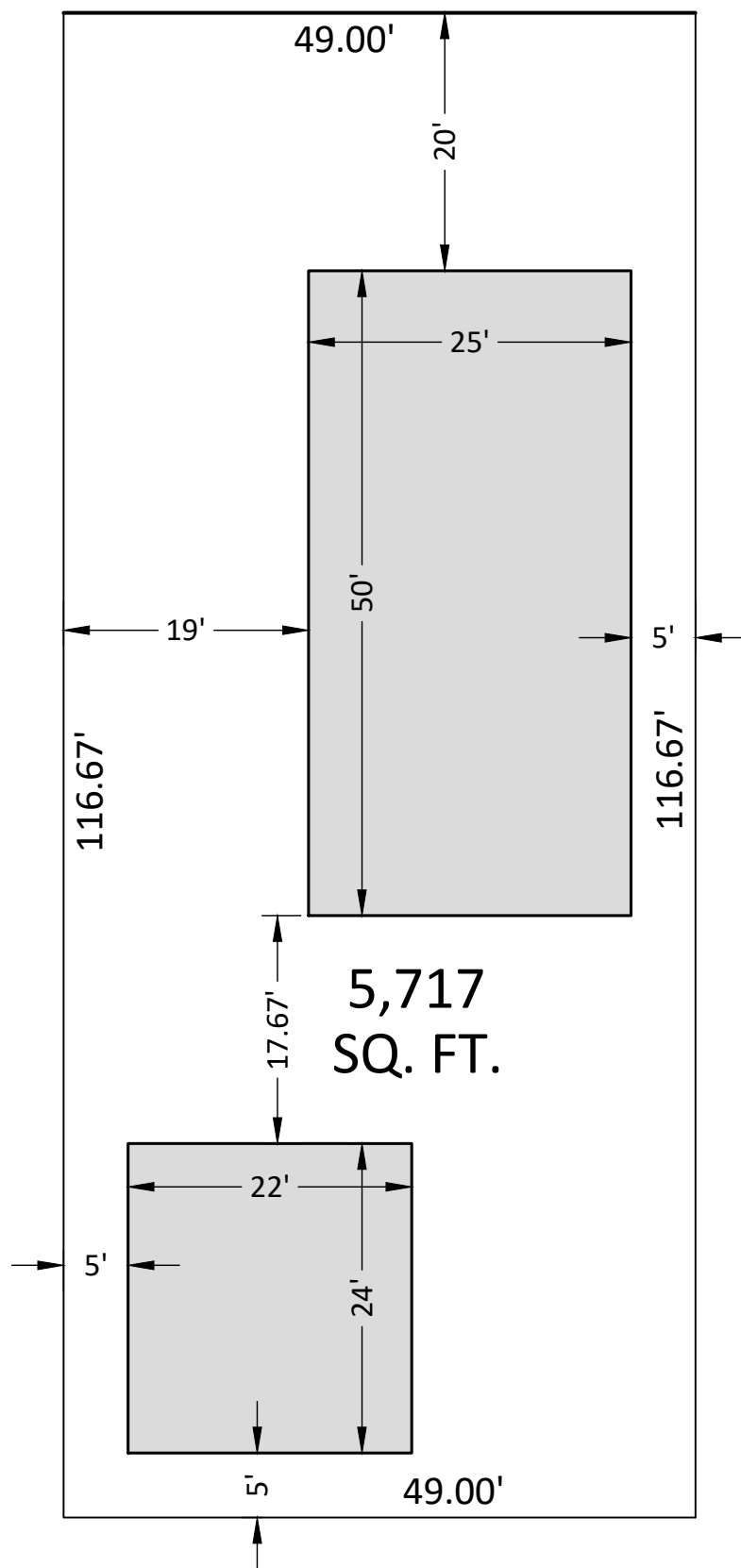
**Jim McNulty**  
**Planning Director**

**Approved: December 11, 2025**





TYPICAL LAYOUT





TO: Santa Clara Planning Commission  
FROM: Jim McNulty, Planning Director  
DATE: January 8, 2026  
RE: Planned Center Monument Sign

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City staff would like to continue the discussion about the possibility of creating a new section within the sign code. This option would allow for a larger monument sign shared by multiple buildings and/or tenants. It would also limit the number of monument signs for a commercial project.

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#### 17.44.110: MONUMENT SIGNS:

A. Definition: A freestanding sign, located on site having a maximum height depending upon the zone in which it is located, and having a closed base that provides support for the sign.

B. Where Allowed: Monument signs are encouraged in all commercial zones. Monument signs are required in all other areas of the city including planned developments, commercial sites, subdivision entrances, and historical mixed-use zones, parks, schools, churches, and elsewhere as required or approved by the city staff, or as may be referred by the city staff to the planning commission. However, monument signs in a planned development commercial, PDC zone require planning commission approval.

#### C. Maximum Allowed:

##### 1. Monument signs in commercial zones:

a. The maximum height of a monument sign shall be eight feet (8') including the sign base. The sign area of a monument sign shall not exceed seven feet (7') in vertical height.

b. The width of monument signs shall be a maximum of ten feet (10').

c. The square footage of the monument sign shall not exceed seventy (70) square feet of actual advertisement area.

d. All monument signs shall be completely enclosed at the sign base. A minimum sign base height of one foot (1') is required utilizing materials and colors to match the building. The sign base is required to run the entire horizontal length of the sign and shall have no sign copy. The sign base shall be designed to blend in with any proposed berming or contouring of the property.

e. Lighting shall be indirect, or for two-faced signs it may be illuminated from within the two (2) faces of the sign. Any lights used to illuminate the face of a single-face sign shall be directed away from adjacent properties or from oncoming vehicles or pedestrians.

f. No monument sign shall be located closer to the front property line than two feet (2'). No sign shall be located within a site visibility triangle.

#### D. Planned Center Monument Sign:

1. A planned center monument sign is allowed in a PDC Zone on parcels of five (5) acres or larger with a minimum of four (4) businesses advertised subject to Planning Commission approval:

a. The maximum height of a planned center monument sign shall be twelve feet (12') including the sign base. The sign area of the sign shall not exceed ten feet (10') in vertical height.

b. The width of a planned center monument sign shall be a maximum of twelve feet (12').

c. The square footage of a planned center monument sign shall not exceed one hundred twenty (120') of actual advertisement area.

d. All planned center monument signs shall be completely enclosed at the sign base. A minimum sign base height of two feet (2') is required utilizing materials and colors to match the buildings. The sign base is required to run the entire horizontal length of the sign and shall have no sign copy. The sign base shall be designed to blend in with any proposed berming or contouring of the property.

e. Lighting shall be indirect, or for two-faced signs it may be illuminated from within the two (2) faces of the sign. Any lights used to illuminate the face of a single-face sign shall be directed away from adjacent properties or from oncoming vehicles or pedestrians.

f. No planned center monument sign shall be located closer to the front property line than two feet (2'). No sign shall be located within a site visibility triangle.

## 2. Monument signs in mixed use or historic districts:

a. The maximum height shall be six feet (6'), and a width of eight feet (8').

b. The maximum sign advertising area shall be forty-eight (48) square feet.

c. Monument signs shall be a minimum of two feet (2') behind property lines. No signs shall be located within a site visibility triangle.

d. Lighting shall be indirect for a single-face sign and may be between the two (2) sign faces for a two-faced sign.

e. Monument signs in the mixed-use zone may take different forms as may be approved by the planning commission. The heritage commission and planning commission may determine that signs that are in harmony with the purpose and intent, and architecturally compatible with the mixed-use zone, may be approved as alternatives to monument signs otherwise required. Freestanding signs meeting the requirements of the commercial district will not be approved.

## 3. Monument signs in other areas:

a. Monument signs may be used as the permanent entrance to a subdivision, other planned residential development, parks, schools, churches, and elsewhere as required or approved by the planning commission. Such signs will comply with all monument sign requirements contained herein, unless otherwise approved by the planning commission. Applications shall indicate how such signs will be maintained and kept in good repair at all times or be subject to removal by the city.

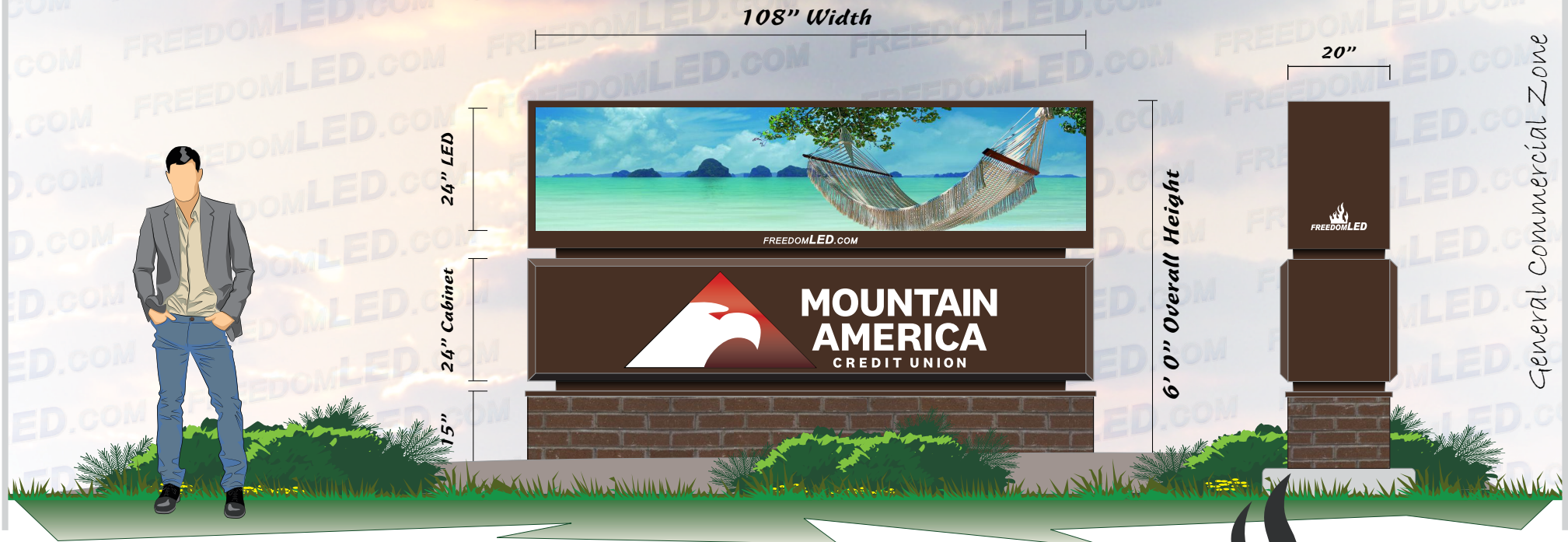
b. Sign height shall be limited to six feet (6'), and a width of eight feet (8').

- c. The maximum advertising space shall be forty-eight (48) square feet.
- d. All monument signs shall be located a minimum of two feet (2') behind the property line. No signs shall be located within a site visibility triangle. (Ord. 2023-03; Ord. 2012-03)

DRAFT

## Scope of Work

Update signs with new branding.



THIS DRAWING IS DESIGNED BY AND IS THE SOLE PROPERTY OF FREEDOM LED SIGNS. SAID DRAWING IS NOT TO BE EXHIBITED TO ANYONE OUTSIDE YOUR ORGANIZATION, REPRODUCED, OR COPIED BY ANYONE UNLESS AUTHORIZATION IS OBTAINED FROM AN OFFICER OF

FREEDOM LED SIGNS INC IN WRITING.

CLIENT **Mountain America Credit Union**

JOB NAME **Santa Clara Branch**

PHONE **(801) 621-4723**

ADDRESS **3620 Pioneer Pkwy**

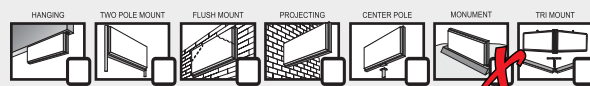
CITY, STATE, ZIP **Santa Clara, UT 84765**

SALESPERSON **Carston McCullough**

EMAIL

ARTIST **JZE**

License # 8188224-5501



**www.FREEDOMLEDsigns.com**  
138 E. 12300 S, SUITE C  
DRAPER, UTAH 84020  
PHONE 800.266.0247  
FAX 866.430.5250

X  
**CUSTOMER APPROVAL**

Date:

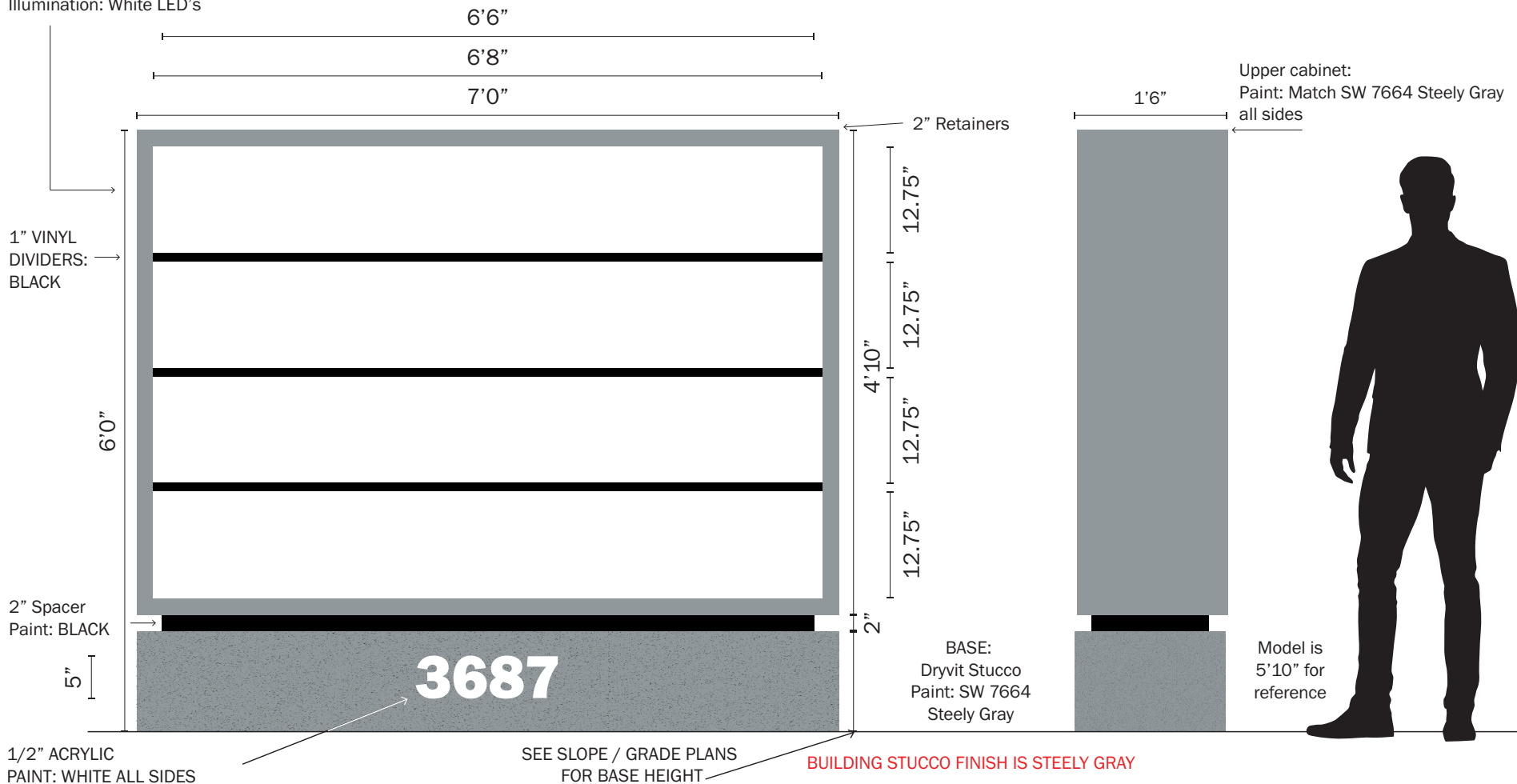
DUE TO LIMITATIONS ON THE PRINTING PROCESS, COLOR MAY VARY ON PRODUCT.

# FREEDOMLED



SIGNARAMA to permit, manufacture and install (1) DF monument sign.  
ILLUMINATION: Internally illuminated tenant panels: White LED's  
3661 Pioneer Parkway, Santa Clara, UT. 84765  
PERMITTING: 84" x 78"H or 45.50 sq ft.

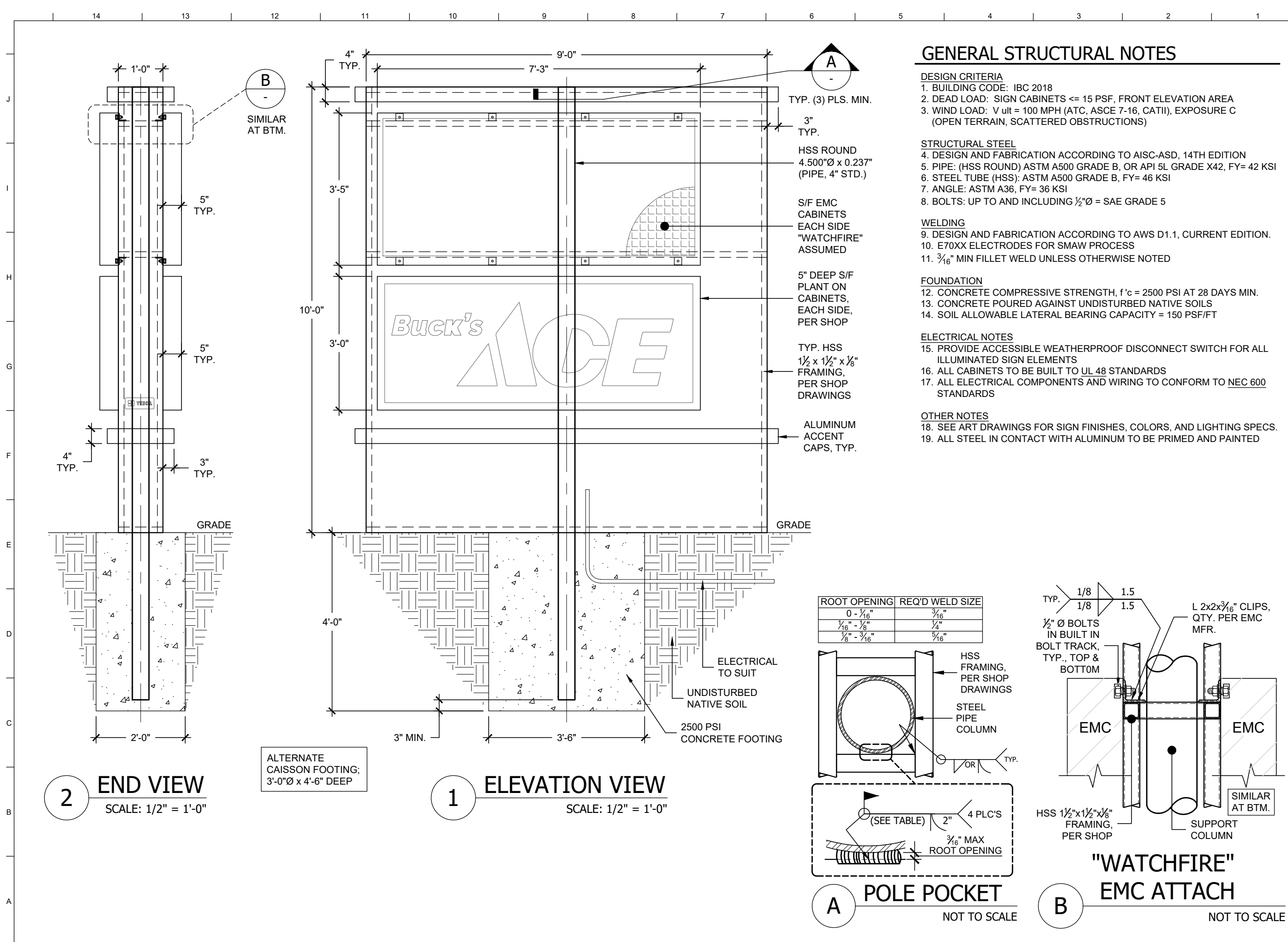
Upper cabinet:  
Faces: 3/16" Polycarbonate: WHITE  
Illumination: White LED's



**Signarama**  
Salt Lake City  
The way to grow your business.

Please carefully check this layout for spelling, grammar and be sure that colors & proportions are to your specifications. There is an additional \$25 charge after 3 proofs. If order is changed or cancelled after approval, Signarama reserves the right to charge for design, work and/or materials already ordered or used for fabrication.

3480 S. Main Street • Salt Lake City • Utah 84115 • Phone: 801.484.5576 • Email: info@signsslc.com



**ENGINEERING**

1605 South Gramercy Rd.  
Salt Lake City, UT 84104  
(801) 487-8481

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**Revisions**

No.	Date
Orig	4-30-21
1	
2	
3	
4	
5	

Drawn by.....BARNEY WILLIAMS

Checked by.....B. J.

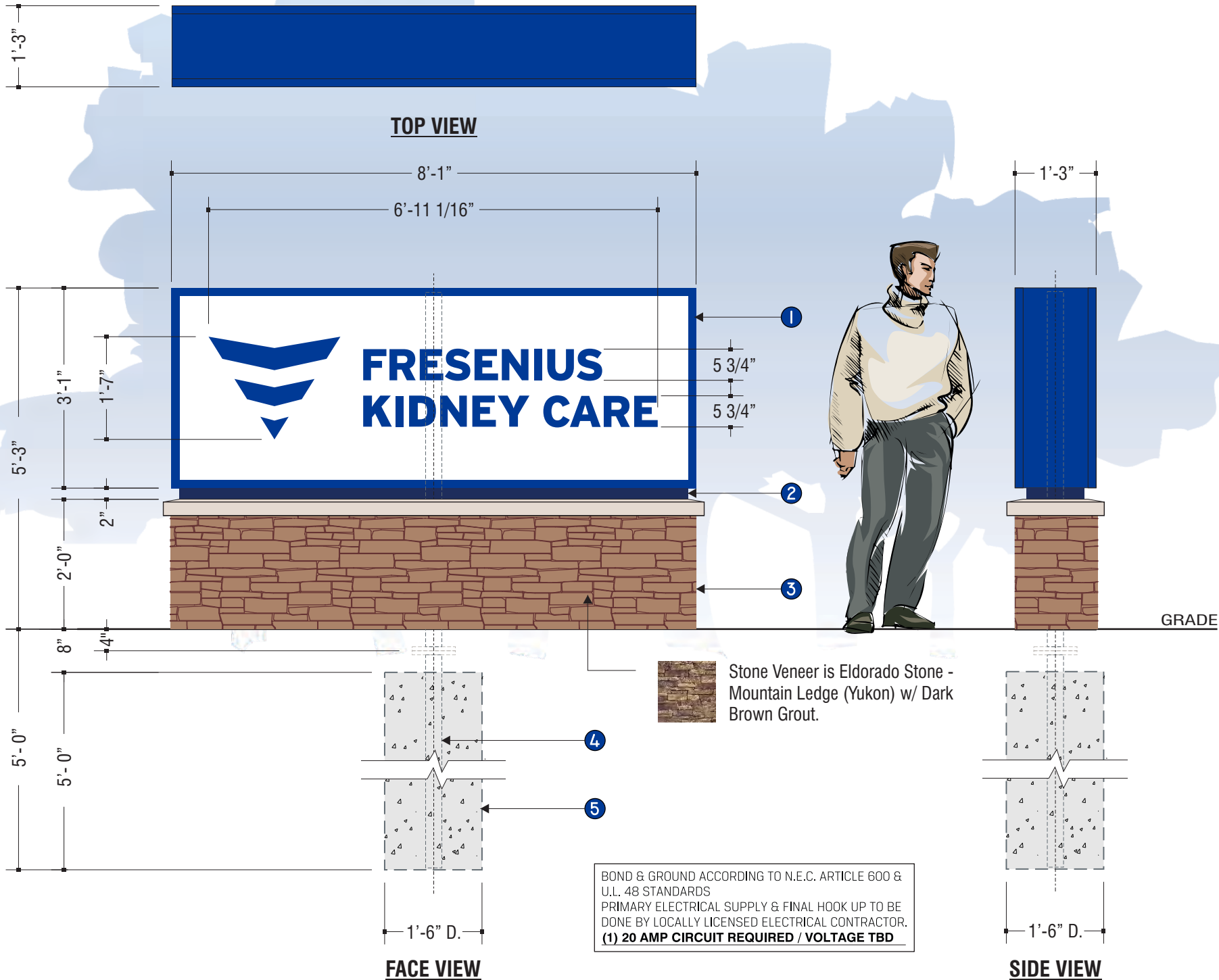
**BUCK'S ACE HARDWARE**  
2220 RACHAEL DRIVE  
SANTA CLARA, UT

Engineer.....BEN JONES  
Account Exec.....KELLY HARWARD  
Designer.....TYLER YOONG

Date: 4-30-21

**Project No.**  
**OPY-38541**

**S-1**



- General Specifications**
- 1 Main cabinet to be fabricated using welded tubular aluminum framing w/ aluminum filler & retainers. Faces to be White polycarbonate w/ flat cut 3M vinyl logotype graphics applied to 1st surface - SEE COLOR SCHEDULE. Cabinet retainers & filler to have a Corporate Blue painted finish - SEE COLOR SCHEDULE. Faces to be illuminated w/ Sloan White Prism LED's per manufacturing specifications.
  - 2 Fabricated 2" high .125 aluminum folded/welded reveal to have a Corporate Blue painted finish - SEE COLOR SCHEDULE.
  - 3 Monument base & additional concrete pad by General Contractor.
  - 4 3" x 3" x 3/16" Internal steel tube support w/ match plates below grade to be set in an augered concrete footing, SEE fabrication drawing for details.
  - 5 Augered concrete footing shown for typical installation. Actual may vary due to site conditions, engineered footing will be required.



NIGHT VIEW

COLOR SCHEDULE

Vinyl Graphics - Faces

Paint: Cabinet & Reveal

3M #3630-157 Sultan Blue  
Logo/Logotype Graphic

Paint to Match PMS 287C Blue

Translucent White Background

D/F ILLUMINATED MONUMENT SIGN

Area = 42.43 Sq. Ft.

Reference Drawing MON-8 for fabrication specifications

Scale: 1/2"=1'-0"

ACCOUNT: FRESENIUS KIDNEY CARE Loc. No. 101474

LOCATION: 2253 Santa Clara Dr. - Santa Clara, (Sunset), UT

ACCT.REP: M. Arroyo

DESIGNER: MAK

DATE: 6/14/24

COMPANION FILES



REVISIONS:

A	Monument Sign added
B	-
C	-
D	-
E	-
F	-
G	-
H	-

INITIALS & DATE:

MAK 8/22/24

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Phone: 920.458.4394  
www.pscokieffer.com

**PK2400340G**

MOCKUP BY DAY



MOCKUP BY NIGHT



1060 East Tabernacle  
St. George, UT 84770  
435.628.7806  
www.starsignonline.com

CLIENT NAME  
COUNTRY LN  
PROJECT  
16934

PROJECT MANAGER  
CARTER SMITH  
DESIGNER  
TSP

INFO  
108"(w) x 84"(h)

Metal monument sign, single sided with painted letters, lightbox application and polycarb/acrylic face with vinyl splits.

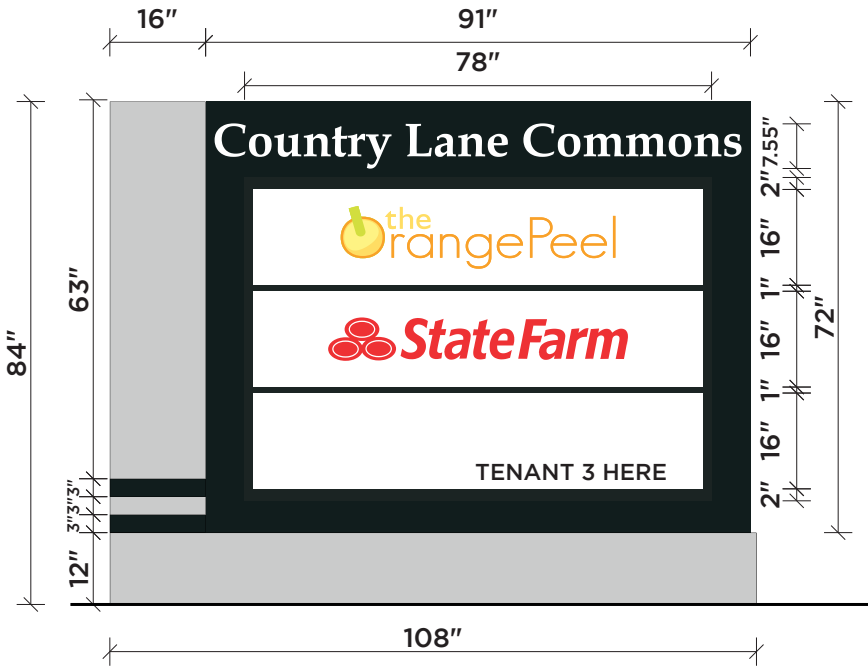
FRONT VIEW BY DAY



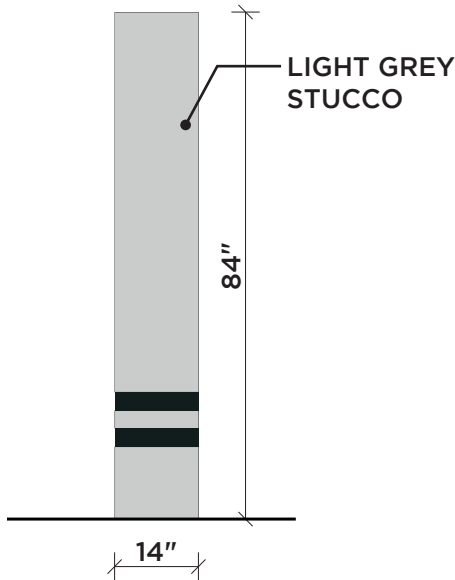
PERSPECTIVE BY NIGHT



MEASUREMENTS  
SCALE 3/8" = 1'



SIDE VIEW



DETAIL BY DAY



FACE COLORS

- WHITE ACRYLIC PANELS AND PAINTED LETTERING
- BLACK ALUMINUM
- LIGHT GREY STUCCO TO MATCH BUILDING



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INFO  
108"(w) x 84"(h)

Metal monument sign, single sided with painted letters, lightbox application and polycarb/acrylic face with vinyl splits.

**SANTA CLARA CITY PLANNING COMMISSION  
MEETING MINUTES  
2603 Santa Clara Drive  
Thursday, December 11, 2025**

**Present:** Logan Blake, Chair  
Shelly Harris  
Kristen Walton  
Josh Westbrook  
David Clark via zoom  
Tyler Gubler

**Absent:** Joby Venuti

**Staff:** Jim McNulty, Planning and Economic Development Director  
Debbie Andrews, Administrative Assistant

**1. Call to Order**

Chair Logan Blake called the Santa Clara City Planning Commission meeting to order on December 11, 2025, at 5:30 PM.

**2. Opening Ceremony**

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

**3. Conflicts and Disclosures**

No conflicts or disclosures were reported by any Commissioners.

**4. Working Agenda**

**A. Public Hearing**

**1. Chapter 17.92.010, Water Efficient Landscaping and Conservation Standards Applicability. Santa Clara City, applicant.**

Jim McNulty, Director of Planning & Economic Development, presented the proposed code amendment, explaining that this was like the ultra-water efficiency standards that had been added to city ordinances during the summer. The amendment addresses the Washington County Water Conservancy District's WCWCD recently adopted Large Users Policy.

Mr. McNulty explained that the policy requires proposed connections to the regional water system with estimated demands of 9,000,000 gallons or more per year to receive advance approval from the Administrative Advisory Committee AAC. For smaller communities like Toquerville, Virgin, and LaVerkin, the threshold is 5,000,000 gallons per year. Hospitals are exempted from the policy.

The proposed language had been reviewed with legal counsel, the mayor, and the Public Works Director, and would be added to Chapter 17.92.010 requiring applicants to comply with the Conservancy District's Large Users Policy. Mr. McNulty noted that all state code requirements for public hearings and notices had been met.

The public hearing was opened, but no members of the public came forward to speak. After closing the public hearing, the Commission discussed the proposed amendment. Commissioner Blake suggested adding language specifying "per year" to clarify the time period for the 9,000,000-gallon threshold.

Commissioner Clark asked whether any current users in Santa Clara used anywhere near that amount of water, to which Mr. McNulty responded that according to the Public Works Director, Dustin Mouritsen, none currently do. Commissioner Clark expressed support for the proactive planning for water usage.

Commissioner Walton asked why smaller cities had a lower threshold of 5,000,000 gallons. Mr. McNulty explained it was likely due to their smaller populations and different requirements with the Conservancy District.

**B. Public Meeting**

**1. None.**

**5. General Business**

**A. Recommendation to City Council**

**1. Recommendation to the City Council for a proposed Code Amendment to Chapter 17.92.010, Water Efficient Landscaping and Conservation Standards Applicability. Santa Clara City, applicant.**

*Commissioner Westbrook moved to recommend approval for the code amendment to Chapter 17.92.010, Water Efficient Landscaping and Conservation Standards Applicability to the City Council, with the addition of "per year" language. Commissioner Harris seconded. The motion passed unanimously.*

**6. Discussion Items**

**A. Planned Center Monument Sign**

Mr. McNulty introduced a discussion about creating provisions for a planned center monument sign for commercial projects including the Cole West commercial development east of the Harmon Shopping Center. He explained that the current code only allows for individual monument signs, but the developer has expressed interest in having a shared monument sign for multiple businesses rather than each building having its own monument sign.

Mr. McNulty proposed language that would allow a planned center monument sign in PDC zones on parcels of 5 acres or larger with a minimum of 4 businesses advertised, subject to Planning Commission approval. The proposed dimensions would be:

- Maximum height of 12 feet including sign base
- Sign area not to exceed 10 feet in vertical height
- Width not greater than 12 feet
- Total advertisement area not exceeding 120 square feet

He explained that similar design requirements from the existing monument sign code would apply, including the enclosed sign base matching building materials, lighting requirements, and placement restrictions.

The Commission discussed how this approach would create a cleaner look with fewer individual signs along the frontage. Commissioner Blake noted that allowing one larger shared sign would be better than having multiple smaller signs. Commissioners also discussed current monument sign sizes in Santa Clara for comparison, including the Harmon's sign on Rachel Drive.

Commissioner Walton asked about lighting, and Mr. McNulty assured the Commission that any lighting would be tasteful, either internally illuminated or downlit, and not excessively bright or include video elements.

Mr. McNulty indicated he would research existing sign dimensions in Santa Clara and return with more information at a future meeting, likely in January or February.

## **B. Annexation Policy Plan Update**

Mr. McNulty explained that following the recent adoption of the updated General Plan in November, the city needed to update its Annexation Policy Plan, which was originally adopted in March 2024.

He showed maps of the current annexation areas and explained that through the General Plan process, they identified additional property to the south of the city that should be considered for annexation. This area is accessible via Gap Canyon Parkway and is currently unincorporated County land.

Mr. McNulty noted that Saint George has not included this area in their plans, and Mayor Rosenberg had discussed with Mayor Randall of Saint George, who indicated they would not protest Santa Clara annexing this area. The city's power department has infrastructure needs in that area, which is another reason for considering annexation.

The process to update the Annexation Policy Plan will require starting over with public meetings and hearings, like what was done in 2024. Mr. McNulty indicated this process would begin in January with a public meeting, followed by notifications to affected entities including Ivins City, Saint George City, the BLM, and the Washington County School District along with a few others.

Commissioners discussed the developability of the southern area, noting that parts of it are BLM land and some areas have environmental restrictions such as Areas of Critical Environmental Concern (ACEC). Commissioner Clark expressed support for identifying growth areas "before they're gone."

## **7. Approval of Minutes**

### **A. Request for Approval of Meeting Minutes: November 13, 2025**

*Commissioner Walton moved to approve the minutes from November 13, 2025.  
Commissioner Harris seconded. The motion was approved unanimously.*

## **8. Adjournment**

Before adjourning, Mr. McNulty thanked the commissioners for their work throughout the year, wished them a Merry Christmas and Happy New Year, and noted that the next meeting would be on January 8, 2026.

Commissioner Blake adjourned the meeting at 6:23 PM.

---

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

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