

**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

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

**Approved: January 08, 2026**