



**NOTICE AND AGENDA  
SANTA CLARA CITY COUNCIL MEETING  
WEDNESDAY, JULY 22, 2026  
TIME: 6:00 PM**

**Public Notice** is hereby given that the Santa Clara City Council will hold a Regular Meeting in the Santa Clara City Council Chambers located at 2603 Santa Clara Drive, Santa Clara Utah on Wednesday, July 22, 2026, commencing at 6:00 PM. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

**1. Call to Order:**

**2. Opening Ceremony:**

- Pledge of Allegiance: Councilman Caplin
- Opening Comments: Will Jones, The Church of Jesus Christ of Latter-Day Saints

**3. Conflicts and Disclosures:**

**4. Working Agenda:**

A. Public Hearing(s) 6:00 pm:

1. Public Hearing to receive public comments regarding an update on City ordinance 12.24.100 Restrictions on Burial.

B. Consent Agenda:

1. Approval of Minutes and Claims:
  - July 8, 2026, City Council Work and Regular Meeting
  - Claims through July 22, 2026
2. Calendar of Events:
  - July 24, 2026, Pioneer Day (Offices Closed)
  - August 12, 2026, City Council Work and Regular Meeting
  - August 26, 2026, City Council Work and Regular Meeting

C. General Business:

1. Discussion and action to consider approval to update city ordinance 12.24.100 Restriction on Burial and adopt Ordinance No. 2026-14. Presented by Ryan VonCannon, Parks Director.
2. Discussion and action to award Rap Tax. Presented by Ryan VonCannon, Parks Director.
3. Discussion and action to consider approval of a Rezone and Amended Site Plan review for property located at 2998 Santa Clara Drive, rezoning property from the Historic District/R-1-10 Zone to the Historic District Mixed Use HD/MU Zone and adopting Ordinance No. 2026-15. Presented by Jim McNulty, Planning Director.
4. Discussion and action to consider approval on Chapter 17.08, Definitions and adopt Ordinance No. 2026-16. Presented by Jim McNulty, Planning Director.

**5. Reports:**

A. Mayor / Council Reports

**6. Closed Meeting 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.

The undersigned, duly appointed City Recorder hereby certify that the above notice and agenda was posted within the Santa Clara City limits on this 16th day of July 2026 at the 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://santaclarautah.gov>.

  
Selena Nez, CMC  
City Recorder

**SANTA CLARA CITY COUNCIL WORK MEETING  
WEDNESDAY, JULY 8, 2026  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Work Meeting on Wednesday, July 8, 2026, 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://santaclarautah.gov>.

Present: Mayor Jarett Waite  
Councilman Mark Hendrickson  
Councilman Dave Pond  
Councilwoman Christa Hinton  
Councilwoman Janene Burton  
Councilman Justin Caplin

Staff Present: Brock Jacobsen, City Manager  
Selena Nez, City Recorder  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Casey Stratton, Public Works Director  
Ryan VonCannon, Parks Director  
Lance Haynie, Government Affairs Director  
Rich Rogers, Police Captain

Others Present: Denise Webster

**1. Call to Order**

Mayor Jarett Waite called the Santa Clara City Council Work Meeting to order at 4:03 p.m. Present from the council were Councilman Councilwoman Burton, Mark Hendrickson, Councilman David Pond, Councilwoman Christa Hinton and Councilman Justin Caplin.

**2. Working Agenda**

**A. General Business:**

**1. Continued discussion regarding Santa Clara Drive and Vernons Street Traffic Study.  
Presented by Brock Jacobsen, City Manager.**

City Manager Brock Jacobsen introduced the item as a continuation of a discussion from approximately one month prior, when traffic engineer Jerry Amundson of Avenue Consultants had presented a traffic analysis for the intersection of Vernons Street and Santa Clara Drive near Frei's Fruit Stand. Jacobsen reported that he had met with Amundson the previous day to review findings related to whether removing parking stalls could improve sight distance at the intersection.

Jacobsen explained that Amundson's analysis identified two visibility triangles at the intersection: the sight stopping distance and the full sight distance. The parked vehicles in the first several stalls along Santa Clara Drive were identified as the primary obstruction to adequate visibility for drivers turning left from Vernons Street onto Santa Clara Drive westbound. Amundson's recommendation was that removing the first four parking stalls would adequately resolve the sight stopping distance deficiency, though some deficiency in the full sight triangle would remain. Jacobsen also noted that any reconfiguration of the remaining stalls would need to account for ADA-compliant handicapped parking, which requires additional width for a ramp and access aisle, effectively consuming two standard stalls to create one accessible stall.

Councilman Pond asked whether removing three stalls rather than four and converting the fourth into an ADA stall using the newly freed space, might preserve more total parking. He suggested that the

removed stalls could be marked as no-parking, with a curb ramp placed at the corner. Councilman Hendrickson raised the question of van accessibility requirements. Councilwoman Burton asked whether alternative measures such as flashing warning signs could address the safety concern without removing parking stalls at all, noting the significance of the fruit stand to the city's heritage.

Councilman Hendrickson recalled that during the prior discussion, Amundson had stated that without a full traffic signal installation, no signage measure alone would resolve the underlying safety concern. City Manager Jacobsen confirmed that a traffic signal is included in the city's capital facilities plan at either Chapel Street or Gates Lane west of the intersection, but that its installation is contingent on growth in the South Hills area and is not imminent. Councilwoman Hinton observed that a future signal at that location would primarily benefit eastbound traffic and would not directly address the westbound sight line issue that is the current concern.

Councilman Caplin expressed continued interest in a flashing warning sign, noting that a recently installed flashing stop sign at Gates Lane and Clary Hills Drive appeared effective. He suggested a solar-powered flashing caution sign or a temporary speed reduction to 15 miles per hour around the curve, noting that at 15 mph the sight stopping distance would be reduced to approximately 76 feet, potentially lessening the need to remove as many stalls. Councilwoman Burton indicated a preference for attempting interim measures before permanently altering parking at a business so central to the city's identity.

Councilman Hendrickson expressed support for trying sign-based measures but pressed that ADA compliance could not be deferred indefinitely, warning of potential legal exposure for the city. Public Works Director Casey Stratton noted that the recently installed flashing stop sign at Gates Lane cost approximately \$2,500. Denise Webster, identified as an operator associated with Frei's Fruit Stand at 2895 Santa Clara Drive, addressed the Council. She expressed that she had not been present for the beginning of the discussion and sought clarification on the nature of the sight distance problem. After Jacobsen and several council members explained that the concern was the obstruction of the eastward sight line for drivers turning left off Vernons Street, Webster acknowledged the issue but noted that the accidents she had observed and reviewed in the traffic study appeared to be rear-end collisions caused by speeding rather than by sight line obstruction from parked cars. She stated that horn-honking and speeding were frequent observations at the location and expressed that she personally makes that left turn multiple times daily and is able to see oncoming traffic by edging forward carefully. Webster stressed that losing additional parking stalls would be economically damaging to the business. She acknowledged that some ADA-compliant stalls would need to be provided and expressed willingness to lose as few stalls as possible and indicated that she did not own the property and could not make final commitments on behalf of the family.

Councilman Hendrickson proposed a compromise framework: removing three stalls, with one of those converted to an ADA-compliant stall, yielding six remaining regular stalls. He suggested pairing this with upgraded flashing speed signs on the curve, estimated at roughly \$3,000 total for two signs, and maintaining the current speed limit rather than reducing it. He argued that this approach met the engineer's safety recommendation partway, addressed the city's ADA exposure, and preserved more parking than the full four-stall removal. Councilman Pond expressed general agreement, noting that the sight line diagram suggested three stalls were clearly problematic and the fourth was more borderline. Mayor Waite and several council members expressed support for this framework.

Councilman Pond raised the possibility of reducing the speed limit on the entire stretch of Santa Clara Drive to 25 miles per hour, arguing that drivers habitually travel at 35 mph in a 30-mph zone and that a lower posted speed could divert through-traffic to Pioneer Parkway. City Manager Jacobsen and Councilman Caplin cautioned that diverting traffic away from Santa Clara Drive could harm businesses in the downtown area that depend on drive-by traffic volume, and that a two-block speed reduction zone would be operationally awkward. The Council and staff did not reach consensus on a speed reduction and the idea was not incorporated into the agreed direction.

The Council directed staff to return with a formal proposal incorporating the removal of three parking stalls, conversion of one stall to ADA compliance, and installation of upgraded flashing warning signs along the curve. No formal vote was taken, as this was a work meeting.

## **2. Discussion regarding Burial Cremation, Section 12.24.100. Presented by Ryan VonCannon, Parks Director.**

Parks Director, Ryan VonCannon presented a proposed correction to Section 12.24.100 of the city code regarding burial cremation. He identified what he described as a typographical error in the existing ordinance, which states that two cremation vaults may be placed in a half plot. VonCannon explained that a half plot, after accounting for a headstone, provides only approximately three feet of usable space, making placement of two cremation vaults in a half plot effectively impossible without an exhumation. He stated that city practice has always been to allow two cremations in a full plot and requested that the code be corrected to read "full plot" rather than "half plot." Council members agreed the correction was warranted. Staff were directed to bring the amendment back for formal adoption.

## **3. Staff Reports**

Various department heads provided updates:

Government Affairs Director, Lance Haynie reported:

- IT security updates were ongoing following a known incident already being addressed
- Continued work on land conveyance discussions related to South Hills planning, including a meeting with Malloy staff at APPA
- Reported the city submitted comments on a proposed OMB rule regarding federal grants concerning potential mid-cycle grant termination
- Noted the league had provided additional information regarding the proposed federal grant rule

Police Captain, Rich Rogers reported:

- Four police vehicles planned for the year had been procured
- Officer Braden Tobler remains in the police academy and is expected to graduate by the end of the month
- Interviews are underway to fill one new authorized police officer position, with a selection anticipated by the end of the week
- During the July 4 holiday, the department responded to only four fireworks-related calls compared to more than 70 calls in St. George

Parks Director, Ryan VonCannon reported:

- Sport Court proposed testing a new acrylic tile surface on two pickleball courts at Gubler Park scheduled for resurfacing in September
- The test installation is planned for August, with public feedback to be collected through a QR code survey
- If successful, the new surface could reduce long-term court resurfacing costs
- A pickleball net post was damaged due to users overtightening the net, requiring removal of the net
- Staff are evaluating a locking mechanism to prevent future unauthorized adjustments

Public Works Director, Casey Stratton reported:

- A significant water leak occurred on the new 16-inch water line at Black Desert Resort
- The line remains under warranty and repairs were completed with city participation
- Approximately 150 feet of roadway buckled at the resort's main entrance, requiring guest shuttle service by golf cart and temporary access from Red Mountain Drive
- Roadway paving repairs were expected to be completed by Friday
- Attended the Five County Hazard Mitigation meeting, where agencies are developing county-specific mitigation plans

- A public hazard mitigation survey will soon be distributed to residents

Building Official, Cody Mitchell reported:

- Construction activity continues at the Vera commercial project near Harmons
- Potential tenants include McDonald's, Domino's, a yoga studio, and a coffee shop, although no leases have been finalized
- Met with the developer of the Brody's project and reported the project is expected to move forward after resolving a minor impact fee issue

Planning Director, Jim McNulty reported:

- A Planning Commission public hearing is scheduled for the property at 2998 Santa Clara Drive for a proposed art gallery with coffee and tea service
- The Heritage Commission responded favorably to the proposed restoration of the historic home, including a wood shake roof
- An upcoming public hearing will address three zoning code definitions related to deed restrictions
- Received a new site plan application from Utah First Credit Union for Lot 1 of the Cole West commercial subdivision
- The Hillside Ordinance Rewrite Committee continues to make progress with additional meetings scheduled throughout July and August
- Early planning has begun for a healing center with gardens and reflecting pools at 3003 Santa Clara Drive, with a potential future building phase on the rear portion of the property

City Manager, Brock Jacobsen reported:

- Attended the APPA Annual Conference in Boston
- Participated in sessions focused on customer satisfaction through trust and accountability in utility management
- Attended a power market outlook session discussing natural gas pricing, regional power volatility, and future nuclear energy development
- Reported on proposed nuclear energy projects in southern Idaho and northeastern Utah
- The city's annual financial audit is scheduled for the week of Labor Day
- Met with former Mayor Rick Rosenberg regarding a proposed two-phase conservation easement. Phase One would preserve the lava fields while allowing for a potential Pioneer Parkway expansion. Phase Two would protect the wash corridor and coordinate with a federally funded sewer line upsizing project

#### 4. Adjournment

Mayor Waite adjourned the work meeting at 5:06 p.m., noting they would reconvene at 6:00 p.m. for the regular meeting.

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Selena Nez  
City Recorder

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

**SANTA CLARA CITY COUNCIL  
WEDNESDAY, JULY 8, 2026  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, July 8, 2026, at 6:00 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://santaclarautah.gov>.

Present: Mayor Jarett Waite  
Councilman Justin Caplin  
Councilwoman Janene Burton  
Councilwoman Christa Hinton  
Councilwoman Dave Pond  
Councilman Mark Hendrickson

Staff Present: Brock Jacobsen, City Manager  
Selena Nez, City Recorder  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Casey Stratton, Public Works Director  
Ryan VonCannon, Parks Director  
Lance Haynie, Government Affairs Director  
Rich Rogers, Police Captain

Others Present: Shawn Denevan

**1. Call to Order**

Mayor Jarett Waite called the regular scheduled meeting to order at 6:00 p.m. The mayor welcomed everyone and noted that a full council was present: Councilman Justin Caplin, Councilwoman Christa Hinton, Councilman Dave Pond, Councilman Mark Hendrickson and Councilwoman Janene Burton.

**2. Opening Ceremony**

Pledge of Allegiance: Councilman Hendrickson

Opening Comments: Reverend Buddy Herrington, Interfaith Council president

**3. Conflicts and Disclosures**

No other conflicts were disclosed by council members.

**4. Working Agenda**

**A. Public Hearing(s) 6:00 pm**

**1. Public Hearing to receive public comments regarding Non-Resident Burial Fees.**

Prior to opening the public hearing, Parks Director Ryan VonCannon provided a brief background on the proposed fee changes. He noted that the option for non-residents to purchase burial plots had been removed entirely, and that interment fees for non-residents were being doubled from \$750 to \$1,500 on weekdays, and from \$1,200 to \$2,400 on Saturdays. All other fees remained unchanged.

The public hearing was opened at 6:05 PM. No members of the public came forward to comment. The public hearing was closed without testimony.

**B. Consent Agenda**

1. Approval of Minutes and Claims:
  - June 24, 2026, City Council Work and Regular Meeting
  - Claims through July 8, 2026

2. Calendar of Events:

- July 22, 2026, City Council Work and Regular Meeting
- July 24, 2026, Pioneer Day (Offices Closed)
- August 12, 2026, City Council Work and Regular Meeting

***Motion: Councilwoman Hinton moved to APPROVE the consent agenda as presented. Councilman Hendrickson seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.***

**C. General Business**

**1. Discussion and action to consider approval of Non-Resident Burial Fees and approve Resolution No. 2026-15R. Presented by Ryan VonCannon, Parks Director.**

Following the closure of the public hearing and a prior work session on the matter, the Council moved directly to action on the resolution. No further discussion was held.

***Motion: Councilman Pond moved to Approved of Non-Resident Burial Fees and approve Resolution No. 2026-15R. Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.***

**2. Discussion and action to consider approval MOU with Utah Tech for PEG channel. Presented by Brock Jacobsen, City Manager.**

City Manager Brock Jacobsen presented the background on this item. He explained that under a long-standing franchise agreement with TDS, a one-dollar fee per video subscriber had been collected to fund a Public, Educational, and Government (PEG) access channel, formerly operated through the CEC interlocal agreement. With the dissolution of the CEC channel, that fee continues to be collected but currently has no designated recipient. City Manager Jacobsen outlined two options: redirect the funds to Utah Tech via a new Memorandum of Understanding or renegotiate the TDS agreement to eliminate the fee altogether. Staff recommended forwarding the funds to Utah Tech to support their continued operation of a media access channel and student programming in the industry.

Shawn Denevan, representing Utah Tech, was present and provided additional historical context, noting that the PEG channel requirement originated from the 1984 federal Telecommunications Act and that approximately 250 to 300 Santa Clara residents remain on basic cable service with TDS today.

City Manager Jacobsen relayed two proposed amendments to the MOU that had been discussed among city managers from participating municipalities. The first was the addition of a new provision under Section 6 Section 6.4 addressing governmental immunity, clarifying that both Utah Tech and the municipality are government entities bound by the Utah Governmental Immunity Act and that any indemnity or insurance obligations are limited to the amounts identified therein. The second change was the removal of Section 5.1, which had been viewed as creating a contractual obligation to enforce a separate contract a position Utah Tech also agreed with.

Councilwoman Burton asked for clarification on the origin and purpose of the one-dollar fee, which Shawn Denevan addressed by summarizing the history of the fee and its current limited scale. The council expressed general agreement with the recommended amendments. Mr. Denevan confirmed he could accept the revised language and that City Manager Jacobsen would forward the updated Word document for signature by Mayor Waite.

***Motion: Councilman Hendrickson moved to APPROVE MOU with Utah Tech for PEG channel. Councilman Pond seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.***

## 5. Reports

### A. Mayor / Council Reports

**Councilman Justin Caplin** reported attending the America 250 event featuring Lyman Heyfan, noting it was well-attended. He also relayed that through the Santa Clara Kiwanis Club, the annual golf tournament in conjunction with Swiss Days is back on at the usual course following last year's scheduling conflict. He noted, however, that the car show typically organized by the St. George Kiwanis Club is unlikely to take place this year due to insufficient volunteer capacity.

**Councilwoman Christa Hinton** reported attending the same America 250 lecture and reminded the council and public of the upcoming Santa Clara 250 patriotic concert on July 12th at 7:00 PM at the Santa Clara Stake Center in the Heights. She reported attending a HACC roundtable discussion concerning a new St. George zoning designation the R-1 zone which allows no minimum lot size but requires a 40-foot minimum lot width tied to the general plan density. She also attended the LPC housing and land use authority subgroup, which is reviewing potential housing legislation ahead of the next legislative session. Additionally, she reported on a HACC webinar featuring a presentation by Emily Merkley, President of the Washington County Board of Realtors. Key takeaways included mortgage interest rates rising from 6.25% to 6.5%, cooling inflation offset by persistently high cost of living, and a significant concern around homeowner insurance. She noted that the Santa Clara median home price is down 2.07% to \$592,500, while Ivins is up 20% to \$799,000. She also attended the Old Spanish National Trail Marker unveiling near Confluence Park and the DAR Revolutionary Marker unveiling in St. George, as well as the Washington County George Washington statue unveiling, all held around July 2nd in recognition of America 250.

**Councilman Dave Pond** reported attending the America 250 lecture and noted that on the morning of July 2nd, he and Councilman Caplin participated in placing America 250 flags on veterans' graves at the city cemetery. He recognized Karen Voss for her outstanding work with the cemetery committee.

**Councilman Mark Hendrickson** reported no formal committee meetings but noted he had spent time with former City Manager Matt Brower over the Fourth of July holiday and passed along greetings from him to the council. He noted that Mr. Brower's wife Sandy has taken on leadership of the Red, White, and Blue Festival in the Heber Valley.

**Councilwoman Janene Burton** reported enjoying the Lyman Hafen lecture and noted her involvement with DAR-related America 250 activities, including participating in the parade dressed as Martha Washington.

**Mayor Waite** reported attending Shawn Guzman's retirement party in St. George and acknowledged Mr. Guzman's contributions to the community. He also attended the America 250 lecture and shared that it offered a meaningful historical perspective on the Fourth of July that he found worth sharing with his own family.

## 6. Closed Meeting Session

Mayor Waite confirmed no closed meeting session.

## 7. Adjournment

*Motion: Councilwoman Hinton moved to adjourn. Councilman Hendrickson seconded the motion. All in favor. Motion passed unanimously.*

The City Council meeting was adjourned at 6:23 p.m.

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Selena Nez  
City Recorder

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

**City of Santa Clara  
Check Register  
All Bank Accounts - 07/15/2026 to 07/15/2026**

| Payee Name                    | Reference Number | Invoice Number  | Invoice Ledger Date | Payment Date | Amount             | Description                             | Ledger Account                   | Activity Code |
|-------------------------------|------------------|-----------------|---------------------|--------------|--------------------|-----------------------------------------|----------------------------------|---------------|
| ADMIN. OFFICE OF THE COURTS   | 72890            | 26-43           | 07/03/2026          | 07/15/2026   | 271.00             | SANTA CLARA JUSTICE COURT - UT COURTS E | 104120-360 - TRAINING            |               |
|                               |                  |                 |                     |              | <b>\$271.00</b>    |                                         |                                  |               |
| ARBITRAGE COMPLIANCE SPECI    | 72891            | 1042961         | 06/26/2026          | 07/15/2026   | 2,250.00           | ARBITRAGE REBATE CALCULATIONS 05TH YE   | 535310-370 - PROFESSIONAL SER    |               |
|                               |                  |                 |                     |              | <b>\$2,250.00</b>  |                                         |                                  |               |
| BATT, MINDY                   | 72892            | SWISS DAYS PA   | 07/08/2026          | 07/15/2026   | 118.08             | BUTTON UP TANKS FOR ROYALTY             | 104610-223 - MISS SANTA CLARA P  |               |
|                               |                  |                 |                     |              | <b>\$118.08</b>    |                                         |                                  |               |
| BUCKS ACE SANTA CLARA         | 72893            | 556105          | 07/07/2026          | 07/15/2026   | 320.25             | 3 GAL ICE CREAM                         | 104652-603 - AMERICA250          |               |
| BUCKS ACE SANTA CLARA         | 72893            | 6882            | 04/09/2026          | 07/15/2026   | 32.95              | MICE BAIT - MOUSE TRAP                  | 104510-260 - BUILDING MAINTENA   |               |
|                               |                  |                 |                     |              | <b>\$353.20</b>    |                                         |                                  |               |
|                               |                  |                 |                     |              | <b>\$353.20</b>    |                                         |                                  |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - ME  | 06/30/2026          | 07/15/2026   | 235.20             | MESA TRAILS - JUNE 2026                 | 515110-276 - O & M - WELLS 6 & 7 |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - SC  | 06/30/2026          | 07/15/2026   | 13,848.59          | SANTA CLARA SNW CYN                     | 515110-276 - O & M - WELLS 6 & 7 |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - SC  | 06/30/2026          | 07/15/2026   | 11,105.66          | SC WELL 6                               | 515110-271 - WELLS UTILITY COST  |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - SC  | 06/30/2026          | 07/15/2026   | 7,430.63           | SC WELL 7 - JUNE 2026                   | 515110-271 - WELLS UTILITY COST  |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - WEI | 06/30/2026          | 07/15/2026   | 29.88              | WEISKOPF WAY - JUNE 2026                | 515110-276 - O & M - WELLS 6 & 7 |               |
| CITY OF ST GEORGE - UTILITIES | 72894            | JUNE 2026 - WT  | 06/30/2026          | 07/15/2026   | 27,631.55          | WATER TANK @ MOUTH JUNE 2026            | 515110-276 - O & M - WELLS 6 & 7 |               |
|                               |                  |                 |                     |              | <b>\$60,281.51</b> |                                         |                                  |               |
|                               |                  |                 |                     |              | <b>\$60,281.51</b> |                                         |                                  |               |
| EATON CORPORATION / CANNON    | 72895            | 958001761       | 07/14/2026          | 07/15/2026   | 3,727.36           | CL20 METERS FOR STOCK                   | 535310-252 - METERS              |               |
|                               |                  |                 |                     |              | <b>\$3,727.36</b>  |                                         |                                  |               |
| FRANCOTYP-POSTALIA, INC. DBA  | ACH062226        | 42299254        | 07/15/2026          | 07/15/2026   | 141.89             | POSTAGE METER LEASE                     | 104130-825 - LEASE PAYMENTS      |               |
|                               |                  |                 |                     |              | <b>\$141.89</b>    |                                         |                                  |               |
| FREEDOM MAILING SERVICES, IN  | 72896            | 53292           | 07/04/2026          | 07/15/2026   | 2,286.04           | BILL PROCESSING & WATER QUALITY         | 104130-370 - PROFESSIONAL SER    |               |
|                               |                  |                 |                     |              | <b>\$2,286.04</b>  |                                         |                                  |               |
| GCS BILLINGS                  | 72897            | 4931            | 06/30/2026          | 07/15/2026   | 5,295.21           | JUNE 2026 BILLING SVCS                  | 104230-370 - PROFESSIONAL SER    |               |
|                               |                  |                 |                     |              | <b>\$5,295.21</b>  |                                         |                                  |               |
| GEN DIGITAL INC - LIFELOCK    | 72898            | 10010710639     | 07/15/2026          | 07/15/2026   | 442.53             | LIFELOCK WITH NORTH BENEFIT             | 102256-000 - PAYROLL DEDUCTIO    |               |
|                               |                  |                 |                     |              | <b>\$442.53</b>    |                                         |                                  |               |
| KRISTEN WALTON                | 72899            | AMERICA 250     | 07/14/2026          | 07/15/2026   | 145.71             | AMERICA 250 REIMBURSEMENT = FLYERS AN   | 104652-603 - AMERICA250          |               |
|                               |                  |                 |                     |              | <b>\$145.71</b>    |                                         |                                  |               |
| LIFE ASSIST, INC              | 72900            | 2154124         | 07/01/2026          | 07/15/2026   | 1,534.96           | MEDICAL SUPPLIES                        | 104230-250 - OPERATING SUPPLIE   |               |
| LIFE ASSIST, INC              | 72900            | 2154168         | 07/01/2026          | 07/15/2026   | 2,929.12           | MEDICAL SUPPLIES                        | 104230-250 - OPERATING SUPPLIE   |               |
| LIFE ASSIST, INC              | 72900            | 2156822         | 07/06/2026          | 07/15/2026   | 1,485.45           | MEDICAL SUPPLIES                        | 104230-250 - OPERATING SUPPLIE   |               |
| LIFE ASSIST, INC              | 72900            | 2157446         | 07/07/2026          | 07/15/2026   | 684.63             | MEDICAL SUPPLIES                        | 104230-250 - OPERATING SUPPLIE   |               |
| LIFE ASSIST, INC              | 72900            | 2158349         | 07/07/2026          | 07/15/2026   | 462.15             | MEDICAL SUPPLIES                        | 104230-250 - OPERATING SUPPLIE   |               |
|                               |                  |                 |                     |              | <b>\$7,096.31</b>  |                                         |                                  |               |
|                               |                  |                 |                     |              | <b>\$7,096.31</b>  |                                         |                                  |               |
| NEW WAVE CONSTRUCTION         | 72901            | Refund: 2005377 | 07/09/2026          | 07/15/2026   | 152.58             | Refund: 2005377 - NEW WAVE CONSTRUCTION | 531311-000 - ACCOUNTS RECEIVA    |               |
|                               |                  |                 |                     |              | <b>\$152.58</b>    |                                         |                                  |               |
| RDO Equipment                 | 72902            | W02286R3        | 06/26/2026          | 07/15/2026   | 5,289.45           | 310 SL BACKHOE LOAD                     | 104510-253 - VEH/EQUIP REPAIR    |               |
|                               |                  |                 |                     |              | <b>\$5,289.45</b>  |                                         |                                  |               |
| ROSENBERG ASSOCIATES          | 72903            | 12454-26-032    | 07/08/2026          | 07/15/2026   | 1,975.00           | VRLT CONSERVATION EASEMENT SURVEY       | 104110-320 - ENGINEERING SERVI   |               |
|                               |                  |                 |                     |              | <b>\$1,975.00</b>  |                                         |                                  |               |

**City of Santa Clara  
Check Register  
All Bank Accounts - 07/15/2026 to 07/15/2026**

| <u>Payee Name</u>          | <u>Reference<br/>Number</u> | <u>Invoice<br/>Number</u> | <u>Invoice<br/>Ledger Date</u> | <u>Payment<br/>Date</u> | <u>Amount</u>       | <u>Description</u>                    | <u>Ledger Account</u>          | <u>Activity<br/>Code</u> |
|----------------------------|-----------------------------|---------------------------|--------------------------------|-------------------------|---------------------|---------------------------------------|--------------------------------|--------------------------|
| UTAH COMMUNICATIONS AUTHO  | 72904                       | INV-6146                  | 06/18/2026                     | 07/15/2026              | 30.00               | UCA PROGRAMMING 3 BKR9000 RADIOS      | 104230-370 - PROFESSIONAL SER  |                          |
|                            |                             |                           |                                |                         | <b>\$30.00</b>      |                                       |                                |                          |
| WASH. COUNTY WATER CONSER  | 72905                       | 54980                     | 06/30/2026                     | 07/15/2026              | 6,469.98            | WATER DEVELOPMENT SURCHARGE           | 513714-000 - REGIONAL WATER SU |                          |
| WASH. COUNTY WATER CONSER  | 72905                       | 54986                     | 06/30/2026                     | 07/15/2026              | 4,542.65            | REGIONAL BOND PAYMENT                 | 515110-822 - DEBT PAYMENT TO W |                          |
| WASH. COUNTY WATER CONSER  | 72905                       | 55000                     | 06/30/2026                     | 07/15/2026              | 7,209.80            | EXCESS WATER SURCHARGE                | 513714-000 - REGIONAL WATER SU |                          |
|                            |                             |                           |                                |                         | \$18,222.43         |                                       |                                |                          |
|                            |                             |                           |                                |                         | <b>\$18,222.43</b>  |                                       |                                |                          |
| WASHINGTON COUNTY SOLID WA | 72906                       | 212121                    | 06/30/2026                     | 07/15/2026              | 15,621.17           | JUNE 2026 GARBAGE & BLUCAN            | 104430-312 - RECYCLING CHARGE  |                          |
| WASHINGTON COUNTY SOLID WA | 72906                       | 212121                    | 06/30/2026                     | 07/15/2026              | 43,477.72           | JUNE 2026 GARBAGE & BLUCAN            | 104430-311 - SOLID WASTE DISPO |                          |
|                            |                             |                           |                                |                         | \$59,098.89         |                                       |                                |                          |
|                            |                             |                           |                                |                         | <b>\$59,098.89</b>  |                                       |                                |                          |
| WEST COAST CODE CONSULTAN  | 72907                       | UT26-556B-006A            | 05/27/2026                     | 07/15/2026              | 13,519.37           | QUAIL CROSSING APARTMENTS LOT 1-A AND | 104240-370 - PROFESSIONAL SER  |                          |
|                            |                             |                           |                                |                         | <b>\$13,519.37</b>  |                                       |                                |                          |
|                            |                             |                           |                                |                         | <b>\$180,696.56</b> |                                       |                                |                          |

**City of Santa Clara  
Check Register  
All Bank Accounts - 07/16/2026 to 07/16/2026**

| <u>Payee Name</u>         | <u>Reference<br/>Number</u> | <u>Invoice<br/>Number</u> | <u>Invoice<br/>Ledger Date</u> | <u>Payment<br/>Date</u> | <u>Amount</u>     | <u>Description</u>                   | <u>Ledger Account</u>  | <u>Activity<br/>Code</u> |
|---------------------------|-----------------------------|---------------------------|--------------------------------|-------------------------|-------------------|--------------------------------------|------------------------|--------------------------|
| SNOW CANYON LITTLE LEAGUE | 72908                       | 071626 - DONATI           | 07/16/2026                     | 07/16/2026              | 1,000.00          | DONATION TO SOFTBALL TEAM FOR TRAVEL | 104652-417 - DONATIONS |                          |
|                           |                             |                           |                                |                         | <u>\$1,000.00</u> |                                      |                        |                          |
|                           |                             |                           |                                |                         | <u>\$1,000.00</u> |                                      |                        |                          |

**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton

Dave Pond

Janene Burton

Mark Hendrickson

Justin Caplin

# CITY COUNCIL

**Meeting Date:** July 22, 2026

**Agenda Item:** 1

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**Applicant:** Ryan VonCannon

**Requested by:** Ryan VonCannon

**Subject:** Adoption of Restrictions On Burial Ordinance

**Description:**

Restrictions on Burial Ordinance

**Recommendation:** Approval

**Attachments:** N/A

**Cost:** N/A

**Legal Approval:** N/A

**Finance Approval:** No

**Budget Approval:** N/A

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**12.24.100: RESTRICTIONS ON BURIAL:**

It shall be unlawful for any person to bury the body of a deceased person within the City limits, except in a cemetery as described in this chapter. No grave in the cemetery shall be opened or filled, refilled or sodded, except by employees of the cemetery under the direction of the Cemetery Superintendent. One interment only shall be allowed in a casket except for a parent with an infant child, for two (2) children buried at the same time, or the addition of one cremated remains placed in the casket at the time of burial. Not more than one casket shall be allowed in a grave plot, except that two (2) cremation vaults may be allowed in a full plot. All parts of a burial or cremation vault shall be no less than two feet (2') below the surface of the ground. No cremation vault shall be placed in the same plat as a regular burial plot. (Ord. 2018-01)

**CITY OF SANTA CLARA, UTAH**  
**ORDINANCE NO. 2026-14**

**AN ORDINANCE AMENDING SECTION 12.24.100 OF THE SANTA CLARA CITY MUNICIPAL CODE, "RESTRICTIONS ON BURIAL," TO UPDATE BURIAL REGULATIONS; AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City of Santa Clara Municipal Code establishes regulations governing the operation and management of the Santa Clara City Cemetery; and

**WHEREAS**, the City has reviewed Section 12.24.100, "Restrictions on Burial," and determined that amendments are necessary to clarify burial restrictions and interment requirements within the City Cemetery; and

**WHEREAS**, the proposed amendments update Section 12.24.100 of the Santa Clara City Municipal Code regarding restrictions on burial, including provisions governing interments, cremation vaults, and grave plot requirements; and

**WHEREAS**, the proposed amendments were discussed with the City Council on July 8, 2026; and

**WHEREAS**, notice of the public hearing was posted at least ten (10) days prior to the meeting, and the City Council held a duly noticed public hearing on July 22, 2026, to receive public comment regarding the proposed amendments to Section 12.24.100 of the Santa Clara City Municipal Code; and

**WHEREAS**, the proposed amendments were reviewed in accordance with applicable provisions of Utah State law; and

**WHEREAS**, the City Council finds that the proposed amendments promote the orderly administration of the City Cemetery, protect public health and safety, and serve the best interests of the City and its residents;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Santa Clara, Utah, as follows:

**SECTION 1. Amendment:**

Section 12.24.100, "Restrictions on Burial," of the Santa Clara City Municipal Code is hereby amended as set forth in Exhibit "A," attached hereto and incorporated herein by this reference.

**SECTION 2. Effective Date:**

This Ordinance shall become effective immediately upon adoption, recording, and posting in the manner prescribed by law.

**ADOPTED AND APPROVED** by a duly constituted quorum of the City Council of the City of Santa Clara, Utah, this **22nd day of July, 2026**.

**IN WITNESS THERETO:**

**IN WITNESS THERETO:**

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Jarett Waite, Mayor

**ATTEST:**

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Selena Nez, City Recorder

## **EXHIBIT "A"**

### **Section 12.24.100 – Restrictions on Burial**

It shall be unlawful for any person to bury the body of a deceased person within the City limits, except in a cemetery as described in this chapter. No grave in the cemetery shall be opened or filled, refilled, or sodded except by employees of the cemetery under the direction of the Cemetery Superintendent. One interment only shall be allowed in a casket, except for a parent with an infant child, two (2) children buried at the same time, or the addition of one set of cremated remains placed in the casket at the time of burial. Not more than one casket shall be allowed in a grave plot, except that two (2) cremation vaults may be placed in a full grave plot. All parts of a burial vault or cremation vault shall be no less than two feet (2') below the surface of the ground. No cremation vault shall be placed in the same plot as a regular burial after the casket burial has been completed.

(Ord. 2018-01; Ord. 2026-14)

**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton

Dave Pond

Janene Burton

Mark Hendrickson

Justin Caplin

# CITY COUNCIL

**Meeting Date:** July 22, 2026

**Agenda Item:** 2

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**Applicant:** Ryan VonCannon

**Requested by:** Ryan VonCannon

**Subject:** 2026 RAP Tax requests

**Description:**

Discuss requests for RAP Tax funds

**Recommendation:** Approve

**Attachments:** N/A

**Cost:** N/A

**Legal Approval:** N/A

**Finance Approval:** N/A

**Budget Approval:** N/A

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**SANTA CLARA CITY**  
**RECREATION, ARTS AND PARKS**  
2603 Santa Clara Drive, Santa Clara, UT 84765  
Phone: 435-673-6712 Fax: 435-628-7338

### RAP Tax Funding Application

Submit Fund Request by May 31<sup>st</sup> of each year that RAP tax revenues exist.

Applicant/Entity Name: HAM Productions  
Mailing Address: [REDACTED]  
City: Santa Clara State: Utah Zip: 84765  
Physical Address: same  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Website: [REDACTED]

Contact Person: Heidi [REDACTED]  
Contact Phone: [REDACTED] Fax: \_\_\_\_\_  
Contact Email: [REDACTED]  
RAP Funds Requested: \$16,000  
RAP Funds Purpose: Santa Clara City Shakespeare  
in the Park

Signature of Applicant or Entity Contact: Heidi [REDACTED]  
Print Name of Applicant or Entity Contact: Heidi [REDACTED]  
Title: President Date: 6/16/26

**Please provide and attach the following information for Fund Request:**

**A. Proof of applicant's non-profit status:**

☒ Private Non-Profit with 501 ©(3) letter

☐ Private Non-Profit with 501 ©(3) letter from Financial Sponsor

☐ Publicly Owned or Operated

**B. Attachment showing applicant's other sources of funding for the project for which RAP tax revenue is requested.**

**C. A statement of how long applicant has been in existence; brief history of applicant business**

**D. Proposed qualifying expenses to be paid with RAP Tax funds.**

**E. Detailed cost estimates for the proposed project.**

**F. If applicant has received RAP Tax funds within the past three (3) years, an accounting showing how the prior RAP funds were spent.**

**G. Any other information that is reasonably related to determining how RAP Tax funds would be spent by the applicant.**

**Review of Requests for Funds & Awarding of Funds:**

- a. By June 30<sup>th</sup> of that fiscal year in which RAP Tax revenue was received by Santa Clara City, the Santa Clara City Council shall meet to determine the recipients for that year's RAP Tax funds and the amount to be distributed to each recipient.
- b. Due to the limited amount of RAP Tax revenue that will be allotted to Santa Clara City, funds awarded by the Santa Clara City Council shall be limited to activities located within Santa Clara City or which provide significant tax revenue to Santa Clara City. All other projects outside of Santa Clara City have the ability to petition Washington county or other cities for funding.

Per Santa Clara City Resolution No. 2016-09R

Santa Clara City RAP Tax Application 2026  
HAM Productions, Inc  
Heidi [REDACTED]  
[REDACTED]

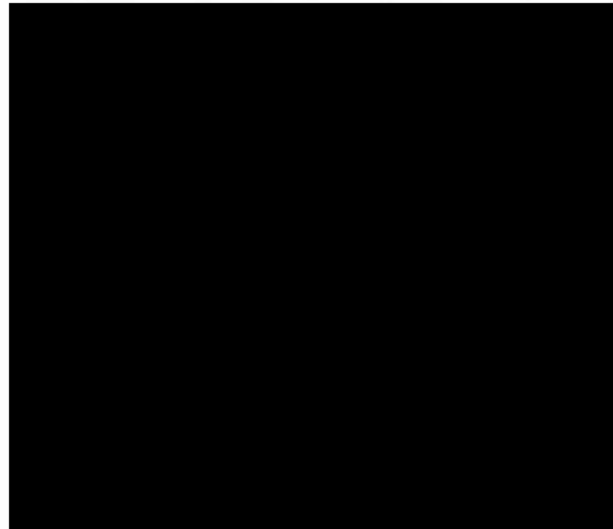
- A. Attached
- B. Washington County RAP
- C. HAM Productions was formed in April of 2018. We produced our first Santa Clara City Shakespeare in the Park production in April of 2019. Since then, we have produced six free Shakespearean productions for the citizens of Santa Clara and Washington County. Attendance has grown each year resulting in over 1700 attendees during our April 2026 production.
- D. We propose to use Santa Clara City RAP funds to cover our largest infrastructure expenses first and foremost. Our major expenses are our rental expenses, including the stage, light truss, lights, microphones, and audio equipment. The set construction is usually our next largest single expense, for which we will use RAP funds. The included detailed cost estimate (attached) breaks down our expense categories.
  - a. As a note of interest, all expenses have gone up in the past few years. All rented production equipment is now costing us a few hundred dollars more to rent on all fronts, as well as rentals not related to the entertainment industry. For instance, we used to pay \$1200 to rent porta-Johns, but now we are charged \$1600 for the exact same rental. We previously paid \$600 for the crossing guard, but now are charged \$750. Every category of expenses is now costing us a little more than it did and these increases all add up so that it costs more to produce the same caliber of show than it did only a couple of years ago. This is why our cost estimate and requested funding amount has slightly increased this year.
- E. Attached
- F. Attached (P&L statements for 2025 & 2026 so far)
- G. As always, RAP tax funds would be used to produce an annual spring Shakespeare in the Park cultural event in Santa Clara.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 30 2018

HAM PRODUCTIONS INC  

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

## SHAKESPEARE IN THE PARK

### DETAILED COST ESTIMATES

HAM Productions

#### Infrastructure Rentals (one week)

|                                                                  |         |
|------------------------------------------------------------------|---------|
| Audio                                                            | \$3,000 |
| -speakers, sound board,<br>lavalier mics, cable                  |         |
| Stage, etc.                                                      | \$7,200 |
| -Installation/strike, stairs,<br>truss, skirt, tents, spotlights |         |

#### Production

|             |         |
|-------------|---------|
| Set         | \$4,000 |
| Costumes    | \$800   |
| Props       | \$600   |
| Make-up     | \$100   |
| Expendables | \$300   |
| Lighting    | \$1,800 |

#### Business

|                          |         |
|--------------------------|---------|
| Marketing                | \$1,200 |
| Legal/Insurance          | \$500   |
| Administrative costs     | \$1,500 |
| Production staff fees    | \$3,000 |
| Rehearsal space          | **\$0   |
| Website                  | \$350   |
| Storage Container payoff | \$3,500 |
| Entertainment            | \$1,500 |

#### Backstage/Event site

|                       |         |
|-----------------------|---------|
| On-site storage       | \$350   |
| Porta potties         | \$1,600 |
| Equipment canopy/tent | **\$0   |
| Crossing Guard        | \$750   |

**ESTIMATED TOTAL \$32,050**

†Santa Clara RAP Tax Funds Requested: \$16,000

\*Santa Clara Elementary has agreed to allow us a free rehearsal space if Shakespeare in the Park is considered a city event

†We intend to solicit sponsorships and apply for additional RAP tax funds through the county. Santa Clara City RAP tax funds will be used to pay for the infrastructure rentals and production elements first and foremost.

Profit and Loss Statement  
HAM Productions, Inc 2025[illegible]

## Cost of Goods Sold

|                     |       |      |      |           |          |      |      |      |      |           |      |           |
|---------------------|-------|------|------|-----------|----------|------|------|------|------|-----------|------|-----------|
| Water               | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Cookies             | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Head 13             | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Head 14             | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Head 15             | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Head 16             | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Operating Stock     | xxxxx |      |      |           |          |      |      |      |      |           |      |           |
| Closing Stock       | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Total Cost of Sales | 0.00  | 0.00 | 0.00 | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00 | 0.00      | 0.00 | 0.00      |
| Gross Profit        | 0.00  | 0.00 | 0.00 | 13,000.00 | 1,068.79 | 0.00 | 0.00 | 0.00 | 0.00 | 14,000.00 | 0.00 | 28,068.79 |

## Experiences

[illegible]

## Total Expenditures

[illegible]

Profit and Loss Statement  
HAM Productions, Inc 2026

| HALL Productions, Inc 2026 |         |          |           |          |      |      |      |        |           |         |          |          |           |
|----------------------------|---------|----------|-----------|----------|------|------|------|--------|-----------|---------|----------|----------|-----------|
| Income                     | January | February | March     | April    | May  | June | July | August | September | October | November | December | YTD       |
| RAP Tax                    | 0.00    | 0.00     | 15,000.00 | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 15,000.00 |
| Private Donors             | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Concessions/Donating       | 0.00    | 0.00     | 0.00      | 1,826.94 | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 1,826.94  |
| In-Kind Donations          | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Returns                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 6                     | 0.00    | 0.00     | 0.00      | 8.93     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 8.93      |
| Head 7                     | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 8                     | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 9                     | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 10                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Total Income               | 0.00    | 0.00     | 15,000.00 | 1,835.87 | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 16,835.87 |
| Cost of Goods Sold         |         |          |           |          |      |      |      |        |           |         |          |          |           |
| Water                      | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Cookies                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 13                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 14                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 15                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Head 16                    | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Cleaning Stock             | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Closing Stock              | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Total Cost of Sales        | 0.00    | 0.00     | 0.00      | 0.00     | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 0.00      |
| Gross Profit               | 0.00    | 0.00     | 15,000.00 | 1,835.87 | 0.00 | 0.00 | 0.00 | 0.00   | 0.00      | 0.00    | 0.00     | 0.00     | 16,835.87 |
| Gross Profit % of Sales    |         |          |           |          |      |      |      |        |           |         |          |          |           |

**Exercises**[illegible]

**Net Profit/(Loss)**  
(Gross Profit less Expenses)

2026 - 2027 RAP Tax request.



**SANTA CLARA CITY**  
**RECREATION, ARTS AND PARKS**  
2603 Santa Clara Drive, Santa Clara, UT 84765  
Phone: 435-673-6712 Fax: 435-628-7338

### RAP Tax Funding Application

Submit Fund Request by May 31<sup>st</sup> of each year that RAP tax revenues exist.

Applicant/Entity Name: Susannah [REDACTED]

Mailing Address: [REDACTED]

City: Santa Clara State: Utah Zip: 84765

Physical Address: Historical Museum 2603 Santa Clara Drive

City: Santa Clara State: Utah Zip: 84765

Website: [REDACTED]

Contact Person: Susannah [REDACTED]

Contact Phone: [REDACTED] Fax: [REDACTED]

Contact Email: [REDACTED]

RAP Funds Requested: \$14200

RAP Funds Purpose: ① indigenous use of medicinal plants interpretive information, 10 signs ② replace damaged plant identification tags. ③ Replace lost historic home and building plaques on Historic District drive.

Signature of Applicant or Entity Contact: Susannah [REDACTED]

Print Name of Applicant or Entity Contact: Susannah [REDACTED]

Title: Board member/volunteer Date: May 12, 2026

**Please provide and attach the following information for Fund Request:**

**A. Proof of applicant's non-profit status:**

\_\_\_\_\_ Private Non-Profit with 501 ©(3) letter

\_\_\_\_\_ Private Non-Profit with 501 ©(3) letter from Financial Sponsor

✓ Publicly Owned or Operated *Arboretum (city park)*  
*Santa Clara Historic District (city owned interpretive signs)*

**B. Attachment showing applicant's other sources of funding for the project for which RAP tax revenue is requested.** *all installation of signs would be done by volunteers or park dept employees.*

**C. A statement of how long applicant has been in existence; brief history of applicant business** *long time volunteer/Arboretum/ historic district*

**D. Proposed qualifying expenses to be paid with RAP Tax funds.**

*see page Arboretum attached.*

**E. Detailed cost estimates for the proposed project.**

✓ *(see estimates)*

**F. If applicant has received RAP Tax funds within the past three (3) years, an accounting showing how the prior RAP funds were spent.**

**G. Any other information that is reasonably related to determining how RAP Tax funds would be spent by the applicant.**

*Replacing or adding interpretive signs at 2 locations - Arboretum, historic District Drive.*

**Review of Requests for Funds & Awarding of Funds:**

- By June 30<sup>th</sup> of that fiscal year in which RAP Tax revenue was received by Santa Clara City, the Santa Clara City Council shall meet to determine the recipients for that year's RAP Tax funds and the amount to be distributed to each recipient.
- Due to the limited amount of RAP Tax revenue that will be allotted to Santa Clara City, funds awarded by the Santa Clara City Council shall be limited to activities located within Santa Clara City or which provide significant tax revenue to Santa Clara City. All other projects outside of Santa Clara City have the ability to petition Washington county or other cities for funding.

Per Santa Clara City Resolution No. 2016-09R

## Arboretum

Ancient indigenous peoples depended on marshy bogs to harvest fibrous cattails, Yerba mansa, and various yucca and cactus species for everyday use. By processing these plants, they made mats, sandals, soap, medicine and cordage.

In essence, these rare riparian areas were a storehouse of the desert for ancient people.

This year 2026-27, requesting monies to produce and install small interpretive signs to identify the particular plants that were used by ancient natives to process and to produce items for everyday use.

10 signs 8x8 inches with plant identified by color picture and interpretive information.

1000\$

Replace damaged plant identification tags

200\$

Replace lost and damaged historic home and buildings plaques on Santa Clara drive.

~~3 signs @ 1200\$ each~~

2 @ 2930<sup>75</sup> includes mounting plates.

Total ~~4800\$~~ \$4200

Star Sign, Inc.



## Quote 40289

Swiss cultural traditions posters

QUOTE DATE

04/13/2026

QUOTE EXPIRY DATE

05/13/2026

TERMS

Net 30 Days

REQUESTED BY

Santa Clara City  
2603 Santa Clara Drive  
Santa Clara City, UT 84765

CONTACT INFO

Susie

# ITEM

QTY

UOM

U.PRICE

TOTAL (EXCL. TAX)

TAX

1 Design/Set Up Fee

1

Each

\$25.00

\$25.00

\$0.00

2 Swiss cultural traditions - poster

1

Each

\$52.50

\$52.50

\$0.00

Height: 36 Inches

Width: 24 Inches

Sides: 1

Coroplast - White 4mm (3/16")

Ultra-Smooth

Ink - UV - CMYK (FUJI)

3 Medicinal plant signs w/stakes

10

Unit(s)

\$16.95

\$169.50

\$0.00

ACM composite board

Width: 8 Inches

Height: 8 Inches

Sides: 1

Blanks - ACM 3mm White (Pre-Cut)

Ink - UV - CMYK (FUJI)

Stake 4' Black

4 8x8 signs w/stakes

10

Each

\$32.51

\$325.10

\$0.00

Height: 8 Inches

Width: 8 Inches

Sides: 1

Blanks - Aluminum (.032)

Ink - UV - CMYK (FUJI)

Stake 4' Black

This handcrafted quote is based on the specific information you've given us and is valid for 30 days.

When you sign this quote, you agree to pay 10% of the job's total cost and our "Wayfinding Fee" if the job is canceled before production, or if the job has already entered production, the cancellation fees will include the time, labor, and material ordered and/or used before cancellation. Legal action can and will be pursued if the cancellation fees are not paid within 3 months of cancellation.

Need to make that changes?

Awesome! But, please note: You will be required to cover any cost(s) associated with a change to your job. We will provide an updated quote upon a change in service, but production will not ensue until the new quote has been approved. You will still be required to procure the aforementioned cancellation fees if service is refused upon receiving the updated quote.

SIGNATURE:

DATE:

# QUOTE

Santa Clara City

**Date**  
Apr 13, 2026

**Expiry**  
May 13, 2026

**Quote Number**  
QU-8536

**Reference**  
SR: John

Envirosigns

## Quote for Replacement Novalloy Signs and Mount Plates

| Description                                                                                                                                    | Quantity | Unit Price | Tax        | Amount USD |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|------------|------------|
| SIGNS                                                                                                                                          |          |            |            |            |
| Use files from previous projects. Need to confirm which signs need to be replaced so we can confirm we have the files.                         | 2.00     | 0.00       |            | 0.00       |
| 16"hx20"wx3/8" thick, dark bronze Novalloy sign with silver detail, square corners, beveled edges, and 4 blind taps. Includes halftone images. | 2.00     | 1,185.00   | Tax Exempt | 2,370.00   |
| Packaging and Standard Shipping to Santa Clara, UT (no special services included)                                                              | 1.00     | 104.00     | Tax Exempt | 104.00     |
| MOUNTING OPTIONS                                                                                                                               |          |            |            | 456.75     |

Two 12"hx12"wx3/16" thick mount plates with sleeves for mounting to a 3x3 post. 45-degree angle. Black texture powder coated aluminum.

Add \$268.50 to the cost of the signs.

\*\*\*\*NOTE\*\*\*\*

These are in stock, but they are at a 45-degree angle and powder coated black.

Two 12"hx12"wx3/16" thick mount plates with sleeves for mounting to a 3x3 post. 30-degree angle. NPS Dark Brown texture powder coated aluminum.

Add \$456.75 to the cost of the signs.

\*\*\*\*NOTE\*\*\*\*

| Description | Quantity | Unit Price | Tax | Amount USD |
|-------------|----------|------------|-----|------------|
|-------------|----------|------------|-----|------------|

These are not stock, but would be at a 30-degree angle to match the other signs in the city.

|          |          |
|----------|----------|
| Subtotal | 2,474.00 |
|----------|----------|

|           |      |
|-----------|------|
| TOTAL TAX | 0.00 |
|-----------|------|

|           |          |
|-----------|----------|
| TOTAL USD | 2,474.00 |
|-----------|----------|

|                 |                |
|-----------------|----------------|
| mounting plates | 456.75         |
|                 | <u>2930.75</u> |

## Terms

Net 30. Payments made by credit card require a 2.9% convenience fee.

### Detention Charges:

Truckload detention charges in the logistics industry refer to fees that may be assessed when a driver is kept waiting at a pickup or delivery location for an extended period of time. The amount of detention charge will vary depending on the specific carrier and the circumstances of the pickup or delivery. If a carrier encounters a delay, in most cases they will bill the receiver for this delay, and it is the receiver's responsibility to pay. If Envirosigns is billed for this charge, we will forward the charges to our customer for you to manage.

**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton

Dave Pond

Janene Burton

Mark Hendrickson

Justin Caplin

# CITY COUNCIL

**Meeting Date:** July 22, 2026

**Agenda Item:** 3

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**Applicant:** Heather Taylor and Barbara Parks

**Requested by:** Jim McNulty

**Subject:** Property Rezoning & Amended Site Plan Review

**Description:**

N/A

**Recommendation:** Approval

**Attachments:** N/A

**Cost:** N/A

**Legal Approval:** N/A

**Finance Approval:** N/A

**Budget Approval:** N/A

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City of Santa Clara  
2603 Santa Clara Drive  
(435) 656-4690, Ext. 225  
[jmcnulty@sccity.org](mailto:jmcnulty@sccity.org)

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Staff Report

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## Property Rezoning & Amended Site Plan Summary and Recommendation

**Public Body:** Santa Clara City Council

**Meeting Date:** July 22, 2026

**Current Zone:** Historic District/R-1-10 Zone

**Proposed Zone:** Historic District/Mixed Use Zone

**General Plan Designation:** Neighborhood Commercial

**Property Size:** 0.10 acres

**Property Location:** 2998 Santa Clara Drive

**Request:** Property Rezoning & Amended Site Plan

**Applicant Name:** Heather [REDACTED] and Barabara [REDACTED]

**Staff Planner:** Jim McNulty

**Meeting Type:** Public Meeting

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### PROJECT DESCRIPTION

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The applicants, Heather [REDACTED] and Barbara [REDACTED], are proposing to renovate and convert the existing single-family home located at 2998 Santa Clara Drive to allow for office/retail space intended for an art gallery. The subject property is approximately 0.10 acres (4,521 sq. ft.) in size. The useable square footage on the main floor of the home is **approximately 940 square feet** in size, with a basement to be utilized for storage.

The subject property is currently in the Historic District/R-1-10 Zone. The applicants are requesting to **Rezone the property** from the **Historic District/R-1-10 Zone to the Historic District Mixed Use HD/MU Zone** to allow for office/retail space intended for an art gallery. Additionally, the applicants are required to go through an **Amended Site Plan Review** to bring the site up to current development standards. This process includes a public hearing with the Planning Commission and approval of the City Council before proceeding.

**Heritage Commission review** was the first step in the overall process for the project. The existing home is an example of the **"Period Cottage"** style from approximately 1920 – 1935. The Heritage Commission reviewed the proposal on June 18, 2026. During this meeting, the **Heritage Commission approved the Design Review** after careful review of the proposal and the adopted Historic District Design Guidelines.

## SITE & VICINITY DESCRIPTION

---

The subject property is located at 2998 Santa Clara Drive. The property has frontage along Santa Clara Drive. An existing single-family home is located on the property. The home abuts a single-family home to the east, and Heritage Square to the west.

## ITEMS TO ADDRESS/SITE PLAN REVIEW

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**Chapter 17.74, Historic District/Mixed Use**, requires a review of the site plan layout, building design and materials, landscaping, outdoor lighting, parking, fencing, signage, as well as other necessary items as needed for a commercial project. City staff have identified the following items that need to be addressed with the Site Plan Review:

1. **Site Plan Layout:** Vehicle access to the site will be provided off Santa Clara Drive. This existing access is located on the east side of the lot. The private driveway is approximately 13' to 14' in width and runs along the east property line. Pedestrian access to the building will be available off Santa Clara Drive. The footprint of the building will remain as is (**see Site Plan**). Appropriate landscaping along Santa Clara Drive and within the project, along with an **outdoor patio** will be provided to promote walkability and pedestrian use.
2. **Building Design & Materials:** The existing home on the property is a “**Period Cottage**” style home originally constructed in 1935. The applicants have indicated that doors and windows are to remain and be repaired and/or replicated to match the existing. The applicants will be removing the existing asphalt shingle roofing and replacing it with natural cedar shake roofing. The proposed building materials and colors will be shared with the Planning Commission at the meeting. The Heritage Commission agreed with the updates to the building. City staff are also in support of the proposed changes to the building.
3. **Project Landscaping:** The final landscape plan will be required to comply with **City Ordinance #2024-02 (Water Efficient Landscaping & Conservation Standards)**. The applicants intend to utilize drought tolerant landscape materials with a drip system. Additionally, the existing large trees will be trimmed appropriately to enhance the visual appearance of the site (**See Rendering**).
4. **Outdoor Lighting:** Chapter 17.68 indicates that all **outdoor lighting** shall not adversely impact surrounding businesses or residential uses. All outdoor lighting shall be shielded and directed downward to avoid light spill. The applicants plan to use low mounted ground accent lighting and pathway lighting in the front yard area.
5. **Required Parking:** The project is required to have a minimum of 3 parking spaces for the proposed business use as per Chapter 17.32. The Site Plan includes a **total of 3 parking spaces (including 1 required ADA space)** directly adjacent to Santa Clara Drive (**see Site Plan**). An **ADA ramp** is also required as per Building Code (**see ADA Access Drawing**). The applicants have worked with the neighbors adjacent to the north property line. As a result, they have provided a **Parking Easement Agreement** allowing for the use of 5' of property to accommodate a second parking space behind the building. The Historic District Design Guidelines indicate that parking should be located to the side or behind a building, where its visual impact will be minimized. Additionally, Chapter 17.74 Historic District/Mixed Use Zone encourages flexibility in site design and parking requirements.

**Request:** Art Gallery Use

6. **Fencing:** The existing fence with brick pillars will remain along Santa Clara Drive. The applicants will make repairs if needed.
7. **Project Signage:** Chapter 17.45 allows for signs in the Historic District. At this time, the applicant is reviewing options for project signage which are yet to be designed. The applicant will be required to go to the Heritage Commission for review and approval of all project signage at a later date.
8. **Mechanical Equipment/Garbage Collection:** The HVAC system will be located behind the building. The garbage collection and recycling bins will also be located behind the building.

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## NEIGHBORHOOD RESPONSE

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Notices were sent to the property owners within 300' of the subject property prior to the Planning Commission public hearing. The subject property was also posted as per State Code. No responses have been received by city staff as of the writing of this report.

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## GENERAL PLAN CONSIDERATION

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The recently adopted Santa Clara City General Plan indicates a Neighborhood Commercial, NC Land Use Classification for the subject property. The proposed Historic District/Mixed Use Zone complies with the intent of the General Plan. The NC Classification states the following:

*"This classification supports small-scale commercial uses that serve the daily needs of nearby residents, such as grocery stores, cafes, and personal services. It may also include mixed-use developments with residential units above ground-floor retail. The intent is to create vibrant, walkable centers that enhance neighborhood identity and reduce reliance on automobiles".*

The proposed application meets the intent of the General Plan. The existing building will be updated and remain on the site and be utilized as a small-scale commercial business.

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## STATE CODE CONSIDERATIONS

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Utah Code, Section 10-20-503, includes requirements for a land use ordinance or zoning map amendment. To rezone a property, the city must hold at least one public hearing. Additionally, a public hearing to consider a property rezoning requires 10 days' notice rather than 24 hours' notice. A notice must be sent to all property owners within 300' of the subject property, with a notice in a visible location, with a sign of sufficient size and durability. The City is also required to post on the State Public Notice website. City staff have determined that all State Code requirements have been met with this application.

---

## CITY STAFF RECOMMENDATION

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On July 9, 2026, the Planning Commission held a public hearing and forwarded a recommendation of approval (3 to 2 vote) to the City Council. City staff recommend that the City Council consider granting approval for a Rezoning & Amended Site Plan to allow for office/retail space intended for an art gallery located at 2998 Santa Clara Drive subject to the following conditions:

1. That the applicants are required to comply with the recommendations from all city reviewing departments.

**Request:** Art Gallery Use

2. That the applicants are required to install site improvements which meet city standards.
3. That the project be built according to the approved Site Plan. That this includes but is not limited to all items listed in the staff report.
4. That the exterior revisions, building materials and colors, as approved by the Heritage Commission, be allowed.
5. That a minimum of 3 parking spaces (including 1 required ADA space) be provided for the site as per Chapters 17.32 and 17.74 of city code, and the Historic District Design Guidelines.
6. That a signed and notarized Parking Easement Agreement be recorded by the applicants. That a recorded copy of this document is provided to City staff for verification.
7. That the final landscape plan is required to comply with City Ordinance #2024-02 (Water Efficient Landscaping & Conservation Standards). That the final landscape plan includes drought tolerant landscape materials with a drip system. That a note be placed on the plan indicating that maintenance of the existing trees will be done to enhance the visual appearance of the site.
8. That outdoor lighting shall not visually dominate the site or intrude on adjacent property. All lighting shall be shielded and directed downward. That low mounted ground accent lighting and pathway lighting be utilized in the front yard area.
9. That the existing fence with brick pillars will remain along Santa Clara Drive.
10. That all project signage complies with Chapter 17.45 of city code. That the future signage be reviewed and approved by the Heritage Commission as per the Historic District Design Guidelines.
11. That the HVAC system and garbage collection/recycling bins be located behind the building.
12. That the applicant be required to work with the Building Official allowing for compliance with all Building Code requirements.
13. That the applicants work with the neighboring property owners to remove the existing shed on the north property line. That a document be signed and notarized by both parties with a copy provided to City staff for verification.

*And with the following findings:*

1. That the Rezoning is compliant with the Santa Clara City General Plan, Land Use Classifications, Neighborhood Commercial/Mixed Lot Use (NC).
2. That the proposed property use is in harmony with the Santa Clara Design Guidelines.
3. That other properties in the immediate vicinity (directly south, 3003, and 3013 Santa Clara Drive) of the site are zoned Historic District/Mixed Use.

PROJECT NARRATIVE:

2998 SANTA CLARA DRIVE - BUILT IN 1935 FOR RULON AND GRACE STAHELI STUCKI. IT IS A QUINTESSENTIAL EXAMPLE OF A ENGLISH TUDOR COTTAGE. IT IS 940 SQ.FT INTERIOR GROUND FLOOR WITH A BASEMENT, ON A LOT THAT IS ONLY 4,520 SQ.FT.

THERE IS A NEWER ACCESSORY STRUCTURE BEHIND THE HOUSE, WHICH IS A STORAGE SHED THAT NOW INTERSECTS THE NEIGHBORING PROPERTY.THE FRONT YARD IS ELEVATED WITH AN EXISTING CONCRETE CURB

THE PROJECT WILL CONSIST OF A COMPLETE INTERIOR AND EXTERIOR RENOVATION. A PUBLIC AND COMMUNITY ORIENTED SMALL BUSINESS, CONSISTING OF CURATED ART GALLERY SERVING TEA, COFFEE AND REFRESHMENTS.

ALL THE EXTERIOR MATERIALS, DETAILS, DOORS AND WINDOWS ARE TO REMAIN AND BE REPAIRED AND OR REPLICATED TO MATCH EXISTING. IT IS OUR INTENTION TO MAINTAIN AND RESPECT ALL ASPECTS OF THE BUILDING AND SURROUNDING LANDSCAPE. NO ADDITIONS OR EXTENSIONS TO THE EXISTING STRUCTURES ARE PROPOSED. MATURE TREES TO THE EAST WILL REMAIN.

THE BRICK WILL BE REPAIRED, REATTACHED, RE-POINTED AND CLEANED.

THE EXISTING WOOD TRIM AND WOOD WINDOWS WILL BE REPAIRED AND/OR REPLACED TO MATCH EXISTING AND PAINTED COLOR "OTIS MADIERA" FROM EXHIBIT B ON PAGE 43 OF THE SANTA CLARA HISTORIC DISTRICT DESIGN GUIDELINES.

THE EXISTING PLASTER/STUCCO WILL BE PATCHED AND REPAIRED, WITH A NEW TEXTURE COAT TO MATCH EXISTING AND WILL BE PAINTED COLOR "FLAXEN FIELD" FROM EXHIBIT B ON PAGE 43 OF THE SANTA CLARA HISTORIC DISTRICT DESIGN GUIDELINES. ANY NEW STUCCO PROPOSED WILL MATCH THE EXISTING AND PAINTED THE SAME COLOR.

THE ROOFING MATERIAL IS PROPOSED TO BE REPLACED AS A NATURAL CEDAR SHAKE.

EXISTING DRIVEWAY AND CURB CUT WILL REMAIN, BRICK PAVERS AND DECOMPOSED CRUSHED GRANITE WILL DEFINE THE DRIVEWAY. THREE PARKING BAYS ARE CONSIDERED TO BE AT THE BACK AND SIDE OF THE PROPERTY AS REQUIRED AND DEFINED IN THE SANTA CLARA HISTORIC DISTRICT DESIGN GUIDELINES SECTION 16. 4 PARKING SPACES ARE AVAILABLE OUT FRONT ON SANTA CLARA DR. AND ADDITIONAL SHARED PARKING IS CONSIDERED WITH THE LDS CHURCH PARKING AND ON VICTOR STREET.

FRONT YARD LANDSCAPE ELEMENTS TO REMAIN AS EXISTING, REPAIRED AS NEEDED. BRICK PAVER PATIO AND DROUGHT TOLERANT LANDSCAPING PLANTING AND LANDSCAPE ROCKS PROPOSED IN THE FRONT YARD.

EXTERIOR LANDSCAPE LIGHTING TO BE WARM 2700 K TEMPERATURE RANGE, LOW MOUNTED GROUND ACCENT AND PATHWAY LIGHTING IN THE FRONT YARD, SIMILAR TO TYPICAL RESIDENTIAL LIGHTING.

SIGNAGE WILL BE SUBMITTED FOR REVIEW AND APPROVAL AT A LATER DATE. NO SIGNAGE WILL BE PROPOSED FOR THIS APPLICATION.

ALL MECHANICAL EQUIPMENT AND TRASH CONTAINERS WILL BE LOCATED AT THE BACK OF THE BUILDING NEAR THE ACCESSORY STRUCTURE. PER SECTION 17 OF THE SANTA CLARA HISTORIC DISTRICT DESIGN GUIDELINES.



DRIVEWAY ACCESS AND BRICK FENCE TO REMAIN



EXISTING BRICK, WOOD MOLDING AND STUCCO TO REMAIN

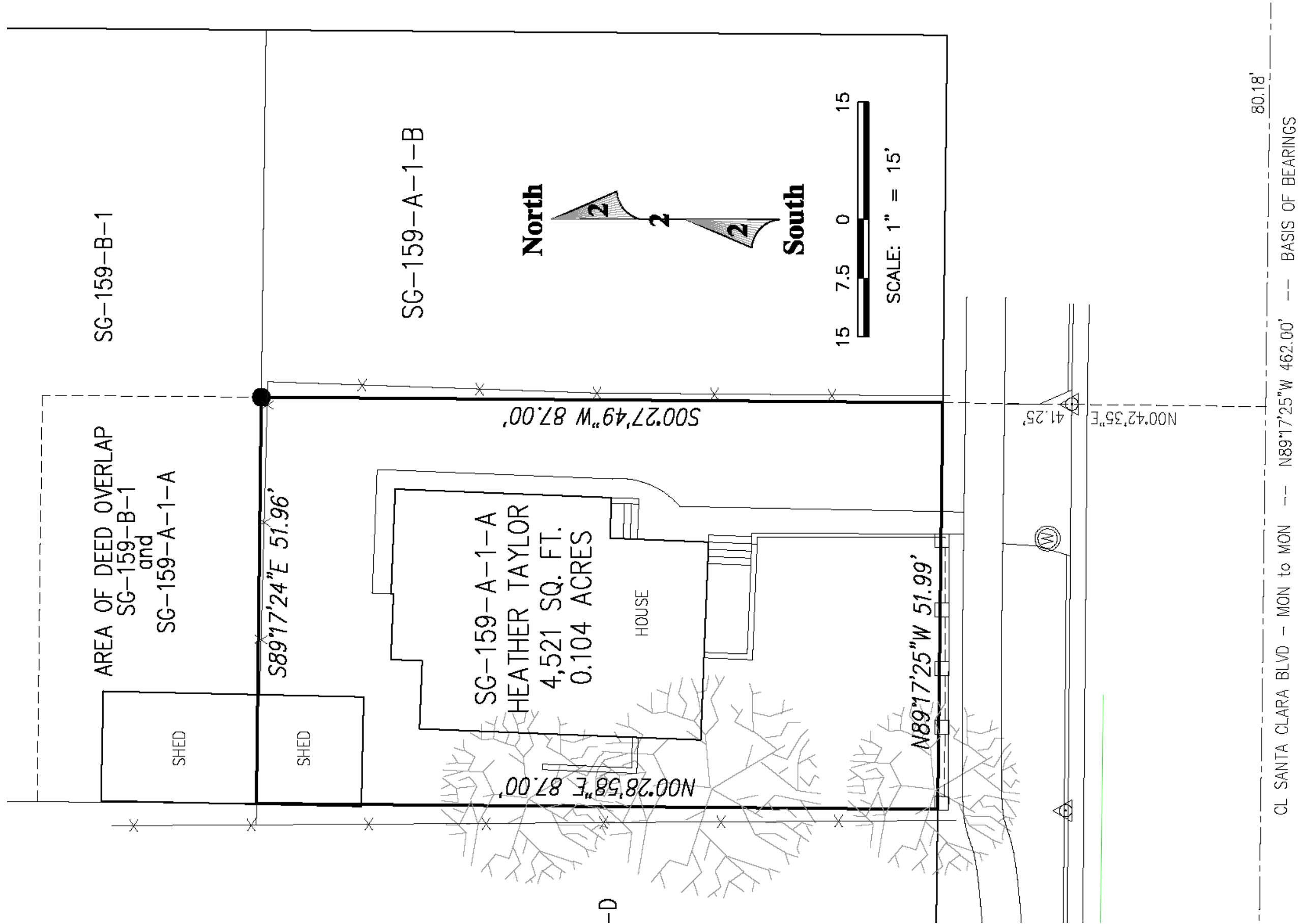


Otis Madiera



Flaxen Field

|                                                                                      |                     |     |             |          |                   |     |
|--------------------------------------------------------------------------------------|---------------------|-----|-------------|----------|-------------------|-----|
| <div>CT Architects</div> <div>917 974 0587</div> <div>cory@taylorarchitect.com</div> | 2998 Santa Clara Dr | NO. | DESCRIPTION | DATE     | PROJECT NARRATIVE | 000 |
|                                                                                      |                     |     |             | 06/14/26 |                   |     |



CT Architects

917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION

DATE

SURVEY

05/31/26

1 : 40

100



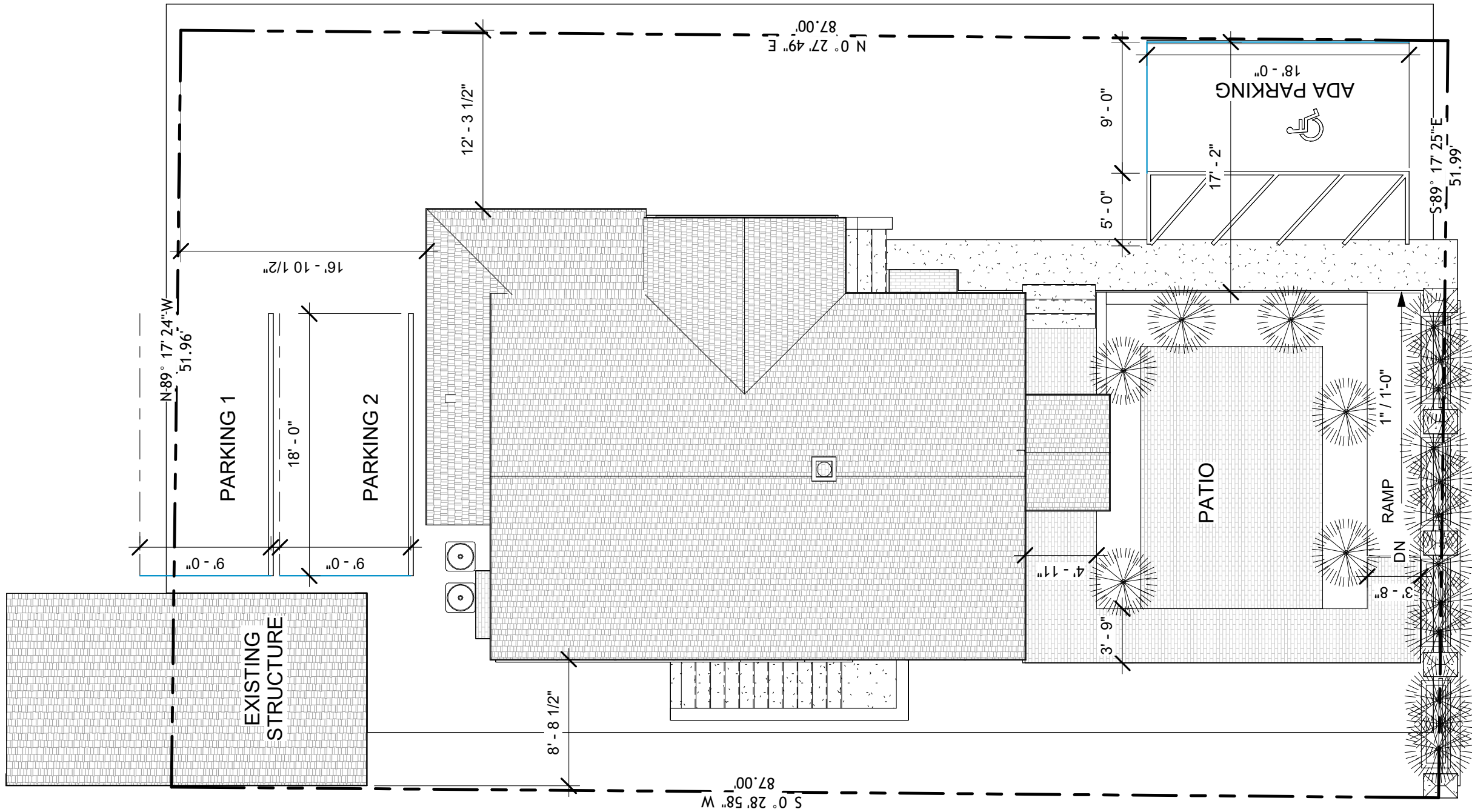
CT Architects  
917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION DATE

05/31/26

EXISTING PHOTOS



SANTA CLARA DRIVE

CT Architects  
917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION DATE

05/31/26

SITE PLAN

1/8" = 1'-0"

200



**SOUTH ELEVATION 1**

SCALE: 1 : 60

**1**

**CT Architects**  
917 974 0587  
cory@taylorarchitect.com

**2998 Santa Clara Dr**

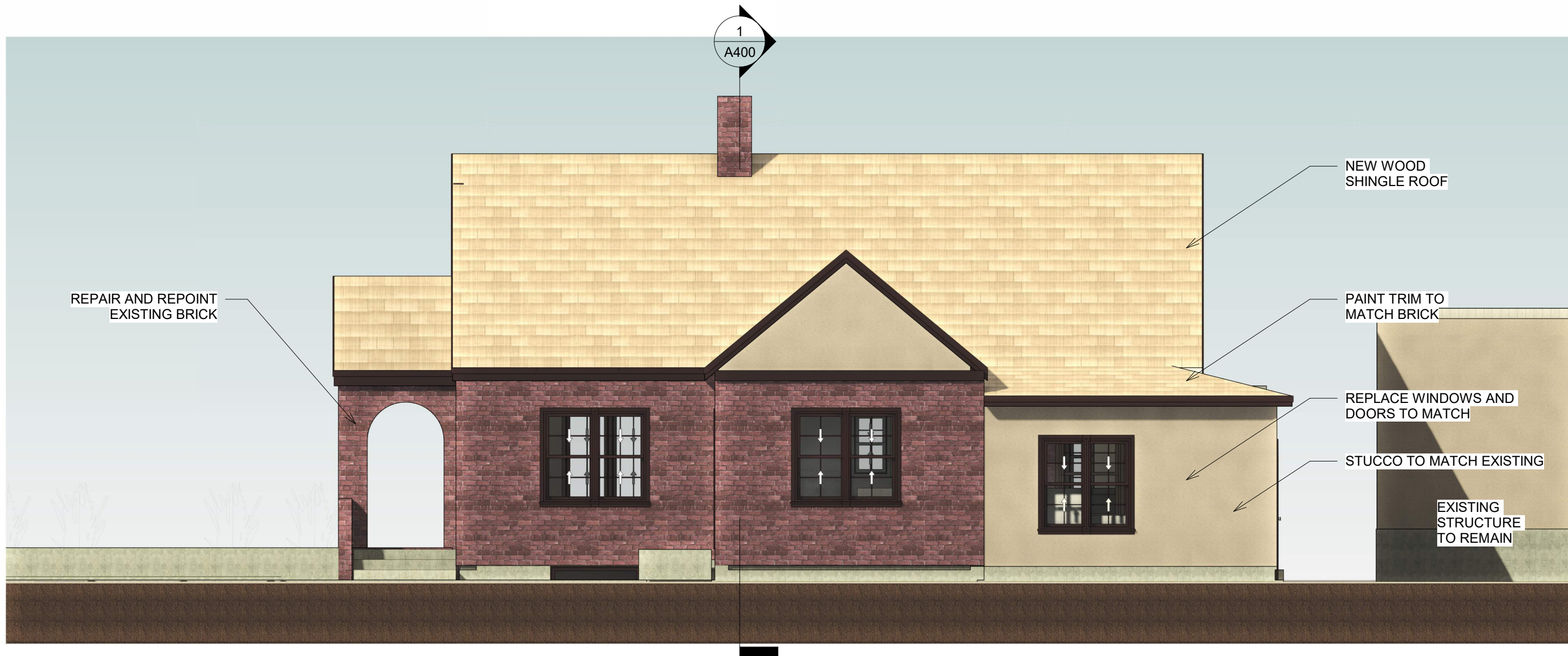
| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
|-----|-------------|------|

|  |  |          |
|--|--|----------|
|  |  | 05/31/26 |
|--|--|----------|

**SOUTH ELEVATION**

1 : 60

**300**



**EAST ELEVATION 2**

SCALE: 1 : 60

**1**

**CT Architects**  
917 974 0587  
cory@taylorarchitect.com

**2998 Santa Clara Dr**

NO. DESCRIPTION

DATE

05/31/26

**EAST ELEVATION**

1 : 60

**301**



NORTH ELEVATION 3

SCALE: 1 : 60

1

CT Architects  
917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION DATE

05/31/26

NORTH ELEVATION

1 : 60

302



**WEST ELEVATION 4**

SCALE: 1 : 60

**1**

**CT Architects**  
917 974 0587  
cory@taylorarchitect.com

**2998 Santa Clara Dr**

NO. DESCRIPTION DATE

05/31/26

**WEST ELEVATION**

1 : 60

**303**



CT Architects  
917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION

DATE

06/13/26

RENDERING

304



CT Architects  
917 974 0587  
cory@taylorarchitect.com

2998 Santa Clara Dr

NO. DESCRIPTION

DATE

06/13/26

RENDERING

305



# **DRAFT PARKING EASEMENT AGREEMENT**

Between

Two Sisters And A Bro LC

And



(Provide property owners or LC name)

## Parking Easement Agreement

This Parking Easement Agreement ("Agreement") is made on the \_\_\_\_ day of \_\_\_\_\_, 2026, by and between:

### **Grantors (Neighboring Property Owners) Provide property owners or LLC name**

Owners of the property located at:

[REDACTED]

[REDACTED]

("Grantor Property")

and

### **Grantee**

**Two Sisters And A Bro LC**, a Utah Limited Liability Company

Owner of the property located at:

[REDACTED]

[REDACTED]

("Grantee Property")

### **Easement Area**

The Grantors agree to provide a permanent, exclusive parking easement over a portion of their property.

The easement is expected to consist of approximately **five (5) feet** extending east to west along the shared north property boundary (S 89 17' 24" E).

The survey and legal description will become **Exhibit A** to this Agreement and will be incorporated into the final recorded document.

## **Permitted Use**

The easement may be used only for:

- Parking passenger vehicles
- Entering and leaving those parking spaces

The easement shall not be used for:

- Vehicle storage
- Recreational vehicles
- Commercial equipment
- Trailers
- Outdoor storage
- Any activity or physical barriers that unreasonably interferes with the neighboring property.

## **Ownership**

This Agreement does not transfer ownership of any land.

The Grantors remain the owners of the property.

The Agreement simply grants Two Sisters And A Bro LC the permanent right to use the designated area for parking.

## **Maintenance**

Two Sisters And A Bro LC will be responsible for maintaining the parking area in a clean and safe condition.

Maintenance may include:

- Keeping the area free of debris
- Repairing the parking surface if needed
- Snow removal, if necessary
- Parking striping or markings if required by the City

No permanent improvements will be constructed within the easement area without the written agreement of both property owners.

## **Responsibility**

Each property owner remains responsible for activities occurring on their own property.

Two Sisters And A Bro LC accepts responsibility for its use of the parking easement and for any damages resulting from that use, except where caused by the actions or negligence of the Grantors.

## **Permanent Easement**

Both parties understand that the City of Santa Clara may require this parking easement to remain with the property in order to satisfy parking requirements associated with the approved use of the Grantee Property.

Accordingly, it is the intention of both parties that this easement be **permanent** and continue with both properties if ownership changes in the future.

Future owners of either property will be subject to this Agreement unless it is amended or terminated by written agreement of both property owners and any required approval by the City of Santa Clara.

## **Recording**

After review and execution by all parties, this Agreement may be recorded with the Washington County Recorder so that it becomes part of the public record for both properties.

## **Amendments**

The parties recognize that future circumstances may change.

This Agreement may be amended if:

- Both property owners agree in writing;
- Any required approvals are obtained from the City of Santa Clara, and
- The amendment is recorded with the Washington County Recorder if required.

## **Governing Law**

This Agreement shall be governed by the laws of the State of Utah.

## **Entire Agreement**

This document represents the entire agreement regarding the parking easement between the parties.

**Signatures  
Grantors**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Grantee**

**Two Sisters And A Bro LC**

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

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

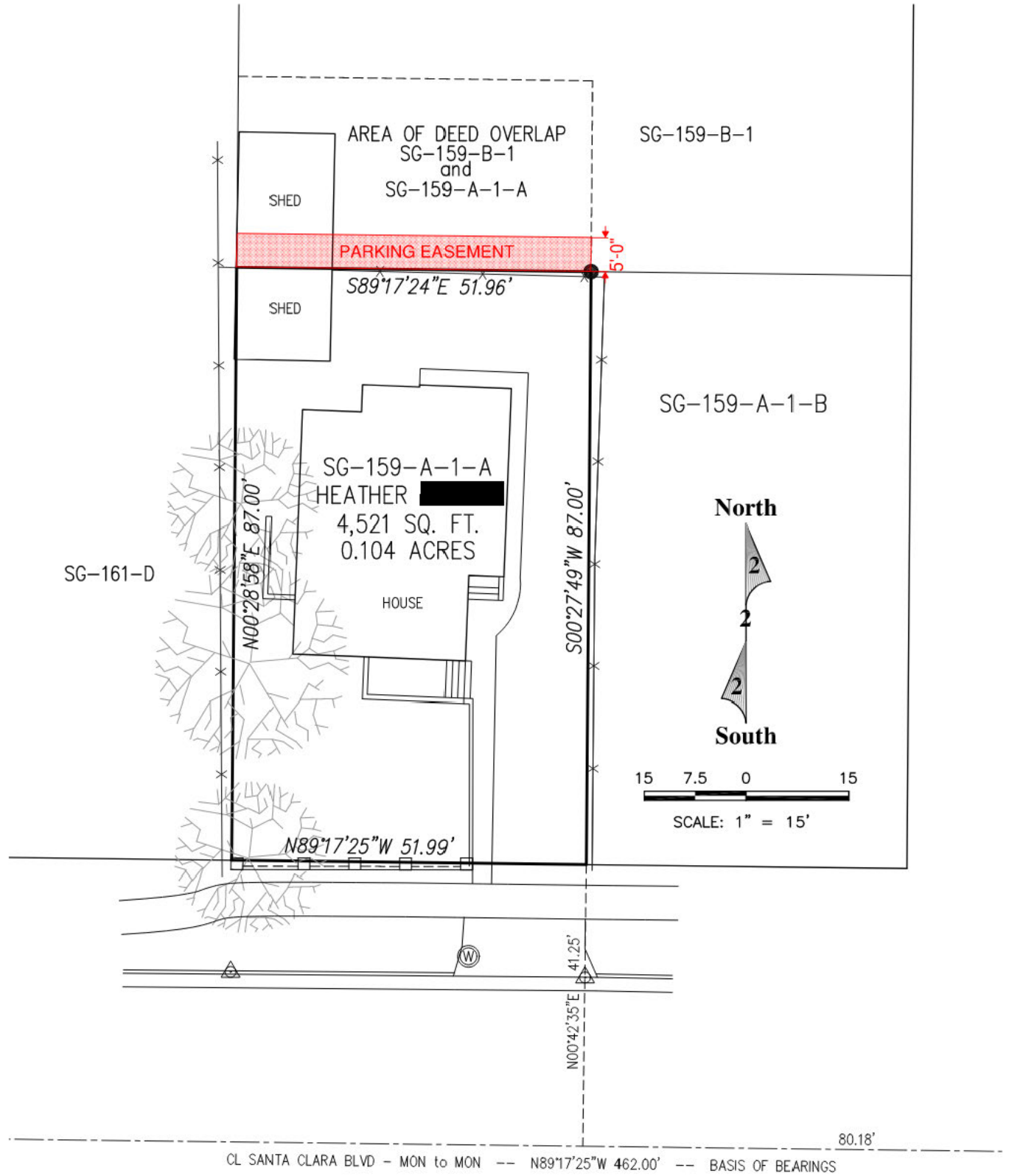
Member

\_\_\_\_\_  
Date

**Notary Acknowledgment  
Grantors**

(To be completed by Utah Notary Public,

## Exhibit A



**SANTA CLARA CITY PLANNING COMMISSION  
MEETING MINUTES  
2603 Santa Clara Drive  
Thursday, July 9, 2026**

**Present:** Shelly Harris  
Kristen Walton  
David Clark  
Joby Venuti  
Tyler Gubler

**Absent:** Logan Blake  
Josh Westbrook

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

**1. Call to Order**

Vice Chair Shelly Harris called the Santa Clara City Planning Commission meeting to order on July 9, 2026, at 5:31 PM.

**2. Opening Ceremony**

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

**3. Conflicts and Disclosures**

No conflicts or disclosures were reported by any Commissioners.

**4. Working Agenda**

**A. Public Hearing**

- 1. Consideration and possible action on a proposed Rezoning and Amended Site Plan Review for the property located at 2998 Santa Clara Drive (Parcel#SC-159-A-1-A, described as 0.10 acres). The applicants, Heather Taylor and Barbara Parks, propose to Rezone the property from the Historic District/R-1-10 Zone to the Historic District Mixed Use HD/MU Zone to allow for office/retail space intended for an art gallery.**

Jim McNulty, Planning and Economic Development Director, presented the application on behalf of applicants Heather Taylor and Barbara Parks. The proposal seeks to rezone the property at 2998 Santa Clara Drive from the Historic District/R-1-10 Zone to the Historic District/Mixed Use Zone to allow for office and retail space intended for an art gallery. The

property is a 0.10-acre lot within the Historic District, featuring an existing single-family home built in 1935 with approximately 940 square feet of main-floor usable space and a basement to be used for storage. The building footprint would remain unchanged, with exterior improvements aimed at restoring the structure's period cottage character, including replacement of asphalt shingles with natural cedar shake roofing and repair or replication of existing doors and windows consistent with Historic District Design Guidelines.

Mr. McNulty noted the project had previously been reviewed and approved by the Heritage Commission on June 18, 2026, with the Commission expressing enthusiasm for the proposal and confirming its compliance with Historic District Design Guidelines. City staff found the application consistent with the Neighborhood Commercial Land Use designation in the 2025 General Plan, which encourages small-scale commercial uses, walkable environments, and adaptive reuse of historic structures. No public comments in support or opposition had been received following notice to all property owners within 300 feet.

Mr. McNulty outlined the Site Plan's key elements, including drought-tolerant landscaping with a drip irrigation system, low-mounted downward-directed exterior lighting, retention and cleanup of existing brick pillar fencing, and placement of mechanical equipment and refuse screening at the rear of the building. Project signage was noted as a future item requiring separate Heritage Commission approval.

Regarding parking, city code requires a minimum of three spaces, including one ADA-accessible van space. The proposed Site Plan accommodates one space (ADA) along the eastern driveway, with two spaces adjacent to the north property line. As a result, the applicants intend to utilize a parking easement agreement with the adjacent northern property owners to allow use of an additional five feet of their lot. Mr. McNulty acknowledged that the Historic District Design Guidelines discourage locating parking in front of buildings, ruling out that alternative, and that Chapter 17.74 of the City Code encourages flexibility in parking requirements within the Historic District/Mixed Use Zone. Building Official, Cody Mitchell, noted that staff's review through the Technical Review Committee (TRC) was supportive, and that comparable small businesses in the Downtown Historic District, such as the Yellow House and Mimi & Coco Kids, are similar and rely on on-street parking.

Commissioner Venuti, whose professional background is in development, raised concern that as configured, a vehicle parked in the ADA space would block egress for the other two spaces, and that parking space number one required backing the full length of the driveway to exit. He questioned whether more workable layouts had been considered. The applicant, Barbara Parks, explained that the existing outbuilding straddling the rear property line is to be demolished with the written consent of the neighboring property owners, who have agreed to bear no cost for removal of their portion. This demolition, combined with the full-length easement, would provide sufficient room for vehicles to maneuver and turn around at the rear of the site. Mr. McNulty and Mr. Mitchell confirmed that there is no code prohibiting the current configuration, and that City staff had deliberated extensively before settling on the presented layout as the most consistent with Historic District Design Guidelines.

Commissioner Walton inquired whether the parking arrangement raised any legal concerns regarding blocking the drive aisle, and whether it set a problematic precedent. Mr. McNulty

clarified that the flexibility provisions apply specifically to the Historic District/Mixed Use Zone only, and do not extend to other Commercial Zones in the City

Commissioner Clark commended the quality of the application materials, credited to the applicants' architect and son-in-law, Cory Taylor, who participated remotely. Commissioner Clark raised two conditions he considered essential: first, that the parking easement agreement be executed and recorded by both parties; and second, that a signed and notarized letter authorizing demolition of the shared outbuilding be obtained from the neighboring property owners and provided to the City before moving forward. Mr. McNulty confirmed both items could be added as conditions of approval in the project recommendation to City Council.

Commissioner Venuti asked whether, once rezoned, a future owner could use the property for a different commercial purpose. Mr. McNulty confirmed the zoning would run with the property, and that any future use would be evaluated on a case-by-case basis against parking and other code requirements, with more intensive uses unlikely to qualify given the property size.

Mr. Mitchell noted the building had been on the market multiple times and had previously been evaluated for demolition by other interested parties who concluded restoration costs exceeded the property's value. He expressed that staff's willingness to work flexibly with the applicants was in part a recognition of their commitment to preserving a historic structure that might otherwise be lost.

The Public Hearing was opened. Cory Taylor expressed enthusiasm for the project and commitment to preserving the home and its surrounding environment. No additional public comments were received. The Public Hearing was closed.

**2. Consideration and possible action on Chapter 17.08, Definitions. The proposed code amendment would allow for new definitions to be included in city code.**

Mr. McNulty presented a proposed code amendment to add three new definitions to Chapter 17.08 of the City Code: owner occupied, primary residence, and secondary residence. He explained that these definitions arose from the adoption of the R-1-4 zone earlier in the year, which included a deed restriction requiring owner-occupied housing for a minimum of ten years. The lack of a formal definition for "owner occupied" in the City Code prompted staff, in consultation with City Attorney, Matt Ence, to draft the three related definitions.

The proposed definitions are as follows:

- Owner Occupied: A housing unit in which the individual who owns the housing unit, solely, jointly, or severally with others, has legal or equitable title to the property and lives therein as the individual's primary residence.
- Primary Residence: A residence where an individual's habitation is fixed and to which, whenever absent, the individual intends to return. Temporary absences for military service, church service (not to exceed three consecutive years), or other

similar circumstances—provided advance city approval is obtained—shall not terminate primary residence status. An individual returning from a temporary absence must reside at the residence for a minimum of six consecutive months before another temporary absence may be approved.

- Secondary Residence: A dwelling or residential property that is not an individual's primary residence, including vacation homes and short-term nightly rentals.

Mr. McNulty noted that the definitions had been reviewed and well received by the City Council, and that they were consistent with State Code and practices observed in comparable municipalities. Commissioner Harris, drawing on a background in lending, affirmed that the definitions appropriately distinguished between owner-occupied, non-owner-occupied, and secondary/investment properties.

The Public Hearing was opened. No members of the public offered comment. The Public Hearing was closed.

**B. Public Meeting**

1. **None.**

**5. General Business**

**A. Recommendation to City Council**

1. **Recommendation to City Council for consideration and possible action on a proposed Rezoning and Amended Site Plan Review for the property located at 2998 Santa Clara Drive (Parcel#SC-159-A-1-A, described as 0.10 acres). The applicants, Heather Taylor and Barbara Parks, propose to Rezone the property from the Historic District/R-1-10 Zone to the Historic District Mixed Use HD/MU Zone to allow for office/retail space intended for an art gallery.**

*Motion: Commissioner Clark moved to forward a recommendation to the City Council for approval of the Rezoning and amended Site Plan for the property at 2998 Santa Clara Drive, Rezoning from the Historic District/R-1-10 Zone to the Historic District Mixed Use Zone for use as an art gallery, subject to all staff-recommended conditions, the addition of a condition requiring the recorded parking easement agreement, and the addition of a condition requiring a signed and notarized authorization from the adjacent property owners permitting demolition of the shared outbuilding. Commissioner Clark seconded the motion. The motion carried 3–2, with Commissioners Venuti and Walton voting in opposition due to unresolved concerns regarding the parking configuration.*

**2. Recommendation to City Council for consideration and possible action on Chapter 17.08, Definitions. The proposed code amendment would allow for new definitions to be included in city code.**

*Motion: Commissioner Clark moved to forward a recommendation of approval to the City Council to adopt the proposed definitions of owner occupied, primary residence, and secondary residence under Chapter 17.08 of the City Code. Commissioner Walton seconded the motion. The motion carried unanimously.*

**6. Discussion Items**

**A. None.**

Mr. McNulty advised that a meeting would be required on July 23, 2026, to accommodate a pending application. The Yocum family, owners of the Ranch at Santa Clara wedding and event center, have applied for a rezoning from Open Space to Planned Development Commercial, along with a Project Plan and Development Agreement. Key issues include road access across BLM land, where the BLM has specified a 28-foot asphalt roadway with 10-foot borrowed ditches on each side, and secondary access across Santa Clara Field Canal Company property, which is privately owned and limited to a maintained gravel surface.

Mr. McNulty also noted that the Anderson family, who recently purchased property from Kelly Graff, has submitted plans for a residential subdivision and light industrial uses adjacent to the City shop, which will require a public street connection. Commissioners discussed the coordination of road standards across multiple property owners and government entities. Commissioner Clark raised the question of whether the City had authority to impose unified road standards across the various parcels. Mr. McNulty indicated that the Development Agreement being negotiated by City Attorney, Matt Ence, would address these issues, and that the applicants' engineer had been engaged directly with the BLM, whose process can extend several years.

**7. Approval of Minutes**

**A. Request for Approval of Meeting Minutes: June 11, 2026**

The Planning Commission reviewed the minutes from June 11, 2026. No comments or corrections were noted.

*Motion: Commissioner Clark moved to approve the minutes. Commissioner Venuti seconded the motion. The motion passed unanimously. Commissioner Gubler abstained.*

**8. Adjournment**

*Motion: Commissioner Walton moved to adjourn.*

Commissioner Harris adjourned the meeting at 6:24 PM.

\_\_\_\_\_  
**Jim McNulty**  
**Planning Director**

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

DRAFT

**CITY OF SANTA CLARA, UTAH**  
**ORDINANCE NO. 2026-15**

**AN ORDINANCE REZONING PROPERTY LOCATED AT 2998 SANTA CLARA DRIVE FROM THE HISTORIC DISTRICT/R-1-10 ZONE TO THE HISTORIC DISTRICT MIXED USE (HD/MU) ZONE; APPROVING AN AMENDED SITE PLAN; AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City of Santa Clara received an application from Heather Taylor and Barbara Parks requesting approval to rezone property located at 2998 Santa Clara Drive from the Historic District/R-1-10 Zone to the Historic District Mixed Use (HD/MU) Zone, together with an Amended Site Plan to renovate the existing structure for office/retail space intended for an art gallery;

**WHEREAS**, the subject property is designated Neighborhood Commercial in the Santa Clara City General Plan, and the proposed Historic District Mixed Use (HD/MU) Zone is consistent with the General Plan designation;

**WHEREAS**, the Heritage Commission reviewed the proposed project on June 18, 2026, and approved the Design Review in accordance with the adopted Historic District Design Guidelines;

**WHEREAS**, Utah Code Section 10-20-503 establishes procedures and notice requirements for zoning map amendments, including a public hearing by the Planning Commission with at least ten (10) days' notice;

**WHEREAS**, notice of the Planning Commission public hearing was provided in accordance with Utah State Code, and the Planning Commission held a duly noticed public hearing on July 9, 2026, after which it forwarded a recommendation of approval to the City Council by a vote of 3-2;

**WHEREAS**, City staff have determined that all applicable requirements of Utah State Code and the Santa Clara City Municipal Code have been satisfied;

**WHEREAS**, the City Council has reviewed the Planning Commission's recommendation, the staff report, and all information presented regarding the proposed rezone and Amended Site Plan and finds that the request is consistent with the Santa Clara City General Plan, compatible with surrounding land uses, and promotes the public health, safety, and general welfare of the City and its residents.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Santa Clara, Utah, as follows:

**SECTION 1. Rezone.**

The property located at 2998 Santa Clara Drive is hereby rezoned from the Historic District/R-1-10 Zone to the Historic District Mixed Use (HD/MU) Zone, as more particularly described in Exhibit "A," attached hereto and incorporated herein by this reference.

**SECTION 2. Amended Site Plan Approval.**

The Amended Site Plan for the property located at 2998 Santa Clara Drive is hereby approved, subject to the conditions of approval established by the City Council and all applicable provisions of the Santa Clara City Municipal Code.

**SECTION 3. Effective Date.**

This Ordinance shall become effective immediately upon adoption, recording, and posting in the manner prescribed by law.

**ADOPTED AND APPROVED** by a duly constituted quorum of the City Council of the City of Santa Clara, Utah, this 22nd day of July, 2026.

**IN WITNESS THERETO:**

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Jarett Waite, Mayor

**ATTEST:**

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Selena Nez, City Recorder

## **Exhibit "A"**

**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton

Dave Pond

Janene Burton

Mark Hendrickson

Justin Caplin

# CITY COUNCIL

**Meeting Date:** July 22, 2026

**Agenda Item:** 4

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**Applicant:** Santa Clara City

**Requested by:** Jim McNulty

**Subject:** City Code, Chapter 17.08, Definitions

**Description:**

N/A

**Recommendation:** Approval

**Attachments:** N/A

**Cost:** N/A

**Legal Approval:** Yes

**Finance Approval:** N/A

**Budget Approval:** No

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TO: Santa Clara City Council  
FROM: Jim McNulty, Planning Director  
DATE: July 22, 2026  
RE: City Code, Chapter 17.08, Definitions **(Public Meeting)**

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City staff are proposing updates to City Code, Chapter 17.08, Definitions. The City adopted an R-1-4 Single-Family Zone by ordinance on February 25, 2026. This zone requires that a deed restriction be put in place for ten (10) years. Upon review of the proposed deed restriction, the City Council determined that a few new definitions should be included in city code as follows:

- Owner-Occupied
- Primary Residence
- Secondary Residence

As a result, City staff and legal counsel came up with definitions for each of the three (3) items. These definitions were discussed with the City Council on June 10, 2026. The Council directed City staff to move forward on this item. A copy of the draft document has been included for review.

#### **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:**

On July 9, 2026, the Planning Commission held a public hearing and forwarded a recommendation of approval to the City Council. City staff recommend that the City Council consider granting approval for this code amendment (Chapter 17.08, Definitions).

## CHAPTER 17.08

### DEFINITIONS

#### SECTION:

#### 17.08.010: Terms Defined

#### 17.08.010: TERMS DEFINED:

For the purpose of this title, certain words and terms are defined as follows:

Words used in the present tense include the future. Words in the singular number include the plural, and the plural the singular. Words not included herein but defined in the building code shall be construed as defined therein.

Some definitions are included for reference purposes and may not be permitted in any current zone found in the Santa Clara City zoning ordinance.

**ACCESSORY BUILDING:** A structure on the same lot with a main structure but incidental and subordinate to the use thereof. There must first be a "main" building on the lot before a permit can be issued for any other building to be "accessory".

**AGRICULTURE:** Land devoted to the raising of useful plants and animals with a reasonable expectation of profit, including forage and sod crops, grain and feed crops, nut and fruit crops, vegetables, nursery, floral and ornamental stock, livestock animals including domestic animals, poultry and honeybees. Agricultural land also includes land devoted to and meeting the requirements and qualifications for payments or other compensation under a cropland retirement program with an agency of the state or federal government.

- A. Does not permit residential dwellings in an agriculture zone.
- B. Not currently zoned anywhere in Santa Clara City.

**ANIMAL NUMBERS:** The number of animals does not include newborn animals under the age of six (6) months, or those animals that are dependent upon their mother for sustenance of life, whichever is greater, that were born by animals kept on the property in compliance with the numbers of animals allowed by this title.

**ANIMAL SIZE:** The categorizing of animals is based upon a classification of large, medium, or small animals. The determination may be made by size of animal, irrespective of genetic makeup at the discretion of the planning commission.

**BARNs, COOPS, STABLES:** A building for the keeping of livestock animals, or fowl, by the occupants of the premises. The above uses are not considered to be accessory buildings and do not require a prior permit for a primary structure. They must meet all setback and

height requirements of the zone in which they are located, and any permit requirements of the international building code.

**BASEMENT:** A story partly underground. A basement shall be counted as a story for the purposes of height measurement if its height is one-half (1/2) or more above grade.

**BOARDING HOUSE:** A building with not more than five (5) guestrooms, where, for compensation, meals are provided for at least five (5) but not more than fifteen (15) persons.

**BUILDING:** Any structure having a roof supported by columns or walls, for the housing or enclosure of persons, animals or property.

#### Building Height:

A. The vertical distance measured from the average natural grade of a building pad or approved finished grade of a building lot (whichever is applicable), to the highest point of the building or structure, including architectural features, chimneys, and rooftop mounted equipment.

Exception: Where there is a difference in finish grade on a lot or parcel, the building height shall be measured from the "average grade" height as measured between the "upper grade" and the "lower grade" with the following restrictions:

1. The maximum variation allowed between "upper grade" and "lower grade" is ten feet (10').

2. The highest point on a building or structure, as defined in the section, shall not exceed the maximum allowed height as measured from the "average grade."

B. In the event a building pad is substantially higher than the street grade (greater than 3' measured from top back of curb) the approved building pad elevation shall be established by the natural topography and approved by the Hillside Review Board prior to building permit issuance. In no case shall a building pad be artificially elevated to accomplish a favorable viewshed.

**Main Building:** The principal building or one of the principal buildings upon a lot, or the building of one of the principal uses upon a lot.

**Public Building:** A building owned and operated or owned and intended to be operated by a public agency of the United States of America, of the state of Utah, or any of its subdivisions.

**CARPORT:** A private garage not completely enclosed by walls or doors. For the purposes of this title, a carport shall be subject to all of the regulations prescribed for a private garage.

**CHICKEN RUN:** A fenced area, typically attached to a chicken coop where chickens can exercise, forage, and engage in natural behaviors.

**CHILD NURSERY:** An establishment for the care and/or instruction, whether or not for compensation, of six (6) or more children other than members of the family residing on the premises.

**CONDITIONAL USE:** A use of land for which specific conditions or approval are required by the planning commission, prior to authorizing a permit therefor.

**CONDOMINIUM OR TOWNHOUSE PROJECT:** A development where there is ownership of a single unit in a multiple-family development, together with an undivided interest in the common area, and facilities, and such project meets all requirements of the condominium ownership act of the state of Utah and requirements of the city of Santa Clara.

**COOPS:** See definition of Barns, Coops, Stables.

**CORRAL OR PEN:** A space fenced and used for the confinement of animals. They must meet the setback requirements of the zone in which they are located. They are not considered to be an accessory use (see definition of Barns, Coops, Stables).

**DAIRY:** A commercial establishment for the manufacture and/or processing of dairy products.

A. Not currently zoned anywhere in Santa Clara City.

**DISTRICT:** A portion of the city shown on a map attached to the ordinance codified herein and given a district or zoning name.

**DOMESTIC ANIMALS:** Animals historically found on farms in Washington County. Domestic animals shall not include animals commonly found in zoos and animal preserves, and which animals are not historically endemic to the Washington County areas. Exception: Llamas may be considered as domestic animals, subject to planning commission approval, and limited to the number limitations of the zone in which they are located.

**DWELLING:** Any building, or portion thereof, which is designed and used for residential purposes and complies with the provisions of the international building code, except for the following: hotels, motels, boarding houses, bed and breakfast homes, travel trailers, recreation vehicles, or motor homes are not considered dwellings.

**Multiple-Family Dwelling:** A dwelling arranged or designed to be occupied by more than two (2) families.

**Single-Family Dwelling:** A building arranged or designed to be occupied by one family, the structure having only one dwelling unit.

**Two-Family Dwelling:** A building arranged or designed to be occupied by two (2) families, the structure having two (2) dwelling units.

**DWELLING UNIT:** One or more rooms in a dwelling, designed for, or occupied by, one family for living or sleeping purposes, and having kitchen facilities for the use of not more than one family.

**EXOTIC ANIMALS:** Animals not historically found on farms in the Washington County area. Exotic animals shall include animals commonly found in zoos and animal preserves, and which animals are not historically endemic to the Washington County area. For the purpose of determining the types of animals that may be allowed to be maintained in the various zones of the city of Santa Clara, the term "exotic animals" shall not include traditional household pets, including dogs, small domestic house cats, small caged birds, gerbils, guinea pigs, and similar traditional household pets, but not including biting or venomous snakes.

**FAMILY:** A. An individual, or two (2) or more persons related by blood, marriage, or adoption living together as a single housekeeping unit in a dwelling unit; or

B. A group of not more than four (4) persons, who need not be related by blood, marriage, or adoption, living together as a single housekeeping unit in dwelling unit. Persons related by blood, marriage, or adoption may not have more than three (3) additional persons living with them as a single housekeeping unit in a dwelling unit.

**FENCE, SOLID:** A fence of a material that is sight obscuring, and made of a solid material such as wood, vinyl, or masonry, but not including a chainlink fence with slats inserted into the chainlinks. Any questionable material shall be reviewed by the planning commission for determination.

**FINANCIAL INSTITUTION:** A depository institution such as a bank, brokerage firm, credit union, mortgage lender, or savings and loan. A Non-Depository Institution (see definition) is not included.

**GRADE:** Compare to sign height or building elevation.

A. For buildings adjoining one street only, the elevation of the sidewalk at the center of that wall adjoining the street;

B. For buildings adjoining more than one street, the average of the elevations of the sidewalks at the centers of all walls adjoining the street;

C. For buildings having no wall adjoining the street, the average level of the ground (finished surface) adjacent to the exterior walls of the building. All walls approximately parallel to and not more than five feet (5') from a street line are to be considered as adjoining a street.

**HANDICAPPED PERSON:** A person who has a severe chronic disability attributable to a mental or physical impairment or to a combination of mental and physical impairments, which results in a substantial functional limitation in three (3) or more of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, self-direction, capacity for independent living, or economic self-sufficiency; and who requires a combination or sequence of special interdisciplinary or generic care, treatment, or other services that are individually planned and coordinated to allow the person to function in, and contribute to, a residential neighborhood.

**HOME OCCUPATION:** Any use conducted and carried out by persons residing in the dwelling unit, which is clearly incidental and secondary to the use of the dwelling for dwelling purposes. It shall not cause a change in the character of the dwelling unit. The home occupation shall not change the character of any accessory buildings and shall not use any yard space outside of the main dwelling or accessory buildings. A home occupation shall have no outdoor advertising, except as permitted by this code, and will not generate such traffic as to become a public nuisance to the neighborhood.

A home occupation may be granted with a conditional use permit from the planning commission but may be rescinded for cause if such use becomes a nuisance to the neighborhood.

**HOUSEHOLD PETS:** Animals or fowl ordinarily permitted in the house, and kept for personal use, but not for commercial purposes. Household pets do not include, "exotic animals", or "domestic animals" as defined herein, unless specifically approved by the planning commission.

**JUNK:** Old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber, debris, waste of junked, dismantled or wrecked automobiles, or parts thereof, iron, steel, and other old scrap ferrous or nonferrous material.

**JUNKYARD:** Any place, establishment, or business maintained, used, or operated for storing, keeping, buying, or selling junk, or for the maintenance, or operation of an automobile graveyard, and the term includes garbage and sanitary fills.

**KENNEL:** Any premises where four (4) or more dogs older than four (4) months are kept.

A. Not currently zoned anywhere in Santa Clara City.

**LIVESTOCK:** A. Large animals: May include horses, and cattle, or other animals judged by the planning commission to be compatible with this category of animal, but not including pigs, or "exotic animals" as defined in this section.

B. Medium animals: Three (3) medium animals shall equal one large animal, and shall include goats, sheep or ponies which do not exceed thirty six inches (36") in height, measured from the withers, or other animals judged by the planning commission to be compatible with this category of livestock, but not including exotic animals or pigs.

C. Small animals: Include poultry, rabbits, or other small animals judged by the planning commission to be compatible with this category of animal. Small animals do not include exotic animals or pigs.

**LIVESTOCK FEED YARD:** A commercial operation on a parcel of land where livestock are kept in corrals, or pens, for extended periods of time, at a density which permits little movement, and where all feed is provided for the purpose of fattening or maintaining the condition of the livestock prior to their shipment to a stockyard for sale, etc.

A. Feed yards are not currently zoned anywhere in Santa Clara City.

**LIVESTOCK PASTURE:** A fenced land area devoted to the production of a grass product in which livestock may be kept in a loosely controlled environment as opposed to being kept in a barn, corral, or stable. No setback is required from any property line.

**LOT:** A parcel of land occupied or to be occupied by a main building, or group of buildings (main and accessory), together with such yards, open spaces, lot width and lot area, as are required by this title, and having frontage upon a dedicated and improved city street.

**LOT, CORNER:** A lot having frontage on two (2) or more improved and dedicated city streets.

**MANUFACTURED HOME:** A transportable factory built housing unit constructed on or after June 15, 1976, according to the federal home construction and safety standards act of 1974 (HUD code), in one or more sections, which, in the traveling mode, is eight (8) body feet or more in width, or forty (40) body feet or more in length, or, when erected on site, is four hundred (400) or more square feet in size, and which is built upon a permanent foundation when connected to required utilities, and includes the plumbing, heating, air conditioning, and electrical systems.

**NATURAL WATERWAYS:** Those areas, varying in width, along streams, creeks, springs, gullies, or washes, which are natural drainage channels, as determined by the city, and in which areas no buildings shall be constructed.

**NONCONFORMING BUILDING OR STRUCTURE:** A building or structure, or a portion thereof, lawfully existing at the time the ordinance codified herein became effective, which does not conform to all regulations herein prescribed for the zone in which it is located.

**NONCONFORMING USE:** A use which lawfully occupied a building or land at the time the ordinance codified herein became effective, and which does not conform to the use regulations of the zone in which it is located. Also including land which was used prior to the time the ordinance codified herein became effective, and which use does not conform with the use regulations of the zone in which it is now located. Any nonconforming use that is abandoned or not used for a period exceeding one year may no longer be used or recognized as a nonconforming use, and must be made to comply with the requirements of the zone in which such use is, or was located.

**NON-DEPOSITORY INSTITUTION:** A financial business, other than a depository institution, that is registered by the state of Utah pursuant to the Check Cashing Registration Act, the Title Lending Registration Act, or any successor statutes. Non-depository institutions include specifically:

A. Check cashing business. A person or business that for compensation engages, in whole or in part, in the business of cashing checks, warrants, drafts, money orders, or other commercial paper serving the same purpose. "Check cashing business" excludes (1) a state or federally chartered bank, savings association, credit union, industrial loan company or other depository institution, and (2) a retail seller engaged primarily in the business of selling goods (including consumables) to retail buyers that also cashes checks for or issues money orders to its customers, provided that such services are clearly incidental to its

main purpose or business and that the fees charged for such services do not exceed 1% of the amount of the check or money order or otherwise de minimus.

B. Deferred deposit lender. A person or business that conducts transactions where a customer presents to a check casher a check written on the customer's account or provides written or electronic authorization to a check casher to effect a debit to the customer's account, whereupon the check casher (1) advances the customer an amount of money that is equal to the face value of the check or debit, less any fee or interest charged for the transaction, and (2) agrees to defer processing the check or debit until a specific future date.

C. Payday loan business. An establishment providing short-term loans to individuals in exchange for personal checks or assignment of wages as collateral.

D. Title loan business. An establishment providing short-term loans to individuals in exchange for the title of a motor vehicle, mobile home or motorboat as collateral.

NURSING HOME: An institution providing residence and care for the aged or infirm.

OWNER-OCCUPIED: A housing unit in which the individual who owns the housing unit, solely, jointly or severally with others, has legal or equitable title to property, and lives as the individual's primary residence.

PARKING LOT: A surfaced area other than a street used for the parking of vehicles.

PARKING SPACE: The space within a building or parking lot for the parking of one motorized vehicle.

PENS: See definition of Corral or Pen.

PLANNED DEVELOPMENT: A development, residential or commercial, in which the regulations of the zone in which the use is situated are modified to allow flexibility and initiative in site and building design and location, in accordance with an approved plan.

PRIMARY RESIDENCE: A residence where an individual's habitation is fixed and to which, whenever the individual is absent, the individual has the intention of returning. Any absence which is the result of military service, church service not to exceed three (3) consecutive years, or other similar situations, provided approval from the City is obtained in advance, will not terminate primary residence status. An individual returning from a temporary absence shall reside at the residence for a minimum of six (6) consecutive months before approval of another temporary absence.

SECONDARY RESIDENCE: A dwelling or residential property that is not your primary residence. Properties used as vacation homes, or short-term/nightly rentals fall under this classification.

SETBACK: The required portion of a yard over which no portion of a building or structure shall encroach unless otherwise permitted in this title. Setback distance shall be measured from the property line of each yard.

**SITE DEVELOPMENT STANDARDS:** Established regulations concerning lot areas, yard setbacks, building height, lot coverage, open green space, and any other special regulations deemed necessary to accomplish the purpose of this title.

**STABLES:** See definition of Barns, Coops, Stables.

**STORY:** The space within a building included between the surface of any floor and the surface of the ceiling of the next floor above.

**STORY, HALF:** A story with at least two (2) of its opposite sides situated in a sloping roof, the floor area of which does not exceed two-thirds (2/3) of the floor immediately below it.

**STREET:** A public thoroughfare which affords principal means of access to abutting property and is dedicated and improved to city standards.

**STREET, PRIVATE:** A right of way, or easement in private ownership, at least twenty five feet (25') wide, not dedicated or accepted as a public street, which affords the principal means of access to one or more sites.

**STRUCTURAL ALTERATIONS:** Any change in supporting members of a building, such as bearing walls, columns, beams, or girders.

**STRUCTURE:** Anything constructed or erected, which requires location on the ground, or attached to something having a location on the ground.

**USE, ACCESSORY:** A subordinate use customarily incidental to and located upon the same lot occupied by a main use.

**WIDTH OF LOT:** The distance between the side lot lines at the distance back from the front lot line required for the front yard setback.

**YARD, FRONT:** A space on the same lot with a building between the front line of the building and the front lot line, and extending across the full width of the lot.

**YARD, REAR:** A space on the same lot with a building between the rear line of the building and the rear line of the lot and extending across the full width of the lot.

**YARD, SIDE:** A space on the same lot with a building between the side line of the building and the side line of the lot and extending from the front yard line to the rear yard line.

**ZONE:** The area or district within which the regulations of this title are uniform.

(Ord. 2025-09 § 1: Ord. 2025-07: Ord. 2023-17 § 1: Ord. 2009-12 § 1: Ord. 2008-10 § 1: Ord. 2007-01 § 2: Ord. 2004-20 § 1: Ord. 99-16 § 2: Ord. 97-06 ch. 21)

**CITY OF SANTA CLARA, UTAH**  
**ORDINANCE NO. 2026-16**

**AN ORDINANCE AMENDING CHAPTER 17.08 OF THE SANTA CLARA CITY MUNICIPAL CODE, "DEFINITIONS," TO ADD DEFINITIONS FOR OWNER-OCCUPIED, PRIMARY RESIDENCE, AND SECONDARY RESIDENCE; AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City of Santa Clara Municipal Code establishes definitions applicable to the interpretation and administration of the City's land use regulations; and

**WHEREAS**, the City Council adopted the R-1-4 Single-Family Residential Zone by Ordinance No. 2026-03 on February 25, 2026, which requires a deed restriction to remain in effect for a period of ten (10) years; and

**WHEREAS**, during the review of the proposed deed restriction, the City Council determined that additional definitions are necessary to provide clarity and consistency in the administration and enforcement of the R-1-4 Zone requirements; and

**WHEREAS**, City staff have proposed amendments to Chapter 17.08, Definitions, to add definitions for Owner-Occupied, Primary Residence, and Secondary Residence; and

**WHEREAS**, the proposed amendments were discussed with the City Council on June 10, 2026, and the City Council directed staff to proceed with the ordinance amendment process; and

**WHEREAS**, Utah State Code § 10-20-502 establishes procedures and notice requirements for land use ordinance amendments, including a public hearing by the Planning Commission with at least ten (10) days' notice specifying the date, time, and place of the hearing; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on July 9, 2026, and forwarded a recommendation of approval to the City Council; and

**WHEREAS**, City staff have determined that all applicable State Code requirements have been satisfied; and

**WHEREAS**, the City Council finds that the proposed amendments provide clarity in the interpretation and administration of the City's land use regulations and promote the public health, safety, and welfare of the City and its residents.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Santa Clara, Utah, as follows:

**SECTION 1. Amendment.**

Chapter 17.08, "Definitions," of the Santa Clara City Municipal Code is hereby amended as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

**SECTION 2. Effective Date.**

This Ordinance shall become effective immediately upon adoption, recording, and posting in the manner prescribed by law.

**ADOPTED AND APPROVED** by a duly constituted quorum of the City Council of the City of Santa Clara, Utah, this 22nd day of July, 2026.

**IN WITNESS THERETO:**

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Jarett Waite, Mayor

**ATTEST:**

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Selena Nez, City Recorder

## **EXHIBIT "A"**

### *Chapter 17.08, Definitions*

(Add the approved definitions for **Owner-Occupied, Primary Residence, and Secondary Residence** as adopted by the City Council.)