

**SANTA CLARA CITY COUNCIL
WEDNESDAY, SEPTEMBER 9, 2026
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, September 9, 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
Councilman Mark Hendrickson

Excused: Councilman Dave Pond

Staff Present: Brock Jacobsen, City Manager
Selena Nez, City Recorder
Matt Ence, City Attorney
Jim McNulty, Planning Director
Casey Stratton, Public Works Director
Gary Hall, Power Director
Ryan VonCannon, Parks Director
Lance Haynie, Government Affairs Director
Jaron Studly, Police Chief
Con Fulde, Fire Battalion Chief/Fire Marshall

Others Present: Heidi Dunn
John Coolbraugh
Sue Yokum
Jared Bates

1. Call to Order

Mayor Jarett Waite called the regular scheduled meeting to order at 6:01 p.m. The mayor welcomed everyone and noted that a full council was present: Councilman Justin Caplin, Councilwoman Janene Burton, Councilwoman Christa Hinton and Councilman Mark Hendrickson. Councilman Dave Pond was excused due to travel.

2. Opening Ceremony

- Pledge of Allegiance: Councilwoman Hinton
- Opening Comments: Kacey Jones, The Church of Jesus Christ of Latter-day Saints.

3. General Citizen Public Comments:

No public comment forms were submitted. This item was passed without comment.

4. Conflicts and Disclosures

No conflicts and disclosures were declared by any member of the City Council.

5. Working Agenda

A. Public Hearing(s) 6:00 pm

- 1. Public Hearing to receive public comments regarding abandonment of Flood Control Easement on parcel # SC-6-2-16-345.**

Public Works Director Casey Stratton provided background on the easement, explaining that it consisted of three parts established during the 2005 flood: a 30-foot permanent utility easement, a 75-foot easement for berm and riprap stream bank protection, and a 100-foot temporary construction easement. All three components are located on the Neil Walters property within the Rowan subdivision along the Santa Clara River. City Manager Brock Jacobsen noted that these were effectively temporary measures from the flood response period and that the time had come to formally abandon them. The public hearing was opened at 6:06 PM. No public comments were received and the hearing was closed.

2. Public Hearing to receive public comments regarding updating the Construction Design Standards to add Low Pressure Sewer.

Director Stratton presented the proposed addition to the construction design standards, explaining that remaining developable land in the city frequently presents elevation challenges that make traditional gravity-fed sewer systems impractical. The proposed standards would provide specifications for grinder pumps, shutoff and check valves at street connections, and any required cleanouts. The public hearing was opened at 6:08 PM. No public comments were received and the hearing was closed.

3. Public Hearing to receive public comments regarding a Single Event Liquor for Bank of Utah PGA held at Black Desert Resort.

Planning and Economic Development Director Jim McNulty introduced the item, noting that this was the third year of the Bank of Utah Championship PGA Tournament at Black Desert Resort, scheduled for September 28 through October 4, 2026. Staff had been coordinating with the applicants for several months across multiple city departments. The public hearing was opened at 6:11 PM. No public comments were received and the hearing was closed.

B. Consent Agenda

1. Approval of Minutes and Claims:
 - August 12, 2026, City Council Work and Regular Meeting
 - August 12, 2026, City Council Closed Meeting Session
 - September 2, 2026, City Council Special Work Meeting
 - Claims through September 9, 2026
2. Calendar of Events:
 - September 23, 2026, City Council Work and Regular Meeting
 - September 24-26, 2026, Swiss Days
 - October 12, 2026, Columbus Day (Offices Closed)
 - October 14, 2026, City Council Work and Regular Meeting

Motion: Councilwoman Hinton moved to APPROVE the consent agenda as presented.

Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

C. General Business

1. Presentation of the America250 Art Contest Awards to Snow Canyon High School Students. Presented by Councilwoman Hinton and Mimi McKenna.

Councilwoman Hinton introduced the item and recognized Heidi Gunn, a member of the Santa Clara 250 Committee, in place of Mimi McKenna who was unable to attend. Ms. Gunn explained that the contest originated in February and March with outreach to teachers at Lava Ridge, Snow Canyon Middle School, and Snow Canyon High School. Students were invited to submit works in 2D and 3D art around the theme "One Nation, One Voice." Teacher Molly Graff read the names of award recipients. Awards were presented across multiple school levels and categories, with honorable mentions, third, second, and first place designations

given to students from Lava Ridge Intermediate, Snow Canyon Middle School, and Snow Canyon High School. Following the award presentation, Ms. Gunn announced that student artwork was displayed in the hallway for viewing.

2. Discussion and action to consider approval of the abandonment of Flood Control Easement to parcel # SC-6-2-16-345 and adopt Resolution No. 2026-16R. Presented by Casey Stratton, Public Works Director.

City Manager Jacobsen provided additional context, noting that in the course of reviewing the flood control easement, staff discovered two city sewer lines crossing the Walters property that were not currently within recorded easements. Work was underway with Rosenberg and Associates and the city's engineering firm Sunrise to address those sewer easements; however, that documentation had not been completed in time for this meeting. Staff therefore recommended proceeding with the flood control easement abandonment while tabling the related sewer easement items.

Motion: Councilman Hendrickson moved to APPROVE the abandonment of Flood Control Easement to parcel # SC-6-2-16-345 and approve Resolution No. 2026-16R. Councilman Caplin seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

3. Discussion and action to consider approval to create an access easement to parcel # SC-6-2-16-345 and adopt Resolution No. 2026-17R. Presented by Casey Stratton, Public Works Director.

This item was tabled pending completion of engineering documentation for the required sewer easements.

Motion: Councilwoman Hinton moved to TABLED to create an access easement to parcel # SC-6-2-16-345 and adopt Resolution No. 2026-17R. Councilman Hendrickson seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

4. Discussion and action to consider approval to create a sewer (2) easement to parcel # SC-6-2-345 and adopt Resolution No. 2026-18R. Presented by Casey Stratton, Public Works Director.

This item was tabled alongside item C.3 for the same reasons.

Motion: Councilwoman Hinton moved to TABLED to create a sewer (2) easement to parcel # SC-6-2-16-345 and adopt Resolution No. 2026-18R. Councilman Hendrickson seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

5. Discussion and action to consider approval to update the Construction Design Standards to add Low Pressure Sewer and adopt Resolution No. 2026-19R. Presented by Casey Stratton, Public Works Director.

No additional presentation was offered beyond what had been presented at the public hearing. The Council proceeded directly to a motion.

Motion: Councilman Hendrickson moved to APPROVE to update the Construction Design Standards to add Low Pressure Sewer and adopt Resolution No. 2026-19R. Councilwoman Hinton

seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

6. Discussion and action to consider approval of a Special Event Permit and Single Event Liquor License for Bank of Utah PGA Tournament held at Black Desert Resort. Presented by Jim McNulty, Planning Director.

Director McNulty introduced John Coolbaugh, representing the Bank of Utah Championship at Black Desert Resort, who presented the event plan to the Council. Mr. Coolbaugh noted that the event format would be substantially similar to prior years, with expected daily attendance of 8,000 to 10,000 during the primary event days of Thursday through Sunday. He outlined parking arrangements, including a new parking garage on the Ivins City side expected to absorb approximately 800 vehicles, as well as designated lots off Pioneer Parkway and Red Mountain Drive on the Santa Clara side. He requested temporary road closures at the intersection of Affirmation and Red Mountain Drive for safety and traffic management purposes, consistent with prior years. A concession stand on the Santa Clara side of Black Desert Resort was identified as the location for which the single event liquor license was sought. Safety and security coordination with Santa Clara-Ivins Public Safety, Intermountain Health, and PGA Tour security was also described. Councilman Caplin confirmed with Mr. Coolbaugh that the alcohol service location was on the Santa Clara side of the resort. The Council found no material changes from prior years and proceeded to a vote.

Motion: Councilwoman Burton moved to APPROVE a Special Event Permit and Single Event Liquor License for Bank of Utah PGA Tournament held at Black Desert Resort. Councilman Caplin seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

7. Discussion and action to consider approval to update city code, Section 17.28.180, Rock Cut Slopes and Adopt Ordinance No. 2026-17. Presented by Jim McNulty, Planning Director.

Director McNulty presented the proposed code amendment, explaining that it would add Section 17.28.180 on rock cut slopes to the city ordinance, which currently addresses fences and walls. The amendment was modeled after a recently adopted Saint George City ordinance and had been developed in consultation with Wayne Rogers of AGECE and attorney Rick Rosenberg. The item had been discussed with the Planning Commission on June 11, 2026, and twice with the City Council on June 24 and July 22, 2026. The Planning Commission held a public hearing on August 13, 2026, and forwarded a recommendation for approval. Staff confirmed that the draft language presented was unchanged from the July 22nd work session. Mayor Waite noted his personal observation that rock cut slopes preserved natural beauty around the community.

Motion: Councilman Hendrickson moved to APPROVE to update city code, Section 17.28.180, Rock Cut Slopes and adopt Ordinance No. 2026-17. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

8. Discussion and action to consider approval Rezoning and Project Plan for property located at 4405 W. 1700 N. (Big Rock Subdivision, Lots 1, 2 and 3) to rezone the property from Open Space, OS Zone to the Planned Development Commercial, PDC Zone and adopt Ordinance 2026-18. Presented by Jim McNulty, Planning Director.

City Manager Jacobsen prefaced the discussion by advising the Council that items C.8, C.9, and C.10 were interrelated, noting that the rezoning and development agreement were functionally dependent on one another, and that the conditional use permit for short-term rentals was the one item that could theoretically be considered independently. He recommended that all three presentations be heard before individual votes were taken.

Director McNulty presented the rezoning and project plan. The applicants, Randy and Sue Yokum, sought to rezone 12.99 acres at 4405 West 1700 North consisting of Lots 1, 2, and 3 of the Big Rock Subdivision from

the Open Space zone to the Planned Development Commercial zone in order to legally establish a wedding and event center. The property had been annexed into the city in August 2025. The project plan included two existing homes, two accessory buildings totaling approximately 4,310 square feet, an approximately 30,000-square-foot outdoor gathering area, and a parking area with 98 total spaces, sufficient by city staff's analysis for approximately 245 guests.

Director McNulty addressed access, noting that the road to the property passed through a county BLM road and a Santa Clara Field Canal Company easement, a situation unique among city properties. Future road improvements were outlined for the Kelly Graf property, the BLM segment, the Canal Company segment, and a private Yokum driveway. A dust control plan would be required prior to additional events. Staff noted that the existing septic system would limit occupancy of the upper home to 12 persons and the lower home to 8 persons. An upgrade to an 8-inch water line with two fire hydrants was required for commercial use. The general plan designated the property as very low density residential; however, staff and legal counsel concluded the proposed use was consistent with the spirit of the general plan and that the rezoning met all applicable standards under city code Chapter 17.18.90. The Planning Commission recommended approval on a 5-2 vote following a public hearing on August 13, 2026. City staff also recommended approval subject to conditions in the staff report.

Councilman Hendrickson asked about the four findings, which Director McNulty read into the record: that the rezoning was compliant with the general plan's very low-density residential designation; that adjacent properties were BLM and Canal Company land with single-family homes to the east; that the PDC zone permits a wedding and event center; and that the PDC zone allows short-term rentals as a conditional use.

City Attorney Matt Ence was identified as the presenter for the development agreement under item C.10, and the Council agreed to hear all three presentations before voting.

Motion: Councilman Caplin moved to APPROVE Rezoning and Project Plan for property located at 4405 W. 1700 N. (Big Rock Subdivision, Lots 1, 2 and 3) to rezone the property from Open Space, OS Zone to the Planned Development Commercial, PDC Zone and adopt Ordinance No. 2026-18. Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

9. Discussion and action to consider approval of a Conditional Use Permit for two (2) Short-term Rentals located at 4405 W. 1700 N. and 4405 W. 1650 N. Presented by Jim McNulty, Planning Director.

Director McNulty presented the conditional use permit application for two existing homes to operate as short-term rentals in support of the event center. The upper house is approximately 5,000 square feet, and the lower house is approximately 7,620 square feet. The PDC zone allows short-term rentals as a conditional use, and the development agreement included provisions specific to these uses in Section 5.5.

Staff walked through the conditional use standards, addressing noise, dust, odors, aesthetics, safety, traffic, building height, hours of operation, utility capacity, and public health. Occupancy limits were established based on existing septic capacity at 12 persons for the upper home and 8 for the lower home. Deputy Fire Chief confirmed that required fire inspections and alarm system installations would occur after the agreement was signed, serving as an interim safety measure until the permanent 8-inch water line and hydrants were completed.

Council discussion focused on several points. Councilman Caplin inquired about the basis for the septic-based occupancy limits, which staff indicated were confirmed with the county health department. Councilwoman Burton raised the question of dust control enforcement, which Director McNulty explained would require the applicants to water the road surface prior to large events. Councilwoman Hinton asked about noise enforcement, and City Attorney Ence clarified that the development agreement's noise provisions referred back to the city's existing noise ordinance, which prohibits excessive noise between 11:00 PM and 7:00 AM, and that violations could result in citations through the standard enforcement process as well as constitute a default under the development agreement. The Council agreed that noise hours in the conditional use materials should align with the city ordinance standard of 11:00 PM to 7:00 AM rather than the more restrictive 10:00 PM to 8:00 AM language that had appeared in the application. Councilman Caplin also confirmed that the conditional use permit pertained exclusively to the two residences and not to other

structures on the property. City Manager Jacobsen recommended that the motion includes a clarification on sales tax requirements, noting that in addition to the transient room tax, applicable Utah sales tax should be collected and remitted.

Motion: Councilman Hendrickson moved to APPROVE a Conditional Use Permit for two (2) Short-term Rentals located at 4405 W. 1700 N. and 4405 W. 1650 N. Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

10. Discussion and action to consider approval of a Development Agreement for Big Rock Subdivision, Lots 1, 2 and 3. Presented by Matt Ence, City Attorney.

City Attorney Matt Ence presented the development agreement in detail. He provided context by explaining that the property presented unique challenges: it entered the city via annexation with existing uses under a default open space zoning, and access to the property required crossing a public road, an unimproved BLM road, and a privately held Canal Company easement a combination unlike any other property in the city. The development agreement was designed to address these complexities while protecting the city's interests.

Attorney Ence characterized the vested rights granted under the agreement as conditional rather than absolute. The agreement narrowly defined permitted uses as a wedding and event center plus two short-term rentals, expressly prohibited camping and unauthorized alcohol service, and established a clear default and termination process: upon a suspected violation, the city would issue written notice, the applicant would have 60 days to cure the default, and if uncured, the matter would come before the City Council in a public meeting where the applicant could present evidence before the Council voted on termination. Violations of alcohol licensing requirements would constitute an immediate default, bypassing the 60-day cure period.

On alcohol service specifically, Attorney Ence explained that the agreement distinguished between situations requiring a license under state law such as public events or events with admission or alcohol fees and private events where alcohol was provided at no charge, which may not require licensure under Utah law.

Key obligations under the agreement included installation of a fire detection system in the homes within 60 days of execution, installation of an 8-inch city-owned water line with fire hydrants within six months, and BLM road improvements within two years of receiving BLM approval, with a one-year construction window thereafter. The city agreed to lend its name to the BLM application to aid in the approval process, though the obligation to pursue the application rested with the applicant. Two six-month extensions were available for the BLM timeline, conditioned on the applicant maintaining regular TRC check-in meetings. Under the development agreement, responsibility for road maintenance on the BLM and Canal Company segments would shift from the city back to the property owner, correcting an arrangement under the original annexation agreement.

Attorney Ence also noted that the agreement addressed every city impact fee in detail in Exhibit C, and that it included an exception allowing the applicants to remain on Rocky Mountain Power rather than immediately transferring to Santa Clara City Power consistent with the existing annexation agreement with the transfer triggered only when future development applications required additional or upsized permanent electrical infrastructure.

Councilman Caplin questioned whether the parenthetical language in Section 3.3(F)(i) specifying breaker additions as a trigger for power transfer was overly broad, potentially imposing burdensome costs for minor electrical changes. The Council debated the issue at length. Power Director Gary Hall explained that the trigger reflected the city code requirement that all loads within city limits be served by Santa Clara City Power, and that remaining on Rocky Mountain Power was already an exception. Councilman Caplin found two colleagues willing to explore the change, but Councilman Hendrickson and Councilwoman Hinton expressed that the existing language was appropriate to ensure compliance and provide a measurable enforcement standard. Ultimately, the Council did not pursue removal of that language.

A significant condition discussed was the need for the Canal Company easement documents necessary to allow the realigned 8-inch water line to run solely through Canal Company property rather than BLM property, enabling faster fire protection improvements to be received by the city before the development agreement would be signed and recorded. City Manager Jacobsen also noted that easements on the Yokum

property itself for the portion of the water line running up to the homes had not yet been depicted and would also need to be submitted. Attorney Ence recommended that these requirements be expressly made conditions of approval. Councilman Caplin also requested that notice language in Sections 4.2 and 12.4(b) be clarified to specify written notice.

Applicant Sue Yokum addressed the Council, describing the family's background as educators and ranchers with deep roots in Santa Clara, and explaining that their intent was to preserve the property's historical and agricultural character rather than develop it for high-density housing. She expressed appreciation for the city's collaborative approach and described the family's hope that the venue would draw visitors to Santa Clara and benefit local businesses.

Jared Bates of Rosenberg Associates addressed the updated water line alignment, explaining that the revised route along the Canal Company property was preferable because it avoided the BLM segment, allowing the water line to be completed much sooner, and was positioned with future roadway development in mind.

Motion: Councilman Hendrickson moved to APPROVE a Development Agreement for Big Rock Subdivision, Lots 1, 2 and 3. Councilman Caplin seconded the motion. Roll call vote: Hendrickson - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.

6. Reports

A. Mayor / Council Reports

Mayor Waite and Council members agreed to defer all reports to the September 23, 2026 meeting. City Manager Jacobsen provided a brief overview of Swiss Days obligations for council members, including the Thursday community dinner, Saturday morning pancake breakfast beginning around 7:00 AM, and participation in the parade departing from the Jacob Hamblin Home. Council members were directed to contact Michelle Ortiz in the front office to obtain a food handler's permit if needed, and parking pass details would be distributed in advance of the event.

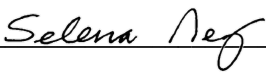
7. Closed Meeting Session

Mayor Waite confirmed no closed meeting session.

8. Adjournment

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

The City Council meeting was adjourned at 9:08 p.m.



Selena Nez
City Recorder

Approved: _____ September 23, 2026