



NOTICE OF PUBLIC MEETING PLANNING COMMISSION

Planning Commission
November 10, 2022 @ 5:30 PM

2603 Santa Clara Drive
Santa Clara, Utah 84765

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

Public Notice is hereby given that the Planning Commission of the City of Santa Clara, Washington County, Utah, will hold a Planning Commission meeting in the City Council Chambers, 2603 Santa Clara Drive, Santa Clara, Utah, on Thursday, November 10, 2022, commencing at 5:30 PM. The meeting will be broadcasted via YouTube linked on our website at <https://sccity.org/meetings>.

The agenda for the meeting is as follows:

- 1. Call to Order**
- 2. Opening Ceremony**
 - A. Pledge of Allegiance: Mark Hendrickson
 - B. Opening Comments (Invocation): Mark Hendrickson
- 3. Communications and Appearances**
- 4. Discussion Items**
 - A. Walkable Commercial District
 - B. Water Efficient Landscaping and Conservation Standards
- 5. Approval of Minutes**
 - A. Request Approval of Regular Meeting minutes: October 27, 2022
- 6. Adjournment**

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

Posted this 3rd day of November 2022.

Jim McNulty, Planning Manager



TO: Santa Clara City Council
FROM: Jim McNulty, Planning Manager
DATE: November 10, 2022
RE: Walkable Commercial District Discussion

Jeremy Call, architect, and former Planning Commission member would like to discuss a “Walkable Commercial District” with the Commission. Currently, the city has two commercial zones in place including the Commercial Zone, and the Planned Development Commercial Zone.

Mr. Call would like the city to consider adopting an ordinance that allows for more walkable commercial development. This is intended to be a first discussion on the subject. Jeremy would like approximately 30 minutes to address the Planning Commission followed by some Q & A. Planning staff will also be prepared to discuss the item with the Commission and the applicant. A copy of the submitted information has been included in the packet.

RACHEL DRIVE
(A 60.0' PUBLIC STREET)

BUILDING C
3,000 SF
RESTAURANT

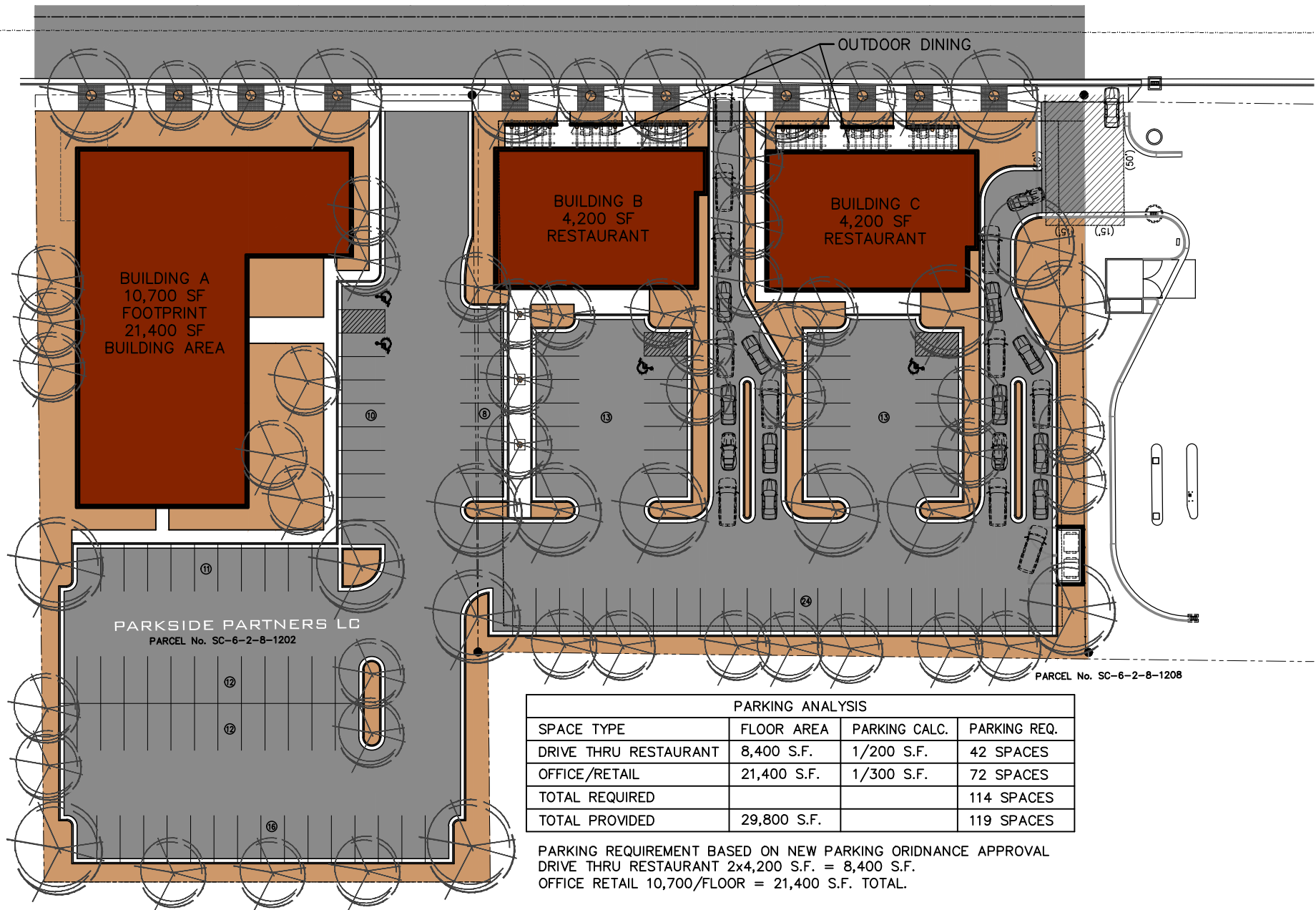
PARCEL No. SC-6-2-8-1202

BUILDING B
3,600 SF
RESTAURANT

BUILDING A
8,500 SF
FOOTPRINT
17,000 SF
BUILDING AREA

98,698 SQ. FT.
2.266 ACRES

PARCEL No. SC-6-2-8-1208



Add the following section:

17.66.060: WALKABLE COMMERCIAL DISTRICTS:

Commercial and mixed use development in the following areas shall meet the requirements of this section with the intent to create pedestrian friendly walkable environments:

1. Commercial development near the Harmon's store.
2. Commercial development on at vacant parcels near the Dutchman's store.

Any deviation from these requirements shall be approved by the Planning Commission. Deviations will be approved if the proposed design does a better job than the requirements herein of providing pedestrian safety, convenience, enjoyment and comfort, and it has a greater positive economic impact on the area. Other commercial developments in the City may also adopt these requirements with the exception that buildings in the historic district shall be compatible with the existing buildings and setbacks.

A. Lot density:

Density is vital to walkability. If shops are spread out in favor of open space and parking, then walking becomes inconvenient and traveling by vehicle will dominate the area. In order to promote walkability, sites shall be designed to maximize density per acre while maintaining character, adequate landscaping and appropriate open space. Typical densities should be 20,000 s.f. of floor area per acre plus or minus 20%.

B. Minimum lot area No minimum

C. Minimum zone area No minimum

D. Yard setbacks, unless otherwise approved by the Planning Commission.

- | | |
|-------------------------|---|
| 1. Front | 15 feet typical (Wider where required for bicycle lanes or enlarged outdoor dining) |
| 2. Side facing a street | 15 feet typical (Wider where required for bicycle lanes or enlarged outdoor dining) |
| 3. Interior side | No minimum. 15 feet max from driveway curb |
| 4. Rear | 10 feet minimum |

E. Building Height:

35 feet maximum height (45 feet if accepted by the City) with 2 stories minimum unless specifically approved by the Planning Commission. The third floor of any 3 story building shall be setback a minimum of 12' from the floor below on the street side.

F. Site Plan Approval:

1. In addition to the site plan requirements in section 17.66.060 above, the site plan shall show the following features that are part of the project:
bicycle lanes, pedestrian avenues, tree grates, street trees, street width, proposed sidewalk furnishings, and curb extensions.

G. Required design elements:

1. On Street Parking:

A. Where possible public streets in front of commercial storefronts shall be provided with parallel or diagonal parking to protect pedestrians and for convenience.

See Figure 17.66.060-1.

2. Street Trees:

A. All streets shall be lined with trees selected from the approved street tree list. Large trees shall be located in planters between on street parking unless planters are not permitted by the City. Typical spacing of large trees shall be every 3 parking spaces unless driveway spacing does not allow. Medium height trees shall be located in sidewalk grates between parking spaces at 22 feet to 36 feet o.c. max. Where planters cannot be provided between on street parking - large trees shall be planted in sidewalk grates at 90' o.c. maximum. Trees in sidewalks grates shall be 3'-4' from the back of the curb.

See Figures 17.66.060-1 and 17.66.060-3.

A. Street tree planting details shall comply with the City's standards.

3. Location of off-street parking:

A. Off street parking shall be located behind new buildings. New buildings shall front the street. See Figure 17.66.060-2.

4. Traffic Lanes:

A. Streets shall be designed with one motorized vehicle lane in each direction unless more lanes are required by the City or State. See Figure 17.66.060-2.

5. Sidewalks:

A. Sidewalks shall be a minimum of 10' wide. The throughway zone shall be 7' minimum. See Figure 17.66.060-3.

6. Storefronts:

A. Building walls facing the streets shall have windows, recesses and other relief. Main floors shall have storefronts facing the street. Retail, restaurant and other engaging activities are encouraged on the main floor. Residential and office occupancies are typically located on the 2nd floor. Blank walls shall not be permitted to face the street. See Figure 17.66.060-2.

7. Continuity:

1. Sites shall be designed such that building facades are continuous along the street frontage. The distance between buildings fronting streets shall be a maximum of 21' except at access drives where a maximum of 58' is permitted. See Figure 17.66.060-1.

2. The maximum length of the main floor of buildings shall be 200'. A pedestrian avenue or combination vehicle/pedestrian access shall be provided at 250' max. o.c. to allow for access between the street and the parking lot. Access through buildings may be approved by the Planning Commission where single tenant buildings require longer storefronts.

H. Design elements that are required where feasible:

1. Curb Extensions:

A. Street corners shall have curb extensions to decrease the distance between curbs and improve safety. See Figure 17.66.060-2.

2. Bicycle Lanes:

A. Where existing street width permits or where required for safety or as required by the master road plan, bicycle lanes shall be provided.

See Figure 17.66.060-2.

3. Traffic Lane Width:

A. Traffic lanes and turning lanes shall be 10 - 12 feet wide or as required by the City for the specific location. See Figure 17.66.060-2.

4. Curb Ramps:

A. Vehicle access between buildings shall be limited to one or two major ingress/egress approaches.

5. Medians:

A. Where permitted by the City landscaped medians shall be provided in the street.

6. Number of stories:

A. Buildings should be 2 or 3 stories tall (except in the Historic District).

FIGURE 17.66.060-1

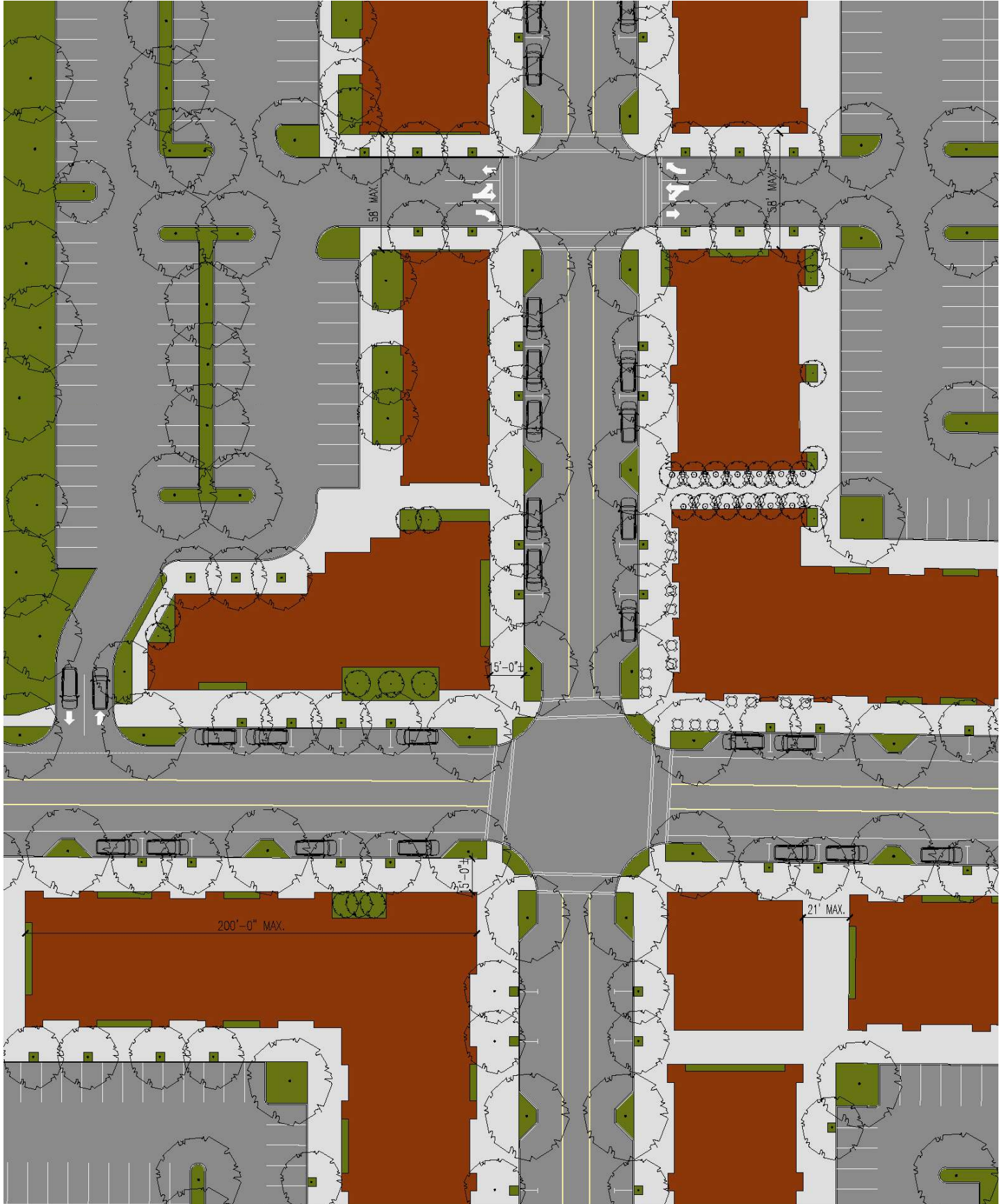


FIGURE 17.66.060-2

WALKABLE STREET DESIGN

TREE LINED STREETS protect pedestrians from cars, provide shade, beautify the streetscape, reduce vehicle speeds, reduce driver and pedestrian stress, define the pedestrian space and help create a pedestrian scale sidewalk.

PEDESTRIAN AVENUES spaced a maximum of 200' apart to provide areas for dining and access to parking in the back.

PLANTERS WITH TREES between parking reduces the street width which reduces vehicle speeds and allows more shade on the asphalt reducing maintenance costs.

ONE LANE OF TRAFFIC in each direction maintains a narrow street width and reduces pedestrian exposure when crossing the street.

PARKING ON THE STREET protects pedestrians, provides convenience parking and defines the pedestrian space.



CURB EXTENSIONS at cross walks (bulb outs) shorten the length of crosswalks making it safer to cross the road.

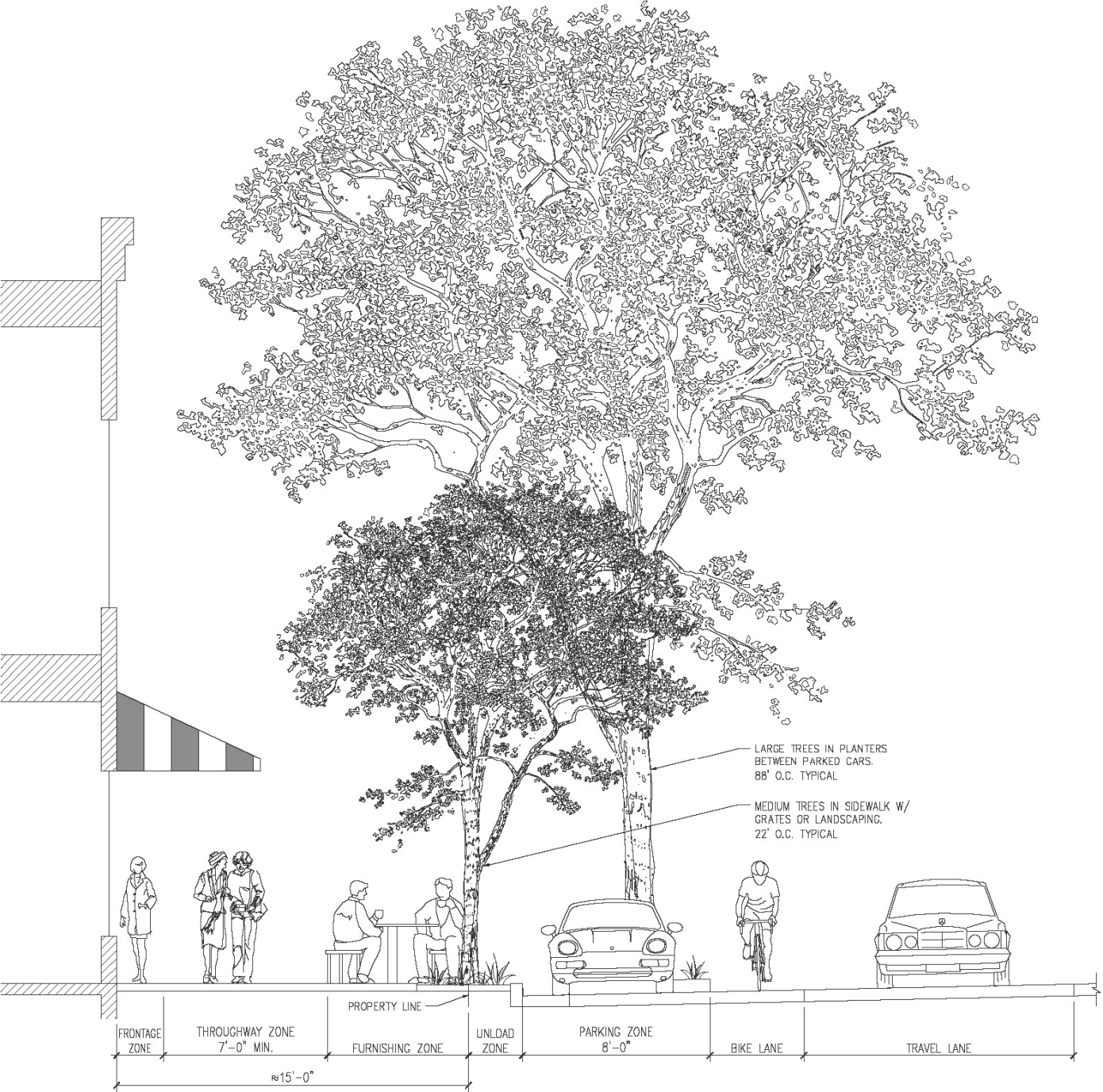
WIDER WALKS allow for the inclusion of landscape, window shopping, dining and multiple pedestrians to walk and pass side by side.

CONTINUOUS BUILDINGS along the length of the street with minimal driveways decreases pedestrian exposure to traffic and increases pedestrian comfort.

LOCATING PARKING LOTS AT THE BACK OF SHOPS and cutting back on the number of required parking spaces reduces heat island effect, beautifies the street, increases property value and allows pedestrians to walk by storefronts which increases sales and tax revenue.

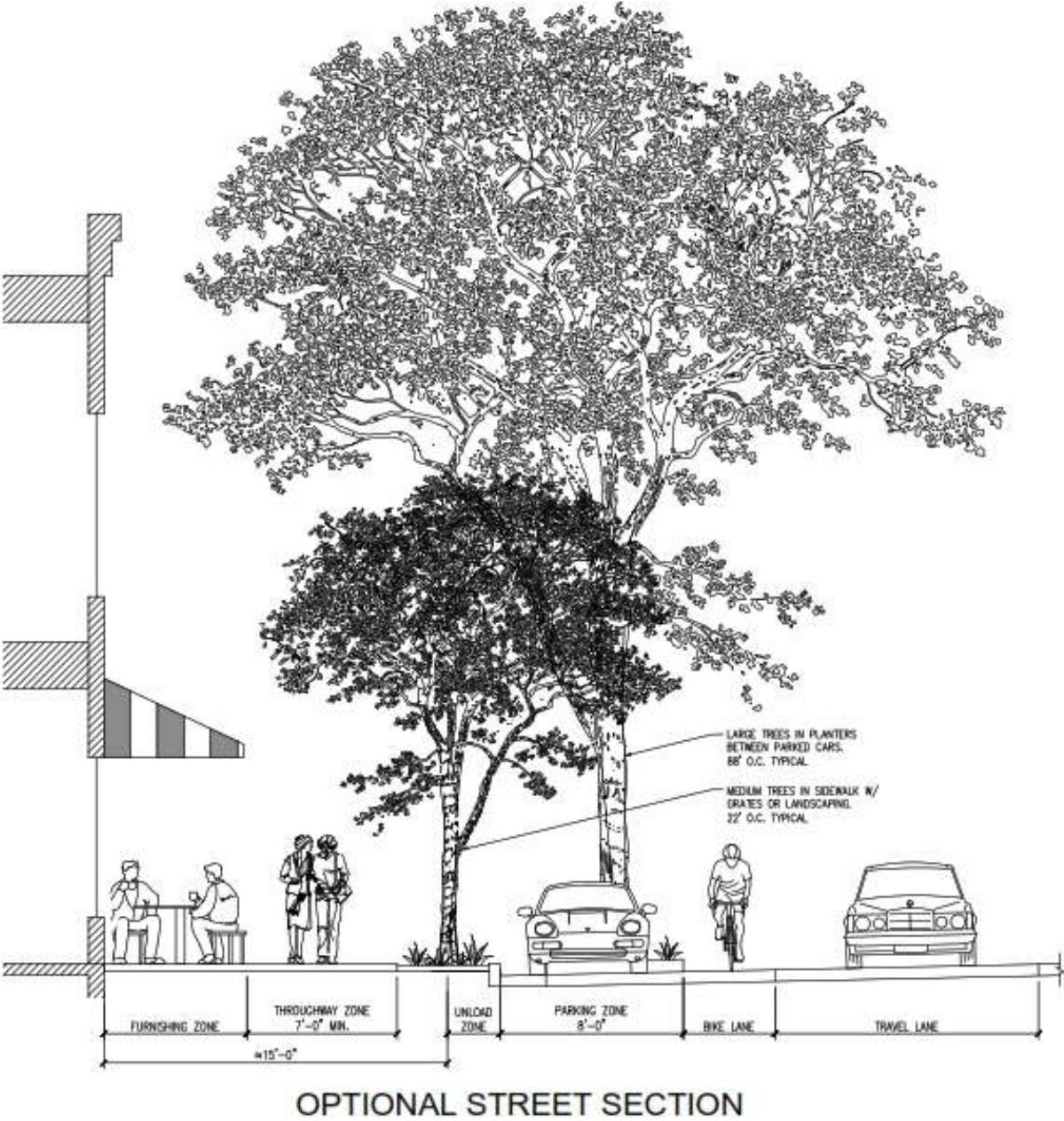
STOREFRONTS ADJACENT TO WALKS increase window shopping, socializing, and spending. it also defines the pedestrian way and is essential to creating the outdoor room which makes pedestrians feel more comfortable.

FIGURE 17.66.060-3



TYPICAL STREET SECTION

FIGURE 17.66.060-4



Add the following paragraph to section 17.32.020:

C. A parallel parking stall located on a street with a 24" clear space for opening doors on the curb side shall be a minimum of 8'-0" wide x 22'-0" long exclusive of travel lanes.

Revise Table 17.32.050 as follows to decrease heat sinks and waste, and increase revenue, comfort, and affordability:

Business, retail, or professional offices: 1/300

Banks and Credit Unions: 1/400

Restaurants: 10 spaces minimum or 1/100 for dining space and 1/300 for kitchen/office space, whichever is greater.

Tennis, handball, racquetball, and pickleball courts: 6 spaces minimum, or 2 spaces per court, whichever is greater.

Art Studios: 1/400

Add the following paragraph after Table 17.32.050:

A maximum 30% reduction in the required number of off-street parking spaces shall be permitted for commercial buildings located in walkable districts that comply with the requirements of Section 17.66.060. The allowable reduction in parking shall be based on the following:

A. The number of required parking spaces may be reduced by 19.5% if all of the following requirements are met:

1. Tree lined streets (trees located between pedestrians and vehicles)
2. Parking at the back of shops
3. Storefronts and/or outdoor dining adjacent to the sidewalk
4. 10' wide Sidewalks (wider w/ dining)
5. One traffic lane in each direction (where possible)
6. Buildings continuous along the length of the street.
7. Commercial businesses, retail, restaurant, art shops, etc. on main floor. Offices or residential on 2nd floors.
8. Where possible parking shall be provided on the street.

B. The number of required parking spaces may be reduced by an additional 1.5% for each of the following requirements that are met:

1. Planters with large shade trees between on street parking (90' o.c. max.) and at bulb outs.
2. Curb extensions at cross walks (bulb out).
3. Bike Lanes.
4. No side curb ramps.
5. 10'-12' wide traffic lanes.
6. Medians with landscape and trees where required.
7. 2 or 3 story buildings.

SANTA CLARA, UTAH

REDUCED PARKING PROPOSAL

A PROPOSAL TO ENCOURAGE WALKABILITY AND
INCREASE THE VIABILITY OF COMMERCIAL DEVELOPMENT

By

The Citizens of Santa Clara



WHY WALKABLE ?

Benefits of walkable streets in commercial areas:

1. Increased physical activity
2. Increased social interaction with everyone in the community
3. Increased property values and tourism
4. Increased tax revenue
5. Increase in sales. People spend 12-20% more in tree lined walkable commercial districts.
6. Reduced crime
7. Reduced traffic speeds
8. Increased safety, comfort and happiness for pedestrians
9. Ability for all ages and abilities to access basic facilities, socialize & stay engaged
10. Increased visits by patrons
11. Reduced need for cars and an increase in lifestyle/affordability
12. Environmentally friendly

FOR MORE INFO VISIT: <https://smartgrowthamerica.org/resources/>



The typical strip mall

Typical strip mall developments with the buildings located behind parking lots creates an unattractive and unsafe environment for pedestrians. Locating the stores along Rachel Drive and Pioneer Parkway adjacent to the street will create a safer street for pedestrians, the majority of which are school children.

Reducing the width of a street is proven to reduce the number of accidents and reducing speeds has a significant impact on the severity of injuries.

The following design concepts create a barrier between pedestrians and vehicles, narrow the width of the street, naturally reduce traffic speeds and are proven to reduce the number of pedestrian/vehicle accidents and there severity:

1. Planting street trees
2. Pulling buildings to the street and locating parking at the back of shops
3. On street parking w/ planters
4. One traffic lane in each direction
5. Curb extensions at cross walks (bulb out)
6. Buildings continuous along the length of the street



WALKABLE STREET DESIGN

TREE LINED STREETS protect pedestrians from cars, provide shade, beautify the streetscape, reduce vehicle speeds, reduce driver and pedestrian stress, define the pedestrian space and help create a pedestrian scale sidewalk.

PEDESTRIAN AVENUES spaced a maximum of 200' apart to provide areas for dining and access to parking in the back.

PLANTERS WITH TREES between parking reduces the street width which reduces vehicle speeds and allows more shade on the asphalt reducing maintenance costs.

ONE LANE OF TRAFFIC in each direction maintains a narrow street width and reduces pedestrian exposure when crossing the street.

PARKING ON THE STREET protects pedestrians, provides convenience parking and defines the pedestrian space.

CURB EXTENSIONS at cross walks (bulb outs) shorten the length of crosswalks making it safer to cross the road.

WIDER WALKS allow for the inclusion of landscape, window shopping, dining and multiple pedestrians to walk and pass side by side.

CONTINUOUS BUILDINGS along the length of the street with minimal driveways decreases pedestrian exposure to traffic and increases pedestrian comfort.

LOCATING PARKING LOTS AT THE BACK OF SHOPS and cutting back on the number of required parking spaces reduces heat island effect, allows more floor area, beautifies the street, increases property value and allows pedestrians to walk by storefronts all of which increases sales and tax revenue.

STOREFRONTS ADJACENT TO WALKS increase window shopping, socializing, and spending. it also defines the pedestrian way and is essential to creating the outdoor room which makes pedestrians feel more comfortable.



PEDESTRIAN AVENUE



PROPOSED REDUCED PARKING REQUIREMENTS

The goal of this ordinance is to incentivize good design, enhance the beauty of the City, keep our streets safe, encourage the design of walkable streets, and increase revenue. Action needs to be taken quickly to prevent the type of development shown in the photo below.

The proposed ordinance would allow developers to reduce the number of required off street parking stalls by up to 30% if they implement the following walkable street design principles into their project:

- | | | |
|---|---|--|
| <ol style="list-style-type: none">1. Tree lined streets (trees located between pedestrians and vehicles)2. Parking at the back of shops3. Storefronts and/or outdoor dining adjacent to the sidewalk4. 10' wide Sidewalks (wider w/ dining)5. One traffic lane in each direction (where possible)6. Buildings continuous along the length of the street.7. Commercial businesses, retail, restaurant, art shops, etc. on main floor. Offices or residential on 2nd floors.8. Where possible Parking shall be provided on the streets | <p>= 19.5%
reduction in
parking</p> | <ol style="list-style-type: none">9. Planters with large shade trees between on street parking (90' o.c. max.) and at bulb outs = an additional 1.5% reduction10. Curb extensions at cross walks (bulb out) = an additional 1.5% reduction11. Bike Lanes (where possible) = an additional 1.5% reduction12. No side curb ramps = an additional 1.5% reduction13. 10'-12' wide traffic lanes = an additional 1.5% reduction14. Medians with landscape and trees where required = an additional 1.5% reduction.15. 2 or 3 story buildings = an additional 1.5% reduction |
|---|---|--|

Reducing parking will save developers a considerable amount of money which will allow them to implement the above design principles without any additional cost to their project. A typical one acre site requires about 54 parking spaces. Each parking space costs a minimum of \$8,000. Cutting out 16 spaces will save \$128,000 per acre. This money can then be used to provide trees, landscape planters, enhanced facades, wider sidewalks, pedestrian furnishings, more floor space, and street renovation where needed all at a net savings to developers. It will be a win win for developers and citizens of Santa Clara.

The City may also provide additional incentives to attract basic services such as reduced impact fees, etc.

The City can provide a site plan showing desired layout of streets, trees, driveways, building location, etc. to make it easy for developers to understand and implement.

The photo below represents what can be built under the current ordinance. This is what will likely happen if we do nothing.



LET'S MAKE IT HAPPEN!





TO: Santa Clara City Council
FROM: Jim McNulty, Planning Manager
DATE: November 10, 2022
RE: Water Efficient Landscaping & Conservation Standards

Planning staff would like to discuss some potential revisions to the current ordinance with the Planning Commission. As you will recall, the city was tasked with putting an ordinance in place earlier this year. City Ordinance #2022-05 was adopted by the City Council in February 2022.

Staff is working with city legal counsel, Matt Ence, on these proposed revisions and will be able to share them with the Commission next week at the meeting.

**SANTA CLARA CITY PLANNING COMMISSION
MEETING MINUTES
2603 Santa Clara Drive
Thursday, October 27, 2022**

Present: Shelly Harris
Ryan Anderson
Logan Blake
Mark Hendrickson, Chair

Staff: Jim McNulty, Planning and Economic Development Manager
Selena Nez, Executive Assistant
Cody Mitchell, Building Official

Excused: James Call
Curtis Whitehead
Mark Weston

1. Call to Order.

In the absence of Chair Mark Weston, Mark Hendrickson called the meeting to order at 5:28 p.m.

2. Opening Ceremony.

A. Pledge of Allegiance: Shelly Harris.

B. Opening Comments (Invocation): Mark Hendrickson.

3. Communications and Appearances.

There were no communications or appearances.

4. Working Agenda.

A. Public Hearing.

i. None.

5. General Business.

A. Recommendation to City Council.

i. Recommendation to the City Council to Consider Site Plan Approval for Swoon Interior Design at 3086 Santa Clara Drive. April and Brian Hickman, Applicants.

Planning Manager, Jim McNulty, presented the staff report and identified the applicants as Brian and April Hickman. They are requesting a site plan approval for Swoon Interior Design at 3086 Santa

Clara Drive. It is an existing home that has been used as a residence for several years. The main floor of the home is approximately 1,150 square feet in size with a partial basement of approximately 300 square feet that is used for storage. The lot is just under one-half acre in size. The current zoning is Historic District Mixed Use. The proposed use is an interior design studio, which is a permitted use in the zoning district.

The matter was reviewed by the City's Heritage Commission on September 1, 2022. They approved the request to paint the outdoor trim and exterior doors a shade of blue while leaving the brick the original color. They will also repair and maintain the existing wood shake shingle roof and paint the existing shed on the property to match and tie in with the color of the house.

Chapter 17.74 of the Historic District Mixed Use Zone requires review of the site plan layout with the Planning Commission. The business access will include a new 27-foot-wide concrete drive approach. There will be additional parking on the lot with four inches of road base and three inches of gray gravel, which is similar to other businesses in the area. Staff was comfortable with the proposed design. There is a requirement for a concrete Americans with Disabilities Act ("ADA") parking space with unloading areas on either side of the space and up to the ADA ramp. Parking spaces are required to be 9' x 18' with parking space stops. Four parking spaces are required, and the applicant is proposing additional parking to the north that will allow for 11 additional employee and guest parking spaces behind the building.

The home was built in 1936 and the building design is a "historic cottage". The conversion of the home to a commercial use is allowed in the zone. The City Parks and Recreation Department wants to ensure that the two large sycamore trees along the property frontage remain. If there are additional changes to the landscaping, the applicant must adhere to the City's new water efficiency ordinance requirements (city ordinance #2022-05).

The exterior lighting will include a fixture on the exterior of the building that will be pointed downward to avoid light spill. There are no parking lot lights proposed. The signage for the project will be a decorative pole design that meets the requirements of Chapter 17.45 for signs within a historic district. It is small at six square feet and will be perpendicular to the road allowing for visibility heading east or west.

The agenda was posted and all notification requirements for a public meeting have been met. Staff recommended that the Planning Commission forward a positive recommendation for site plan approval to the City Council for Swoon Interior Design subject to the conditions listed in the staff report.

Commissioner Blake asked about the handicap parking. He asked for clarification as to why there was five feet of clearance on each side of the ADA spot rather than all on one side. Building Official, Cody Mitchell, reported that it needs to be van accessible at 11 feet wide with five feet to access the ramp. There was discussion regarding the requirements for the ADA space. It was determined that city staff would be able to discuss it and work with the applicant prior to final approval.

Commissioner Blake asked what size the gravel would be for the road base. It was reported that it will likely be similar to a chat-material, which is better than pea gravel.

Commissioner Hendrickson verified the ADA requirements and confirmed that it is 11 feet wide with five-foot access aisles. The design is in compliance with these requirements.

Commissioner Harris moved to recommend Site Plan APPROVAL to the City Council for Swoon Interior Design located at 3086 Santa Clara Drive, subject to the following conditions:

- 1. That the applicant be required to comply with the recommendations from all city reviewing departments.**
- 2. That the project be built according to the approved Site Plan as discussed in the staff report.**
- 3. That the “Period Cottage” style building design remain in place. That the exterior revisions as approved by the Heritage Commission be allowed.**
- 4. That a minimum of four parking spaces (including one ADA space) be provided for the site as per Chapter 17.32 of City Code. That the additional employee/guesting parking spaces (11 spaces) be allowed behind the building. That a parking stop be put in place for each parking space.**
- 5. That the final landscape plan be required to comply with City Ordinance #22-05 (Water Efficient Landscaping & Conservation Standards). That the two (2) large sycamore trees along the property frontage remain in place.**
- 6. That all outdoor lighting complies with Chapter 17.32 of City Code.**
- 7. That the project signage complies with Chapter 17.45 of City Code. That the proposed decorative pole sign be allowed.**
- 8. That the applicant be required to work with the Building Official to be compliant with all building code requirements.**

Commissioner Anderson seconded the motion. The motion passed with the unanimous consent of the Commission.

B. Planning Commission Approval.

- i. Approval of Wall Signs for Beans and Brews, located at 3542 Rachel Drive, Suite #104, in the Harmons Shopping Center. Kevin Anderson with Impact Signs, Applicant.**

Mr. McNulty presented the staff report and stated that there was an error in the sign drawings in the packet that was sent out. The signs were revised and are smaller than the ones shown in the packet. The applicant is Kevin Anderson, with Impact Signs, representing Beans & Brews located at 3542 Rachel Drive, Suite #104. It is in the Harmon’s Shopping Center and is the first tenant to move in the building. Roxberry Juice and Great Clips will also occupy tis building. The applicant is proposing a total of three wall signs. The Code allows for wall signs not to exceed 10% of the total square

footage of the building wall. The applicant is required to come before the Planning Commission for approval in the PDC zone.

The wall sign for the west elevation facing Rachel Drive is proposed at 78 square feet, which is within the 10% requirement as the wall is 983 square feet in size. The next sign faces east and will be the entry to the building. The proposed sign is just over 46 square feet. The south elevation sign will be slightly over 40 square feet in size. All three signs include illuminated white letters and smaller pin-mounted white letters. The proposed signs meet the standards for wall signs per City Code.

Mr. McNulty displayed photos of the site and the different elevations. Staff recommended that the Planning Commission approve the request subject to the conditions set forth in the Staff Report.

Commissioner Harris asked if there would be an issue with the illuminated signs needing to be turned off at a certain time of night. Mr. McNulty indicated that it is not an issue for this item but will be addressed with the next agenda item.

Commissioner Blake inquired about the size of the signs. Mr. McNulty presented the elevations and noted that they are consistent with what the company has done in other locations.

Commissioner Anderson moved to recommend that the Planning Commission APPROVE the proposed Wall Signs for the Beans & Brews located at 3542 Rachel Drive, Suite #104 subject to the following conditions:

- 1. That the west building elevation wall sign be allowed at 78 square feet with illuminated white letters.**
- 2. That the east building elevation wall sign be allowed at 46.5 square feet with white illuminated letters.**
- 3. That the south building elevation wall sign be allowed at 40.25 square feet with white illuminated letters.**
- 4. That a Building Permit be applied for and obtained prior to placement of the wall signs on the building.**

Commissioner Harris seconded the motion. The motion passed with the unanimous consent of the Commission.

- ii. Approval of Wall Signs for Royal Thai Express, located 3663 Pioneer Parkway, Suite #3. Quinn Hadley with Turnbow Sign and Art, Applicant.**

Mr. McNulty presented the staff report and reported that the applicant is Quinn Hadley from Turnbow Signs. The applicant is requesting approval of two wall signs previously installed for Royal Thai Express. The signs comply with City Code and do not exceed 10% of the square footage of the wall area. Each one is 48 square feet in size. The Code allows up to 72 square feet. The front elevation faces south and has an illuminated wall sign. Staff recommended that the sign be turned off each night at the close of business or no later than 10:00 p.m. Mr. McNulty reported that he spoke with a representative of the company and the client is fully aware of the provision and is happy to comply.

He displayed elevations and photos of the signs as they currently exist. Staff recommended that the Planning Commission approve the request subject to the conditions set forth in the staff report.

Commissioner Hendrickson asked if there is a consequence or penalty for not acquiring a permit before the fact. Mr. Mitchell was pleased that they applied for a permit and did not ignore the requirements. There was discussion regarding the builder and how the application for the signage may have been missed.

Commissioner Blake moved that the Planning Commission APPROVE the proposed Wall Signs for the Royal Thai Express located at 3663 Pioneer Parkway, Suite #3 subject to the following conditions:

1. That the two (2) wall signs (north and south) do not exceed 48 square feet in size per wall sign.
2. That the front elevation wall sign facing south which is illuminated (red and white) be turned off nightly at the close of business or no later than 10:00 PM.
3. That the rear elevation (north/street side) wall sign be allowed to be illuminated with red and white lettering.
4. That a Building Permit be applied for and obtained prior to obtaining a Certificate of Occupancy (“CO”) (with the Building Department) as the signs were placed on the building without a permit.

Commissioner Anderson seconded the motion. The motion passed with the unanimous consent of the Commission.

6. **Discussion Items.**

A. **Monument Signs.**

Mr. McNulty wanted to follow-up with the Planning Commission on monument signs in a PDC Zone. Staff has looked at the Sign Code and agrees that both wall signs and monument signs should come before the Planning Commission for review and approval. He reviewed the proposed changes to the Code and stated that he would go before the City Council in December to discuss the changes during a work meeting. Staff recommended changes to allowable monument sign heights. In the Historic District, monument Signs are limited to six feet. Currently, a height of 10 feet is allowed in the PDC Zone. There was a concern that 10 feet is too high for monument signs. He explained a situation with O’Reilly’s Automotive who refused to limit the sign to six feet, similar to other signs in the area. Staff wanted to consider a reduction in the height allowance to eight feet for a monument sign. Staff also recommended changing the allowable square footage of a sign from 100 square feet to 80.

For the purpose of this meeting, the items were just up for discussion and no decision needed to be made. Other changes were proposed including base requirements. The Sign Code currently allows for review of additional signage on a case by case basis. Mr. McNulty did not want to be too limiting but wanted to see more control in the size and type of signs that are installed. He commented that

menu boards are another point of discussion and will be addressed with the proposed Code changes. The menu boards are proposed to be 24 square feet in size.

The reaction from the Planning Commission was positive with respect to the changes to the Code. Mr. McNulty reported that he would send the information to the other Commissioners to see if any of those who are absent have comments.

7. **Approval of Minutes.**

A. **Request Approval of the Regular Meeting Minutes – October 13, 2022.**

Commissioner Harris moved to APPROVE the minutes of the October 13, 2022, Santa Clara Planning Commission Meeting. Commissioner Blake seconded the motion. The motion passed with the unanimous consent of the Commission.

8. **Adjournment**

Mr. McNulty reported that currently, the Planning Commission is scheduled to meet on November 10 and 24. November 24 is Thanksgiving, so that meeting will be canceled. There is also a conflict in December. December 8 is the City Christmas Party, so that meeting may be moved to December 15. If necessary, another meeting could be scheduled for December 1.

The Planning Commission Meeting adjourned at 6:13 p.m.

Jim McNulty
Planning Manager

Approved: _____