

**SANTA CLARA CITY PLANNING COMMISSION
MEETING MINUTES
2603 Santa Clara Drive
Thursday, March 9, 2023**

Present: Mark Hendrickson, Chair
Logan Blake
Mark Weston
Curtis Whitehead

Staff: Jim McNulty, Planning and Economic Development Manager
Cody Mitchell, Building Official
Selena Nez, Deputy City Recorder

Excused: Ryan Anderson
James Call
Shelly Harris

1. Call to Order.

Chair Mark Hendrickson called the meeting to order at 5:30 p.m.

2. Opening Ceremony.

A. Pledge of Allegiance: Mark Hendrickson.

B. Opening Comments (Invocation): Mark Hendrickson.

3. Communications and Appearances.

There were no communications or appearances.

4. Working Agenda.

A. Public Hearing.

- i. Consider a Proposed PDC Zone Amendment and Site Plan Application for the Undeveloped Property in between Lamy's Restaurant (east), and the Thrift/Auto Store (west), with Frontage Off Santa Clara Drive. The Applicant, Austin Anderson, Proposes to Develop the Site to include a 6,400-Square-Foot Professional Office Building. The Subject Property is 1.02 Acres in Size and Part of the Proposed Lofts Commercial Subdivision.**

Planning and Economic Development Manager, Jim McNulty, presented the Staff Report and stated that the applicant, Austin Anderson, has proposed a PDC Zone Amendment and Site Plan

application for a medical office building use. The plan includes a 6,400-square-foot medical office building to be used for a dialysis care facility. The site is 1.02 acres in size and is part of the proposed Lofts Commercial Subdivision. The property will be split into two lots of which the applicant plans to move forward on Lot 1. Lot 2 would be developed by the owner, Austin Anderson. This is a Planned Development Zone and criteria must be met to allow for a PDC Zone Amendment and Site Plan review.

Mr. McNulty presented a property rendering and stated that the primary access will be located off Santa Clara Drive with additional access off of Lava Flow Drive. The applicant has provided a five-foot sidewalk in front of the building with a crossing that provides access to the sidewalk on Santa Clara Drive. Parking includes 26 parking spaces, three (3) Americans with Disabilities Act (“ADA”) spaces, and two patient drop-off/pick-up spaces near the building entry. The signage will be located on the east and north elevations. The building consists of camel beige stucco, stone veneer on the façade, stone window sills, and accents in a buckskin color, with bronze metal awnings, window treatments, and cable supports. A stucco accent band will provide relief to the height of the building with a stone and metal parapet wall. He noted the building height is 23 feet and believed the project will be a nice addition to the community.

Staff identified the following items that need to be addressed as part of the Site Plan Review:

1. Site Plan Layout: Access to the site is proposed off Santa Clara and Lava Flow Drives. The primary access will likely be gained off Santa Clara Drive; however, Lava Flow Drive will also provide good access to the site. Reciprocal access for users to the east and west has been provided along the northern portion of Lot 1 off Santa Clara Drive. A 6,400-square-foot building is proposed on the site which meets all setback requirements. A five-foot walkway has been provided from the front of the building to the existing sidewalk along Santa Clara Drive for pedestrian access. A dumpster enclosure has been shown on the site and will be required to comply with Chapter 17.36.110 of City Code. A copy of the Site Plan is attached.
2. Building Design & Materials: The proposed building materials include a camel/beige color stucco, and stone veneer (Mountain Ledge - Yukon) facade, with stone sill and accents (Buckskin), metal awnings and window treatments (Bronze), with cable supports. A stucco accent band (Hammerhead Cooper) has been provided to help break up the height of the building. A parapet wall (stone veneer with metal cap) has also been provided at the top of the building. The building height is approximately 23 feet to the top of the parapet wall. If any rooftop mechanical equipment is proposed, it needs to be located behind the parapet wall to allow for appropriate screening. Additionally, Staff is recommending that the mechanical equipment located along the rear (west) elevation be painted to match the building. City staff believes that this building will be a nice addition to the community. A copy of the Building Elevations is attached.
3. Project Landscaping: The final landscape and irrigation plans will be required to comply with Ordinance #22-05 (Water Efficient Landscaping & Conservation Standards). The applicant has hired a landscape architect to do this work. It appears

that the submitted landscape and irrigation plan meets the code requirements; however, city staff will do a more thorough review at the time of Building Permit submittal. The total landscaped area is 13,107 square feet (approximately 30% of the overall site). A copy of the Landscape Plan is attached.

4. Outdoor Lighting: Chapter 17.32.070 allows for parking lot light standards with a maximum height of 16 feet (16') using indirect, hooded light sources. Additionally, Chapter 17.68.040 indicates that all outdoor lighting shall not adversely impact surrounding residential uses. All lighting shall be shielded and directed downward to avoid light spill. The applicant has submitted drawings that meet these requirements.
5. Required Parking: The project is required to have a minimum of 26 parking spaces for the proposed Medical Office Use as per Chapter 17.32. The Site Plan indicates a total of 26 parking spaces including three (3) ADA parking spaces, and two (2) patient drop-off spaces near the building entrance (east).
6. Fencing: Project fencing is not proposed. This site has frontage on Santa Clara Drive and access off Lava Flow Drive.
7. Project Signage: Chapter 17.44 allows for wall signs. The applicant is proposing wall signs for both the north and east sides of the building. This is allowed by code; however, the wall sign area shall be no greater than 10% of the total wall square footage of the wall on which the sign is placed. City staff will review each sign for code compliance prior to bringing the final sign package back to the Planning Commission for approval at a later date as required in the PDC Zone.
8. Water Availability: The applicant is required to obtain a will-serve letter or other verified documentation from the Washington County Water Conservancy District ("WCWCD") prior to obtaining a Building Permit.
9. Dust Control: The applicant will be required to submit a dust control plan for the site prior to obtaining a Building Permit. Precautionary measures are needed to protect the general health, safety, and welfare of residents and visitors in the vicinity.
10. Traffic Memo: A brief Traffic Memo (attached) was prepared by Aron Baker with Horrocks Engineering. It indicates 20 total vehicle trips during the AM peak hour, with 25 vehicle trips in the PM peak hour. This will have a negligible effect on traffic in the area.

Mr. McNulty reported that notice was sent to all property owners within 300 feet of the subject property. The property has been posted with a public hearing banner as well as a narrative sign. Staff has not received any responses from adjacent property owners. He confirmed that the project complies with the General Plan regarding requirements for a Zoning Map Amendment.

Staff recommended the Planning Commission forward a positive recommendation to the City Council for a PDC Zone Amendment and Site Plan Approval for the Dialysis Care Center subject to the 12 conditions set forth in the Staff Report.

Chair Hendrickson opened the public hearing.

Jarold Atwood gave his address as 3021 Crestview Drive and asked if the proposed project is the first kidney dialysis provider in the community. Staff confirmed that it is the first in Santa Clara.

There were no further public comments. Chair Hendrickson closed the public hearing.

The applicant, Austin Anderson, stated they have constructed two similar centers for Dr. Carlos Mercado in Cedar City and St. George. He stated that they run an exceptional operation and believed it would be a great addition to Santa Clara. This particular center is smaller with eight beds. Most dialysis sessions take four hours. He expected the maximum capacity to be 24 patients per day. The proposed center will include two areas dedicated to the training of those who may do dialysis in their home.

Commissioner Weston raised a question regarding whether the access road that runs parallel to Santa Clara Drive is public or private. Mr. Anderson confirmed that it is private. Mr. McNulty explained that the reciprocal access required for users to the east and west is provided and will be a condition of the Site Plan and part of the Subdivision Plat.

Commissioner Whitehead asked if RV parking is planned across the road at Lamy's as previously discussed. Mr. McNulty stated that stalls were placed in Heritage Point with six or eight dedicated to RVs.

5. General Business.

A. Recommendation to City Council.

- i. Recommendation to the City Council to Consider a Proposed PDC Zone Amendment and Site Plan Application for the Undeveloped Property in between Lamy's Restaurant (east), and the Thrift/Auto Store (west), with Frontage off Santa Clara Drive. The applicant, Austin Anderson, Proposes to Develop the Site to include a 6,400-Square-Foot Professional Office Building. The Subject Property is 1.02 Acres in Size and Part of the Proposed Lofts Commercial Subdivision.**

Commissioner Blake moved to recommend that the City Council **APPROVE** the proposed PDC Zone Amendment and Site Plan Application for the Dialysis Care Center subject to the following conditions:

- 1. The applicant shall be required to comply with the recommendations from all City reviewing departments.**

2. **The applicant shall be required to install site improvements that meet City standards.**
3. **The project shall be built according to the approved Site Plan. That this includes but is not limited to all items listed in the Staff report.**
4. **The building design & materials shall include a camel/beige color stucco, stone veneer (Mountain Ledge – Yukon) facade, with stone sill and accents (Buckskin), metal awnings, window treatments, and cable supports (Bronze). That a stucco accent band (Hammerhead Cooper) shall be provided to break up the height of the building. That a parapet wall (stone veneer with metal cap) be provided and used to screen rooftop mechanical equipment if proposed. The building height shall be allowed at 23 feet.**
5. **The final landscape and irrigation plans shall be required to comply with Ordinance #22-05 (Water Efficient Landscaping & Conservation Standards). The street frontage along Santa Clara Drive shall be landscaped as per City code requirements. That the total landscaped area be approved at approximately 30% of the site.**
6. **Parking light lighting shall be limited to light standards with a maximum height of 16 feet (including the base of light standard) as per City code requirements. All lighting use shall be indirect, hooded light sources, and shielded and directed downward to avoid light spill.**
7. **26 parking spaces including three (3) ADA spaces, as well as two (2) patient drop-off spaces near the front of the building shall be provided.**
8. **The dumpster enclosure for this site shall be required to comply with City Code.**
9. **All project signage shall be required to comply with the Sign Code. That the wall signs come back to Planning Commission for approval (PDC Zone) at a later date prior to Building Permit issuance.**
10. **The applicant shall be required to obtain a will-serve letter or other verified documentation from the Washington County Water Conservancy District (“WCWCD”) prior to obtaining a Building Permit.**
11. **The applicant shall submit a Dust Control Plan for the site prior to obtaining a Building Permit.**
12. **The applicant shall be required to obtain a Building Permit before site construction begins.**

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

- ii. **Recommendation to the City Council to Consider Preliminary and Final Plat Approval for the Lofts Commercial Subdivision. Located in between Lamy’s Restaurant (east), and the Thrift/Auto Store (west), with Frontage Off Santa Clara Drive (Lot 1), and Lava Flow Drive (Lot 2). Austin Anderson, Applicant.**

Mr. McNulty reported that the applicant, Austin Anderson, has proposed a two-lot commercial subdivision and for that reason, they are asking for a Preliminary and Final Subdivision Plat consideration. The parcel is 2.09 acres in size and will include two lots. Lot 1 measures 1.02 acres (44,000 square feet) with frontage off Santa Clara Drive. Lot 2 is 1.07 acres in size (47,000 square feet) with frontage off Lava Flow Drive. Staff believed each lot was of sufficient size to allow for commercial uses. Ingress and egress to the site will be from both Santa Clara and Lava Flow Drives with reciprocal access to the users to the east and west provided along the northern portion of Lot 1. The medical office for a dialysis medical care center has been proposed for Lot 1 and Concept Plans for the development of Lot 2 have been submitted. Each of the properties will be required to go through the Land Use Ordinance or Development Code process.

Public notice is not required for a subdivision and will involve a public meeting rather than a public hearing like the previous item. Mr. McNulty reported that the Planning Commission agenda has been posted in multiple locations as well as on the State website. The various reviewing departments all support the project and proposal for the Preliminary Plan and Final Plat review with a recommendation of approval to the City Council. Public Utilities and a Geotechnical Report will be required at Building Permit submission with a Reciprocal Easement or Agreement. Utah Code was read into the record, which includes requirements for subdivisions as it was not included in the Staff Report. Staff recommended the Planning Commission forward a positive recommendation to the City Council for Preliminary and Final Plat approval of the Lofts Commercial Subdivision subject to the conditions set forth in the Staff report.

Commissioner Blake referenced the Cross Access Agreement and asked if there should also be access required for Lot 2. Staff confirmed that access will be through Lot 1 for both Lamy’s and Lot 2 and will be added to the conditions of approval.

Commissioner Weston moved that the Planning Commission forward a POSITIVE recommendation to the City Council of Preliminary and Final Plat Approval for the Lofts Commercial Subdivision subject to the following conditions:

1. **The applicant shall be required to comply with the recommendations from all City reviewing departments.**
2. **The applicant shall be required to include all Public Utility Easements (“PUE”) on the final plat.**

3. **Reciprocal access for users to the east and west shall be provided (plat note) along the northern portion of Lot 1 off Santa Clara Drive.**
4. **The applicant shall be required to obtain a will-serve letter or other verified documentation from the Washington County Water Conservancy District, (“WCWCD”) prior to obtaining a Building Permit.**
5. **The applicant shall be required to record the subdivision plat prior to Building Permit issuance.**
6. **The applicant shall be required to submit a geotechnical report for each lot at Building Permit submittal.**

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

6. **Discussion Items.**

- A. **None.**

7. **Approval of Minutes.**

- A. **Request Approval of the Regular Meeting Minutes – February 23, 2023.**

Commissioner Whitehead moved to approve the minutes of the February 23, 2023, Santa Clara Planning Commission Regular Meeting. Commissioner Weston seconded the motion. The motion passed with the unanimous consent of the Commission.

Chair Hendrickson stated that Mr. McNulty will be providing training to the Commission to ensure that their hours remain current within the legal requirements. Mr. McNulty provided a handout describing the training scheduled for April 6 and 7, 2023. The agenda reflects the Utah Land Use Institute Spring Conference at the Marriott Courtyard and he believed this was a good way to bring the Commission up to speed on all new laws and recent Legislative changes. The April 6 training will focus on Land Use Basics and Administrative and Legislative Acts. The 7th will be an all-day event with a Legislative recap, updating Land Use Ordinances, luncheon address, and afternoon Legislative effort to promote housing affordability. Moderate-Income Annual Report, Short-Term Rentals, and Accessory Dwelling Units (“ADU”) will follow. It was confirmed that the requirements include three hours of yearly training. A sign-up link was provided.

8. **Adjournment**

The Planning Commission Meeting adjourned at 6:07 p.m.

— *Jim McNulty*

Jim McNulty
Planning Manager

Approved: March 23, 2023