SANTA CLARA CITY COUNCIL MEETING  
WEDNESDAY, JANUARY 22, 2020  
MINUTES

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Regular Meeting on Wednesday, January 22, 2020 at 5:00 p.m. in the City Council Chambers of the Town Hall at 2603 Santa Clara Drive, Santa Clara, Utah.

Notice of the time, place and agenda of the meeting was provided to the Spectrum and to each member of the governing body by emailing a copy of the Notice and Agenda to the Spectrum and also, along with any packet information, to the mayor and each council member, at least two days before the meeting.

Present: Mayor Rick Rosenberg  
Council Members: Jarett Waite, Wendell Gubler, Leina Mathis and Denny Drake  
City Manager: Brock Jacobsen  
City Recorder: Chris Shelley

Others Present: Jack Taylor, Public Works Director; Corey Bundy, Building Official; Brad Hayes, Parks & Trails Director; Randy Hancey, Fire Chief; Devin Snow, Attorney; Bob Nicholson, City Planner; McKenzie Tobler, Fire/Paramedic; Tyrel Hansen, Assistant Fire Chief; Ryan Anderson; Cindy Frei; Ben Willits

1. **Call to Order:** Mayor Rosenberg called the meeting to order at 5:02 p.m. and introduced the Council. He excused Councilman Shakespeare who is out of town.

2. **Opening Ceremony:**
   - Pledge of Allegiance: Leina Mathis  
   - Opening Comments: Leina Mathis

3. **Communications and Appearances:** None.

4. **Conflicts and Disclosures:**

   1. Mayor Rosenberg stated that for Item 5B7, the Arrowhead Road Dedication, the company that he works for prepared that plat.

5. **Working Agenda:**

   A. **Public Hearing(s):** None.

   B. **Consent Agenda:**

   1. Approve the RP&P Lease from BLM for a 52-acre Adventure Park. Presented by Brad Hays, Parks & Trails Director.
- Brad Hays stated that he is excited to bring this to Council and they have been working on this for several years. He said the process started in early 2016 and it was brought to Council in June 2016 for the application. They have gone through a couple of environmental assessments. There was nothing found in the way of endangered species. When they did the initial environmental assessment, the plants weren’t growing so they had to go back and do it again the following year. They also checked for desert tortoises and didn’t find any. We are clear to go. The RP&P lease is at no cost to the City and is for a period of 5 years to build a new park in the South Hills. The park is located in the South Hills by the water tank. He showed the Council the City boundary locations and the conceptual plan. He said that there are 1,337 acres of potential BLM disposal land. He said he hopes that this park is going to have a positive impact on the City and bringing tourism and recreation to the area. He said they are going to fund the construction of this park with recreation grants and apply for County tourism money. He said that at the Cove Wash trailhead there are 30 miles of trail. The BLM has another 50 miles of trail planned for up there. He said that within the 5-year lease the City is supposed to construct a park with amenities, which include Frisbee golf, hiking trails, a nature center, a restroom, an amphitheater. Those are the things we want to build there. We have a 5-year plan to construct this park and at the end of the 5 years we will go into another 5-year lease with the BLM and at the end of that 5 years we can apply for a patent for ownership of the property. At that point it would become City property. He said he would be bringing plans and grant applications forward to the Council if this is approved tonight.
- Jarett Waite asked if there were completion levels, we had to be to within the 5 years.
- Brad Hays said the RP&P has a 5-year plan. The first year would just be design and engineering. There are things we need to work through. We have power and water there, but we don’t have sewer. He has talked with contractors and designers for the Frisbee golf course and the pump track and other amenities, but he hasn’t done anything as far as contracting with anyone.
- Mayor Rosenberg asked if the City legal has reviewed the lease application and is everything okay with that.
- Brad Hays said yes, they have. Matt reviewed them. He said we will maintain the access to the water tank. The access to the park will also go to the Cove Wash. The road will stay aligned like it currently is.
- Mayor Rosenberg asked if the road can be improved.
- Brad Hays said we can improve it if we stay within the footprint that is there. He asked Jack Taylor is the RP&P includes that road.
- Jack Taylor, Public Works Director, said no. The most they will give us on that road is 30 ft. We can go back and ask for 50 ft. He feels we need to do that.
- Mayor Rosenberg said that all of the Wash crossings and other things along that road between the public road and that area, needs some road work done to make it accessible for passenger cars.
- Brad Hays asked if this was on the Master Road Plan.
- Wendell Gubler asked if the City has funds available to start the engineering and so forth.
- Brad Hays said that we do. We have several projects going on such as the trail behind Harmon’s. We just got the land exchange agreement for that. He doesn’t know the exact cost for that, but it will be put out to bid shortly. We have enough money to do that and the park and we have some excess money above that. He didn’t want to include the water
feature for the other park so we would have money available for things that come up.

Motion to Approve the RP&P Lease from BLM for a 52-acre Adventure Park.
Motion by Jarett Waite, seconded by Wendell Gubler.
Voting Nay: None.
Motion Carried.

C. General Business:


- Corey Bundy said they recommend Ryan Anderson as a new Planning Commission member for the recent seats that have been vacated. Ryan is a General Contractor, Real Estate Investor and Local Business Owner. Ryan and his wife Sarah are lifelong residents of Southern Utah. They have 4 children. Ryan wants to be able to contribute to the City. Staff recommends approval.
- Mayor Rosenberg said he thinks Ryan will do a great job and he appreciates him accepting that responsibility and he looks forward to working with Ryan on the Planning Commission.

Motion to Approve the appointment of Ryan Anderson as a Planning Commission Member.
Motion by Denny Drake, seconded by Leina Mathis.
Voting Nay: None.
Motion Carried.


- McKenzie Tobler said that currently the City is using Action Ambulance billing out of Arizona. They have done pretty good for us thus far. One of his responsibilities is to look for ways to decrease withdrawal from the General Fund and so they have found another billing avenue. Currently we are paying Action Ambulance 8.5% of all our revenue that we are able to collect. With Med USA that will drop to 4.95%. With Med USA being Utah based they are more familiar with the Utah Medicare laws and the ability to bill Medicare and other insurances. He said they would like to make that switch to Med USA. He said after a 90-day start up period they will send a startup team down to train him and another Fire Fighter/Medic to be able to code this. We would be able to save money in being able to code that ourselves.
- Denny Drake asked if we were exceeding the monthly minimum charge with the other company.
- McKenzie Tobler said that we are.
- Brock Jacobsen, City Manager, said that with Action Ambulance, through the State of Arizona, there are things they did not allow us to bill for but with Med USA being in the State of Utah we will be able to bill for. Our bills should increase.
- McKenzie Tobler said that because of some of the restrictions in Arizona and the
systems that they use they are unable to code it the way that Utah is able to code it.
- Wendell Gubler asked if McKenzie has checked with others who use Med USA to see
what their experience has been with them.
- McKenzie Tobler said yes. He said that when you Google search that Med USA pulls
up as Physicians billing not an ambulance service. They do service 5 ambulance
departments or 5 fire departments in the State of Utah one of which is Hurricane. He said
he has talked with Hurricane and they have been very pleased with Med USA and have
been with them for 2 ½ years.

Motion to Approve Med USA Service Agreement.
Motion by Jarett Waite, seconded by Leina Mathis.
Voting Aye: Jarett Waite, Leina Mathis, Wendell Gubler and Denny Drake.
Voting Nay: None.
Motion Carried.

8. Consider approval of the Wildfire DWR MOU. Presented by Tyrel Hansen, Asst. Fire
Chief.

- Tyrel Hansen stated that they have been involved with the MOU about 22 years now.
The only changes that have happened from the previous MOU is the fuel mitigation that
they have been going up to Pine Valley, Central Dammeron Valley and other areas like
that to do. He said they haven’t been able to exceed the $5,000, which they always do, so
it becomes a separate agreement that they have already signed with them and it takes on
how much money they get per acre that they cut and that is granted by the steepness of
the type of trees that are being cut. That ranges from $900 an acre to $1,800 an acre. He said that is the different from the old MOU to the new MOU. There are some
new Utah Codes in the MOU. He said their rate agreements went up by $20 an hour per
engine at the beginning of 2019. There was a flaw by the State. They weren’t giving the
$35 and hour per engine. They were only giving them $25 an hour and that was
increased.
- Randy Hancey, Fire Chief, said that they will need to have the Mayor and Council sign
this new MOU agreement so that it goes into effect. They have to send it back up to the
office and they will send back a copy and it will be put into the records.

Motion to Approve the Wildfire DWR MOU.
Motion by Leina Mathis, seconded by Jarett Waite.
Voting Nay: None.
Motion Carried.

- Mayor Rosenberg said that on their document on the back page there are a few boxes
that are empty that need to be filled out in the left-hand column and asked that they be
filled out before the document is sent up.

3. Consider a proposed code amendment of the Santa Clara City Code, to allow a detached
single-story accessory dwelling unit in the R-1-10 zone (Chapter 17.64) and the RA zone
(Chapter 17.60) as a conditional use in those zones and approve Ordinance 2020-03.
Presented by Bob Nicholson, City Planner/Corey Bundy, Planning & Zoning.
Bob Nicholson said that in December 2019 the Council adopted some amendments to the General Plan and that was pursuant to the State law that mandated that each City adopt at least three strategies to promote affordable housing. He said that one of the strategies that was chosen by Council out of the 23 listed in the State Code was “to create and allow for and reduce regulations related to accessory dwelling units in Residential zones”. That was one of the strategies the City chose so tonight this item is an implementation measure. We are actually amending the code to reduce the regulations and making them more flexible in that those two chapters the RA and the R-1-10 zones which read almost identical, to allow an accessory dwelling unit in three situations: over the garage, in addition to the home, or inside the home. What has not been allowed is a detached single-story accessory unit. With this amendment the new words are added, “the additional unit (meaning the accessory unit) may be permitted as a conditional use in a single-family residential zone subject to the following conditions: a. over an attached or detached garage, b. is inside the home through and internal conversion of the unit which meets are current building code requirements or as a detached single story unit which complies with all setback and other code requirements and, c. by an addition to the house containing an internal connection between dwelling units provided that the additional not alter the single-family character or appearance of the dwelling unit.” The “b” option says or as a detached single-story unit which complies with all setback and other code requirements. He said there are some other provisions that govern the accessory dwelling unit such as the size. It says the property owner shall occupy either the main or the additional unit and he talked about the additional parking space. We are adding the flexibility to allow a single story detached accessory unit. Planning Commission held a public hearing on this on January 9, 2019 and recommended approval of this change. Mayor Rosenberg asked if there is a reason why it is limited to single story. He said at the last City Council meeting we dealt with one that was on the second story of a detached structure and if they can build the detached structure and meet the setbacks and the other issues is there a reason why we would hold them to the single story? Bob Nicholson said he has not thought of that.

Denny Drake asked why there would be? unless they are going over a garage. Why would there be a detached there?

Mayor Rosenberg said because they could have more sq. footage or maybe the unit would be over storage or something like that.

Bob Nicholson said that a single story, where it is the second unit on the lot in a single-family zone, becomes less noticeable or less dominant. He said that the City has allowed for some time a second unit in a single-family zone. He said a single story would blend in with the lot more than a detached two-story unit.

Mayor Rosenberg said that they can do a two-story if the bottom level is a garage.

Denny Drake said he has heard complaints about the building additions that have gone behind them because of the size of them and because of the view shed for the other people. The single story will stay level with what the existing home would be or even lower. This would be a lot less obtrusive then going to a two-story look. He asked if they would be separate metering or if it is one meter for both units.

Bob Nicholson said the code says the same meter for electric, water and sewer.

Jack Taylor said that if they have enough amperage, they would be able to just use the one meter. If not, they may have to upgrade their service to a 400-amp meter. It would still be one meter, but they would increase their service.

Bob Nicholson said they would have to maintain the same address although it would
allow for a Unit A and a Unit B.
- Leina Mathis asked if the existing code in the RA zone already allows a second dwelling unit under conditional uses. If so, how is this different then what is already allowed under the existing conditional use?
- Bob Nicholson said that this would allow a detached unit in both the RA and R-1-10 zones. He explained about the current regulations.
- Denny Drake talked about the importance of the setbacks and the accesses to the properties.
- Chief Hancey said it is always a big concern for the Fire Department that they have access to the backend of a property and the separate structure that may be on the backside of the house.
- Bob Nicholson said the residential setbacks must be maintained.
- Jarett Waite asked about homes that have walkout basements.
- Bob Nicholson said if there wasn’t a good way to get in the back of the home they wouldn’t be allowed. They wouldn’t fit the zoning. They would have to meet the residential setback and have the one additional parking and easement sides.
- Corey Bundy explained that the second dwelling would have to have a front door egress. No rear door egress is required for single-family homes.
- Jarett Waite asked about the minimum size. Should we modify that as well?
- Bob Nicholson said that because it is part of the existing code we didn’t try and take that on.
- Corey Bundy said they looked at that residential code and there is some minimum sq. footage for the kitchen and living space and they thought that 450 sq. ft was reasonable. We are going by the building code. Mobile homes and manufactured homes without their wheels would have to meet the minimum sq. footage.
- Mayor Rosenberg said that as we learn more about this or get options for this, we may want to come back and revisit the sq. footage because there is a lot of movement in the industry to help with obtainable housing.

Motion to Approve a proposed code amendment of the Santa Clara City Code, to allow a detached single-story accessory dwelling unit in the R-1-10 zone (Chapter 17.64) and also the RA zone (Chapter 17.60) as a conditional use in those zones and approve Ordinance 2020-03.
Motion by Jarett Waite, seconded by Denny Drake.
Voting Nay: None.
Motion Carried.

4. Consider approval of the site plan and building elevation drawings for a Dollar Tree Store in a Planned Development Commercial zone located on the southwest corner of the intersection of Rachel Drive and Pioneer Parkway. Dollar Tree, Applicant. Presented by Bob Nicholson, City Planner/Corey Bundy, Planning & Zoning.

- Mayor Rosenberg said that this item has been sent back to the Planning Commission so there will be no action on this item by the Council tonight. Item tabled.

Motion to send back the site plan and building elevation drawings for a Dollar Tree Store in a Planned Development Commercial zone located on the southwest corner of the intersection of Rachel Drive and Pioneer Parkway to Planning Commission for a site plan approval an amended
zone change and a public hearing. Dollar Tree, Applicant.
Motion by Wendell Gubler, seconded by Denny Drake.
Voting Nay: None.
Motion Carried.

5. Consider approval of an amended final plat for Arcadia Vacation Resort ph. 2 located on
the west side of Rachel Drive and north side of North Town Road. Robert Smith,
applicant. Ben Willits, Representing. Presented by Bob Nicholson, City Planner/Corey
Bundy, Planning & Zoning.

- Corey Bundy said that this is an amendment to Ph. 2 for Arcadia Vacation Resorts.
There are two minor things. They want to change the name of the road to the north of Ph.
2. The road is currently named Arcadia Drive and they want to change the name to
Vacation Way. The preliminary plat for Ph. 3 will say Vacation Way. They are also
requesting to add two maintenance paths at the southeast parking area. They will have a
big parking area in Ph. 3. They would also like to square off exterior side walls of Units
44 & 45, 46 & 47, 49 & 50 and 52 & 53 and make 54 into a single unit and combine 55
& 56 into twin homes. They want to make the jogs straight on the new plat. They are
going down in density a little bit.
- Leina Mathis asked if there was a bonus density that was approved requiring some of
those architectural standards.
- Corey Bundy said they did. He said the straightening out the wall on the side is going
to affect the units that much.
- Mayor Rosenberg asked if they submitted new elevations for the changes.
- Corey Bundy said that these are just slight modifications. He doesn’t have the
elevations. The front and the rear won’t change. Just the sides. The sides will have a
staircase and condensers and a little wall for the condensers.
- Jack Taylor said he has a concern about the storage sheds in the parking area. He talked
about all the trailers in there. He feels that the currently planned parking area needs to
remain for the RV parking. He suggested putting the utility buildings in the other phase.
- Mayor Rosenberg said they would be blocking off their internal access in exchange for
an access direct onto North Town.
- Jack Taylor said it doesn’t access on to North Town. You would have to enter the
development and then come in. There is a construction trailer there right now. He said
he would hate to see the parking go away. It gets really crowded on the weekends.
- Ben Willits, Representative, explained about the two maintenance facilities. They will
look like small casita units. All the parking in that area will come up to the north side of
the project across the future Hamblin Parkway. There is a much larger area to the north
side of the project. It will not be as convenient. He said they would like to have the
maintenance buildings be closer to where all the services are rendered.
- Mayor Rosenberg clarified that the parking that was on the plat is gone. It hasn’t been
replaced on this plat. It is proposed to be placed at another location. It is not platted.
That is where he would have an issue. If the builder stops after this plat that parking
never gets platted. If they are going to transfer the parking it should be included as part
of this plat so that the parking is there.
- Ben Willits asked if that can be a condition. There is still plenty of space on the border
of this phase to Ph. 3 where we could still easily mitigate that parking area on that now
existing north end of Ph. 2. He said that the corner had planned for 5 stalls. They would accommodate a truck and some sort of trailer.

- Mayor Rosenberg said he understands the plan but the problem he is seeing is that the plat is eliminating parking and not returning any platted parking. Those five parking spaces are not included in the HOA maintenance or governance.
- Ben Willits said that even though they are platted it is still HOA space. It is not a private facility. The original parking.
- Mayor Rosenberg said he understands the need for the additional storage or maintenance service needs, but the plat should show some additional parking. He said it wouldn’t take much to move the plat boundary.
- Ben Willits clarified that the Mayor is suggesting they move the plat line up and make the additional parking in Ph. 2.
- Mayor Rosenberg said that that parking is there, and it’s platted and covered by everything so there is no question about the parking being there, it just moved.
- Jack Taylor asked if there would still be enough parking for the new project.
- Ben Willits said it would far exceed what we need for the project. We are at 35-40% excess of what the project would need. He said they have gotten signatures from the homeowners to amend the plat.
- Mayor Rosenberg said he would like to see the phase boundary go up and include the parking lot and the accesses into it on the amended Ph. 2 plat.
- Ben Willits said that would not be a problem at all. He also explained the walls and said the setbacks will remain the same. He explained that the unit count stayed the same.
- Denny Drake said he is concerned because the parking was platted for that area. When that is built out there won’t be enough parking to handle what is there.
- Ben Willits said that right now Ph. 2 met the minimum parking requirements. If we bump the Ph. 2 line up to mitigate for the loss of the boat and RV parking, then that still meets the minimum.
- Jack Taylor asked if those parking spaces must be built, asphalted and put in to approve the plat.
- Mayor Rosenberg said that would be his recommendation. At least that bottom tier, access in and out and improve it and make it part of the plat. Then there is more parking into Ph. 2, but this would have been proposed in Ph. 3 anyway. Build that street and parking lot out as part of Ph. 2.
- Corey Bundy asked the timeline for Ph. 3 improvement roadways and parking.
- Ben Willits said they are looking at the next 2 months to come in with construction drawings on it and they would get going by mid-April or May.
- Mayor Rosenberg said they could post a cash bond for that parking and record that plat that would be an option. Amend the Ph. 2 plat and put the bond up for the parking. With the bond and if something happens everything that is recorded is accommodated.
- Jarett Waite asked if it has to go back to Planning Commission with a new map.
- Mayor Rosenberg said he thinks it is something that Staff can approve. It is not complicated. The phase boundary just needs to be changed. He said he is sensing some concern with the building elevation with the elimination of the pop out.
- Leina Mathis said it’s okay if it doesn’t change the design of it.
- Jarett Waite said he is okay with it.
- Mayor Rosenberg asked if there are any other concerns. He asked if the maintenance buildings will have the same exterior and roof.
- Corey Bundy said they will have to follow the same CC&R’s and still have the same
Motion to Approve an amended final plat for Arcadia Vacation Resort ph. 2 located on the west side of Rachel Drive and north side of North Town Road and include the following changes: changing the street name Arcadia Drive on the north end of Ph. 2 to Vacation Way, add two maintenance building pads to the southeast parking area in Ph. 2 and eliminating the boat and RV parking in that location, square off the exterior side walls of Units 44, 45, 46, 47, 49, 50, 52 & 53 and changing Unit 54 to a single unit and combining Units 55 & 56 into a twin home with the condition that the developer extend the final plat boundary into Ph. 3 to pick up two rows of parking as shown on their site plan and the access ways to go in both sides and include that as part of this final plat and that the architectural controls for the project be also placed on both of the new service buildings.
Motion by Jarett Waite, seconded by Leina Mathis.

- Brock Jacobsen asked about the square off of those buildings and if we need to add Units 55 & 56 that they also don’t have the pop outs. It wasn’t listed on there as ones we were taking off the pop outs.
- Jarett Waite said he will add that to the motion.

Amended Motion to Approve an amended final plat for Arcadia Vacation Resort ph. 2 located on the west side of Rachel Drive and north side of North Town Road and include the following changes: changing the street name Arcadia Drive on the north end of Ph. 2 to Vacation Way, add two maintenance building pads to the southeast parking area in Ph. 2 and eliminating the boat and RV parking in that location, square off the exterior side walls of Units 44, 45, 46, 47, 49, 50, 52, 53, 55 & 56 and changing Unit 54 to a single unit and combining Units 55 & 56 into a twin home with the condition that the developer extend the final plat boundary into Ph. 3 to pick up two rows of parking as shown on their site plan and the access ways to go in both sides and include that as part of this final plat and that the architectural controls for the project be also placed on both of the new service buildings.
Motion by Jarett Waite, seconded by Leina Mathis.

Voting Nay: None.
Motion Carried.


- Corey Bundy explained that in Ph. 3 lots 74 & 75 are Parade homes. When the Parade comes through, we get a lot of sales. Ph. 2 will probably be sold out very shortly.
- Bob Nicholson said this is the same project as the previous item but different phase. He said that Ph. 2 was the final plat, and this is a request to amend the preliminary plat. In this case the changes are significant. The unit count doesn’t change. The original plat had 12 twin homes with 20 ft setbacks and individual garages with each unit. The proposed plat does away with the twin homes and puts those as four-plex’s. Instead of 12 twin homes they are having 6 four-plex’s and the setback is not 20 ft but 5 ft from the back of the sidewalk and 10 ft from the back of the curb. That is a special approval thing
in the code because the code does say Council can vary the setbacks based on the recommendation of the Planning Commission. There are no individual garages with these four-plex’s. They now have a centralized parking lot and there are some scattered parking spaces around the street. This is a public street. There is some parallel and some pull in. He said that the Planning Commission took a long time on this plat on Jan. 9. They feel that if they cluster these units into these four-plex’s it gave them more area to do an additional amenity. There are two amenity areas there. One is right above the parking lot and then there is an additional amenity area across the street. One thing they did not show on their plat is the code requires one parking space for each unit be covered so that would be 24 covered parking as a minimum. That is a condition of approval from the Planning Commission. That covered parking would be in that centralized parking lot. He said they discussed this at Planning Commission and this large four-plex’s and the centralized parking gives it the feel of a hotel complex or apartment project as opposed to the townhome that is in Ph. 1 & 2. He said it changes the feel of the project quite a bit. He said that in the end the Planning Commission recommended approval because they feel that the tradeoff is that there is an additional amenity area in exchange for this large centralized parking lot. The Planning Commission recommended approval with the acceptance of the reduced setback of 10 ft from the back of the curb or 5 ft from the sidewalk to the unit and subject to having covered parking as the code requires and he said that with no garages it would probably be wise to have more covered parking than the required 24 spaces. They haven’t settled on what the amenity package would be.

- Wendell Gubler asked if the old plat had garages.
- Bob Nicholson said that the old plat did. He said the plat was very similar to Ph. 2.
- Mayor Rosenberg clarified that this in the PD zone. He asked if they went through a PD zone amendment for the change in the building elevations and the configuration of the building. Was there any four-plex’s on the original PD zone? He asked if it was the first time these types of buildings have been built.
- Bob Nicholson said he believes so. He said there was some elevations in the application.
- Mayor Rosenberg said it is significantly different then the elevations that have been approved.
- Bob Nicholson said they did not have a public hearing on these changes. It plays into the same situation as the Dollar Tree.
- Mayor Rosenberg said that this is a significant change from the PD documents that were approved and had the public hearing for. Before it can go to a preliminary plat and request the change that would probably have to go back as an advertised zone change with the same requirements as the original for these new buildings and amenity package and then come forth with a preliminary plat do this discussion might be a little premature tonight.
- Bob Nicholson said that is probably right. We probably need to go back for a public hearing at Planning Commission for the amended PD zone.
- Mayor Rosenberg said the four-plex’s are a significant change from what was approved as part of the original PD zone.
- Denny Drake said he thinks there are some serious safety issues moving the setbacks up where there is no parking to the unit so everyone is going to park on the street and because this is a vacation area there will be kids running in and out without any room from the four-plex to the road.
- Mayor Rosenberg said this also has the same issue of the boat and RV parking not being
platted so he suggested that the plat should include it. He said he would like to see information from traffic engineers on the adequacy of that driveway and how the pedestrian access works with the proposed Hamblin Drive. He said they need to show where the permanent RV parking will be.  
- Ben Willits explained where it will be. He explained that there will be parallel parking in front of the units. He said there is a buffer and that is why they put the bump outs in for a safety standpoint. They give almost 20 ft at the entrance. He explained the planned amenities. They are thinking about a couple of pickle ball courts to the north and a play area and some sort of water feature such as a splash pad or another pool.  
- Mayor Rosenberg said the original PD needs to be amended to facilitate the changes to the buildings that are proposed and the setbacks and the other changes. That will have to have a public hearing at the Planning Commission. That is the starting point. They will have public comment and go through the process and then it will come back to Council. He told Ben that he will have to have a description of the amenities as part of the PD zone application.  
- Jack Taylor asked if there will still be 26 ft of asphalt in the parking area so there would be room for emergency vehicles.  
- Ben Willits said yes that whole thing will meet the minimum road cross section. It is the same road cross section as the current preliminary plat.  
- Mayor Rosenberg said it would be nice to see more parking closer to the units.  
- Ben Willits said they have had a thought about that and how to make it a better situation without people having to cross the street and that would be flipping the parking to the backside of the units and having everything go to the central amenity with all the drive and parking in back. He feels personally that works a lot better.

Motion to send this amended preliminary for Arcadia Vacation Resort, Ph. 3 located on the west side of Rachel Drive and north side of North Town Drive back to Planning Commission to consider a zone change amendment. Robert Smith, Applicant.  
Motion by Denny Drake, seconded by Jarett Waite.  
Voting Nay: None.  
Motion Carried.


- Corey Bundy said that this is a cleanup item. He said he doesn’t know why the road wasn’t dedicated when the school went in, but it wasn’t. He said that the frontage along Arrowhead and Malaga needs to be dedicated and also the three properties on the east side of the roadway on Arrowhead drive they have signatures on the consented plat that they agree to the road dedication and they have also paid fees for some of the improvements along there. The City can then get in there and put in the curb and asphalt and sidewalks.  
- Mayor Rosenberg explained that on these three properties the curb and gutter and sidewalk are not there so it has been a safety issue as you travel north on Arrowhead. This plat dedicates all the undedicated right of way down there in that area around the school and the adjacent subdivisions and these three lots have agreed to pay for their frontage improvements in accordance with the Ordinance that the City has put together.
for the unimproved roadways in the City. That method is working on Arrowhead and these people have paid the money to get this done. We are going to have the contractor who is doing the Chapel Street Bridge put in the curb and gutter and get the road ready and our crew will come in and finish it up. He wanted to get this done to show the Vineyard project that it does work.

- Corey Bundy said he took this over to the school district and they signed off on it also. He said he is waiting for Matt to do the review on it.

Motion to Approve the Arrowhead Road Dedication subject to the City Attorney’s Review.
Motion by Denny Drake, seconded by Wendell Gubler.
Voting Nay: None.
Motion Carried.


- Jack Taylor said that Rick asked that we be involved in the Northern Corridor and working with the BLM for the EIS on that. He said that Matt has reviewed and approved the MOU and so it now needs to be approved by the Council. This gives us the ability to make comments and work with the BLM on that project.
- Mayor Rosenberg explained that this will require them to consult with us on things, so it puts more of a burden on them to come to the City. The County started this several years ago.
- Leina Mathis asked if there is a cost associated with the participation in it.
- Mayor Rosenberg said the only cost is what we incur with our Staff in meetings. He said that this gives us a seat at the table. He stated that we were asked to do this by our sister cities and the MPO to bring as much local input to the table regarding the Northern Corridor.

Motion to Approve the Northern Corridor Cooperating Agency MOU.
Motion by Denny Drake, seconded by Wendell Gubler.
Voting Aye: Wendell Gubler, Leina Mathis, Jarett Waite and Denny Drake.
Voting Nay: None.
Motion Carried.

6. Reports:

A. Mayor / Council Reports

Leina Mathis:
- Nothing to report.

Jarett Waite:
- The starting gates are in at the BMX track. The track looks incredible. The exterior fencing is close to being done.
- We are still working on the camera system for City Hall. He has a company working on a bid.
- He gave counsel to the Council on email etiquette. He suggested to the neighbors of the proposed Dollar Tree that they should email the Council about their concerns. A lot of emails were sent to Council. He said some of the residents reached out to him wondering if any of the Council got their emails. He said we need to make some goals as a Council to reply when residents send out emails.

- Mayor Rosenberg said that he has replied to everyone who has sent an email to him and he copies to the Council.

- Jarett Waite said it would help a lot if Council will reply with even a short message so that residents know they got their email. He also wondered if we should include the packet in the agenda and our emails that goes out and on our website.

- Brock Jacobsen said that we are revamping the website to make it easy to see the agenda, the packet, the minutes and we will talk next week about what we are doing regarding streaming or audio of the City Council meetings.

- Mayor Rosenberg said the drop box has the packet in it.

- Brock Jacobsen said we will not be able to email the packet out. At times that would be multiple emails. That is why we have gone to the drop box format. The residents will get the agenda but to get the packet and additional information they will have to go to the website.

- Mayor Rosenberg said the deadline for the newsletter when we are doing the printed newsletter is the middle of the month. He said that is going to change so that we can have all the land use actions that are going out and the public hearing notices right in the newsletter so that it will be current. We have to go away from the printed newsletter in order to do that. He would love to see a digital newsletter.

- Brock Jacobsen said the website can be edited and added on to at any time. Kristelle is going to work on this. He said they would love to have more people get the email agendas and newsletters. It is a matter of people being willing to sign up with their email.

- Leina Mathis asked what can be done to get there faster.

- Mayor Rosenberg said that it is a matter of getting people to sign up with their email addresses.

- Jarett Waite said he just has the City email forwarded to his personal email and it will come to the regular email.

- Brock Jacobsen said they would also like to have more utility bills done digitally and have less paper bills sent out. He said they asked for people’s email addresses for a long time and ended up with less than 100.

- Leina Mathis suggested going to the HOA’s within the City and explaining that the City is digitizing, and would they be willing to authorize the release of their emails to the City.

- Brock Jacobsen said the easiest way is for the residents to sign up themselves for digital bills.

- Mayor Rosenberg suggested that the City finish building the digital newsletter and make it look good and make it so people would want to sign up for it and then advertise it in the old one and see if we can entice people to sign up for it.

- Jarett Waite said he has some examples and has designed one himself. He will forward some examples to Kristelle. He said a resident talked to him about how in her previous city that if there was any land use issues the neighbors always got notification. He explained to her that that is not in our ordinance unless there is an actual zone change.

- Mayor Rosenberg explained that now that this is going to be a zone change, she will get a letter if she lives within 300 ft of the property boundary. This is an amended zone
change.
- Jarett Waite said the resident said she would like to have some sort of notice. He said that it would be nice that if there is commercial developing that there is a little input from the neighbors.
- Mayor Rosenberg said we may want to take some instruction back to Planning Commission that on any straight commercial we take it through at least a public comment or public hearing. There are not that many pieces left in the City. Because our commercial projects are so close to our residential projects it would be good to take every commercial project through the public hearing process when they get their site plan approvals, so the neighborhood sees what is coming in.
- Denny Drake said but prior to even having homes there, that was zoned commercial. That approval of what is in the commercial zone is something they can read in our zoning requirements without ever having to have a public hearing for it. He said he feels that the notification to those who are within 300 ft of a zone change is more than adequate to take care of this. He said what he worries about is what is our legal restriction if we now go in on a commercial property that is already be freed up and they have already paid a large sum of money for a piece of property knowing exactly what the zoning is and then we start having public hearings. He said that what is going in is already dictated by our zone.
- Jarett Waite said he explained to the residents that Dollar Tree is an allowed use in that zone.
- Denny Drake used Jim’s RV as an example of a business that is already in a commercial zone.
- Corey Bundy said that zone was recently changed. It was an R-1-10. Planning Commission and Council felt the best use of that property was commercial.
- Mayor Rosenberg said there are so few straight up commercial zones in the City. Most of it is PD. Part of the PD zone includes the site plan and elevations.
- Jarett Waite clarified that if it is PD Residential it is going to require a public hearing and there is notification to the neighbors.
- Mayor Rosenberg said that is correct if there is a zone change. They would have to have site plans and elevations and colors and everything in the PD. If it is PD, we have a lot of control and it has to go to a public hearing at some point.
- Devin Snow, Attorney, said we are already having hearings on zone changes. He said there is a question about if we can have hearings for just the land use decisions. State law allows this. He said in his experience the challenge with doing that is when you invite citizens to comment on land use applications there is an expectation that their opinions matter but what the law says is if you have an applicant before you who has an application and it complies with your ordinances you must grant it. You can’t deny it because some residents oppose it. That is when the City is exposed to liability. It is a good thing to give more notice and allow residents to participate but that is the risk that we would create an expectation that it can be denied when the State law says you don’t have that discretion.
- Denny Drake said that if we wanted to review our zoning ordinance and change our uses, we can amend that. We would have to put out a moratorium until we get that done that nothing can happen within those zones and at the end of that moratorium we decide what we want and if we wanted to have public input that is when we would need to bring the community together and ask what they want Santa Clara to be. These are the things we can do and if we want the public to have an open-door policy to review those things,
we need to sit down in public meetings for the next few months and review what the community wants the community to become.
- Jarett Waite said he would like to avoid what happened to the Dollar Tree where he was the point of information for all those residents and here it was going to be on the agenda in a couple of days. It had already been through the Planning Commission at that point. He said that if there is notification built into a PD zone that should solve that problem.
- Brock Jacobsen said the email has to have the notification of the public hearing so in the future they will get their notice on the PD Commercial they will get their notice and have their opportunity at Planning Commission to come and share their concerns.
- Mayor Rosenberg said the hurdle is getting it in front of them because if they are not within 300 ft, they are not going to get the notice.
- Corey Bundy said they put a 2 ft by 3 ft sign up and we put two signs up. One sign is notice of the Public Hearing on both sides. They are put up 10 days prior to any meeting. He said that the City has two lots that are straight Commercial. Do we want to amend the ordinance or not?
- Mayor Rosenberg said no. Not for the two lots. If we can get this agenda out, we can notify people of what is on the agenda for Planning Commission without having to go through a zone change.
- Jarett Waite said we could send notification that it is going before the Planning Commission but not notification of a public hearing so they can hear what is going on.
- Mayor Rosenberg said it would put the burden on the Chair if they are going to have public comment or not.
- Brock Jacobsen said that would also leave it at how far out you would go. Our code says 300 ft so how far do we go out from that piece to who gets the notice and who doesn’t.
- Denny Drake said the 300 ft requirement is from the State.
- Corey Bundy explained about each of the two parcels that are zoned Commercial.
- Jarett Waite reported on the death from West Nile Virus in our County. He said there were some hot spots in Washington Fields and they really hit it hard to clear it out. There were 7 cases of West Nile reported in our County.

Denny Drake:
- Nothing to report.

Wendell Gubler:
- Nothing to report.

Mayor Rosenberg:
- Big Brothers and Big Sisters collected over a quarter million pounds of used clothing locally from Santa Clara. Over four million pounds throughout the area.
- The Public Power Breakfast if Feb. 19 at the Governor’s Office. If Council is interested in going, they need to let Jack know.
- There was a UAMPS training yesterday. Leina went to the training.
- Jack Taylor said they do these trainings twice a year. The next one is in August.

Brock Jacobsen:
- The date for Utah League of Cities and Towns is Sept. 23-25 at the Salt Palace and that is the date for Swiss Days also. What does Council want to do? Do we want to have
people attend the Utah League of Cities and Towns and come back Friday and be back for Swiss Days and how close do we want to stay to the Salt Palace?
- Jarett Waite said he feels that the business session isn’t essential.
- Mayor Rosenberg said that someone should be there for that to vote. Planning day is the Thursday. We could go up Tuesday night and go for the first day and stay for the morning and make it home for the Swiss Days dinner. That is what he will probably do.
- Brock Jacobsen asked if anyone would want to stay through Friday.
- Leina Mathis said she has a commitment in Salt Lake Thursday night but was planning on being back for Friday.
- Mayor suggested she go to the business meeting on Friday morning. She doesn’t really have an assignment for Swiss Days.
- Brock Jacobsen said the big event that Council needs to be at is on Saturday morning. He said the opening ceremonies can be taken care of by someone else or if someone isn’t going to go to League of Cities.
- Mayor Rosenberg said he will come back for Thursday night. He told Council to let Brock know so that he can get rooms. He will go up Tuesday night and stay until Thursday after lunch.
- Brock Jacobsen asked if the Mayor would want a flight home.
- Mayor Rosenberg said he thinks that would be a good thing so he can stay for the things he needs to attend at League of Cities and then be back in time for the activities planned for Swiss Days.
- Brock Jacobsen reminded Council of the Budget Retreat on Feb. 27. He said that also in regard to Swiss Days the Council needs to come up with some thoughts for the volunteer of the Year. We already have a Grand Marshall selected.

7. **Approval of Claims and Minutes**

- Jan. 8, 2020 City Council Regular Meeting Minutes
- Claims through Jan. 22, 2020

Motion to Approve the Regular City Council Meeting Minutes from Jan. 8, 2020 and claims through Jan. 22, 2020.
Motion by Denny Drake, seconded by Leina Mathis.
Voting nay: None
Motion Carried.

8. **Calendar of Events**

- Jan. 29, 2020 Local Officials Day
- Feb. 5, 2020 City Council Work Meeting
- Feb. 12, 2020 Regular City Council Meeting
- Feb. 17, 2020 Presidents Day (Offices Closed)
- Feb. 26, 2020 Regular City Council Meeting
- Feb. 27, 2020 Budget Retreat at 12:00 PM

- Mayor Rosenberg said he will not be here for the City Council Work Meeting on Feb. 5 for Jarett will be chairing that meeting.
9. **Executive Session**: None.

10. **Adjournment:**

    Motion to adjourn by Jarett Waite.
    Seconded by Leina Mathis with all members present voting aye.
    Meeting Adjourned at 7:30 p.m.

_____________________________________________________________________
Chris Shelley – City Recorder

Date Approved: __________________________