

# Santa Clara City Technical Review Committee Minutes

Thursday- February 4, 2021

TIME: 8:30 A.M.

## I. Present

Rick Rosenberg, Mayor  
Brock Jacobson, City Manager  
Randy Hancey, Fire Chief  
Reed Briggs, Sargent  
Jack Taylor, Public Services Manager  
Corey Bundy, Building Official  
Bob Nicholson, City Planner  
Brad Hays, Parks Director  
Sherelle Pontarelli, Parks Admin  
Kristelle Hill, Public Services Admin.  
Chris Shelly, City Recorder

## II. New Business

- A) Approval of January 21, 2020 minutes. *Approved.*
- B) Home Occupation Conditional Use at 2794 Circle Drive for a home office – Carrie Wimmer, applicant. Tabled.
- C) Home Occupation Conditional Use at 1656 Red Mountain Drive for a home office- Bryan Phipps, applicant. Will be doing Software Development. No employees, no advertising. Approved, Fee waived- will get with Ditzie Whitehead for Business License.
- D) Home Occupation Conditional Use at 3469 Chalet Drive for Health and Wellness – Yana Symonenko, Applicant. Yana is a licensed Acupuncturist. No employees, no advertising. Future business with owner of home is also approved. Fee waived. Will get with Ditzie Whitehead for Business License.
- E) Commercial Business License at 3177 Santa Clara Drive for Home Office – Melissa Barlow (Hazel) -Applicant. Events Business, networking small business. Property is mixed use residential. Corey- Will need to show parking and what the use will be. Fire Chief- Fire inspection will be needed. Brock- If you are going to do a Commercial License, you will need more detail for that. It will need to go to Planning Commission. Bob- It is zoned mixed use. The Event planner would allow that type of business. Brock- Can it be approved through TRC? Bob- Yes. But will need to see a site detailed plan and Fire inspection. Will need to come back to TRC. Get with Selena.

- F)** Sign Permit at 2728 Santa Clara Drive for Rampage Rental and Repair – Kyle Fosselman, applicant. Brock- Needed to be back on TRC with a new site plan. It would need approval before a sign can be approved. Corey- I think they want to do both. The sign meets the ordinance. Bob- Bob Lamoreaux is on the call. Bob Lamoreaux- Yes it meets all requirements. TRC has questions about the driveway for the property. Bob- Due to the area bring in the historical mixed use- may be a zoning exemption based on the Fire Chief can make it work. Brock -sign approved, business approved- needs fire inspection and parking with the site plan.
- G)** JP Excavation, Melissa Scott- Amending permit. Will need to have a haul road to get material to area. It will be a disturbed area in the future. Mayor- Advantages to the haul road will be keeping all the trucks off the roads. Jack- Just make sure to use plenty of water. Corey- Bob, do we need to take this to planning commission/ Bob- no.
- H)** Discussion on property located at 610 Country Lane, owner is requesting construction access to his property through the city ROW on Country Lane to the Sand Hollow Wash – Bob Lamoreaux, representing. Bob would like to get access to build a pool in his back yard. Mayor- You will need a Flood Plane development permit to build the fence. Also, need permission from the next-door neighbor to use their property for access. Will need tracking to keep the street clean. Modify a road breaking permit will be needed for a paper trail. Brock- Will need to be on City Council for approval on 2/10/2021 at 5:00 pm.
- I)** Continued discussion of the Senior Assisted Living site plan- Kyle Hafen, representing. Have made changes to the center. The buildings are now all separate. Jack- Do you have all the designs ready? Kyle- Elevations will be the same. The building view will be the same. All the buildings will just be separated. Corey- One of the City Council members wanted to see the elevation changes, and they want to see how you are going to access the commercial area? Kyle- Parking will be on the West side of Bonelli Drive. Access will be from Gates Lane, a walkway. Corey- You will want to show the walkways to get to the assisted living areas. Brock- You will need to show significant change. Council wants to see significant change. You will need to show materials of what you will be using. Corey- The pictures are great, but it is not matching the site plan. Kyle- I understand that the City and staff want to see more details, and the likelihood that it is better for other people to accept but the Santa Clara Code says the level of detail is low regarding the sketch plan. We are all ready 50 thousand dollars into this project without and approval. That is all part of the building permits. There is a disconnect with the staff thinks from what the ordinance says. Jack- We are just trying to help you get it to pass. Brock- The zoning is a PD Zone. With a planned development you need to show it on our plan. They need more detail than other types of commercial etc. Jack- What is the courtyard going to be? You don't need great detail, but you need to show the amenity. Kyle- It is not required of us to have the details. We just need typical elevations, not what we will actually put in. Bob- There are 12 items called out in the project plan. One of those things is typical elevations you're your project. You can't have them as typical nationwide, generically. This is elevations specifically to your project. One of the other items called out is the public circulation. It is one of the requirements called out in the project plans. You may want to review all 12 items. Council may fall back to them. Kyle- Ok. We tried to find something very close to what we will be doing. Corey- Have you looked at the digital submittal paperwork? They will help you. There are bullet points to

show you what will be needed. Corey- Send us the updated packet. Kyle- I will work on the connectivity by the end of the day, and a complete packet. Brock- That will work. By 4:00pm today. Kyle- OK. Bob- For next Thursday Planning Commission would be three determination weather this new application shows significant change. If they think it does then they would go ahead and schedule a public hearing for March. Back to the Council later March. Kyle- Ok.

*J)* Misc.-

***K)* III. Adjournment**

Meeting Adjourned by: Brock Jacobsen, City Manager  
Minutes Submitted by: Sherrelle Pontarelli

Time: 10:01 AM  
Date: 2/10/2021