**City of Santa Clara**
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Staff Report

# Subdivision Plat Amendment
# Summary and Recommendation

**Public Body:** Santa Clara City Council
**Meeting Date:** November 4, 2026
**Current Zone:** R-1-10
**Property Address:** 3768 Windmill Drive (Lot 10), and 3764 Holland Circle (Lot 11)
**Request:** Partial Plat Amendment for Lots 10 and 11 of the Santa Clara Heights, Phase Y Subdivision
**Applicant Name:** Terry Wilde
**Staff Planner:** Jim McNulty
**City Staff Recommendation:** Approve with conditions
**Meeting Type:** Public Meeting

## PROJECT DESCRIPTION

**The applicant, Terry Wilde,** is requesting to amend the Santa Clara Heights, Phase Y Subdivision. The applicant owns both lots and proposes to amend Lot 10 and Lot 11. Lot 10 is 13,068 sq ft (0.30 acres) in size, and Lot 11 is 11,761 sq ft (0.27 acres) in size. The property owner requests approval with the purpose of adjusting the common lot line between the two adjoining lots. Lot 10 would increase to 14,817 sq ft (0.34 acres) in size, with Lot 11 decreasing to 10,000 sq ft (0.23 acres) in size.

Both amended lots will meet the density, setbacks, and other requirements as per Chapter 17.68.050 (R-1-10 Zone) of city ordinance. The proposed partial plat amendment will allow the proposed changes to be included in a recorded subdivision plat.

## SITE & VICINITY DESCRIPTION

The subject properties are in the northwestern part of the City. Major cross streets in the vicinity include
Hwy-91 and Rachel Drive.

## ISSUES OF CONCERN/PROPOSED MITIGATION

No issues of concern have been identified for this application.

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## NEIGHBORHOOD RESPONSE

Notices were sent to the property owners within the Santa Clara Heights, Phase Y Subdivision prior to the October 29, 2026, Planning Commission meeting. No responses have been received by City staff as of the writing of this report. The property has also been posted for a public meeting as per State Code requirements.

## REVIEWING DEPARTMENTS

**DEPARTMENT:** *Building*
Recommendations: N/A
Required Revisions: N/A

**DEPARTMENT:** *Parks & Recreation*
Recommendations: N/A
Required Revisions: N/A

**DEPARTMENT:** *Police & Fire*
Recommendations: N/A
Required Revisions: N/A

**DEPARTMENT**: *Power*
Recommendations: Public Utility Easements (PUE's) are required to be shown on the final plat.
Required Revisions: None at this time.

**DEPARTMENT:** *Public Works*
Recommendations: Any public utility easement that's affected by this amendment needs to be relocated. A final mylar with signature blocks is required.
Required Revisions: None at this time.

## STATE CODE CONSIDERATIONS

Utah Code, Section 10-20-811, includes requirements for subdivision amendments. To amend a subdivision, a city must hold at least one public meeting (not public hearing). Additionally, a public meeting to consider an amendment to a subdivision requires 10 days' notice rather than 24 hours' notice. A notice must also be sent to property owners in the subdivision, with a notice in a visible location, with a sign of sufficient size and durability. City staff have determined that all State Code requirements have been met with this application.

## CITY STAFF RECOMMENDATION

On October 29, 2026, the Planning Commission held a public meeting and forwarded a recommendation for approval to the City Council. City staff recommend that the City Council consider granting approval of the Partial Plat Amendment for Lot 10 and Lot 11 of the Santa Clara Heights, Phase Y Subdivision, subject to the following conditions:

1. That the applicant is required to comply with the recommendations from all City reviewing departments as identified in the staff report.
2. That the Owner's Dedication & Acknowledgement and Mortgage Consent be signed prior to final plat recordation.
3. That a current Title Report be submitted to City staff.

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4. That the applicant be required to record the amended subdivision plat and provide an electronic copy to City staff.