City of Santa Clara
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Staff Report

Property Rezoning & Amended Site Plan Summary and Recommendation

Public Body: Santa Clara City Council
Meeting Date: November 4, 2026
Current Zone: Historic District/R-1-10 Zone
Proposed Zone: Historic District/Mixed Use Zone
General Plan Designation: Neighborhood Commercial
Property Size: 0.23 acres
Property Location: 2920 Santa Clara Drive
Request: Property Rezoning & Amended Site Plan
Applicant Name: Tresa Frei
Staff Planner: Jim McNulty
Meeting Type: Public Meeting

PROJECT DESCRIPTION

The applicant, Tresa Frei, is proposing to remove the existing home located at 2920 Santa Clara Drive to allow for construction of a new single-family home with a studio allowing for commercial use (esthetician business). The existing home **built in 1935 is a "Period Cottage"** and approximately 1,566 square feet in size. The subject property is 0.23 acres (approximately 10,018 sq ft) in size.

The Frei Family has owned this home for decades. Tresa Frei respects the homes' history and past use. However, Tresa would like to proceed with construction of a new residence that would incorporate a **Craftsman Style Bungalow** design on the subject property. The **Heritage Commission** reviewed this item on September 17, 2026, and October 1, 2026. The Heritage Commission supports the building design, materials, and colors.

The subject property is currently in the Historic District/R-1-10 Zone**.** The applicant is requesting to **Rezone the property** from the **Historic District/R-1-10 Zone to the Historic District Mixed Use HD/MU Zone** to allow for a new single-family home with a commercial use. Additionally, the applicant is required to go through an **Amended Site Plan Review** to bring the site up to current development standards. This process includes a public hearing with the Planning Commission and approval of the City Council before proceeding.

Section 17.76.080 of city code allows for the demolition of significant historic buildings within the Historic District which are not designated landmark sites. When application is made for a demolition permit, the Heritage Commission and Planning Commission shall:

1. Review the condition of the building to determine the impact of the demolition on the neighborhood and the technical feasibility for preserving the structure.

Request: New Home w/Commercial Use

2. If new construction is proposed for the site, it should be reviewed in conjunction with review of the demolition permit application.
3. The application shall also describe the reason for the demolition and any development proposed for the demolition site including renderings of the proposed new construction.

SITE & VICINITY DESCRIPTION

The subject property is located at 2920 Santa Clara Drive. The property has frontage along Santa Clara Drive. An existing single-family home is located on the property. The home abuts existing single-family homes to the north, east, and west.

ITEMS TO ADDRESS/SITE PLAN REVIEW

Chapter 17.74, Historic District/Mixed Use, requires a review of the site plan layout, building setbacks, building design and materials, parking, landscaping, outdoor lighting, signage, as well as other necessary items as needed for a mixed-use project. City staff have identified the following items that need to be addressed with the Site Plan Review:

1. **Site Plan Layout:** Vehicle **access to the site** will be provided off Santa Clara Drive. The proposed driveway will be located on the western portion of the lot. The driveway has been designed to go on either side and around the existing city-owned Sycamore Tree. A concrete walkway from the covered porch to the existing sidewalk will be provided. The building footprint including setbacks, driveways, and other improvements are shown on the Site Plan.

2. **Building Setbacks:** The **Historic District/Mixed Use Zone allows for flexible building setbacks.** Chapter 17.74.040, Development Standards allows for a front yard setback of 20', with side yard setbacks of 5' to property line, with a minimum of 10' between structures on adjacent parcels, and a rear yard setback of 10'. The Site Plan includes a 20' front yard setback, with side yard setbacks of 5' and 13', and a rear yard setback of 22'. The proposed building setbacks comply with city code.

3. **Building Design & Materials:** The applicant is proposing to build a new home on the property by incorporating a **Craftsman Style Bungalow** design. The **Heritage Commission** supports the building design, materials, and colors. The item will return to Heritage Commission after the rezoning process with Planning Commission and City Council is complete. The proposed building design, materials and colors will be shared with the Planning Commission at the meeting.

4. **Required Parking:** The project is required to have a minimum of 3 parking spaces for the proposed single-family home (2 spaces required) and commercial (1 space required) use as per Chapter 17.32 of city code. However, the **Site Plan includes 5 parking spaces** (2 driveway spaces, 2 garage spaces, and 1 commercial space).

5. **Project Landscaping:** A final landscape plan will be required to comply with **City Ordinance #2024-02 (Water Efficient Landscaping & Conservation Standards).** This will be reviewed with the building permit. The large City-owned Sycamore Tree will remain. The private tree in front of the existing home will be removed and replaced with a substantial shade tree. Additionally, City staff is working with the applicant to relocate the existing street planter adjacent to the driveway.

Request: New Home w/Commercial Use

6. **Outdoor Lighting:** Outdoor lighting shall not adversely impact surrounding businesses or residential uses. All outdoor lighting shall be shielded and directed downward to avoid light spill.

7. **Demolition Report:** A demolition report (attached) was submitted as per **Section 17.76.080 of city code**. The report indicates that significant deterioration and distress were observed on September 25, 2026, in accessible portions of the existing concrete basement foundation system and wood floor framing. Additionally, in the **opinion of Scott Christensen, S.E.,** the existing concrete basement foundation and accessible wood floor framing cannot presently be suitable for continued use without substantial rehabilitation.

8. **Project Signage:** Chapter 17.45 allows for signs in the Historic District. The applicant will be required to go to Heritage Commission for sign approval if needed for commercial use.

NEIGHBORHOOD RESPONSE

Notices were sent to the property owners within 300' of the subject property prior to the October 29, 2026, Planning Commission meeting. The subject property was also posted as per State Code. No responses have been received by City staff as of the writing of this report.

GENERAL PLAN CONSIDERATION

The recently adopted **Santa Clara City General Plan** indicates a Neighborhood Commercial, NC Land Use Classification for the subject property. The proposed Historic District/Mixed Use Zone complies with the intent of the General Plan. The NC Classification states the following:

> *"This classification supports small-scale commercial uses that serve the daily needs of nearby residents, such as grocery stores, cafes, and personal services. It may also include mixed-use developments with residential units above ground-floor retail. The intent is to create vibrant, walkable centers that enhance neighborhood identity and reduce reliance on automobiles".*

The proposed application meets the intent of the General Plan. The proposed new single-family home on the property will include a small-scale commercial business.

STATE CODE CONSIDERATIONS

Utah Code, Section 10-20-503, includes requirements for a land use ordinance or zoning map amendment. To rezone a property, the city must hold at least one public hearing. Additionally, a public hearing to consider a property rezoning requires 10 days' notice rather than 24 hours' notice. A notice must be sent to all property owners within 300' of the subject property, with a notice in a visible location, with a sign of sufficient size and durability. The City is also required to post on the State Public Notice website. 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 hearing and forwarded a recommendation for approval to the City Council. City staff recommend that the City Council consider granting approval for a Rezoning & Amended Site Plan allowing for a new single-family home with a commercial use located at 2920 Santa Clara Drive subject to the following conditions:

1. That the applicant is required to comply with the recommendations from all city reviewing departments.

Request: New Home w/Commercial Use

2. That the applicant is required to install site improvements which meet city standards.
3. That the project be built according to the approved Site Plan. That this includes but is not limited to all items listed in the staff report.
4. That the proposed building setbacks comply with 17.74.040 of city code.
5. That the final building design, materials and colors be reviewed and approved by the Heritage Commission once the rezoning process is complete.
6. That 5 parking spaces (including 1 space for commercial use) be provided as per the project Site Plan.
7. That the final landscape plan is required to comply with City Ordinance #2024-02 (Water Efficient Landscaping & Conservation Standards). That the large City-owned Sycamore Tree remains on the site. That the private tree in front of the existing home be removed and replaced with a substantial shade tree.
8. That outdoor lighting shall not adversely impact surrounding businesses or residential uses. All lighting shall be shielded and directed downward.
9. That project signage complies with Chapter 17.45 of city code. That the applicant be required to go to Heritage Commission for any future sign review and approval.
10. That the applicant be required to work with the Building Official allowing for compliance with the demolition report, as well as air quality and asbestos requirements prior to demolition.
11. That the applicant obtains a building permit prior to construction activity.
12. That the 7.5' P.U.E. along the east property of Lot A of the Frei 2-Lot Subdivision be vacated.

And with the following findings:

1. That the Rezoning is compliant with the Santa Clara City General Plan, Land Use Classifications, Neighborhood Commercial/Mixed Lot Use (NC).
2. That the proposed small-scale commercial use which serves the daily needs of nearby residents complies with the General Plan.
3. That other properties in the vicinity (2895, 2998, 3003, and 3013 Santa Clara Drive) of the site are zoned Historic District/Mixed Use.
4. That the proposed single-family home will comply with the Historic District Design Guidelines adopted in 2024.