

**Tooele City Planning Commission
Business Meeting Minutes**

Date: Wednesday, November 8, 2023

Time: 7:00 p.m.

Place: Tooele City Hall Council Chambers
90 North Main Street, Tooele Utah

Commission Members Present:

Tyson Hamilton
Melanie Hammer
Chris Sloan
Weston Jensen
Melodi Gochis
Alison Dunn
Matt Robinson
Jon Proctor

City Council Members Present:

Maresa Manzione

City Council Members Excused:

Ed Hansen

City Employees Present:

Andrew Aagard, City Development Director
Jared Hall, City Planner
Chris Nielson, IT Director

Minutes prepared by Katherin Yei

Chairman Hamilton called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Hamilton.

2. Roll Call

Melanie Hammer, Present
Tyson Hamilton, Present
Weston Jensen, Present
Chris Sloan, Present
Jon Proctor, Present
Melodi Gochis, Present
Matt Robinson, Present
Alison Dunn, Present

3. Public Hearing and Decision – Parminder Singh, PR Best Truck Driving School requests a Conditional Use Permit for the operation of a private educational facility on an 11.6-acre parcel located at Garnet Street and Atlas Way in the Industrial zoning district.

Mr. Hall presented a Conditional Use Permit for Parminder Singh, PR Best Truck Driving School. The company is planning to have private education facility. It is zoned Industrial. They will have 10-14 students at any given time. Staff has added the following conditions: parking needs to be improved including parking on site, provide restroom facilities, and the site be improved to the engineer standard. As well as obtaining a business license.

The Planning Commission asked the following:

Does the City limit the amount of trucks allowed on property?

Mr. Hall addressed the Commission’s question. The applicant will have to improve the areas for the amount of trucks that will be parked there.

The public hearing was opened. No one came forward. The public hearing was closed.

Commissioner Proctor motioned to approve Parminder Singh, PR Best Truck Driving School requests a Conditional Use Permit for the operation of a private educational facility on an 11.6-acre parcel located at Garnet Street and Atlas Way in the Industrial zoning district based on the findings and subject to the conditions listed in the staff report.

Commissioner Robinson seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Proctor, “Aye”, Commissioner Gochis, “Aye”, Commissioner Robinson, “Aye” and Commissioner Jensen, “Aye”. The motion passed.

4. Public Hearing and Decision – Matt McCoy, Tooele City Fire Department requests a Conditional Use Permit required for a public use for the proposed Tooele City Fire Station #3, located 145 E. 1000 North Street in the Regional Commercial zoning district.

Mr. Hall presented a Conditional Use Permit for the Matt McCoy, Tooele City Fire Department. The conditional use is for a public usage of the property. The zoning is Light Industrial. The general plan identifies it as Regional Commercial. Staff included a condition that the construction site is managed properly with minimal disruptions to the area.

The public hearing was opened.

Kalani Mascherino shared her concerns for traffic in the area. She asked if they would be putting a light in?

The public hearing was closed.

Mr. Hall addressed the public’s concerns. A light will come to that area. They are working on the design.

Commissioner Hammer motioned to approve Matt McCoy, Tooele City Fire Department requests a Conditional Use Permit required for a public use for the proposed Tooele City Fire Station #3, located 145 E. 1000 North Street in the Regional Commercial zoning district based on the findings and subject to the conditions listed in the staff. Commissioner Gochis seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Proctor, “Aye”, Commissioner Gochis, “Aye”, Commissioner Robinson, “Aye” and Commissioner Jensen, “Aye”. The motion passed.

5. Decision – Consider a request by Brian Carlisle for HMS Development to extend the Site Plan Design Review approval for the Slatewood Apartments, a 72-unit multi-family project on 4.79 acres located at 1201 N. Franks Drive in the MR-16 zoning district.

Mr. Hall presented a site plan design for development project located at 1201 N. Franks Drive. It is zoned MR-16. This project was approved last year, but the applicant needs an extension to get started on construction. The extension is for 6 months. The conditions of approval still stand.

Commissioner Gochis motioned to approve the request by Brian Carlisle for HMS Development to extend the Site Plan Design Review approval for the Slatewood Apartments, a 72-unit multi-family project on 4.79 acres located at 1201 N. Franks Drive in the MR-16 zoning district based on the findings and subject to the conditions listed in the staff report. Commissioner Jensen seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Proctor, “Aye”, Commissioner Gochis, “Aye”, Commissioner Robinson, “Aye” and Commissioner Jensen, “Aye”. The motion passed.

6. Discussion Item – Introduction to Subdivision Process Amendments, Senate Bill 174.

Mr. Aagard presented senate Bill 174. This bill requires drastic changes to the subdivision process. Staff has been working on amendments from the state code. It has to be submitted by February 2024. Currently, when an application comes in, the preliminary plan goes through staff review and Planning Commission. The City Council then sees the application for final approval. One of the changes includes subdivision approval being administrative. Preliminary approval process is just preliminary, basic information. The design elements will be approved during the final plat with staff. The state has required the City to designate a land authority. Staff records the Planning Commission maintain that role. The appeal authority is made of up three members the City and applicant chooses. The final plat will remain administrative and consist of three staff members. Minor subdivisions will be same process as final plat.

The Planning Commission asked the following:
Who is the deciding factor of committee of three?
Who over sees the appeal authority?

Mr. Aagard addressed the Commission. The committee could be made up of staff members or private engineers. It has to be a qualified body. There is flexibility to be able to find the most qualified for the type of subdivision. The board is meant to be above and beyond City staff to make an unbiased appeal.

7. City Council Reports

Council Member Manzione shared the following information from the City Council Meeting: They began discussion on senate bill and its changes. They set up the bond for Fire Station 3. They received a presentation on the missing-middle housing opportunities.

8. Discussion Item – Planning Commission public comment emails and Planning Commission training results.

Mr. Aagard addressed public comment emails and Planning Commission training results.

The planning commission would like the public comment emails directly.

All member of the Planning Commission, but one, has attended the required number of meetings and training. The City does have a training budget that can send the Planning Commission to conferences to further their education and training.

9. Review and Approval of Planning Commission Minutes for the meeting held on October 25, 2023.

There are no changes to the minutes.

Commissioner Proctor motioned to approve the minutes. Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Proctor, “Aye”, Commissioner Gochis, “Aye”, Commissioner Robinson, “Aye” and Commissioner Jensen, “Aye”. The motion passed.

10. Adjourn

Chairman Hamilton adjourned the meeting at 7:38 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 13th day of December, 2023

Tyson Hamilton, Tooele City Planning Commission Chair