

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT the Tooele City Planning Commission will meet in a business meeting scheduled for **Wednesday, February 22, 2023** at the hour of 7:00 p.m. The meeting will be held in the City Council Chambers of Tooele City Hall, located at 90 North Main Street, Tooele, Utah.

*We encourage anyone interested to join the Planning Commission meeting electronically through Tooele City's YouTube channel by logging onto www.youtube.com/@tooelecitey or searching for our YouTube handle **@tooelecitey**. If you would like to submit a comment for any public hearing item you may email pcpubliccomment@tooelecitey.org anytime after the advertisement of this agenda and before the close of the hearing for that item during the meeting. Emails will only be read for public hearing items at the designated points in the meeting.*

AGENDA

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Hearing and Decision** on a Conditional Use Permit Request by Adelain Dalis for a Home Based Daycare Involving the Care of 8 to 16 Children at 555 West 1470 North on 0.16 acres in the R1-7 Residential Zoning District.
4. **Public Hearing and Recommendation** on a Land Use Map Amendment Request by Holly Jones to Reassign the Land Use Designation for Approximately 0.39 Acres Located at 60 South Main Street from Community Commercial to Mixed Use.
5. **City Council Reports**
6. **Review and Approval** of Planning Commission Minutes for the Meeting Held on February 8, 2023.
7. **Planning Commission Training** on Conditional Uses.
8. **Adjourn**

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Andrew Aagard, Tooele City Planner and Zoning Administrator prior to the meeting at (435) 843-2132.

STAFF REPORT

February 15, 2023

To: Tooele City Planning Commission
Business Date: February 22, 2023

From: Planning Division
Community Development Department

Prepared By: Andrew Aagard City Planner / Zoning Administrator

Re: Family Monzano Daycare – Conditional Use Permit Request

Application No.: P23-103
Applicant: Adelain Dalis
Project Location: 555 West 1470 North
Zoning: R1-7 Residential Zone
Acreage: .16 Acres (Approximately 6,969 ft²)
Request: Request for approval of a Conditional Use Permit in the R1-7 Residential zone to authorize the use of “Child Care and Preschool involving 8 to 16 Children” to occur at the property.

BACKGROUND

This application is a request for approval of a Conditional Use Permit for approximately .16 acres located at 555 West 1470 North. The property is currently zoned R1-7 Residential. The applicant is requesting that a Conditional Use Permit be approved to permit a child day care home occupation involving the care of 8 to 16 children in the home.

ANALYSIS

General Plan and Zoning. The Land Use Map of the General Plan calls for the Medium Density Residential land use designation for the subject property. The property has been assigned the R1-7 Residential zoning classification, supporting approximately five dwelling units per acre. All surrounding properties are also zoned R1-7 Residential. Mapping pertinent to the subject request can be found in Exhibit “A” to this report.

Tooele City Code 7-2-19: Home Occupations, requires home based daycares involving the care of 8 to 16 children to obtain a conditional use permit after a public hearing is held with the Planning Commission. The applicant is proposing to include up to 16 children in her daycare business and therefore is required to obtain the conditional use permit. The ordinance also permits one non-residential employee to work at the home, however, the applicant has indicated that there will not be any additional employees at this time but may include one in the future.

Child Drop-off and Pick-up. One of the main driving factors of the requirement for a conditional use permit for child daycares that involve 8 to 16 children is the potential for traffic disruptions and impacts to the neighboring properties due to vehicle queuing as parents drop off and pick up their children. Driveways, mail boxes, trash removal and so forth could be blocked or a nuisance could be created. The applicant has submitted a traffic plan that has been included in this packet. The applicant has indicated that there are two available parking spaces in the driveway, along with a couple of additional parking spaces on the property frontage without blocking adjacent driveways.

It should also be noted that child daycare businesses do have different traffic patterns than a preschool would have. Preschools often utilize sessions that begin and end at a specific time. Parents arrive at the same time to

drop-off and pick-up their children depending upon the beginning and ending of the session. Daycares are not always session oriented and the child drop-off and pick-up is more dependent upon the schedules of the guardians and thereby, more staggered.

Criteria For Approval. The criteria for review and potential approval of a Conditional Use Permit request is found in Sections 7-5-3(3) and (4) of the Tooele City Code. This section depicts the standard of review for such requests as:

- (3) Procedure. At the public hearing, testimony may be given by the applicant and all other persons either in support of or in opposition to the application. The Planning Commission may take the application under advisement, but shall render its determination within 30 days of the date of the hearing.
- (4) Approval. The Planning Commission shall approve the conditional use application if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use. If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the conditional use may be denied.

Findings of Fact. As a part of the approval or denial of a Conditional Use Permit a finding of fact according to Sections 7-5-4 of the Tooele City Code is required. This section depicts the standard for findings of fact:

Prior to approving or denying a Conditional Use Permit application, the Planning Commission shall make, in the business meeting at which the public hearing is conducted or the permit is approved or denied, a finding of the following facts:

- (1) the reasonably anticipated detrimental effects of the proposed use upon adjacent and nearby persons and properties;
- (2) the evidence identified regarding the identified reasonably anticipated detrimental effects of the proposed use;
- (3) the reasonable conditions imposed, as part of the Conditional Use Permit approval, intended to mitigate the reasonably anticipated detrimental effects of the proposed use;
- (4) the reasons why the imposed conditions are anticipated or hoped to mitigate the reasonably anticipated detrimental effects of the proposed use;
- (5) the evidence, if any, identified regarding the ability of the imposed conditions to mitigate the reasonably anticipated detrimental effects of the proposed use.

In response to the City Code requirement for findings of fact, the following are the staff identified detrimental effects this application, should it be approved, may impose upon adjacent and nearby persons and property :

1. Home occupations involving the care of 8 to 16 children have a potential of vehicle queuing as parents and guardians drop-off or pick-up their children. Vehicle queuing can block mail boxes, driveways or create problems with trash pick up. Vehicle queuing can also impede roadways and prevent adequate vehicle circulation if not controlled or appropriately managed.

REVIEWS

Planning Division Review. The Tooele City Planning Division has completed their review of the Conditional Use Permit submission and has issued a recommendation for approval for the request with the following proposed conditions to mitigate the anticipated detrimental effects identified in the finds of fact:

1. The applicant shall instruct their clients according to the traffic plan that was provided and shall enforce the traffic plan as needed.

Engineering and Public Works Division Review. The Tooele City Engineering and Public Works Divisions

have not issued any comments regarding this conditional use permit application:

Tooele City Fire Department Review. The Tooele City Fire Department has completed their review of the Conditional Use Permit submission and has issued a recommendation for approval for the request with the following comment:

1. The home occupation will be subject to and need to pass a fire inspection prior to operation. This inspection will be conducted in conjunction with the business license approvals.

Noticing. The applicant has expressed their desire to obtain the conditional use permit for the subject property and do so in a manner which is compliant with the City Code. As such, notice has been properly issued in the manner outlined in the City and State Codes.

STAFF RECOMMENDATION

Staff recommends approval of the request for a Conditional Use Permit by Adelain Dalis, application number P23-103, subject to the following conditions:

1. That the applicant shall instruct their clients according to the traffic plan that was provided and shall enforce the traffic plan as needed.

This recommendation is based on the following findings:

1. The proposed development plans meet the intent, goals, and objectives of the Master Plan.
2. The proposed development plans meet the intent, goals, and objectives of the Tooele City General Plan.
3. The proposed development plans meet the requirements and provisions of the Tooele City Code.
4. The proposed development plans will not be deleterious to the health, safety, and general welfare of the general public nor the residents of adjacent properties.
5. The proposed development conforms to the general aesthetic and physical development of the area.
6. The public services in the area are adequate to support the subject development.
7. The findings of fact for this proposed Conditional Use Permit request have been identified and the conditions proposed are intended to mitigate the reasonably anticipated detrimental impacts, as required by Tooele City Code Section 7-5-4.

MODEL MOTIONS

Sample Motion for Approval – “I move we approve the Conditional Use Permit Request by Adelain Dalis, to authorize the use of a “Child Care and Preschool involving 8 to 16 Children” to occur at 555 West 1470 North application number P23-103, based on the findings and subject to the conditions listed in the Staff Report dated February 15, 2023:”

1. List any additional findings of fact and conditions...

Sample Motion for Denial – “I move we deny the Conditional Use Permit Request by Adelain Dalis, to authorize the use of a “Child Care and Preschool involving 8 to 16 Children” to occur at 555 West 1470 North application number P23-103, based on the following findings:”

1. List findings of fact ...

EXHIBIT A

**MAPPING PERTINENT TO THE
FAMILY MONZANO DAYCARE CONDITIONAL USE PERMIT**

Family Monzano Daycare Conditional Use



Aerial View

Family Monzano Daycare Conditional Use



Current Zoning

Andrew Aagard

From: Jim Bolser
Sent: Monday, February 13, 2023 9:27 AM
To: Andrew Aagard
Subject: FW: conditional use permit 555 w. 1470 n

Jim Bolser, AICP

From: Jared Scoggan <jared.scoggan@yahoo.com>
Sent: Sunday, February 12, 2023 9:52 AM
To: Planning Commission Public Comment <pcpubliccomment@TooeleCity.org>
Subject: conditional use permit 555 w. 1470 n

Tooele City Council,

I write to be heard regarding the Conditional Use Permit requested by Adelain Dalis at 555 West 1470 North to be addressed on Wednesday February 22, 2023 at 7:00pm. I will not be able to attend in person or online during that time so please allow this email to suffice and be considered.

Although I do not know the requestor of the Conditional Use Permit, in our household (2 voting age adults); we whole heartedly support their endeavor to provide child care in our community. As Tooele grows and our economy expands, providing those that wish to work with another option for daycare is not only helpful to that individual and family but to our community as a whole. Requesting the conditional use permit is testament to Dalis's intention to operate within the confines of the law. When it would be so much easier to run an unsanctioned daycare, the fact that this one will be in accordance with laws and regulations to protect the children in their custody during the day is something we need more of.

Please vote to approve this Conditional Use Permit without unnecessary delay.

Respectfully,

Jared & Krysta Scoggan

(435) 225 - 2699

586 West 1470 North
Tooele, UT, 84074

EXHIBIT B

APPLICANT SUBMITTED INFORMATION

Conditional Use Permit Application

Community Development Department
 90 North Main Street, Tooele, UT 84074
 (435) 843-2132 Fax (435) 843-2139
www.tooelecity.org



Notice: The applicant must submit copies of the pertinent plans and documents to be reviewed by the City in accordance with the terms of the Tooele City Code. All submitted Conditional Use Permit applications shall be reviewed in accordance with all applicable City ordinances and requirements, are subject to compliance reviews by various City departments, and may be returned to the applicant for revision if the plans are found to be inadequate or inconsistent with the requirements of the City Code. Application submission in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is **strongly** advised that all checklist items be submitted well in advance of any anticipated deadlines.

22-103

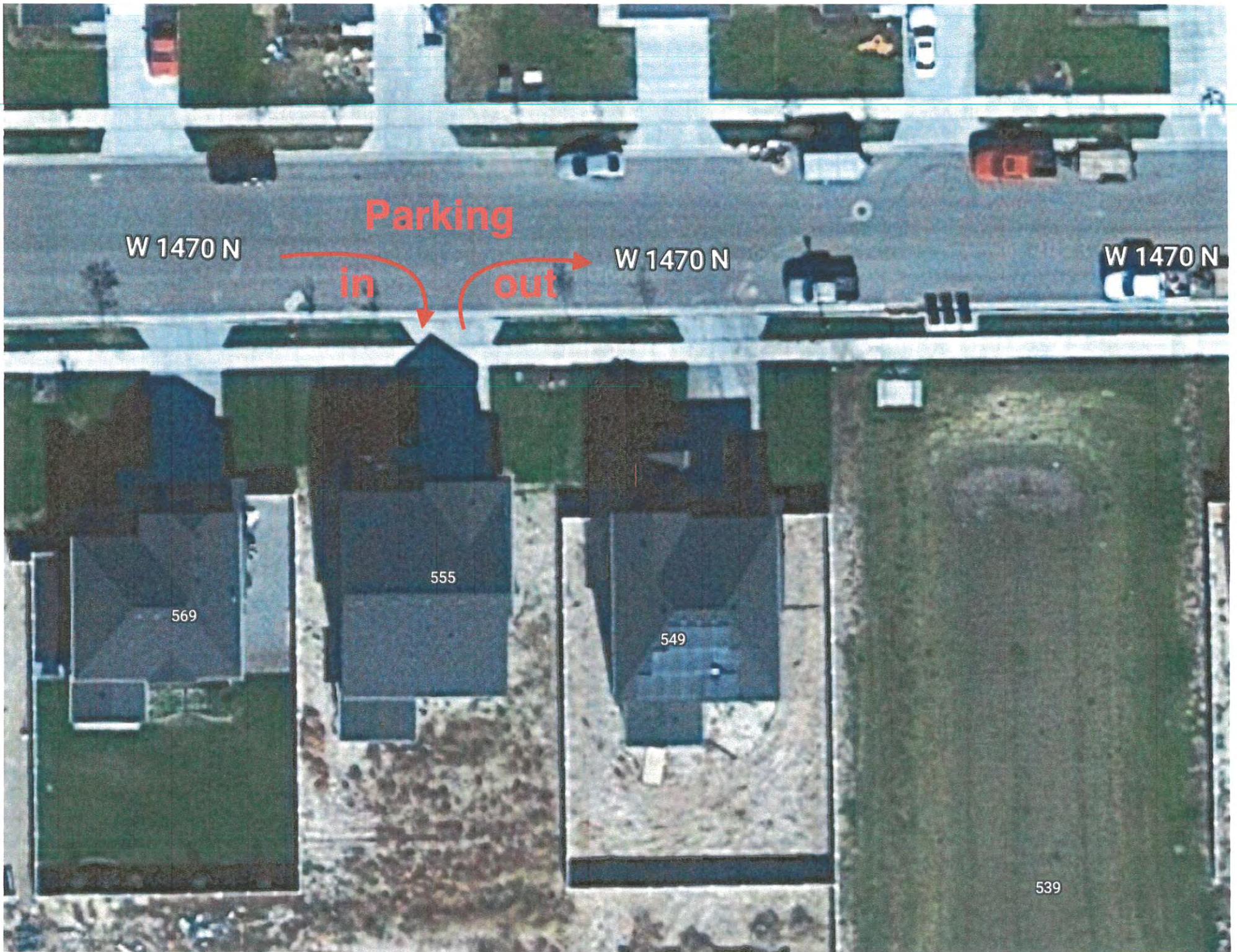
Project Information					
Date of Submission: 01/30/2023		Current Zoning:		Parcel #(s): 21-003-0-0043	
Project Name: Family Manzano daycare				Acres: .16	
Project Address: 555W 1470N Tooele UT 84074				Units:	
Project Description: Family child care					
Current Use of Property: currently the use of the Property is my Place of residence with my Family.					
Property Owner(s): Adelain Rosal Dalis			Applicant(s): Adelain Dalis		
Address: 555W 1470N			Address: 555W 1470N		
City: Tooele	State: UT	Zip: 84074	City: Tooele	State: UT	Zip: 84074
Phone: 801-706 0244			Phone: 801-706 0244		
Contact Person:			Address: 555 W 1470N		
Phone:			City: Tooele	State: UT	Zip: 84074
Cellular: 385-8817412	Fax:		Email: manzandanny.1981@gmail.com		
Signature of Applicant: <i>Adelain Dalis</i>					
					Date: 01/30/2023

*The application you are submitting will become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that your application may take a longer time or may be impossible to complete. If you are an "at-risk government employee" as defined in *Utah Code Ann.* § 63-2-302.5, please inform the city employee accepting this information. Tooele City does not currently share your private, controlled or protected information with any other person or government entity.

** By submitting this application form to the City, the applicant acknowledges that the above list is not exclusive and under no circumstances waives any responsibility or obligation of the Applicant and or his Agents from full compliance with City Master Plans, Code, Rules and or Regulations.

2230106

For Office Use Only			
Fee: \$ 150.00 (213)	Received By: <i>Jessi</i>	Date Received: 1/31/23	Receipt #: 537251



W 1470 N

Parking
in

W 1470 N

out

W 1470 N

569

555

549

539

STAFF REPORT

February 16, 2023

To: Tooele City Planning Commission
Business Date: February 22, 2023

From: Planning Division
Community Development Department

Prepared By: Andrew Aagard, City Planner / Zoning Administrator

Re: The Beacon House – Land Use Map Amendment Request

Application No.: P23-57
Applicant: Holly Jones
Project Location: 60 South Main Street
Zoning: GC General Commercial Zone
Acreage: .39 Acres (Approximately 16,988 ft²)
Request: Request for approval of a Land Use Map Amendment to re-assign the current land use designation from Community Commercial (CC) to the Mixed Use (MU) land use designation.

BACKGROUND

This application is a request for approval of a Land Use Map Amendment for approximately .39 acres located at 60 South Main Street. The property is currently zoned GC General Commercial. The applicant is requesting that a Land Use Map Amendment to the Mixed Use (MU) designation be approved to facilitate a change in zoning on the property to the MU-G Mixed Use General zoning district in order to make way for the conversion of the upper floors of the existing building into a Residential Treatment Facility for addiction recovery and other similar types of disabilities.

ANALYSIS

General Plan and Zoning. The Land Use Map of the General Plan calls for the Community Commercial land use designation for the subject property. The property has been assigned the GC General Commercial zoning classification. The GC General Commercial zoning designation is identified by the General Plan as a preferred zoning classification for the Community Commercial land use designation. It should be noted that the subject property is entirely surrounded by properties currently zoned GC General Commercial and designated Community Commercial on the Land Use Map of the Tooele City General Plan. Mapping pertinent to the subject request can be found in Exhibit “A” to this report.

The Land Use Map is a guiding document indicating the City’s desires as to what type of land uses the City would like to see occur on a given property. By City law any and all changes to the zoning map must be in compliance with the City’s Land Use Map of the Tooele City General Plan. Currently the Land Use Map designates the property as Community Commercial (CC). The CC designation encourages or requires two commercial zones, the GC General Commercial zoning district and the NC Neighborhood Commercial zoning district. The property is currently zoned GC General Commercial and is in compliance with the current Land Use Map designation. The General Commercial zone is just that, commercial, and it is a zone that is oriented to local types of commercial uses such as retail centers, professional office centers, medical offices, food services, personal services and so forth. Residential uses are not permitted in the zoning district except in limited circumstances such as a care taker

apartments attached to a hotel use as well a few others.

The property also currently has an overlay attached to it known as the Downtown Overlay. The Tooele City Downtown Overlay District (DO) is formulated to encourage and provide opportunities for various retail, service and other uses within the existing Main Street “downtown” area of the City. This area is generally characterized and recognized by two story buildings constructed to the front property line. It is the goal of the Downtown Overlay to recognize the existing development pattern of the area and allow for the strengthening of the character, vitality and amenities of the Downtown area through specific downtown site planning and building standards and requirements. The Downtown Overlay District (DO) allows and requires the establishment of uses that work to reinforce the existing Main Street through special standards for building location, parking, uses, signage and other considerations. Please note that the Downtown Overlay does not have any bearing on the uses permitted in the zoning district. Uses are determined by the GC General Commercial zoning district, not by the overlay itself.

The applicant has a structure at the address listed in this report and wishes to operate a health care provider and counseling service on the ground floor. Such uses are permitted in the GC Zoning District. The applicant also wishes to establish a residential treatment facility in the upper floors of the building with the intent of having individuals requiring treatment for various addictions and ailments living in the facility and receiving treatment from qualified providers. Such a use is not currently permissible in the GC General Commercial zone but is permissible in the MU-G Mixed Use General zoning district with a Conditional Use Permit. As the property is currently zoned the applicant cannot operate such a business at the property.

In order to facilitate this use in the building the applicant needs to change the zoning of the property to MU-G Mixed Use General but before the zoning can be considered the land use designation must be changed to Mixed Use (MU). The MU land use designation requires or supports the MU-G Mixed use General zoning district and the MU-B Mixed Use Broadway zoning district.

The differences between the GC zoning district and the MU-G zoning district are stark. The GC zone is oriented almost exclusively to commercial services. The MU-G zoning district does permit a wide variety of commercial uses similar to those permissible in the GC zoning district, though, not all uses permitted in the GC zone are permitted in the MU-G zone. Nearly all commercial uses in the MU-G zone require a Conditional Use Permit where most in the GC zone are permitted uses. The most significant difference between the two zones is the MU-G zone also permits all forms of residential. The MU-G zone permits single-family, two-family and multi-family residential uses where the GC zoning district does not. Therefore, it must be emphasized that if this Land Use Map Amendment is approved and the subsequent Zoning Map Amendment is approved all uses permissible in the MU-G zoning district would now be permissible on the subject property. The applicant is intent on using the building for a residential treatment facility, but, the applicant also has the right to change the plans, sell the property or convert to a different use permissible in the MU-G zone.

The question of spot zoning may come to the Commission’s minds as, if the zoning is ultimately change, the property would be single parcel of Mixed Use surrounded by a sea of Community Commercial. Yes, this is a spot zone. However, spot zoning is not illegal and, contrary to popular belief, spot zoning is a valuable tool that City’s have to limit uses to some areas and permit other uses in other areas that need them or that can benefit from them. Don’t look at the spot zone as a problem but try to see it as a tool in your tool belts for molding certain areas of a City to specific land use types.

Criteria For Approval. The criteria for review and potential approval of a Land Use Map Amendment request is found in Section 7-1A-3 of the Tooele City Code. This section depicts the standard of review for such requests as:

- (1) In considering a proposed amendment to the Tooele City General Plan, the applicant shall identify, and the City Staff, Planning Commission, and City Council may consider, the following factors, among others:
 - (a) The effect of the proposed amendment on the character of the surrounding area;
 - (b) Consistency with the General Plan Land Use Map and the goals and policies of the General Plan and its separate elements;
 - (c) Consistency and compatibility with the existing uses of adjacent and nearby properties;
 - (d) Consistency and compatibility with the possible future uses of adjoining and nearby properties as identified by the General Plan;
 - (e) The suitability of the properties for the uses requested viz. a viz. the suitability of the properties for the uses identified by the General Plan; and
 - (f) The overall community benefit of the proposed amendment.

REVIEWS

Planning Division Review. The Tooele City Planning Division has completed their review of the Land Use Map Amendment submission and has not issued any comments beyond those already included in the staff report above.

Engineering and Public Works Review. The Tooele City Engineering and Public Works Divisions do not typically review Land Use Map amendments and as such have not issued any comments regarding the proposed changes. This is entirely a legislative matter concerning the use of an existing structure.

Tooele City Fire Department Review. The Tooele City Fire Department does not typically review Land Use Map amendments and as such has not issued any comments regarding the proposed changes. This is entirely a legislative matter concerning the use of an existing structure.

Noticing. The applicant has expressed their desire to amend the Land Use Map designation for the subject property and do so in a manner which is compliant with the City Code. As such, notice has been properly issued in the manner outlined in the City and State Codes.

STAFF RECOMMENDATION

Staff recommends the Planning Commission carefully weigh this request for a Land Use Map Amendment according to the appropriate tenets of the Utah State Code and the Tooele City Code, particularly Section 7-1A-7(1) and render a decision in the best interest of the community with any conditions deemed appropriate and based on specific findings to address the necessary criteria for making such decisions.

Potential topics for findings that the Commission should consider in rendering a decision:

1. The effect of the proposed application on the character of the surrounding area.
2. The degree to which the proposed application is consistent with the intent, goals, and objectives of any applicable master plan.
3. The degree to which the proposed application is consistent with the intent, goals, and objectives of the Tooele City General Plan.
4. The degree to which the proposed application is consistent with the requirements and provisions of the Tooele City Code.
5. The suitability of the properties for the uses proposed.

6. The degree to which the proposed application will or will not be deleterious to the health, safety, and general welfare of the general public or the residents of adjacent properties.
7. The degree to which the proposed application conforms to the general aesthetic and physical development of the area.
8. Whether a change in the uses allowed for the affected properties will unduly affect the uses or proposed uses for adjoining and nearby properties.
9. The overall community benefit of the proposed amendment.
10. Whether or not public services in the area are adequate to support the subject development.
11. Other findings the Commission deems appropriate to base their decision upon for the proposed application.

MODEL MOTIONS

Sample Motion for a Positive Recommendation – “I move we forward a positive recommendation to the City Council for the The Beacon House Land Use Map Amendment request by Holly Jones, to re-assign the Land Use designation of the subject property to Mixed Use, application number P23-57, based on the findings listed in the Staff Report dated February 16, 2023:”

1. List any additional findings and conditions...

Sample Motion for a Negative Recommendation – “I move we forward a negative recommendation to the City Council for the The Beacon House Land Use Map Amendment request by Holly Jones, to re-assign the Land Use designation of the subject property to Mixed Use, application number P23-57, based on the following findings:”

1. List findings...

EXHIBIT A

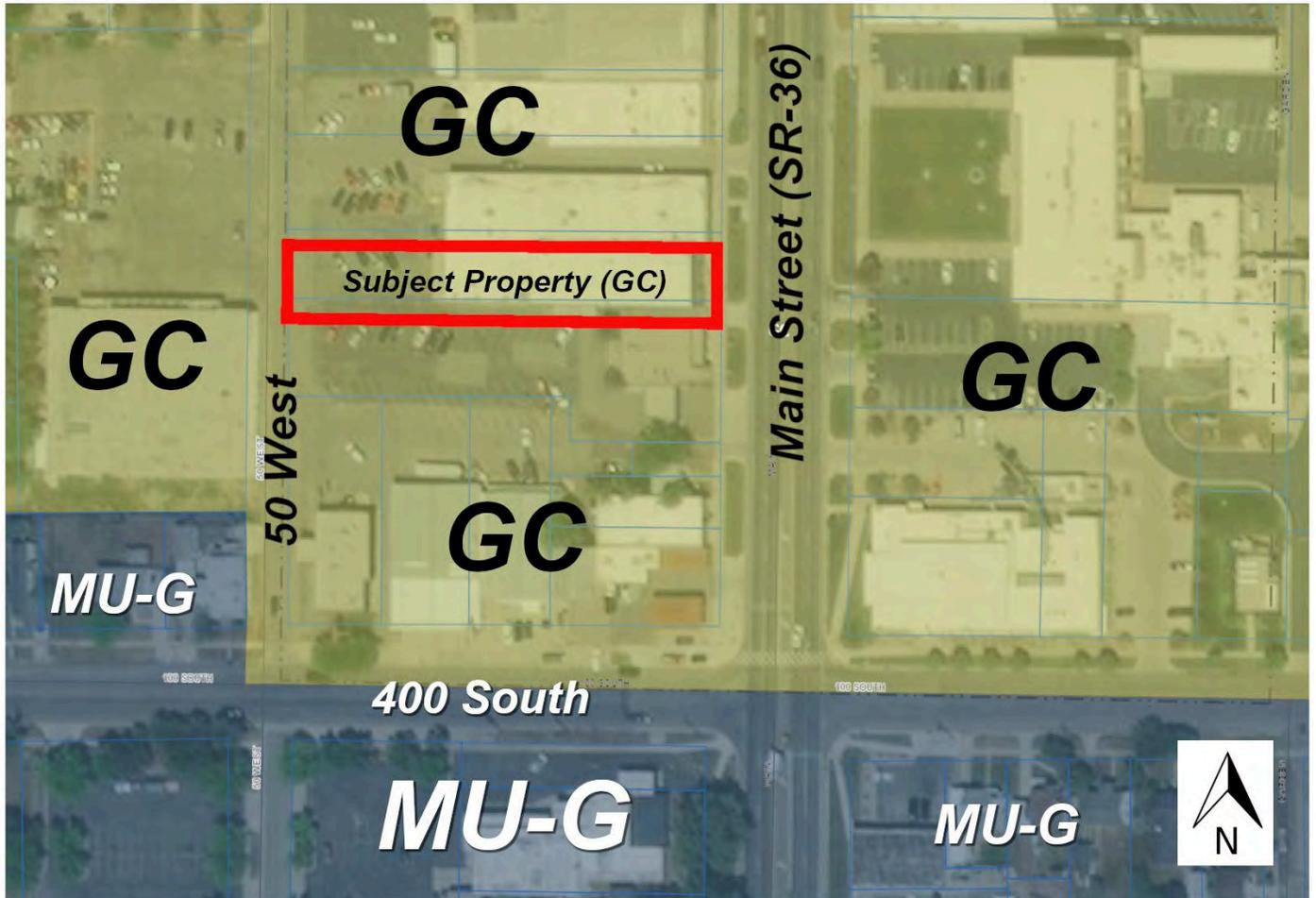
**MAPPING PERTINENT TO THE THE BEACON HOUSE LAND USE MAP
AMENDMENT**

Beacon House LUMA



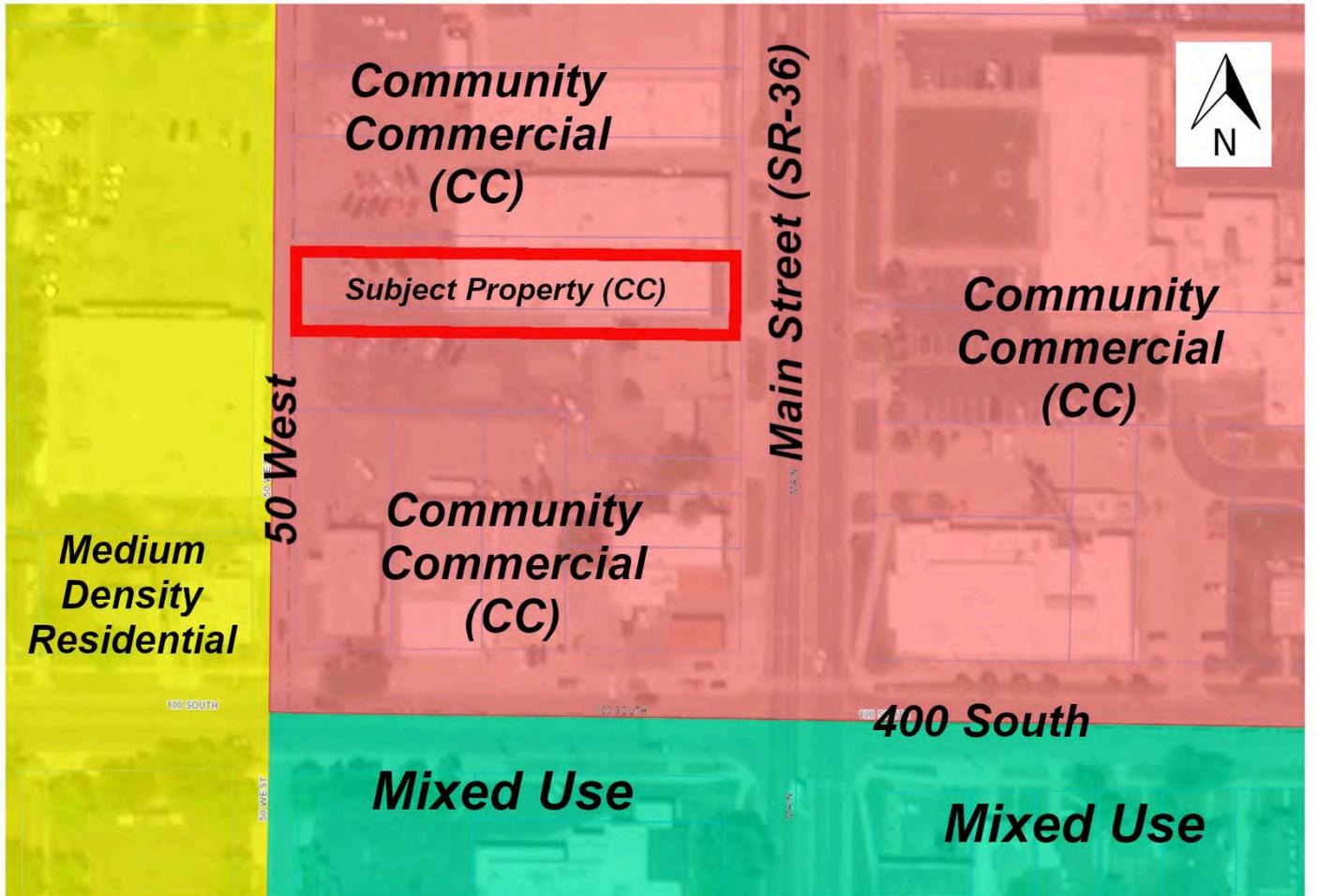
Aerial View

Beacon House LUMA



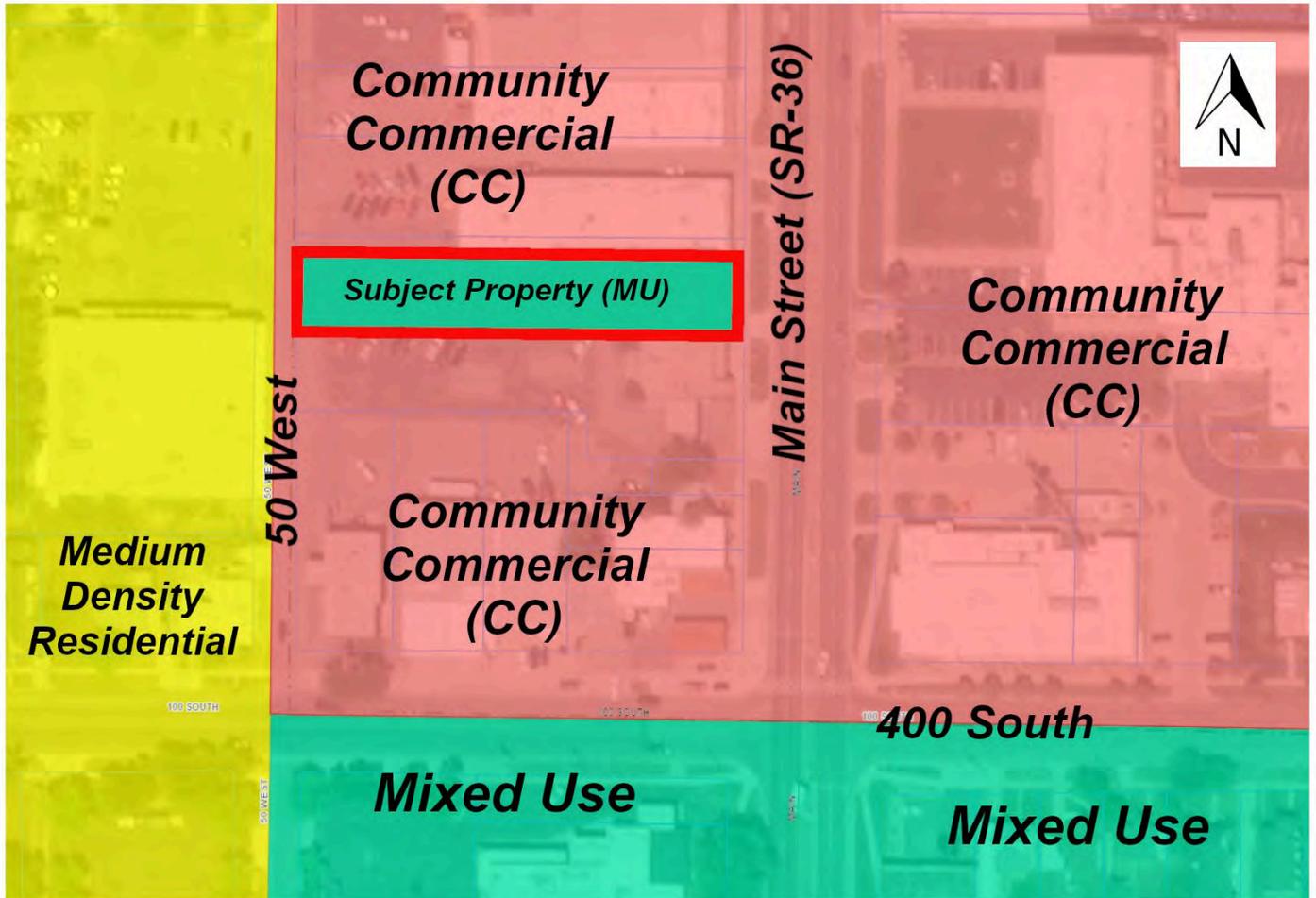
Current Zoning

Beacon House LUMA



Current Land Use

Beacon House LUMA



Proposed Land Use

EXHIBIT B

APPLICANT SUBMITTED INFORMATION

Zoning, General Plan, & Master Plan Map Amendment Application

Community Development Department
90 North Main Street, Tooele, UT 84074
(435) 843-2132 Fax (435) 843-2139
www.tooelecity.org



Notice: The applicant must submit copies of the map amendment proposal to be reviewed by the City in accordance with the terms of the Tooele City Code. Once plans for a map amendment proposal are submitted, the plans are subject to compliance reviews by the various city departments and may be returned to the applicant for revision if the plans are found to be inconsistent with the requirements of the City Code and all other applicable City ordinances. All submitted map amendment proposals shall be reviewed in accordance with the Tooele City Code. Submission of a map amendment proposal in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is **strongly** advised that all applications be submitted well in advance of any anticipated deadlines.

Project Information					
Date of Submission: 2/1/2023		Current Map Designation: Community Commercial		Proposed Map Designation: Mixed Use	
Project Name: The Beacon House				Parcel #(s): 02-028-0-0010	
Project Address: 60 South Main St. Tooele, Utah 84074				Acres: 0.39	
Proposed for Amendment: <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> General Plan <input type="checkbox"/> Master Plan: <u>Land Use Map / Zoning Map</u>					
Brief Project Summary: After the City Council Work Meeting Feb, 1 2023, The Text Amendment Proposal to include Residential Treatment Facilities under Conditional use Permits in the Land Use in the GC area would best be addressed as a spot zoning in the Downtown Area as not to affect the entire GC zoning area. As the comments from the Council and Mayor that the downtown area once had living quarters above the commercial spaces and they would like to see that area with mixed use zoning.					
Property Owner(s): Holly Jones			Applicant(s): Holly Jones		
Address: PO 443			Address: PO 443		
City: Grantsville	State: UT	Zip: 84029	City: Grantsville	State: UT	Zip: 84029
Phone: 435-840-2602			Phone: 435-840-2602		
Contact Person: Holly Jones			Address: PO 443		
Phone: 435-840-2602			City: Grantsville	State: UT	Zip: 84029
Cellular: 435-840-2602	Fax:		Email: hollyjoneshomes@gmail.com		

*The application you are submitting will become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that your application may take a longer time or may be impossible to complete. If you are an "at-risk government employee" as defined in *Utah Code Ann.* § 63-2-302.5, please inform the city employee accepting this information. Tooele City does not currently share your private, controlled or protected information with any other person or government entity.

Note to Applicant:

Zoning and map designations are made by ordinance. Any change of zoning or map designation is an amendment the ordinance establishing that map for which the procedures are established by city and state law. Since the procedures must be followed precisely, the time for amending the map may vary from as little as 2½ months to 6 months or more depending on the size and complexity of the application and the timing.

For Office Use Only			
Received By:	Date Received:	Fees:	App. #:

**Tooele City Planning Commission
Business Meeting Minutes**

Date: Wednesday, February 8, 2023

Time: 7:00 p.m.

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

Commission Members Present:

Melanie Hammer
Jon Proctor
Chris Sloan
Tyson Hamilton
Weston Jensen
Doug Newel

Commission Members Excused:

Matt Robinson
Melodi Gochis
Alison Dunn

City Council Members Present:

Ed Hansen
Maresa Manzione

City Employees Present:

Andrew Aagard, City Planner
Jim Bolser, Community Development Director
Paul Hansen, City Engineer
Roger Baker, City Attorney
Jared Stewart, Economic Development 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
Jon Proctor, Present
Tyson Hamilton, Present
Weston Jensen, Present
Chris Sloan, Present

Doug Newell, Present
Melodi Gochis, Excused
Alison Dunn, Excused
Matt Robinson, Excused

3. Public Hearing and Decision on a Conditional Use Permit Request by the Tooele County School District to Authorize a “Public Use” on Approximately 4 Acres of Property Located at 101 South Industrial Loop Road in the Industrial Zoning District

Mr. Aagard presented a Conditional Use Permit for the four-acre parcel south of Cabela’s. The property is currently zoned I, Industrial. Tooele County School District is proposing the construction a fuel depot. It is listed as a public use. Staff is recommending approval with the basic conditionals listed in the report.

The Planning Commission asked the following questions:

Is this in addition to the other location?

Does this add on change any access point to the bus location?

Mr. Aagard addressed the Commission. It is believed to be an addition.

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

Mr. Garcia addressed the Commission. The site that is located near the City shops will remain there. The new site will be addition. In order to have this location to be a state site, there has to be 24-hour access.

Commissioner Jensen motioned to approve a Conditional Use Permit Request by the Tooele County School District to Authorize a “Public Use” on Approximately 4 Acres of Property Located at 101 South Industrial Loop Road in the Industrial Zoning District based on the findings and conditions listen in the staff report. Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Jensen, “Aye”, and Commissioner Newell, “Aye”. The motion passed.

4. Presentation Regarding the Downtown Master Plan: Review of Focus Group and Survey Results and Discussion of Main Topics

Mr. Young presented the Downtown Master Plan. A survey was done with over 600 responses. As well as, focus groups for feedback on the City and downtown area. They will have an open house in March to get additional feedback. This master plan will be dropped into the General Plan. The draft vision, goals, and strategies were shared; including the plan to work with UDOT.

Goals & Strategies are listed as the following topics:

1. Mainstreet (street and streetscape)
2. Downtown Visual Appearance

3. Gathering Place
4. Land Uses
5. Parking and Alleys
6. Destination for Activities and Entertain

These items were discussed by the Planning Commission for improvements to the draft plan. The draft vision is a good start because it is where they want Tooele to go. The larger vehicles and semi's need to be directed off of Main Street to make the improvements worthwhile. There needs to be a program or incentive to help land owners improve the parking lot and add additional lighting. Straight in parking will be a great addition for businesses, but traffic needs to be addressed before that should happen. The map of Main Street could be looked at to be expanded to include non-profits and business that will benefit the vision and goals of the Downtown Masterplan.

Mr. Baker asked clarifying questions about the vision and strategies. They are as follows:

What is the meaning of "heart of the community?"

Are there to be architecture design standards as a part of the strategy or listed in the plan somewhere?

What is a Business Improvement District?

Could the parking spots be acquired or studied by the RDA to improve the parking lots behind businesses?

Where is the funding listed?

How broad is the plan meant to be? Does it need to include schedules and action items?

Mr. Young clarified the meaning of "heart of the community," including unique architecture, community, events, destination, and the experience. The City would have a shared commodity with the parking lots. There are multiple routes that have parking authority or standards with businesses. Tooele is a long way from parking structures. On street parking is nice for the public. Under each goal, funding strategies could be added. Action items can be general and not category specific.

Mr. Stewart addressed the Commission. The County has put out for bid at \$2.3 million for their retail/commercial buildings at Main St and Vine St. It is an opportunity to involve the county and the City can reach out with an offer to collaborate on design. The Business Improvement District could be a special district to be established. A fee would be involved for businesses, which would be invested back into the area.

Mr. Young wrote down the feedback. A draft document will be coming back to review.

5. City Council Reports

Council Member Manzione shared the following information from the City Council Meeting:

The land use designation for the property near the Army Depot was not approved.

The residential treatment facility has been requested to be added into the GC zone and was discussed during the work meeting.

6. Review and Approval of Planning Commission Minutes for the Business Meeting Held on January 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 Proctor, “Aye”, Commissioner Sloan, “Aye” Chairman Hamilton, “Aye”, Commissioner Jensen, “Aye”, and Commissioner Newell, “Aye”. The motion passed.

7. Adjourn

Chairman Hamilton adjourned the meeting at 8:08 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 ____ day of February, 2023

Tyson Hamilton, Tooele City Planning Commission Chair