

**Tooele City Planning Commission  
Business Meeting Minutes**

**Date:** Wednesday, March 27, 2024

**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  
Alison Dunn  
Kelley Anderson

**Commission Members Excused:**

Matt Robinson  
Jon Proctor

**City Council Members Present:**

Maresa Manzione  
Ed Hansen

**City Employees Present:**

Andrew Aagard, City Development Director  
Jared Hall, City Planner  
Paul Hansen, City Engineer  
Roger Baker, City Attorney

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  
Alison Dunn, Present  
Chris Sloan, Present  
Tyson Hamilton, Present  
Weston Jensen, Present  
Kelley Anderson, Present  
Matt Robinson, Excused

Jon Proctor, Excused

**3. Public Hearing and Recommendation – Consideration of proposed changes to 7-14-9, Parking Lots, regarding landscape island requirements in parking lots**

*Presented by Andrew Aagard, Community Development Director presenting*

Mr. Aagard presented an amendment to Tooele City Code 7-4-9 in regards to landscaping in the parking lots. This code is what requires landscaping in all parking lots. Staff is seeing issues with how the code is currently written. The proposed ordinance amendments include updating verbiage, changing section E from landscaping islands to end caps, the calculations of trees for single end row cap and double end caps. The ordinance amendments waive the tree requirement in the case of pedestrian's walkways.

The Planning Commission asked the following questions:

Is there a way to put an enforcement to help these areas be maintained?

Why are there ordinances in place, when the City cannot enforce them?

Mr. Aagard addressed the Commission's questions. That can be added into the ordinance. However, the enforcement mechanism is hard to enforce. This code is applied during the review period and can be enforced during the initial process.

Mr. Baker addressed the Commission. When the site plan is submitted, staff will have direct input on landscaping that will work with the project.

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

**Commissioner Sloan motioned to forward a positive recommendation on the proposed changes to 7-14-9, Parking Lots, regarding landscape island requirements in parking lots based on the findings listed in the staff report.** Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, "Aye", Commissioner Sloan, "Aye", Chairman Hamilton, "Aye", Commissioner Jensen, "Aye", Commissioner Dunn, "Aye", and Commissioner Anderson, "Aye". The motion passed.

**4. Review and Decision – Consideration of a request for Preliminary Plan approval for the Overlake 2T Phase 1 Subdivision**

*Presented by Jared Hall, City Planner*

Mr. Hall presented a preliminary plan approval for Overlake 2T phase 1 subdivision. There are 28 lots in the subdivision in the R1-7 Zone.

**Commissioner Jensen motioned to approve Preliminary Plan approval for the Overlake 2T Phase 1 Subdivision based on the findings and subject to the conditions listed in the staff report.** Commissioner Dunn seconded the motion. The vote was as follows: Commissioner Hammer, "Aye", Commissioner Sloan, "Aye", Chairman Hamilton, "Aye", Commissioner

Jensen, “Aye”, Commissioner Dunn, “Aye”, and Commissioner Anderson, “Aye”. The motion passed.

### **5. City Council Reports**

Council Member Manzione shared the following information from the City Council Meeting: During the work meeting, the sewer master plan was presented, including new water and sewer fees. A Public Infrastructure District was approved. The Council approved a contract to widen the road, add a trail, and retention wall along Droubay Road near the golf course. SR-201 will have construction during the summer for bridge work.

### **6. Review and Approval – Planning Commission Minutes**

There are no changes to the minutes.

**Commissioner Anderson 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 Jensen, “Aye”, Commissioner Dunn, “Aye”, and Commissioner Anderson, “Aye”. The motion passed.

### **7. Discussion – Planning Commission attendance at Wednesday Pre-development Meeting.**

Mr. Aagard extended the invitation to attend the pre-development meetings. The Planning Commission members signed up for the following:

April, Commissioner Sloan  
May, Commissioner Anderson  
June, Commissioner Jensen  
July, Commissioner Hammer  
August, Commissioner Hamilton  
September, Commissioner Sloan  
October, Commissioner Dunn  
November, Commissioner Jensen  
December, Commissioner Hamilton

### **8. Adjourn**

**Chairman Hamilton adjourned the meeting at 7:30 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 24<sup>th</sup> day of April, 2024

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Tyson Hamilton, Tooele City Planning Commission Chair