

**Tooele City Planning Commission
Business Meeting Minutes**

Date: September 23, 2026

Time: 7:00 p.m.

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

Planning Commissioners Present:

Melanie Hammer
Chris Sloan
Jon Proctor
Tyson Hamilton
Amanda Cordova
Weston Jensen
Kelley Anderson
Sarah Faircloth, Alternate

Absent:

Frank Linford, Alternate

Council Member Liaisons:

Jon Gossett
Ed Hansen

Staff Present:

Andrew Aagard, Community Development Director
Anna Anglin, City Planner
Matt Johnson, City Attorney
Paul Hansen, City Engineer
Braxton Rogers, IT

Minutes Prepared by Teresa Young

1. Pledge of Allegiance

Chairman Hamilton opened the meeting at 7:00 p.m. and led the pledge of allegiance.

Chairman Hamilton provided a quick announcement for applicants, the public, and everyone involved: "There has been a significant increase in fraudulent phishing requests using information from public notices related to Planning Commission meetings. Please be aware that Tooele City only collects fees at the time of application submittal and will never request additional payments via wire transfer. All official emails from Tooele City will end in @tooelecity.gov. If you receive a payment request from any other email after submitting your application, it is fraudulent. Do not send money, and please contact the Tooele City Community Development Department immediately to report it. Stay vigilant and protect your information and assets."

2. Roll Call

Commissioner Hammer, Present
Commissioner Sloan, Present
Commissioner Proctor, Present
Commissioner Cordova, Present
Commissioner Jensen, Present
Commissioner Anderson, Present

3. **Public Hearing and Decision on a Conditional Use Permit request submitted by Ashlee Isbell, Business Owner of Ash's Little Shop of Howlers, to authorize the use of a pet shop/ pet grooming service within the General Commercial (GC) zone. The subject property is located at 134 W 1180 N Suite 13.**

Ms. Anglin presented a request for approval of a Conditional Use Permit for approximately 0.5 acres located at 131 West 1180 North, Suite 13. The property is zoned General Commercial and designated Regional Commercial in the General Plan. The applicant is proposing to operate a pet shop and pet grooming business within an existing commercial tenant space. The business would include a small retail area for pet supplies and four grooming tables and one bathing tub. No live animals would be sold, and the applicant stated that animals would not be boarded overnight or provided daycare services.

Ms. Anglin explained that planning staff considered whether the temporary presence of multiple animals for grooming purposes would constitute a kennel, boarding, or daycare use. Based on the applicant's proposed procedures for drop-off, grooming, and pickup, planning staff determined that temporary animal holding associated with grooming services is distinct from those uses. Planning staff recommended that the CUP specifically limit the approved use to pet grooming and customary retail sales of pet supplies, with animals permitted to remain on the premises only for the time reasonably necessary to receive grooming services.

Planning Staff also identified potential impacts related to animal activity and incidental noise, odor and sanitation, water usage, and the potential expansion of the business into boarding, daycare, kennel, or other extended animal-holding activities. Recommended conditions would limit the scope of the CUP, require the premises to be maintained in a clean and sanitary condition with proper disposal of animal waste, require coordination with the City Engineer, Mr. Hansen, regarding anticipated water usage and any related utility requirements, and clarify that boarding, daycare, kennel, and extended animal-holding activities are not authorized.

Commissioner Sloan asked whether the required notice had been sent to the tenants within the building or to the property owners. Ms. Anglin clarified that notice had been sent to the property owners. Commissioner Sloan noted that some of the potential impacts identified in the staff report may be of greater concern to neighboring businesses operating within the building than to property owners who may reside elsewhere. Ms. Anglin indicated that the applicant would have an opportunity to address those concerns.

Chairman Hamilton opened the public hearing at 7:12 p.m. Seeing no members of the public coming forward. The public hearing was closed at 7:14 p.m.

Ashlee Isbell, applicant, addressed Commissioner Sloan's concerns regarding notification of neighboring tenants. Ms. Isbell explained that the property owner, Jill McIntyre, had discussed the proposed business with all of the tenants in the building prior to the applicant signing an intent to lease

or submitting the CUP application. Ms. Isbell stated that the tenants were made aware of the proposed use and that Ms. McIntyre had addressed any concerns they may have had. Ms. Isbell noted that Ms. McIntyre is local and has remained involved in the process.

Motion: Commissioner Sloan moved to approve the Conditional Use Permit Request by Ashlee Isbell, authorizing the use of a pet shop/ pet grooming business located at 131 West 1180 North, application number 2026075, based on the findings and subject to the condition listed in the Staff Report dated September 15, 2026. Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

4. **Public Hearing and Decision on a Conditional Use Permit request submitted by SGA Design Group to authorize Accessory Outside Storage within the General Commercial (GC) zoning district for a Walmart Drone Delivery area. The subject property is located at 99 West 1280 North on an 18.09-acre lot.**

Ms. Anglin presented the conditional use permit request for approximately 18.09 acres located at 99 West 1280 North, the existing Walmart Supercenter. She explained that the property is zoned General Commercial and designated Regional Commercial on the General Plan. The applicant is requesting approval for an accessory outside storage use associated with a drone delivery operation within the existing Walmart parking lot. Ms. Anglin reviewed the proposed drone delivery area, parking impacts, potential visual, noise, fire, electrical, and safety considerations, and the conditions recommended by staff. She noted that the proposed facility would occupy approximately 32 existing parking stalls and that the site would remain above the required parking minimum, even when accounting for the anticipated seasonal merchandise area. Planning staff recommended approval of the conditional use permit subject to the five conditions outlined in the planning staff report.

Mr. Aagard then addressed the Commission and commended Ms. Anglin for the work and detail included in the staff report. He explained the scope of the Planning Commission's authority when considering a conditional use permit, noting that the Commission may regulate matters associated with the site itself, such as aesthetics, safety, screening, lighting, pavement, and parking, but may not regulate activities occurring off-site or matters governed by other agencies. He used a hypothetical tow truck business as an example to illustrate the distinction. Regarding the proposed drone operation, Mr. Aagard explained that airspace, flight paths, pilot certification, and drone maintenance are regulated by the Federal Aviation Administration. He also noted that the City's existing noise ordinance is enforced by the Police Department. Mr. Aagard advised that if the Commission determined additional information was necessary before making a decision, it could table the item, provided the motion clearly identified the information needed and established a date or task for returning the item.

Chairman Hamilton opened the public hearing at 7:29 p.m.

Tracy Grgich questioned whether the proposed drone delivery operation qualifies as accessory outside storage under the City's zoning code. She stated that the fenced area would contain 18 drone launch stations, charging equipment, and a battery trailer, with drones actively launching, delivering merchandise, and returning to the site, and argued that the proposal is an active commercial delivery operation rather than storage. She also questioned whether the proposed use is customary, incidental, and subordinate to Walmart's principal use. She expressed concern that the City has not previously reviewed this type of operation and that potential noise, operational, visual, fire, electrical, and

neighboring property impacts had not been fully evaluated by the appropriate City departments. She requested that the application be continued until the land-use classification is determined and the necessary departmental reviews are completed. She further requested that the CUP be denied if the Planning Commission could not establish that the reasonably anticipated detrimental effects could be substantially mitigated through enforceable conditions. She also had previously emailed a comment to Planning Commission.

Stevie Jo Torres congratulated Wing and Walmart on their partnership and Wing's milestone of one million deliveries. She expressed concerns regarding the proposed drone delivery operation, including whether the location was the safest and most appropriate use of the parking area and whether the operation could affect surrounding property values. Ms. Torres questioned the City's determination that the use qualified as accessory outside storage, noting that the site would involve active commercial operations. She also raised concerns about potential fire, electrical, hazardous material, noise, visual, safety, and privacy impacts associated with the battery trailer, charging equipment, and drone operations. She questioned how these impacts would be monitored and addressed through enforceable CUP conditions and noted that, while the FAA regulates airspace, the City has authority over the land use and site. Ms. Torres stated that additional information was needed regarding the integration of commercial drones into the national airspace system and requested that the application be tabled. She also recommended that the City Council establish a specific land-use classification and development standards for drone launch, delivery, and landing facilities.

Nicholas Hanson, representing Bonneville Realty Management and managing three commercial properties directly adjacent to the proposed site in Tooele Landing, expressed concerns about the proposed drone delivery operation. He stated that the location of the landing pads could negatively affect leasing and property values due to potential noise and safety concerns. Mr. Hanson also raised concerns regarding the limited data available on drone operations near buildings and the potential risks associated with lithium battery fires and other unknown impacts. He suggested that the landing pads be moved toward the center of the Walmart parking lot, where they could be located farther from adjacent buildings while maintaining sufficient parking. Mr. Hanson stated that he was not opposed to new technology but believed additional consideration, information, and a process for adjacent property owners to provide feedback and guidance were needed because the proposal involved more than simply a landing pad.

Katrina Mick asked City leaders to pause and carefully consider any zoning ordinance that would allow Walmart to operate a drone delivery facility in the community. She stated that her concerns were not about opposing technology or convenience but about the potential effects of regular commercial drone activity on neighborhoods, including noise, privacy, safety, and the character of the community. Ms. Mick questioned how frequently the drones would operate, how late they would be permitted to fly, what safeguards would be in place, and who would be responsible in the event of a crash or other incident. She also expressed concern about the potential for misuse of drones and the impact of increased commercial activity on residents' peace and privacy. Ms. Mick asked the Council not to rush the decision and to take additional time to consider the long-term effects of the proposed use as the community continues to grow.

Seeing no other members of the public coming forward, Chairman Hamilton closed the 7:42 p.m.

Applicant representative, Zenobia Haines of Wing, addressed questions regarding the proposed drone delivery operation. She stated that FAA-approved operating hours are 7:00 a.m. to 10:00 p.m., with operations generally expected to mirror Walmart's hours. Existing Wing locations typically conduct

approximately 50 to 100 flights per day. She reported that the drones produce approximately 43 decibels at a 150-foot cruising altitude and up to 62.6 decibels when hovering approximately 20 feet above a customer's property, with the delivery process taking less than 60 seconds. She explained that the maximum flight range is six miles from the launch site, or approximately 12 miles round trip, and that drones are restricted from flying over schools, government buildings, prisons, jails, and large bodies of water. Ms. Haines also explained that the proposed fencing would need to remain transparent or use mesh to allow the drones to properly navigate to their landing pads. She clarified that the kiosk/storage shed would only be used to store drones when they are not operating and would not contain mechanical or electrical equipment.

During Commission discussion, members questioned whether the proposed use was appropriately classified as accessory outside storage or whether a specific land-use classification and development standards should be established for drone facilities. Staff explained that the use was classified as accessory storage because the operation is ancillary to Walmart and involves storage of drones and equipment, and that staff is required to interpret the City Code in favor of an applicant when possible. The City Attorney, Mr. Johnson, stated that state law limits the City's ability to regulate drone flight but noted that the City may regulate the site and land-use impacts. Planning Staff and the Planning Commission also discussed whether lithium-ion batteries would constitute hazardous materials under the City Code.

Planning Commissioners expressed concerns about making a decision without sufficient information regarding potential impacts, including the operation's proximity to residential and commercial properties, noise, safety, property rights, and nearby helicopter and AirMed operations. They also questioned whether the proposed location was appropriate given the area's helicopter traffic and whether conditions could adequately address unforeseen issues. The Planning Commission discussed obtaining additional information, including clarification from the City Attorney regarding state law, examples of regulations adopted by other communities, an aerial depiction of the six-mile flight radius, potential impacts to neighboring properties, and options for establishing a specific land-use classification or temporary/conditional use process. Planning Commissioners generally indicated that additional information was needed before making a final determination on the application.

Commissioner Anderson questioned why the proposed drone operation was being classified as outside storage and suggested the City consider creating a specific land use with appropriate restrictions or conditions. Staff explained that, because the commercial use table did not specifically address drone operations, the City interpreted the use as accessory storage because the drones and related equipment would be stored on-site and the use was ancillary to Walmart. Staff noted that the City is required to interpret its code in favor of an applicant when possible. Staff also discussed that an ordinance amendment or conditional-use approach could be considered in the future.

Planning Commissioners discussed whether the lithium-ion batteries associated with the drones would qualify as hazardous materials and whether state law governing unmanned aircraft limited the City's ability to regulate the use. City Attorney, Mr. Johnson, explained that while the City has limited authority over drone flight operations, the Planning Commission could regulate the use based on impacts at the site.

Commissioner Jensen expressed concern that the Commission did not yet have enough information to determine appropriate conditions or understand the potential impacts of the use. He noted concerns regarding noise, surrounding properties, and the City's ability to address potential problems if they arose. He also questioned whether Walmart's existing outdoor storage area had an existing conditional

use permit. Staff indicated that the area had been used for outdoor storage for many years but that staff could not readily locate a conditional use permit for it.

Commissioner Jensen made a motion to table the item for approximately 60 days to allow staff to research the applicable state law, potential impacts, and possible regulations or conditions. The motion was seconded. Commissioner Jensen subsequently withdrew the motion to allow further discussion regarding the specific concerns and information needed before the item could be reconsidered.

Following the withdrawal of the motion, Planning Commissioners discussed concerns regarding the proposed location, particularly its proximity to the AirMed and hospital helipads, military helicopter operations, and other aircraft using the area. Commissioners also expressed concern about potential impacts to surrounding businesses and property owners, including noise and the effect the operation could have on neighboring properties. Staff and Planning Commissioners discussed the possibility of having the City Council consider a new land-use classification, ordinance amendment, or other regulatory approach, including a temporary or conditional-use framework if authorized by code.

The Planning Commission requested additional information regarding the applicable state and federal regulations, proximity to other air operations, potential impacts to neighboring properties and businesses, possible regulatory options and conditions, examples of how other communities regulate similar uses, and an aerial map showing the proposed six-mile radius. Commissioners generally indicated that additional information was needed before making a decision on the application.

Motion: Commissioner Sloan to table the drone CUP application until the first Planning Commission meeting in November, approximately 45 days, to allow staff and the Commission additional time to research and clarify applicable FAA and state laws regarding drones and the City's authority to regulate the use. The Commission also requested further consideration of whether a different land-use classification, temporary CUP, or other regulatory approach would be appropriate, as well as concerns regarding the proposed location, surrounding businesses, proximity to the AirMed and hospital helipads, and the six-mile radius. The Commission requested an aerial visual showing the six-mile radius and the proximity of the proposed use to surrounding properties and air operations. The motion was seconded by Commissioner Anderson.

Staff confirmed that 45 days would be sufficient for the requested research, although additional time may be needed if an ordinance amendment is pursued. Staff also clarified that the existing application would still need to be addressed even if the City ultimately chose to pursue an ordinance amendment.

The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed to table this item 7-0.

Commissioner Hammer asked whether the item would include another public hearing at the first meeting in November. Chairman Hamilton explained that, under the bylaws, holding another public hearing would be at the Chair's discretion and indicated that he anticipated opening the public hearing again due to the significant public interest. Mr. Aagard clarified that additional public hearing notices would not be mailed, as the required notice had already been provided for the item.

5. **Decision on a Preliminary Subdivision Plan request by Perry Homes, Inc., for the Compass Point Village 5 subdivision proposed to be located at 3072 N 400 West consisting of 181 residential lots on 21.75 acres in the Compass Point RSD zoning district.**

Ms. Anglin corrected the proposed number of units to 168 and explained that Perry Homes is proposing a residential development consisting of 117 townhomes and 51 single-family lots. The General Plan identifies the property as medium-density residential, and the Compass Point RSD allows for a mixture of residential product types and densities within individual villages while maintaining an overall density of less than five units per acre. Planning Staff found the preliminary subdivision plan consistent with the RSD, the General Plan, and applicable City Code requirements.

Ms. Anglin clarified that the current application is only for the preliminary subdivision of the property. The townhouse portion will require a separate site plan design review before construction can begin. The development will have two connections to 3100 North and one connection to the properties to the north. The streets serving the single-family portion will be public and maintained by the City, while the private streets, common areas, and landscaping within the townhouse portion will be maintained by the homeowner's association.

Ms. Anglin explained that the preliminary subdivision plan establishes the townhouse lots and common areas but does not approve the final townhouse building designs or final subdivision plat. Staff from Planning, Engineering, Public Works, and the Fire Department completed their reviews and recommended approval, subject to completing required technical reviews, landscaping and irrigation plans, site plan design review for the townhouse portion, and documentation establishing the HOA and its maintenance responsibilities.

The applicant, Lynsi Neve of Perry Homes, thanked City staff for their work and confirmed for the record that the project will consist of 168 units, including 117 townhomes and 51 single-family homes. She also noted that the townhouse site plan would be submitted separately with additional details.

Motion: Commissioner Proctor moved to approve the Preliminary Subdivision Plan Request by Lynsi Neve, representing Perry Homes, Inc. to approve the Compass Point Village 5 Preliminary Subdivision Plan, application number 2025064, based on the findings and subject to the conditions listed in the Staff Report dated September 3, 2026. Commissioner Jensen seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

6. **Public Hearing and recommendation on a proposed code amendment request by Tooele City to amend City Code Section 7-26-2(3)(a) regarding water rights conveyance requirements and depletion rates for interior uses for new development.**

Mr. Hansen provided an overview of the City's water-right conveyance and depletion requirements for new development. He explained the distinction between diversion, which is the amount of water legally withdrawn from a source, and depletion, which is the amount of water consumed and not returned to the system. He reviewed how water rights can be changed in terms of point of diversion, place of use, and timing, but the underlying water right cannot be enlarged.

Mr. Hansen explained that the City has required 100 percent depletion on water rights for interior residential use since 2006 in connection with its water reclamation and reuse system. At the time, the State Engineer recommended the requirement because the City was among the first communities in Utah to implement the reuse process and wanted to ensure sufficient water rights were available to fully utilize reclaimed water. He noted that the City's current code requires 0.25 acre-feet of water rights per dwelling unit for interior residential use.

Following additional study of the City's reclamation process and accumulated water rights, staff determined that the City now has sufficient water rights to account for evaporation from the reclamation facility's ponds, oxidation ditches, and clarifiers. The remaining losses within the reclamation process are estimated at approximately five percent, while 55 percent depletion is required for the irrigation use of the reclaimed water. Based on these findings, staff proposed reducing the required depletion from 100 percent to 60 percent, consisting of approximately 55 percent for end use and five percent for losses within the reclamation facility.

Mr. Hansen stated that the proposed change to Title 7, Chapter 26 would ensure the City requires only the amount of depletion necessary, while benefiting future development and maintaining compliance with state water-right requirements. He explained that the Planning Commission was being asked to provide a recommendation to the City Council, which would make the final determination and establish an effective date. He recommended that the change apply to developers or homeowners who have not yet conveyed water rights to the City at the time the amendment becomes effective.

Planning Commissioners thanked Mr. Hanson for the presentation and indicated that the explanation and supporting data addressed their questions. Commissioners expressed support for making the requirement more equitable now that the City has sufficient data and water rights to support the reduction.

Chairman Hamilton opened the public hearing at 8:28 p.m.

Stevie Joe Torres questioned whether reducing the required depletion from 100 percent to 60 percent would mean developers and homeowners would be required to convey less water to the City. She expressed concern that, based on her experience in the water-right industry and real estate, there has historically been more water represented on paper than is actually available in the ground. She asked whether safeguards should be considered to ensure the City continues to have an adequate water supply to support future development.

Seeing no other members of the public coming forward, Chairman Hamilton closed the public hearing.

Mr. Hansen addressed Ms. Torres' concerns and explained that the City recently modified its water-right exaction policy to allow for additional review to ensure that water rights conveyed to the City are demonstrated and reliable rather than solely paper rights. He stated that new developments are also required to complete water and sewer modeling through the City's third-party consultant to verify that projected demand can be met and that the City has the infrastructure capacity to deliver the water through its wells and storage tanks. Mr. Hansen noted that the City continually evaluates sustainable water yield and reliability but is limited by law in the amount of water it can require from developers. He emphasized that the City is working to ensure the water rights it receives are available, reliable, and sustainable. Following the discussion, the Commission returned the matter for further deliberation and consideration of a recommendation to the City Council.

Motion: Commissioner Proctor moved to make a positive recommendation for the text amendments presented by Paul Hanson, City Engineer, to the City Council for approval.

Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

7. **City Council Reports**

Councilman Gossett provided an update on recent City Council discussions and actions. He noted that the City Council recently approved a water study for the east side of Tooele to continue evaluating whether sufficient water resources will be available to support future development. He also addressed the recent Canyon Road item that had received a positive recommendation from the Planning Commission. Councilman Gossett explained that, after additional questions and information were presented to the City Council, the Council determined that a negative recommendation was appropriate at this time. He emphasized that the Council takes the Planning Commission's recommendations seriously and that a different decision does not mean the Commission's input was disregarded.

Councilman Gossett also reported that the City Council approved a fire plan to work with the Fire Department as the community grows and the City transitions toward additional staffing. He noted that the Council also continued discussions regarding bonds for improvements to the wastewater treatment plant. Councilman Gossett thanked the public for the large turnout and encouraged residents to attend future City Council and Planning Commission meetings, emphasizing that public input is welcomed.

8. **Review and Decision – August 26, 2026 Planning Commission Meeting Minutes.**

There were no corrections to the minutes.

Motion: Commissioner Hammer moved to approve the August 26, 2026 Planning Commission Meeting Minutes. Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

9. **Planning Commission Training – Subdivision and Site Plan Review and Approval Processes**

Chairman Hamilton proposed moving agenda items nine and ten and entertained a motion to adjourn.

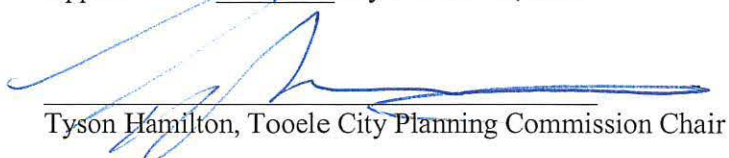
Mr. Aagard then discussed whether to proceed with the training that evening or postpone it until the next meeting. He explained that the training would take approximately one hour and recommended holding it at the next meeting to allow additional Planning Commissioners to attend. The majority of the Commission agreed to postpone the training until the next meeting.

10. **Adjourn**

Chairman Hamilton adjourned the meeting at 8:36 p.m.

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

Approved this 14th day of October, 2026



Tyson Hamilton, Tooele City Planning Commission Chair

Tooele City Open Public Comment Record Sheet

Date: September 23, 2026

Planning Commission

Please PRINT the following information:

[illegible]