

**Tooele City Planning Commission  
Business Meeting Minutes**

**Date:** March 25, 2026

**Time:** 7:00 p.m.

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

**Planning Commissioners Present:**

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

**Excused:**

Chris Sloan  
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

Minutes Prepared by Teresa Young

1. **Pledge of Allegiance**

Chairman Hamilton called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. **Roll Call**

Before Chairman Hamilton conducted a roll call he 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.

Chairman Hamilton then conducted roll call.

Melanie Hammer, Present  
Sarah Faircloth, Present

Jon Proctor, Present  
Amanda Cordova, Present  
Weston Jensen, Present  
Kelley Anderson, Present  
Tyson Hamilton, Present

3. **Public Hearing and Recommendation on a proposed text amendment to Tooele City Code 7-26-3; Types of Water Rights Acceptable for Conveyance, regarding water rights exactions.**

Mr. Hansen advised the Planning Commission this ordinance, originally adopted in 1998, requires developers to provide water rights for new development. The proposed amendment does not change that requirement but allows the City more discretion in evaluating those water rights. Specifically, it would allow the City to refuse rights that are not supported by a reliable or developable water source, or that raise concerns about sufficiency, or quality. The goal is to ensure the City accepts water rights that are viable and sustainable as development continues.

Commissioner Proctor stated that he had watched the presentation during the Tooele City Council meeting, noted it was straightforward, and expressed that the proposal protects the city.

Chairman Hamilton opened the public hearing at 7:04 p.m. he invited members of the audience, including those watching on YouTube, to participate, and, seeing no one from the public coming forward Chairman Hamilton closed the public hearing at 7:05 p.m.

**Motion: Commissioner Proctor motioned to make a positive recommendation to the City Council for the proposed language as presented.** Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Faircloth, “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 Recommendation on a proposed text amendment to Tooele City Code 7-4-7; Parking Location, regarding the parking of operable motorized vehicles in the front and side yards of residential properties in single-family residential zoning districts.**

Mr. Aagard presented a proposed ordinance amendment regulating residential front yard parking, developed at the direction of the Tooele City Council after concerns about properties being converted into parking areas. The amendment would limit where vehicles may be parked, require parking areas to be paved or covered with approved materials, and prohibit parking in certain front yard areas. Mr. Aagard explained that the intent is to provide an enforcement mechanism for extreme situations, help maintain neighborhood appearance, and protect groundwater, while balancing private property rights. Potential challenges include creating nonconforming situations, additional enforcement workload, and concerns about property rights.

The Planning Commissioners asked questions regarding paving materials, enforcement procedures, groundwater protection, and screening requirements. Mr. Aagard clarified that gravel is allowed as a cost-effective option, enforcement would be complaint-driven and focused on long-term issues, and existing nuisance procedures would apply if vehicle removal became necessary. The Planning Commissioners acknowledged the difficulty of balancing property rights with community standards and expressed appreciation for the work completed, noting the proposal represents a reasonable compromise.

Chairman Hamilton opened the public hearing at 7:31 p.m. Seeing no members of the public coming forward, Chairman Hamilton closed the public hearing at 7:31 p.m.

**Motion: Commissioner Jensen motioned to make a positive recommendation to the Tooele City Council for the parking and residential zone text amendment requested by Tooele City for the purpose of amending the Tooele City Code regarding the parking of motor vehicles in front and side yards of residential properties as found in Tooele City Code 7-4-7 and to include figure 7-4-7 in the ordinance.** Commissioner Proctor seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Faircloth, “Aye”; Commissioner Proctor, “Aye”; Commissioner Cordova, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Chairman Hamilton, “Aye”. The motion passed 7-0.

5. **Public Hearing and Decision on a Conditional Use Permit request by Trevor Jensen, representing Bit-N-Spur Riding Club and Rodeo, to authorize the continued use of an “open-air theaters and meeting places”, located approximately at 240 West 500 North within the Open Space (OS) zoning district and encompasses approximately 15-acres.**

Ms. Anglin explained that the request involves the existing Tooele rodeo grounds, which have operated since 1945. The applicant requested to construct a shed for tractor storage; however, because no record of a conditional use permit could be found, the property is considered nonconforming. Ms. Anglin advised that planning staff recommended approving a conditional use permit to bring the property into compliance, allowing the shed to be constructed and preventing future complications.

The Planning Commissioners asked questions regarding why the permit is needed and whether it applied to the building or the property. Ms. Anglin clarified that the conditional use permit would apply to the property’s use, making it conforming and allowing future improvements without additional approvals, while the shed itself would still require a building permit. Ms. Anglin noted the action is primarily housekeeping to formalize the long-standing use and improve recordkeeping.

Chairman Hamilton opened the public hearing at 7:37 p.m. Seeing no members of the public coming forward, Chairman Hamilton closed the public hearing at 7:37 p.m.

**Motion: Commissioner Proctor moved to approve the conditional use permit requested by Trevor and Christina Jensen to authorize the use of open-air theatres and meeting places to be conducted on property located at 240 West 500 North, application number 2026018, based on findings listed in the staff report dated March 20, 2026.** Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Faircloth, “Aye”; Commissioner Proctor, “Aye”; Commissioner Cordova, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Chairman Hamilton, “Aye”. The motion passed 7-0.

6. **City Council Reports**

Councilman Gossett expressed his gratitude to the Planning Commission for their dedication and participation, noting that their discussions reflect many of the same topics the City Council has addressed. He concluded by sincerely thanking both the Commission and city staff for their ongoing efforts.

7. **Review and Decision – March 11, 2026 Planning Commission Meeting Minutes.**

The Planning Commission had no corrections to the minutes.


**Motion: Commissioner Hammer moved to approve the March 11, 2026 Planning Commission Meeting Minutes.** Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Faircloth, "Aye"; Commissioner Proctor, "Aye", Commissioner Cordova, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

8. **Adjourn**

Chairman Hamilton adjourned the meeting at 7:41 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 25<sup>th</sup> day of April, 2026

  
Tyson Hamilton, Tooele City Planning Commission Chair