

**Tooele City Planning Commission
Business Meeting Minutes**

Date: July 22, 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
Weston Jensen
Kelley Anderson
Sarah Faircloth, Alternate

Excused:

Tyson Hamilton

Absent:

Amanda Cordova
Frank Linford

Council Member Liaisons:

Ed Hansen
Jon Gossett

Staff Present:

Andrew Aagard, Community Development Director
Anna Anglin, City Planner
Matt Johnson, City Attorney
Teresa Young, Clerk/Minute Composition

Minutes Prepared by Teresa Young

1. **Pledge of Allegiance**

Vice Chairman Proctor opened the meeting at 7:00 p.m. and led the Pledge of Allegiance.

2. **Roll Call**

Melanie Hammer, Present
Chris Sloan, Present
Sarah Faircloth, Present
Weston Jensen, Present
Kelley Anderson, Present
Jon Proctor, Present

3. **Public Hearing to consider a Conditional Use Permit request by Wildcat T10, LLC, representing Take 5 Oil to authorize the use of a “Automobile Service and Repair” and “Accessory Drive Through Facility” for property located at approximately 2400 North and SR-36 on approximately .45 acres in the GC General Commercial zoning district**

Ms. Anglin presented a request for a conditional use permit for a Take 5 Oil Change facility with an accessory drive-through on approximately one-half acre within The Peak at Compass Point Commercial Development. The property is zoned General Commercial and designated Regional Commercial in the General Plan. Ms. Anglin explained that the proposal is consistent with the General Plan and surrounding commercial development, with access provided through the private street network rather than directly from SR-36.

The proposed site includes three service bays, 10 parking stalls, and a drive-through queuing lane that remains on private property. Ms. Anglin noted that additional information on internal vehicle circulation and queuing will be required during final site plan review. Potential impacts related to construction, utilities, fire and life safety, traffic circulation, and visual appearance were identified, but staff concluded these could be addressed through the City's engineering, building, fire, and site plan review processes. Planning Staff recommended approval of the conditional use permit, subject to one condition allowing additional landscaping, screening, or other site design improvements if needed to reduce visual impacts from the drive-through.

During Planning Commission discussion, members asked about oil storage requirements and the drive-through operation. Staff explained that oil storage and related safety measures would be reviewed during the site plan and building permit process. Planning Commissioners also sought clarification on why the facility was considered a drive-through, with staff explaining that customers remain in their vehicles while passing through the service bays, similar to a Jiffy Lube. Questions were also raised about the condition requiring potential additional landscaping, with staff explaining it was included to provide flexibility to address any visual concerns identified during the final site plan review.

Vice Chairman Proctor opened the public hearing at 7:07 p.m. Seeing no members of the public coming forward, Vice Chairman Proctor closed the public hearing at 7:07 p.m.

The Planning Commission discussed the proposed condition requiring additional landscaping or site design improvements to mitigate visual impacts associated with the drive-through. Several commissioners expressed concern that the condition was too broad and subjective, suggesting it be revised to provide clearer standards and ensure consistency with similar developments, such as the existing Jiffy Lube.

Staff explained that the intent of the condition was to preserve the visual appearance of the City's commercial gateway by screening drive-through areas and any potentially unattractive site features, while the City Attorney Mr. Johnson, confirmed that aesthetic impacts may be considered when imposing conditions if they are reasonably related and minimally restrictive. Planning Commissioners also discussed whether landscaping should be limited to mitigating headlight impacts or other specific concerns.

Mr. Vande Guchte, the applicant, clarified that all new and used oil storage tanks would be located inside the building, eliminating the need to screen exterior tanks. During discussion, the Mr. Johnson reminded the Planning Commission that it had the authority to modify or remove the proposed condition if it determined it was unnecessary. Planning Commissioners acknowledged the importance

of maintaining an attractive entrance to the community while also emphasizing the need for consistent development standards.

Motion: Commissioner Sloan move we approve the Conditional Use Permit request by Mitch Vande Guchte, representing Wildcat T10, LLC, to authorize an “Automobile Service and Repair” and “Accessory Drive Through Facility” for Take Five Oil, lot 14 of the Peak at Compass Point Commercial Subdivision, application number 2026049, based on the findings and subject to the conditions listed in the Staff Report dated July 16, 2026, including additional landscaping screening or site design improvements may be required to mitigate visual impacts as determined by staff with an emphasis on visual impacts. Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Sloan, “Aye”; Commissioner Faircloth, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Vice Chairman Proctor, “Aye”. The motion passed 6-0.

4. City Council Reports

Councilman Gossett reported that the City Council had a full agenda and approved several items, including the land use map amendment changing approximately 4.1 acres at 1280 North and 200 East from Medium Density Residential to Light Industrial. He also highlighted a work meeting presentation on proposed architectural design standards, explaining that the discussion focused on enhancing the City's visual character and creating a distinctive appearance for Tooele. Councilman Gossett noted that the topic would likely come before the Planning Commission in the future and encouraged commissioners to look forward to those discussions.

5. Review and Decision – July 8, 2026 Planning Commission Meeting Minutes

There were no corrections to the minutes.

Motion: Commissioner Sloan moved to approve the July 8, 2026 Planning Commission Meeting Minutes. Commissioner Jensen. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Sloan, “Aye”; Commissioner Faircloth, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Vice Chairman Proctor, “Aye”. The motion passed 6-0.

6. Adjourn

Before adjourning, Planning Commissioners discussed the need for clearer and more consistent standards for landscaping and screening associated with drive-through developments. Some Planning Commissioners expressed support for developing minimum design standards to reduce subjectivity while maintaining flexibility and avoiding unnecessary burdens on future businesses.

Planning Staff agreed that the City's upcoming architectural design standards would provide an appropriate opportunity to incorporate standards for drive-through facilities, including landscaping and screening requirements. Staff emphasized the goal of creating simple, flexible standards that establish a consistent minimum level of quality for development throughout the City.

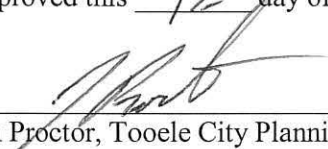
Planning Commissioners also noted the importance of balancing aesthetic expectations with economic development, cautioning against overly restrictive requirements that could discourage new businesses.

Staff indicated that the proposed architectural standards would return to the Planning Commission for further discussion and recommendations.

Vice Chairman Proctor adjourned the meeting at 7:24 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 12 day of August, 2026



Jon Proctor, Tooele City Planning Commission Vice Chair