

Tooele City Planning Commission
Business Meeting Minutes

Date: March 11, 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
Amanda Cordova
Tyson Hamilton
Weston Jensen
Kelley Anderson
Sarah Faircloth, Alternate

Excused:

Frank Linford, Alternate

Council Member Liaisons:

Dave McCall
Jon Gossett, Excused
Ed Hansen, Excused

Staff Present:

Andrew Agard, Community Development Director
Anna Anglin, City Planner
Matt Johnson, City Attorney
Chief Adrian Day
Angela Valdez, IT Intern

Minutes Prepared by Teresa Young

1. **Pledge of Allegiance**
Chairman Hamilton called the meeting to order at 7:00 p.m.
2. **Roll Call**
Melanie Hammer, Present
Chris Sloan, Present
Jon Proctor, Present
Amanda Cordova, Present
Sarah Faircloth, Present
Weston Jensen, Present
Kelley Anderson, Present
Tyson Hamilton, Present
3. **Recommendation on a proposed text amendment to Tooele City Code 7-9-2; Recreational Vehicles and Recreational Vehicle Parks, regarding the accommodation of recreational vehicles in parking lots**

of non-profit 501(c)(3) organization whose purpose is to assist persons who are unhoused (tabled from February 25, 2026 Planning Commission Meeting).

Mr. Aagard reminded the Planning Commission that the proposed ordinance has been discussed over the course of three meetings. At the previous meeting, the item was tabled to allow time for additional information and revisions. Edits to the ordinance were made by Chief Day and the City Attorney, and those updates were included in the meeting packet, with the City Attorney's changes highlighted. Mr. Aagard indicated the item is now ready for a recommendation from the Planning Commission so it can proceed to the City Council.

Chief Day reviewed the revisions and explained that Commissioner Linford had suggested implementing a reporting system whenever an RV is staying at the facility. This would allow staff to track the two-week stay limit more effectively rather than relying on visual monitoring. Facility staff indicated they are willing to provide notifications when RVs are present. Chief Day also noted that the ordinance allows for a maximum of two recreational vehicles at any given time and discussed the possibility of monitoring repeat use within a six-month period.

Chief Day considered an alternative location behind the facility near the Tooele County Housing Authority parking area; however, he stated he could not recommend placing RVs there because it is less visible and does not have camera coverage. He explained that keeping RVs in the front area allows for better visibility and monitoring, which can help prevent issues that may arise when areas are out of sight.

During Planning Commission discussion, planning commissioners clarified that the proposal allows for two RV spaces rather than three. Planning Commissioners also asked about language in the ordinance referencing a 501(c)(3) designation; Mr. Aagard explained that the version including that language was part of the original document and that the updated versions in the packet had removed it.

Planning Commissioners discussed additional considerations, including the timeframe for RV stays, screening or visibility of the RVs from neighboring properties, and whether licensing and insurance requirements would be enforced. Chief Day explained that licensing and registration are generally not enforced on private property, though they are enforced on public rights-of-way and city property. He reiterated that he prefers the RVs remain visible rather than screened to allow for better oversight and safety monitoring.

Motion: Commissioner Sloan moved to approve a positive recommendation to the City Council for recreation vehicles location and use amendment. The request by Tooele City for the purpose of amending Tooele City Code 7-9-2 recreational vehicles and recreational vehicle parks to limit the use of recreational vehicles for temporary housing. Commissioner Cordova seconded the motion.

Commissioner Sloan clarified that his motion did not include the final line referencing the requirement for a nonprofit 501(c)(3) recommendation. Commissioner Cordova indicated agreement with the motion as clarified.

Commissioner Anderson asked whether the motion could be amended to include a requirement that a report be submitted to the City Police Department. Commissioner Sloan and Commissioner Cordova accepted the amendment to the motion to include the requirement that Switchpoint file a report with the Tooele City Police Department any time a new RV checks in

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”. Motion passed 7-0.

4. **Public Hearing and Decision on a Conditional Use Permit request by Suzanne Jameson representing Buy Right Enterprise to authorize the use of “Automobile Sales and Rental” to occur at the property located at 397 N Main Street in the GC General Commercial zoning district on .26 acres.**

Ms. Anglin presented information regarding a proposed second location for Buy Right Enterprise at the southwest corner of Main Street and 400 North. Their first location, near City Hall, has been in operation for approximately five years. The existing commercial property under consideration has previously been used for various commercial activities, most recently an auto glass repair and sales business, and has been vacant since. The property is considered a legal nonconforming use under city code, allowing it to continue operations as long as no structural or site changes are made.

Ms. Anglin outlined several recommended conditions of approval. Any new site lighting must be cabinet-style and directed onto the property to avoid impacting neighboring residential areas. Ancillary activities such as car detailing or interior cleaning may be allowed, but the property is not approved as a full auto repair shop or car wash unless proper water rights and code requirements are met. The site must retain the existing accessible parking stalls and provide a minimum of three off-street customer parking spaces in convenient locations near the building entrance. She then presented visual references of the property, including bay doors for potential auto detailing.

Chairman Hamilton opened the public hearing at 7:18 p.m.

Lorraine Mascarenes, a resident who lives directly west of the proposed site, expressed concerns regarding the new lighting and site maintenance. She asked whether the lighting would be on timers and how bright it would be, noting that it could affect the four bedrooms on the west side of her home. She also raised concerns about the grassy areas around the property, asking if they would be properly maintained as grass rather than weeds, and noted past issues with overgrown weeds and potential fire hazards during events such as the Fourth of July.

Juanita Talas, a resident at 391 North Main located directly behind the proposed site, expressed concerns about access and safety. She noted that the proximity of the building to her property, combined with a bus stop in front, raises the potential for vehicle or pedestrian accidents. She also stated that she declined a request from the applicant to use her driveway for parking.

Kip Mautner, a resident owning two houses just north on 400 North, expressed concerns about parking and traffic. He noted that if the proposed site does not provide adequate on-site parking, vehicles may park on nearby streets, making it difficult for residents to access their driveways. He referenced previous issues with a former auto glass business at the location, which had limited the number of cars on-site, and emphasized that traffic and congestion remain his primary concerns.

Cameron Shewmake, a resident living in the same house as Juanita Talas, expressed concerns regarding parking and lighting. He noted the need for at least one open parking space to accommodate his elderly grandfather and visiting therapists who provide daily care and physical therapy. He also expressed concern that the proposed site lighting could shine into his and his grandfather’s bedrooms, potentially affecting their ability to sleep. These were his primary concerns regarding the proposed site.

Karen Mautner, a resident of the two houses on the north side of 400 North, expressed concerns regarding the hours of operation and parking for the proposed site. She asked about the days and times the business would be open and how many cars would be allowed on-site, noting that insufficient parking could result in vehicles being parked on the street, making it difficult for residents to access their homes.

Seeing no other members of the public coming forward. Chairman Hamilton closed the public hearing at 7:26 p.m.

Ms. Anglin, addressed questions regarding the proposed second location in the absence of the applicant. Commissioners and staff discussed conditions to mitigate impacts on neighboring properties, including exterior lighting, safety, fencing, hours of operation, and parking. Downward-directed lighting was required, and staff suggested additional measures such as timers, warmer light temperatures, and dark-sky compliance to reduce intrusion into neighboring residences. Signage would be required to prevent vehicles from blocking driveways, and code enforcement would address weeds at the rear of the property; landscaping could not be mandated.

Ms. Anglin noted the property has existing nonconforming rights, and the use as a car dealership is allowed. Steel fencing exists, but opaque fencing could be required for additional screening. Planning Commissioners discussed hours of operation and agreed the site would operate only during normal business hours, with the potential to extend an hour after dark. Parking was a primary focus; all parking must remain on-site, and vehicles cannot block driveways, sidewalks, or public right-of-way. The lot can accommodate the required three customer parking spaces, including one ADA accessible stall, and the grassy or landscaped areas cannot be used for vehicle display. Planning Commissioners also discussed vehicle placement within the lot to ensure safe access and circulation.

The discussion concluded that these measures would address safety, lighting, parking, and neighborhood impacts while maintaining compliance with the city's nonconforming use regulations.

Councilman McCall raised a concern regarding lighting at the proposed site, noting that car dealerships are typically well-lit. He asked whether a condition could be added to ensure that exterior lighting is directed onto the vehicles and the property, but away from neighboring homes, to minimize impacts on adjacent residents. Ms. Anglin confirmed that the current lighting plan points toward the dealership property, and a condition could be added to maintain that orientation.

Before making his motion, Commissioner Sloan explained that he was struggling with the decision. He noted for the public in the audience, that conditional use permits are narrowly focused and can only be denied if there is a concern that cannot be mitigated. Since he felt solutions existed to address the potential impacts, he indicated he would proceed with making the motion.

Motion: Commissioner Sloan moved to approve the Conditional Use Permit request by Suzanne Jameson to authorize the use of automobile sales and rental at the subject property, Application #202612, based on the findings and subject to the conditions listed in the staff report dated March 5, 2026. He emphasized condition number one as recommended by staff: all new site lighting installed on the building shall use cabinetry or be designed to direct light downward onto the site. All site lighting installed around the perimeter of the property shall also be directed downward, away from neighboring residences. An additional condition prohibits off-site parking; no parking will be allowed on any of the streets surrounding the site. Landscaping areas must be maintained in conformance with Tooele City ordinance. Finally, the number of vehicles displayed on-site shall be limited to ten, which includes cars for sale and does not include customer vehicles. Commissioner Proctor seconded

the motion.

Commissioner Sloan advised residents that if anyone is parking in their right of way Tooele City Police should be called as it is in violation of the conditional use permit.

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". Motion passed 7-0.

5. **City Council Reports**

Councilman McCall provided an update regarding the recent City Council Meeting. There was discussion on a proposed amendment to Tooele City Code 7-4-7, which addresses parking limitations in residential zoning districts, including front-yard, side-yard, and back-yard parking. He noted that the amendment is intended to clarify what types and amounts of parking are allowed, whether areas need to be paved or landscaped, and to address ongoing issues with overcrowded residential parking, including multiple vehicles in yards and on streets. Councilman McCall highlighted that the amendment is a response to observed problems in the community and that the Planning Commission will review it at the next meeting. He emphasized that the discussion stems from broader challenges such as housing affordability and residents storing vehicles due to limited space.

6. **Review and Decision – February 25, 2026 Planning Commission Meeting Minutes.**

There were no corrections to the minutes


Motion: Commissioner Proctor moved to approve the February 25, 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". Motion passed 7-0.

7. **Adjourn**

Commissioner Hammer motioned to adjourn. Time of adjournment was 7:50 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 day of March, 2026


Tyson Hamilton, Tooele City Planning Commission Chair

