

**Tooele City Planning Commission
Business Meeting Minutes**

Date: June 24, 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

Absent:

Sarah Faircloth, Alternate

Frank Linford, Alternate

Council Member Liaisons:

Jon Gossett

Ed Hansen, Excused

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**

Before leading 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**

Melanie Hammer, Present

Chris Sloan, Present

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

3. **Public Hearing and Recommendation on a proposed Land Use Map Amendment request by Boyd Brown, representing Grow Development, LLC, for a 4.1-acre parcel located at approximately 1280 North and 200 East from “Medium Density Residential” to “Light Industrial” to facilitate a light industrial development at this location.**

Ms. Anglin presented a request from Grow Development LLC to amend the Future Land Use Map for approximately 4.1 acres at 1280 North and 200 East, changing the designation from Medium Density Residential to Light Industrial. The amendment would allow the property to be rezoned to Light Industrial or Industrial Service as the second phase of the existing business park development. Staff noted the vacant property is adjacent to existing industrial uses on the west, with future residential development planned to the north and east. The proposal was found to be a logical extension of the existing business park, with buffering, landscaping, and compatibility measures to be addressed during future site plan review. Engineering, Public Works, and the Fire Department had no comments, and public notice requirements were met. Ms. Anglin advised that staff recommended the Planning Commission evaluate the request using the City's approval criteria and forward a recommendation to the City Council.

During planning commission questions, Mr. Aagard reported receiving one public comment in the form of an email from the owner of a nearby storage facility expressing concern that predesignating the property to Light Industrial could negatively affect future residential property values. Mr. Aagard noted there are currently no homes adjacent to the site and no comments were received from neighboring property owners to the south, despite being included in the public noticing radius.

Planning Commissioners also asked about access to the property. Staff explained that the site is currently landlocked but will gain access through planned road extensions as adjacent properties develop. Future subdivision approval will require connectivity between the proposed developments to ensure adequate access.

Chairman Hamilton opened the public hearing at 7:08 p.m. Seeing no members of the public coming forward, Chairman Hamilton closed the public hearing at 7:09 p.m.

Motion: Commissioner Proctor moved to forward a positive recommendation to the City Council for the Fire Station Business Park Land Use Map Amendment request by Boyd Brown, representing Grow Development, LLC to re-assign the land use for 4.1 acres from Medium Density Residential to Light Industrial, application number 2026043, based on the findings listed in the Staff Report dated June 18, 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.

4. **Public Hearing and Decision to consider a Conditional Use Permit request by Jake Finlinson,**

representing Perry Commercial to authorize the use of an “Accessory Drive Through Facility” for property located at approximately 2400 North and SR-36 on approximately 1.56 acres in the GC General Commercial zoning district.

Ms. Anglin presented a conditional use permit request for an accessory drive-through facility for a new restaurant on Building Pad H within The Peak at Compass Point Commercial Development. The property is designated Regional Commercial in the General Plan and zoned General Commercial, making the proposed use consistent with the area's intended development.

The restaurant will be centrally located on the site and accessed through the existing private street network. Staff noted that the drive-through lane will remain entirely on private property and is not expected to interfere with traffic circulation. The final location of the order board, queuing area, landscaping, and any necessary screening—particularly along SR-36—will be reviewed during the final site plan process. The restaurant parcel was created through an amended subdivision plat that was recorded with the Tooele County Recorder's Office on the day of the meeting.

Staff found the proposal to be compatible with the surrounding commercial development and recommended approval, concluding that any anticipated impacts can be addressed through the proposed conditions and site plan review.

During commission discussion, commissioners expressed appreciation that detailed site design issues would be addressed during the future site plan review rather than through the conditional use permit.

Chairman Hamilton opened the public hearing at 7:13 p.m. Seeing no members of the public coming forward, Chairman Hamilton closed the public hearing at 7:13 p.m.

Motion: Commissioner Hammer moved to approve the Conditional Use Permit request by Jake Finlinson, representing Perry Commercial, to authorize an “Accessory Drive Through Facility” for Building Pad H, lot 15 of the Peak at the Compass Point Commercial Subdivision, application number 2026041, based on the findings and subject to the conditions listed in the Staff Report dated June 18, 2026. Commissioner Cordova 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.

5. **Public Hearing and Recommendation on a proposed text amendment to Tooele City Code 7-16a-3, Residential Special Districts Eligibility and Size, Regarding the Minimum Land Requirements Necessary to Qualify for a Commercial Special District.**

Mr. Aagard presented a proposed ordinance amendment, submitted by Perry Homes, to modify the Commercial Special District (CSD) regulations. The amendment would allow CSDs totaling more than 125 acres to include noncontiguous parcels, rather than requiring all property within the district to be contiguous. The request was prompted by a proposed commercial development consisting of three separate properties totaling approximately 146 acres. While two of the properties already meet the existing 50-acre minimum, the third parcel is only 36 acres and would not qualify independently under the current ordinance.

Mr. Aagard explained that CSDs are intended to provide customized development standards that exceed the City's base zoning requirements while allowing flexibility in site design. Planning Staff noted that CSDs are limited to commercially designated properties and are relatively uncommon. They found no significant drawbacks to the proposed amendment, stating that whether the developments proceed under one CSD or multiple CSDs, each would still require approval by the Planning Commission and City Council. Planning Staff expressed support for the amendment but encouraged the Commission to consider whether additional limitations should be included.

Planning Commissioners discussed several concerns regarding the proposal. While generally supportive of allowing noncontiguous parcels, they questioned whether a single special district should encompass properties separated by several miles. Planning Commissioners also raised concerns that the proposed language could unintentionally allow a large number of very small parcels to be combined into one CSD, creating an inconsistent or impractical district.

To address these concerns, the Planning Commission discussed possible revisions, including limiting a noncontiguous CSD to a maximum of three separate parcels, establishing a minimum parcel size of 30 acres, or requiring each parcel to represent a minimum percentage of the total district acreage. Commissioners also confirmed that any future additions of property to a CSD would require a zoning map amendment and comply with the ordinance in effect at that time.

Following the discussion, the Commission invited the applicant to provide additional input and respond to the proposed modifications before proceeding further.

Jake Finlinson, representing the applicant, explained that the proposed Commercial Special District (CSD) amendment is intended to create consistent development standards across the commercial entry points of the Compass Point master-planned community. The three commercial areas serve as gateways into the development, and a single CSD would ensure cohesive architectural design, landscaping, signage, pedestrian amenities, and branding, even if individual commercial pads are sold to different developers.

Mr. Finlinson stated that the request for allowing noncontiguous parcels is primarily an administrative measure to avoid creating and managing three separate CSDs. He indicated the applicant had no objection to the Commission's proposed revisions limiting the amendment to a maximum of three noncontiguous parcels with a minimum parcel size of 30 acres.

Mr. Finlinson also shared examples of the design standards that will be incorporated into the future CSD, including enhanced landscaping, shaded pedestrian walkways, seating areas, monument signage, attractive retail storefronts, and landscaping around walking trails and signage. He noted that additional CSD standards, including updated monument sign regulations and permitted uses for the commercial and light industrial areas, will be presented to the Planning Commission at future meetings.

Planning Commissioners expressed support for the overall vision and design standards proposed for Compass Point, noting that their primary concern was ensuring the ordinance language would prevent unintended applications by future developers. The Planning Commission agreed that the proposed revisions limiting the number of parcels and establishing a minimum parcel size addressed those concerns and discussed incorporating those changes into the recommended ordinance language.

Motion: Commissioner Jensen moved to forward a positive recommendation to the City Council for the proposed amendments to Tooele City Code Section 7-16a-3, changing "Residential" to "Commercial" in the title, Commercial Special Districts Eligibility and Size, and amending the minimum land requirements to allow no more than three parcels with a minimum of 30 acres each. If there are not three parcels, the existing minimum requirement of 50 acres shall remain in effect. Commissioner Cordova 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 text amendment to Tooele City Code Title 7, Chapter 25: Signs; regarding the display of political signs in public rights-of-way, the removal of such political signs from public rights-of-way, the regulations of such political signs, and other such regulations concerning political signs as required by Utah Code Title 20A, Chapter 17.**

Mr. Johnson presented a proposed ordinance amendment to the City's sign regulations to comply with changes required by state law under House Bill 33. While a few revisions provide general code cleanup and clarification, the majority of the amendments are mandatory to align the City's political sign regulations with the updated state statute.

The most significant changes remove the City's authority to prohibit political signs in park strips, provided the adjacent property owner consents, and limit the City's ability to remove political signs to those that violate state regulations or create safety hazards, such as obstructing traffic visibility. When a noncompliant sign is removed, the City must store it in a designated location, make reasonable efforts to notify the owner, hold the sign for five days, and may charge a retrieval fee of up to \$25 before disposing of unclaimed signs. The ordinance also updates the definition of political signs to match state law, exempts political signs from certain general sign regulations, removes outdated references to the former Board of Adjustment, and clarifies the City's appeals process to address three types of appeals, including appeals of the sign retrieval fee.

Planning Commissioners discussed the practical challenges of the new state requirements, particularly the likelihood that candidates from outside the area would not retrieve old campaign signs. Despite those concerns, planning commissioners acknowledged that the updated process would provide a clear mechanism for removing abandoned or hazardous political signs and help address long-standing concerns about signs remaining in public rights-of-way after elections. Overall, the discussion focused on implementing the state-mandated changes while improving the City's ability to manage noncompliant political signs.

Chairman Hamilton opened the public hearing at 7:46 p.m. Seeing no members of the public coming forward, Chairman Hamilton closed the public hearing at 7:46 p.m.

Motion: Commissioner Proctor moved to forward a positive recommendation to the City Council for the proposed ordinance amendments to Tooele City Code Title 7, Chapter 25, Signs, regarding the removal, safeguard and disposal of political signs based on Mr. Johnsons presentation. 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. **Decision on a Preliminary Subdivision Plan Review requested by Larry Jacobson, representing SandRock Development, for the Millennial Park Phase 2 Townhomes Subdivision, a proposed 24-unit townhome development on approximately 1.5 acres located at the northeast corner of 400 North and 300 West in the MR-16 Multi-Family Residential zoning district.**

Ms. Anglin presented a request for preliminary subdivision approval for 24 townhouse lots and associated common areas. The subdivision had previously been approved but expired due to time limitations, and the applicant is requesting approval of the same general design.

Staff explained that the proposal is consistent with the property's zoning and the General Plan and is compatible with surrounding development. Adjacent properties to the north and west are zoned MR-16 and include an existing mobile home park and Phase 1 of Millennial Park. The subdivision will consist of townhouse lots served by private streets with homeowner association-maintained open space.

As part of the review process, the applicant obtained the required approvals from applicable service providers. Staff noted that the associated site plan remains under review by the Development Review Committee and has not yet received final approval. All reviewing departments recommended approval of the preliminary subdivision, and staff supported the request subject to the recommended conditions.

Motion: Commissioner Anderson moved to approve the Millennial Park Phase 2 Preliminary Subdivision Plan Request by Larry Jacobson, representing SandRock Development for the purpose of creating 24 town house style residential lots, application number 2025102, based on the findings and subject to the conditions listed in the Staff Report dated June 17, 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.

8. **City Council Reports**

Councilman Gossett reported that the most recent City Council meeting focused heavily on the budget and financial numbers. He noted that, from his review, many budget items actually decreased compared to the previous year, with only a slight overall increase, which he viewed positively as an effort to control costs rather than continually raise spending.

He pointed out one notable exception: a significant increase tied to repairs for the golf course driving range fence, which he acknowledged was a necessary expense.

He also remarked that public attendance at the meeting was very low—only about five people—but highlighted that the Finance Director, Shannon Wimmer, became emotional while presenting and appreciated that at least one resident appeared to be closely following the budget process.

Overall, he described the meeting as informative and appreciated the focus on fiscal responsibility.

9. **Review and Decision – June 10, 2026 Planning Commission Meeting Minutes**

There were no corrections to the minutes

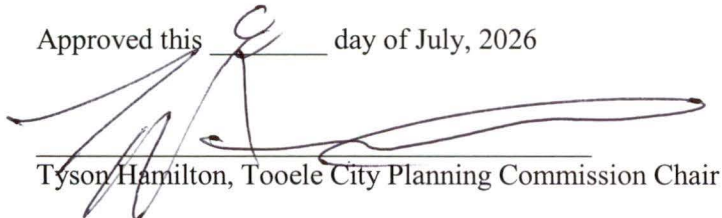
Motion: Commissioner Hammer moved to approve the June 10, 2026 Planning Commission Meeting Minutes. Commissioner Proctor seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Sloan, “Aye”; Commissioner Proctor, “Aye”; Commissioner Cordova, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Chairman Hamilton, “Aye”. The motion passed 7-0.

10. **Adjourn**

Chairman Hamilton adjourned the meeting at 7:53 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 9 day of July, 2026



Tyson Hamilton, Tooele City Planning Commission Chair