

Tooele City Planning Commission
Business Meeting Minutes

Date: August 26, 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
Weston Jensen
Kelley Anderson
Sarah Faircloth, Alternate

Absent:

Amanda Cordova
Frank Linford, Alternate

Council Member Liaisons:

Ed Hansen
Jon Gossett

Staff Present:

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

Minutes Prepared by Teresa Young

1. **Pledge of Allegiance**

Chairman Hamilton opened the meeting 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**

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

3. **Public Hearing and Recommendation on a request for approval of a zoning map amendment and land use map amendment request by Perry Commercial to re-assign the zoning and land use designation for properties located at approximately 3100 North SR-36 (116 acres), 800 West 1000 North (39 acres), 3300 North 400 West (51 acres), and 1200 West 2400 North (192 acres). The applicant is requesting to re-assign the land use designation for the subject properties to RC Regional Commercial, to re-assign the zoning to the Compass Point CSD Zoning District, and to adopt a new Compass Point CSD Zoning Ordinance**

Mr. Aagard gave a presentation regarding the proposed Compass Point Commercial Special District (CSD). He explained that the application is a legislative matter and that the Planning Commission's role is advisory, with the City Council serving as the final approval authority. The Planning Commission may forward a positive or negative recommendation, or recommend changes to the City Council, but does not have the authority to require the applicant to rewrite the proposed CSD.

The proposed application includes amendments to the land use and zoning maps and adoption of a new zoning ordinance establishing development standards for the Compass Point CSD. Planning Staff reviewed the proposed permitted and conditional uses, lot and building standards, landscaping, fencing and screening, parking, lighting, architectural design, and signage requirements.

Mr. Aagard also reviewed the criteria the Planning Commission must consider when making its recommendation, including whether the CSD would allow development that is not reasonably feasible under standard zoning districts, provide a substantial benefit to the City, and create unique uses, configurations, or product types or address deficiencies in the existing zoning regulations. He noted that a public hearing was required and that notices had been sent to surrounding property owners. A comment was received from Tooele County, primarily regarding the future right-of-way connection, and staff indicated that the applicant and Perry Homes were already working with UDOT and the County to address the matter.

Chairman Hamilton opened the public hearing at 7:25 p.m. Seeing no members of the public coming forward. Chairman Hamilton closed the public hearing at 7:25 p.m.

Mr. Finlinson, representing Perry Homes, stated that the proposed Compass Point Commercial Special District (CSD) would provide significant long-term benefits to both the community and the City through commercial development and increased sales tax revenue. He explained that the commercial areas would serve as key entry points into the Compass Point community, which is anticipated to include approximately 3,600 residential units at full buildout.

Mr. Finlinson stated that the proposed CSD includes enhanced standards for landscaping, lighting, signage, and architectural design intended to create attractive and well-designed commercial areas. He explained that the standards were developed to attract a variety of high-quality national, regional, and

local retailers, restaurants, entertainment venues, and other commercial tenants, while providing the City with a competitive advantage in attracting future development.

Mr. Finlinson further stated that Perry Homes intends to remain a long-term partner with the City and assist in addressing future infrastructure and community needs as the area develops. He expressed that Compass Point has the potential to become a premier commercial hub for the county and help reduce sales tax leakage to surrounding communities.

Motion: Commissioner Proctor moved to forward a positive recommendation to the City Council for the Compass Point Commercial Special District (CSD) Zoning Map Amendment request by Jake Finlinson, representing Perry Commercial, as indicated on the proposed zoning map in Exhibit "A" in this staff report, to re-assign the land use designation for Areas A, C and D to the RC Regional Commercial Land Use designation, and to recommend approval of the text of the Compass Point CSD as proposed in Exhibit "B" in this staff report, application number 2026005, based on the findings listed in the Staff Report dated August 18, 2026. Commissioner Jensen seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye", Commissioner Faircloth, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Nay"; and Chairman Hamilton, "Aye". The motion passed 6-1.

4. **Public Hearing and Decision to consider a Conditional Use Permit request by Dallas Rowberry to authorize a "pet shop/ pet grooming" business in the General Commercial (CG) zoning district, located at approximately 756 North Main Street.**

Ms. Anglin presented a request for a Conditional Use Permit for a pet shop and pet grooming business located at 756 North Main Street. The approximately 1.64-acre property is zoned General Commercial and designated Regional Commercial in the General Plan. The business would occupy an existing tenant space and would include retail sales of pet supplies, nine grooming tables, and three bathing tubs. No exterior site improvements are proposed.

Ms. Anglin explained that planning staff recommended conditions limiting the use to pet grooming and customary retail sales and clarifying that the approval would not authorize a kennel, boarding facility, animal daycare, or live animal sales. Animals would only be permitted to remain on the premises for the time reasonably necessary for grooming services. Additional conditions would require the facility to be maintained in a clean and sanitary condition and for animal waste to be properly disposed of.

Planning Staff confirmed that the proposed use would not require additional water rights or water-related improvements and that the existing site provides sufficient parking. Planning Staff found the proposal to be consistent with the General Plan and applicable City Code and determined that the proposed conditions would adequately mitigate any reasonably anticipated impacts.

Chairman Hamilton opened the public hearing at 7:36 p.m. Seeing no members of the public coming forward. Chairman Hamilton closed the public hearing at 7:36 p.m.

Ms. Rowberry stated that the business would not sell live animals or provide overnight boarding. She explained that the business has operated in Stansbury Park for approximately 15 years and is relocating due to the expansion of the University of Utah InstaCare. Ms. Rowberry, who has owned the business for approximately one year, stated that the relocation would allow the business to expand and continue serving the community and its pets in Tooele.

Motion: Commissioner Anderson moved to approve the Conditional Use Permit Request by Dallas Rowberry, authorizing the use of pet shop/ pet grooming business located at 756 North Main Street, application number 202661, based on the findings and subject to the condition listed in the Staff Report dated August 15, 2026. Commissioner Faircloth seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Sloan, “Aye”; Commissioner Proctor, “Aye”; Commissioner Faircloth, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; and Chairman Hamilton, “Aye”. The motion passed 7-0.

5. **Decision on a proposed site plan amendment by Ledger Cove LLC for property located at 1000 North Franks Drive in the MR-16 Multi-Family Residential zoning district on 16 acres regarding the relocation of previously approved development amenities.**

Mr. Aagard presented a site plan amendment request for the Ledger Cove development, located at the northeast corner of 600 West and 1000 North. He explained that the Planning Commission previously approved the site plan in 2025, which included two pickleball courts centrally located within the development—one serving the apartment buildings and the other serving the townhomes.

The applicant later relocated one of the pickleball courts closer to the eastern property line and adjacent to existing single-family residential properties. Mr. Aagard explained that the Planning Commission was being asked to determine whether the proposed relocation satisfied the ordinance requirement that amenities be centrally located within the development.

Mr. Aagard noted that staff had received concerns from adjacent property owners regarding potential noise generated by the pickleball court. He explained that site plan reviews do not require a public hearing or public comment; however, the Chairman could allow public comment at the Commission's discretion. Staff recommended retaining the pickleball court in its originally approved location, as staff believed that location was more centrally situated and better served the development while avoiding concerns from adjacent residential properties.

The Chairman opened the public hearing at 7:44 p.m. and clarified that public comments would be limited to the proposed location of the pickleball court.

Robb Kaczmarek, a resident of 1111 North Providence Way whose property is located immediately east of the proposed pickleball court location, expressed concerns regarding the relocation of the court. He stated that the originally approved plan showed a green space in the area and that he was not aware the area had been changed to accommodate a pickleball court until he observed the development and reviewed information on the Ledger Cove website.

Mr. Kaczmarek stated that he supported the original, more centrally located location for the pickleball court. He expressed concerns about potential noise and additional lighting associated with the court and stated that the proposed location would change the area adjacent to his residence from green space to an active recreational facility. He requested that the pickleball court remain in its originally approved location.

Seeing no other members of the public coming forward Chairman Hamilton closed the public hearing at 7:47p.m.

Brett Lovell and Jordan Taylor, representing the development team, explained that the proposed relocation of the pickleball court was intended to accommodate an additional tot lot or playground within the development. They stated that the original location of the pickleball court was considered a better location for the playground due to its central location, visibility from surrounding residences, and anticipated use by residents.

The applicants stated that the relocated pickleball court would not include lighting and would be separated from the adjacent residential property by a vinyl fence and an elevation difference. They explained that the relocation was not intended to reduce the number of approved amenities but rather to add an additional amenity to the development.

Mr. Taylor noted that, based on the development team's experience with pickleball courts in other developments, the courts have received limited use compared to playgrounds, which are used more frequently. The applicants stated that they were willing to comply with the Planning Commission's decision and indicated they would be agreeable to either relocating the pickleball court as proposed or replacing it with the additional tot lot.

Staff clarified that the ordinance requires a certain number of amenities but does not require specific types of amenities. Therefore, replacing the pickleball court with a tot lot would still satisfy the applicable ordinance requirements.

Motion: Commissioner Sloan moved to deny the Amended Site Plan Design Review request by Howard Schmidt representing Ledger Cover, LLC, thus requiring the sports court to remain in its originally approved location in compliance with City Code, application number 23-576, based on the findings listed in the Staff Report dated August 20, 2026. Commissioner Proctor seconded the motion.

Commissioner Anderson stated that, while he generally supports property owners' rights, he believed the centrally located amenity should remain in its originally approved location to promote compatibility and good neighbor relationships with adjacent properties.

The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Faircloth, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0. The application is denied.

6. **Recommendation on proposed amendments to Tooele City Code Title 7, Uniform Zoning Code of Tooele City, by adopting Chapter 11c Design Standards: Commercial, establishing architectural standards for commercial development in Tooele City's commercial, industrial and mixed-use zoning districts. Tabled from the August 12, 2026 Planning Commission meeting.**

Mr. Aagard presented the proposed ordinance text amendment and reviewed the Planning Commission's role and authority in considering legislative matters. He explained that, unlike administrative applications, the Planning Commission serves in an advisory capacity on ordinance amendments, with the City Council serving as the final approval authority. The Planning Commission's role is to review the proposed amendment, receive public comment, deliberate, and forward a recommendation to the City Council. The Planning Commission may recommend approval, denial, or changes to the proposed amendment; however, it does not have the authority to require staff to rewrite the proposed ordinance or delay the application until changes are made.

Mr. Aagard acknowledged that staff had not adequately explained the Planning Commission's role and authority during the previous meeting. He explained that the purpose of the proposed architectural standards was to improve the aesthetic appearance of the City and address ongoing concerns from residents regarding the appearance and quality of commercial development. He noted that staff was seeking the Planning Commission's recommendation on the proposed amendment and that any concerns or suggested changes could be included in the Commission's recommendation to the City Council.

Mr. Aagard reviewed revisions made to the proposed ordinance in response to concerns raised by the Planning Commission during its previous discussion. The revisions included removing references to specific zoning districts and instead applying the architectural standards to commercial development adjacent to a public street, public space, residential dwelling, or future residential area. Building facades not meeting these visibility criteria would not be required to comply with the architectural standards. Specific exemptions were also added for the Downtown Overlay and Heavy Industrial zoning districts, although staff encouraged the application of architectural standards within the Downtown Overlay based on policies contained in the Tooele City General Plan.

Staff also removed the proposed 25 percent renovation threshold. Under the revised language, building renovations requiring a building permit would be required to comply with the architectural standards, while smaller improvements, such as doors and windows that do not significantly alter the exterior of the building, would be exempt.

Additional revisions included an exemption for buildings subject to franchise agreements or corporate branding requirements, provided the applicant submits documentation demonstrating those requirements. Staff removed the requirement for more than two exterior materials on building facades but retained the limitation that no single exterior material may cover more than 75 percent of a facade. An exemption was added for brick and stone facades, excluding cinder block and CMU block. Staff also removed the prohibition on neon and bright colors and clarified that appeals would not require additional fees and would be considered as part of the site plan design review process.

Mr. Aagard reviewed applicable policies in the Tooele City General Plan, which encourage proactive development through City Code provisions and design standards. He noted that the General Plan identifies high-quality architecture, sidewalks, street lighting, reasonable signage, and landscaped parking areas as important elements contributing to quality commercial development. He stated that the proposed standards were intended to respond to community concerns, preserve the architectural integrity of the City, and maintain the quality of new commercial development.

Mr. Aagard also reviewed examples of building elevations throughout the City. Commissioner Anderson asked whether a mansard roof should be considered an exterior wall material rather than roofing for purposes of the architectural standards. Mr. Aagard stated that he would interpret a mansard roof with materials such as shingles or shake as an exterior wall material rather than a roof.

Motion: Commissioner Proctor moved to forward a positive recommendation to the City Council to adopt the proposed Tooele City Code Title 7, Chapter 11c Design Standards: Commercial ordinance as included in Exhibit "A" of the report. Commissioner Hammer seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Faircloth, "Aye"; Commissioner Jensen, "Nay"; Commissioner Anderson, "Nay"; and Chairman Hamilton, "Aye". The motion passed with positive recommendation 5-2.

7. **City Council Reports**

Councilman Gossett reported on the recent Truth in Taxation meeting, noting that Finance Director Shannon Wimmer presented information regarding the City's budget and property taxes. He stated that staff had worked hard to keep taxes as low as possible and commended Ms. Wimmer for taking the time to personally address and discuss a resident's concerns following the presentation. Councilman Gossett also thanked the Planning Commission members for the work they do.

8. **Review and Decision – August 12, 2026 Planning Commission Meeting Minutes**

There were no corrections to the minutes.

Motion: Commissioner Hammer moved to approve the August 12, 2026 Planning Commission Meeting Minutes. Chairman Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Sloan, "Aye"; Commissioner Proctor, "Aye"; Commissioner Faircloth, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; and Chairman Hamilton, "Aye". The motion passed 7-0.

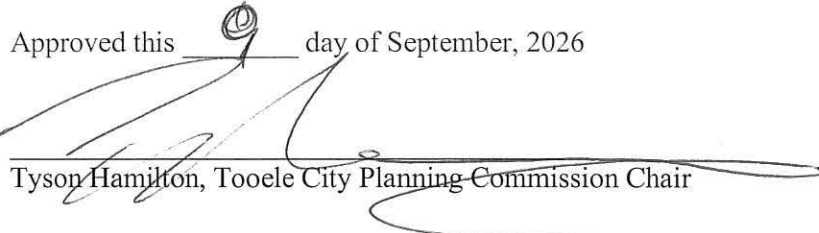
Chairman Hamilton expressed his appreciation to the Planning Commission and staff for their efforts and contributions.

9. **Adjourn**

Chairman Hamilton adjourned the meeting at 8:24 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 9 day of September, 2026



Tyson Hamilton, Tooele City Planning Commission Chair

Tooele City Open Public Comment Record Sheet

Date: 8/26/2026

Please PRINT the Following Information:

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