



Tooele City Planning Commission
Business Meeting Minutes

Date: March 12, 2025

Time: 7:00 pm

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

Commission Members Present:

Chris Sloan
Tyson Hamilton
Melanie Hammer
Jon Proctor
Kelley Anderson
Jon Gossett
Alison Dunn
Weston Jensen

Excused: Matt Robinson

City Council Members Present:

Maresa Manzione
Ed Hansen

City Employees Present:

Kent Page, City Planner
Roger Baker, City Attorney
Andrew Aagard, Community Development Director
Paul Hansen, City Engineer
Zack Lawrence, I.T. Intern

Minutes prepared by Alicia Fairbourne

1. Pledge of Allegiance

Vice Chairman Sloan called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

2. Roll Call

Melanie Hammer, Present
Jon Proctor, Present
Alison Dunn, Present
Chris Sloan, Present
Tyson Hamilton, Present
Weston Jensen, Present
Kelley Anderson, Present

3. Public Hearing and Decision on a Conditional Use Permit (CUP) application to authorize the use of a “Private Educational Facility” at 67 E. 1280 N. in the GC (General Commercial) zoning district. Request by Zach Powell. Project name: Nightline Air.

Mr. Page presented an aerial view and detailed site plan, noting that the facility would operate alongside existing businesses, including United Slice, Dependable Oxygen, Allstate Insurance, and Remedies Salon.

Staff evaluated parking requirements and determined that Nightline Air would likely require up to six stalls from 7:00 am to 7:00 pm, with occasional peak usage of 20 stalls from 7:00 pm to 9:00 pm. The total estimated maximum parking demand for all businesses on-site was 39 spaces, with 44 stalls available, suggesting adequate parking.

Vice Chairman Sloan invited questions from the Commission, but none were raised. He then opened the floor for public comment at 7:03 pm. There were no comments and the floor was closed.

It was noted the applicant, Zach Powell, was present at the meeting.

Motion: Commissioner Proctor moved to approve the Conditional Use Permit request by Zach Powell, representing L.E. Briggs & Sons, LTD to authorize the use of a “private educational facility” to occur at the subject property, application number 2025021, based on the findings and subject to the conditions listed in the Staff Report dated March 7, 2025. Commissioner Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Dunn, “Aye”, Commissioner Hamilton, “Aye”, Commissioner Jensen, “Aye”, Commissioner Anderson, “Aye”, Vice Chairman Sloan, “Aye”. There were none opposed. The motion passed.

4. Public Hearing and Decision on a Conditional Use Permit application for a Commercial Day Care/Pre-School involving the care of 8 to 16 children in the home located at 237 W. Berra Blvd. in the R1-7 zoning district. Request by Agustina Aguero.

Mr. Page presented an aerial view and zoning map, noting that the property was located near railroad tracks to the south and had a designated drop-off and pick-up area on the right side of the road. The City Engineer reviewed the plan and found that Berra Blvd. was wide enough to accommodate traffic without negatively impacting neighboring properties.

The applicant proposed operating hours from 6:00 am to 4:00 pm on weekdays and by appointment from 6:00 am to 12:00 pm on Saturdays. Staff recommended that the applicant comply with all state licensing and city business requirements and suggested adjusting drop-off hours to no earlier than 6:30 am, with pickup no later than 7:00 pm, to minimize disturbances to neighbors. Compliance with applicable building and fire codes was also required.

There were no questions raised by the Commission. Vice Chairman Sloan opened the floor for public comment at 7:07 pm. Mr. Page noted that all noticing requirements had been met and that no public comments had been received via email. There were no comments from in-person attendees. Therefore, Vice Chairman closed the floor at 7:08 pm.

Motion: Commissioner Jensen moved to approve the request for a Conditional Use Permit, application number 2025022 by Agustina Aguero to allow the operation of a home occupation day care involving the care of eight to sixteen children on the property addressed 237 W. Berra Blvd., located in the R1-7 zoning district based on the findings of fact and subject to the conditions listed in the Staff Report dated March 7, 2025. Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Dunn, “Aye”, Commissioner Hamilton, “Aye”, Commissioner Jensen, “Aye”, Commissioner Anderson, “Aye”, Vice Chairman Sloan, “Aye”. There were none opposed. The motion passed.

5. **Decision on a Site Plan Review request by Jasmin Santos representing Wasatch Seasons Properties, LLC to approve the Site Plan application for a Jack in the Box fast-food restaurant on 0.688 acres at the southeast corner of 600 North and Main Street in the GC (General Commercial) zoning district.**

Mr. Page presented an aerial view, zoning map, and site plan, noting that the parking requirement for this use was eight stalls, while the site plan provided 17 standard stalls and two ADA stalls. UDOT approved the access points onto and off of Main Street. An existing access point on 600 North, closest to Main Street, would be removed for improved traffic flow and safety, with a new access point located farther east.

The landscaping plan exceeded requirements, providing 25% landscaping coverage instead of the required 10%, with a mix of evergreen and deciduous trees and shrubs. The site met all city landscaping requirements, including a 15-foot landscape strip, a park strip tree every 30 feet, and tree height and size specifications. The site had already received a conditional use permit for an accessory drive-through.

Mr. Page noted that Tooele City does not have commercial architectural standards, but shared building elevations, including a purple accent for branding. He recommended approval of the site plan with conditions outlined in the staff report.

Vice Chairman Sloan confirmed that the item did not require a public hearing and invited questions from the Commission. No concerns were raised.

Motion: Commissioner Anderson moved to approve the Site Plan Design Review Request by Jasmin Santos, representing Wasatch Season Properties, LLC for the Jack in the Box fast-food restaurant at the southeast corner of 600 North and Main Street, application number 2024061, based on the findings and subject to the conditions listed in the Staff Report dated March 7, 2025. Commissioner Proctor seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Dunn, “Aye”, Commissioner Hamilton, “Aye”, Commissioner Jensen, “Aye”, Commissioner Anderson, “Aye”, Vice Chairman Sloan, “Aye”. There were none opposed. The motion passed.

6. **Decision on a Preliminary Subdivision Plan request by Leo Mantes representing WLG, LLC for a one-lot platted subdivision on 2.05-acres located at 2284 N. 470 E. in the IS (Industrial Service) zoning district.**

Mr. Page presented an aerial view and zoning map, explaining that a subdivision was required due to road dedication and commercial subdivision requirements. The preliminary plat was displayed for review. Staff recommended approval, subject to compliance with engineering, public works, building, and fire department requirements, adherence to the geotechnical report, and construction of an emergency vehicle turnaround at the end of 540 South, as required by the City Engineer.

Mr. Aagard provided additional background, noting that Mr. Page had taken over the project midway. He pointed out that the road dedication area at the southeast corner, which extended the road south, and an existing turnaround easement on the eastern boundary that was previously required for emergency vehicles. Since a hotel now occupied the site, the turnaround needed to be relocated farther south to accommodate emergency vehicles, snowplows, and large trucks.

Vice Chairman Sloan invited questions from the Commission, but none were raised.

Motion: Commissioner Proctor moved to approve the Preliminary Subdivision Plan Request by Leo Mantes, representing WLG, LLC for Microtel Moda Hotel, application number 23-619 / 2230665, based on the findings and subject to the conditions listed in the Staff Report dated March 7, 2025. Commissioner Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Dunn, “Aye”, Commissioner Hamilton, “Aye”, Commissioner Jensen, “Aye”, Commissioner Anderson, “Aye”, Vice Chairman Sloan, “Aye”. There were none opposed. The motion passed.

7. **City Council Reports**

Councilwoman Manzione provided the City Council report, confirming that the Council had approved the rezone for the property at 1405 Conifer Street, which had been discussed in the last Planning Commission meeting. She also announced that Fire Station No. 3 was nearly complete, with an open house planned for later in the month. A new fire truck was en route, and once it arrived, the open house event would be finalized. She expected it to take place on March 29. She invited questions from the Commission, but none were raised.

8. **Review and Decision – Minutes of the Planning Commission meeting held February 26, 2025**

There were no corrections to the minutes.

Motion: Commissioner Hammer moved to approve the minutes of the Planning Commission meeting held February 26, 2025 as presented. Commissioner Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”, Commissioner Proctor, “Aye”, Commissioner Dunn, “Aye”, Commissioner Hamilton, “Aye”, Commissioner Jensen, “Aye”, Commissioner Anderson, “Aye”, Vice Chairman Sloan, “Aye”. There were none opposed. The motion passed.

9. **Discussion**

Commissioner Hammer brought up the need to assign members for pre-development meetings. Vice Chairman Sloan asked Staff if they were prepared to make those assignments, but Mr. Aagard suggested addressing the matter at the next meeting, as there were currently no pre-development meetings scheduled and development activity had been slow.

Vice Chairman Sloan confirmed that the topic would be added to the next agenda. No further comments were raised.

10. **Adjourn**

There being no further business, Vice Chairman Sloan adjourned the meeting at 7:19 pm.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 26 day of March, 2025



Matt Robinson, Tooele City Planning Commission Chair