

Tooele City Planning Commission
Business Meeting Minutes

Date: June 25, 2025

Time: 7:00 p.m.

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

Planning Commissioners Present

Matt Robinson
Melanie Hammer
Jon Proctor
Chris Sloan
Tyson Hamilton
Weston Jensen
Kelley Anderson
Alison Dunn (Alternate)
Jon Gossett (Alternate)

Council Member Liaisons

Maresa Manzione
Ed Hansen (excused)

Staff Present

Andrew Aagard, Community Development Director
Matt Johnson Assistant City Attorney
Paul Hansen, City Engineer

Minutes Prepared by Alicia Fairbourne

1. Pledge of Allegiance

Chairman Robinson called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Matt Robinson, Present
Melanie Hammer, Present
Jon Proctor, Present
Chris Sloan, Present
Tyson Hamilton, Present
Weston Jensen, Present
Kelley Anderson, Present

3. Public Hearing and Decision on a Conditional Use Permit request by Happy Place Daycare, a home-based daycare business, to authorize the care of 8 to 16 children at the home located at 647 East 908 North in the R1-7 Residential zoning district on .20 acres.

Mr. Aagard presented the staff report regarding a conditional use permit request by Happy Place Daycare. Mr. Aagard explained that the request applied to a 0.20-acre property located at 647 East 980 North in the R1-7 Residential zoning district. He stated that the applicant sought approval to operate a home daycare serving 8 to 16 children, which required Planning Commission approval under Tooele City Code.

Mr. Aagard described the surrounding zoning and land use, emphasizing that the area was predominantly single-family residential. He noted that daycares differ from preschools in that they typically feature staggered drop-off and pick-up schedules rather than set sessions, potentially reducing traffic congestion at peak times. He showed images of the property, indicating available parking space in the driveway and along the frontage, and confirmed the backyard was enclosed with a six-foot solid vinyl fence.

Staff recommended approval of the permit with one condition: that the applicant instruct clients to avoid blocking mailboxes and driveways and enforce the parking plan accordingly. Mr. Aagard stated this condition would enable enforcement if issues arose. He also confirmed that public notices were sent to surrounding property owners and that two written comments were received—one from Heygly Gonzalez and another from Patrick Ciervo—both expressing concerns about the proposed use.

There being no questions from the Commission, at 7:02 p.m. Chairman Robinson opened the public hearing.

Patrick Ciervo, a neighboring resident, summarized his previously submitted email. He expressed concerns about increased traffic, liability related to pedestrian safety, noise levels, trash collection disruptions, property maintenance, and the difference between a daycare and a preschool. He questioned the accuracy of the site images and expressed concern that the increased foot traffic could create additional liability for neighboring property owners, particularly during snow and ice conditions. He also encouraged the Commission to review the applicant's business plan.

There being no further comments from the public, Chairman Robinson closed the floor at 7:08 p.m. and invited the applicant, Ms. Tina Will, to respond. Ms. Will stated she had lived in the home for approximately three and a half weeks and had ongoing plans to improve the property, including adding concrete parking areas and landscaping the backyard. She confirmed that pickup and drop-off would be limited to two families at a time for safety reasons and that she had made arrangements for snow removal. She addressed concerns about noise and explained that outdoor play would be limited to two 30-minute sessions daily, weather permitting. She affirmed her extensive experience in child care and emphasized that the daycare would follow a structured schedule and curriculum. Ms. Will noted she planned to obtain city licensing and participate in a state-recognized food and curriculum program.

Commissioner Sloan inquired whether the condition included in the staff recommendation would provide adequate enforcement authority. Mr. Aagard confirmed that the language would be sufficient.

Motion: Commissioner Proctor moved to approve the Conditional Use Permit request by Tina Will, to authorize the use of a Child Care and Preschool involving eight to sixteen children to occur at 647 East 980 North, application number 2025056, based on the findings and subject to the conditions listed in the Staff Report dated June 19, 2025. Commissioner Hamilton made the second. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Sloan, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Chairman Robinson, "Aye". There were none opposed.

4. City Council Reports

Councilwoman Manzione reported that the City Council approved the upcoming fiscal year's budget, which was balanced as required by law. She noted that the City did not raise taxes and that the certified tax rate would decrease by approximately 3.5%, although this did not account for fluctuations in home values. The Council also approved the final budget for the previous fiscal year. Additionally, the Council approved the rezone of property at 249 East 1000 North to Light Industrial, as previously reviewed by the Planning Commission. Councilwoman Manzione also shared that restrooms had been approved for installation at Gleneagles Park and Veterans Park, noting they were long overdue and expected to result in long-term savings for the City.

5. Review and Decision – Minutes of the Planning Commission meeting held June 11, 2025.

There were no corrections to the minutes.

Motion: Commissioner Jensen moved to approve the June 11, 2025 minutes as presented. Commissioner Hamilton made the second. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Sloan, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Chairman Robinson, "Aye". There were none opposed.

6. Adjourn

There being no further business. Chairman Robinson adjourned the meeting at 7:18 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, 2025



Matt Robinson, Tooele City Planning Commission Chair