

Tooele City Planning Commission
Business Meeting Minutes**Date:** August 27, 2025**Time:** 7:00 p.m.**Place:** Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah**Planning Commissioners**Matt Robinson (*excused*)

Chris Sloan

Melanie Hammer

Weston Jensen

Jon Proctor

Tyson Hamilton

Kelley Anderson

Alison Dunn (*excused*)

Jon Gossett

Council Member LiaisonsMaresa Manzione (*excused*)

Ed Hansen

Staff Present

Andrew Aagard, Community Development Director

Matt Johnson, City Attorney

Chris Nielsen, IT Director

Minutes Prepared by Alicia Fairbourne

1. Pledge of Allegiance

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

2. Roll Call

Vice Chairman Sloan, Present

Commissioner Hammer, Present

Commissioner Proctor, Present

Commissioner Gossett, Present

Commissioner Hamilton, Present

Commissioner Jensen, Present

Commissioner Anderson, Present

3. Public Hearing and Decision on a Conditional Use Permit request by Jorge Lino to authorize the use of “Retail Store (located within an existing structure)” to occur in an existing structure located at 59 North Broadway on .07 acres in the MU-B Mixed Use Broadway zoning district.

Mr. Aagard presented the item, explaining that the request involved a conditional use permit to authorize a flooring retail business at 59 North Broadway, located on approximately 0.07 acres in the MU-B Mixed Use Broadway zoning district. The existing structure sat on a small lot with zero setbacks on three sides, and the property immediately to the north – under the same ownership – was vacant and potentially available for parking. He clarified that the proposed retail use fell under the “furniture sales” category, which ordinarily required one parking space per 600 square feet, or approximately three off-street stalls.

However, he noted that the MU-B zone contained an exception to the typical parking standards. Specifically, no minimum off-street parking requirements were established in this district, and the number of required spaces could be determined by the Planning Commission based on staff recommendation and the nature of the proposed use. He explained that although the staff report included a condition requiring the provision of three paved off-street parking stalls, the Commission could strike that condition if it deemed it unnecessary.

Commissioners discussed the issue, expressing concerns about imposing a parking requirement that had not been historically enforced at the site. They also noted potential complications with using the northern parcel for parking, as it might limit future development. Several members pointed out that the nature of the flooring business likely would not generate high traffic, and customers would naturally park along Broadway.

Vice Chairman Sloan opened the public hearing. No public comments were received, and the hearing was closed.

Motion: Commissioner Proctor moved to approve the Conditional Use Permit request by Jorge Lino to authorize the use of a retail store located within an existing structure for property located at 59 North Broadway Avenue, application number 2025074, based on the findings and subject to the conditions in the staff report, with deleting condition number three requiring off-street parking. Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, “Aye”; Commissioner Proctor, “Aye”; Commissioner Gossett, “Aye”; Commissioner Hamilton, “Aye”; Commissioner Jensen, “Aye”; Commissioner Anderson, “Aye”; Vice Chairman Sloan, “Aye”. There were none opposed. The motion carried 7-0.

Following the vote, Commissioner Hamilton remarked that the parking exemption issue should be kept in mind for future applications in the MU-B district.

4. Public Hearing and Decision on a Conditional Use Permit request by Frances McClure to authorize the construction of a detached accessory garage structure that exceeds the 8% lot coverage restriction and the 15-foot building height limitation on property located at 166 E Brook Avenue on .27 acres in the R1-7 Residential zoning district.

Mr. Aagard presented the item, explaining that the applicant, Frances McClure, had requested a conditional use permit to construct a detached accessory garage structure at 166 East Brook Avenue, located on approximately 0.27 acres in the R1-7 Residential zoning district. The structure was proposed to exceed both the 8% lot coverage limit for accessory buildings and the 15-foot height limitation, which is measured to the midpoint of the roof pitch. According to the site plan, the building would reach a peak height of 23 feet 5 inches, and staff estimated the midpoint height to be between 18 and 21 feet – exceeding the 15-foot standard for accessory structures but remaining well below the 35-foot maximum height allowed for buildings in residential zones.

Mr. Aagard stated that the proposed garage would increase total lot coverage by detached accessory buildings from 8% to approximately 10.3%. He confirmed that the building met all required setbacks and separation requirements and noted that while RV garages were not common in the immediate area, that was largely due to limited side-yard access on neighboring properties. This lot had sufficient space for the structure, and staff did not believe the proposal would be inconsistent with the surrounding neighborhood. He recommended approval with three conditions: that all building and fire code requirements be met, that the structure remain limited to the size shown on the submitted site plan, and that the height not exceed 21 feet as measured at the midpoint of the roof pitch. He also clarified that any additional detached accessory structures would require a new conditional use permit, as the property would reach its maximum allowable coverage if the garage were approved.

The public hearing was opened and closed with no comments.

The applicants then addressed the Commission. They explained that the property had been in the family since the 1970s and that the proposed garage was part of a long-term plan to improve and secure the home as they entered retirement. They presented material samples to show that the garage would match the home's brick and redwood exterior, and they emphasized that the construction was not speculative but a meaningful investment in their long-term residence. They also commented on their appreciation for the direction of the city's planning efforts and expressed confidence that the project would complement the neighborhood.

The Commission had no further questions.

Motion: Commissioner Hamilton moved to approve the Conditional Use Permit Request by Frances McClure to authorize construction of a detached accessory structure that exceeds the 8% accessory building lot coverage restriction and exceeds the 15-foot building height restriction on property located at 166 E Brook Avenue, application number 2025072, based on the findings and subject to the conditions listed in the Staff Report dated August 20, 2025. Commissioner Jensen seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Gossett, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 7-0.

5. Decision on a Preliminary Subdivision Plan request by Holiday Oil for property located at the north east corner of the intersection of 600 West 1000 North in the GC General Commercial zoning district on 2.14 acres.

Mr. Aagard explained that the proposed subdivision would create a single commercial lot on a 2.14-acre parcel and required preliminary plat approval due to the inclusion of significant road dedication along Franks Drive. The dedication area, to be conveyed to the City, would allow for the widening and improvement of the roadway. He noted that the parcel exceeded all size and frontage requirements for the GC General Commercial zone and that a site plan was already under review for a proposed Holiday Oil convenience store. The subdivision represented an early step in the overall development process, which would proceed next to final plat consideration.

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

Motion: Commissioner Hammer moved to approve the Franks Drive Holiday Oil Preliminary Subdivision Plan request by Brent Neel, representing Holiday Oil, application number 2025013, based on the findings and subject to the conditions listed in the Staff Report dated August 7, 2025. Commissioner Gossett seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Gossett, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 7-0.

6. City Council Reports

Councilwoman Manzione reported that the City Council had canvassed the primary election results, which were available through the county clerk or on the City's website. She stated that the Council also considered a land use amendment for property at 105 East 1000 North, which ultimately failed on a 3-2 vote and did not move forward. She explained that the discussion centered on potential rezoning to light industrial and the broad range of uses that would then be permitted, noting that Council Chair Brady in particular had expressed concern that the location was not appropriate for that type of development.

She also referenced a work meeting discussion regarding diagonal parking on Broadway in front of Hometown Bakery. She explained that the current parking arrangement left the roadway too narrow for emergency vehicles and that staff would be working with property owners to explore alternatives. She emphasized that the MU-B zoning along Broadway was unique and that the City sought to balance opportunities for business development without imposing large parking lot requirements typical of big-box retail. She added that the City owned some property in the Broadway area and that future planning, including the ongoing general plan update, would address long-term parking and development solutions for the corridor.

Commissioners expressed appreciation for the update, noting the value of continued collaboration on Broadway improvements.

7. Review and Decision – Minutes of the Planning Commission meeting held August 13, 2025.

There were no corrections to the minutes.

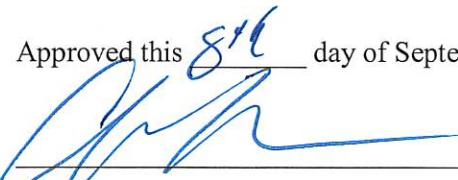
Motion: Commissioner Hammer moved to approve the August 13, 2025 Tooele City Planning Commission Meeting Minutes as presented. Commissioner Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Gossett, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 7-0.

8. Adjourn

There being no further business, Vice Chairman Sloan adjourned the meeting at 7:30 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 8th day of September, 2025



Chris Sloan, Tooele City Planning Commission Vice Chair