

Tooele City Planning Commission
Business Meeting Minutes**Date:** September 24, 2025**Time:** 7:00 p.m.**Place:** Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah**Planning Commissioners**

Chris Sloan
Kelley Anderson
Tyson Hamilton
Melanie Hammer
Jon Proctor
Weston Jensen
Jon Gossett (excused)

Council Member Liaisons

Maresa Manzione
Ed Hansen

Staff Present

Paul Hansen, City Engineer
John Perez, Economic Development Director
Andrew Aagard, Community Development Director
Matt Johnson, City Attorney
Angela Valdez, IT

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 Hamilton, Present
Commissioner Jensen, Present
Commissioner Anderson, Present

3. **Public Hearing and Recommendation on an Ordinance and Zoning Map Amendment to amend the conditions of the TBP Tooele Business Park zoning district by re-assigning the land use sections of the TBP zoning sections map. The proposed amendment will affect approximately 326 acres of property located at approximately 1200 West 700 South.**

Mr. Perez presented the item and explained that the proposed changes were prompted by ongoing interest from prospective companies. Over the past fiscal year, the City had received 36 Requests for Inquiry (RFIs) through the Governor's Office of Economic Opportunity and EDC Utah, resulting in 11 actual site visits to the business park and the Peterson Industrial Depot. He noted that Councilwoman Manzione had participated in many of those visits.

Mr. Perez further noted that low vacancy rates for office (0%), retail (2.6%), and industrial (6.3%) space indicated a need for additional development. He provided an overview of the current zoning map and identified several inefficiencies in its layout, such as odd road configurations, parcel conflicts, and disregard for existing ownership boundaries and future infrastructure alignments. The proposed map would realign roadways, address utility access challenges, remove a previously incorporated rail spur that was determined financially unviable, and reflect actual parcel ownership to facilitate future development.

The revised layout included improved traffic flow, infrastructure upgrades, and property boundary adjustments that would better support coordinated development. Mr. Perez noted that these changes would also better align with the potential future Midvalley Highway expansion.

There being no questions from the Commission, Vice Chairman Sloan opened the floor for public comment at 7:07 p.m. There were none. The floor was closed.

Motion: Commissioner Hammer moved to forward a positive recommendation to the City Council for the Tooele Business Park Zoning Map and Ordinance Amendment Request by Tooele City for the purpose of amending the mapping and conditions of the Tooele City Business Park Zoning District, based on the findings and subject to the conditions listed in the Staff Report dated September 18, 2025. Commissioner Hamilton seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 6-0.

4. **Decision on a Site Plan Design Review request by Entellus, Inc. to approve the Sage Flats Apartments development proposed to be located at approximately 3100 North 250 East in the MR-20 Multi-Family Residential zoning district on 16.7 acres.**

Mr. Aagard presented the application, which proposed a 312-unit apartment complex on a 16.7-acre parcel north of 3100 North. The property was currently undeveloped and zoned MR-20. Surrounding zoning included GC General Commercial to the east and west, RR-5 rural residential to the north, and the Compass Point RSD to the west, though the subject property was not part of the Compass Point development.

The proposed site plan included buildings primarily oriented north to south with parking internal to the site. The design complied with City ordinance requiring screened parking areas, and included garages and covered canopies to meet the standard that half of all required parking stalls be covered. A clubhouse, pool, and gathering areas were also proposed on the southern portion of the property.

Mr. Aagard confirmed that staff had thoroughly reviewed the proposal and found that it met all applicable setbacks, access standards, and City requirements. A stormwater detention facility was planned at the northwest corner of the site. Required fencing along the north and west boundaries adjacent to single-family zones would include six-foot vinyl fencing with piers.

The landscape plan incorporated cobble rock mulch and dryscape to comply with City requirements, with sod used only in designated active recreation areas. The applicant also included the required number of trees and shrubs.

The architecture of the 24-plex and 36-plex buildings complied with the City's multifamily residential design guidelines, featuring varied rooflines, 40% brick veneer, and a mix of vertical, horizontal, and alternative fiber cement siding. Garage structures would be finished with the same materials and colors, and while not subject to the same design standards as residential buildings, they would complement the overall development. The clubhouse would feature stone veneer and vertical siding.

Staff recommended approval of the site plan design review with four standard conditions as outlined in the staff report.

Motion: Commissioner Proctor moved to approve the site plan design review request by Colby Cain, representing Entellus, Inc for the Sage Flats Apartments multi-family residential development, application number 2025040, based on the findings and subject to the conditions listed in the Staff Report dated September 3, 2025. Commissioner Anderson seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 6-0.

5. Decision on a Site Plan Design Review request by Keith Lindstrom to approve the Southpoint Apartments development proposed to be located at approximately 603 West 3 O'Clock Drive in the MR-12 Multi-Family Residential zoning district on 3.2 acres.

Mr. Aagard presented the application, which proposed two apartment buildings containing a total of 28 rental units – 12 units in one building and 16 in the other. Access to the development would be from 3 O'Clock Drive, with no access or modifications planned for SR-36. The buildings were positioned on the east side of the site, adjacent to SR-36, in order to provide additional buffering between the development and existing single-family homes to the west. Parking areas and garage structures were located on the west side of the site. The plan included 97 parking stalls, exceeding the required 63, and incorporated garage parking.

The proposed landscaping consisted entirely of dryscape, with trees and shrubs installed primarily along the eastern side and in the parking areas. No sod was proposed. A playground with fall material was included between the two buildings but would not be sodded. The development would utilize a drip irrigation system to support vegetation.

Mr. Aagard reviewed the architectural plans, which included varied rooflines and three exterior materials: stone veneer, horizontal siding, and stucco accents. The garage structures would be located along the western property line and designed to complement the residential buildings. Staff confirmed that the application met or exceeded all applicable City requirements for multifamily residential development.

Vice Chairman Sloan expressed appreciation for the applicant's consideration of surrounding residents, specifically the decision to place buildings closer to SR-36 and buffer the residential neighborhood to the west with parking, garage structures, and thoughtful landscaping. He also praised the dryscape design as a water-saving measure. Commissioner Anderson inquired whether the property was located north of the former Holiday Oil site. Mr. Aagard responded that Holiday Oil had purchased the parcel to the north and completed a zoning process for that property but had not rezoned the subject parcel. He noted that Holiday Oil still owned the northern parcel and intended to develop it, though no timeline had been confirmed.

Vice Chairman Sloan asked whether Staff recommended any sound wall or other barrier between the development and SR-36. Mr. Aagard clarified that the City Code did not require a sound wall and none

was proposed. He added that fencing would be installed along the west and south sides of the property adjacent to existing single-family homes, consisting of a solid vinyl fence with piers or columns. No fencing was proposed along SR-36. There were no further questions from the Commission.

Motion: Commissioner Anderson moved to approve the Site Plan Design Review request by Keith Lindstrom, for the Southpoint Apartments Site Plan, application number 2024067, based on the findings and subject to the conditions listed in the Staff Report dated September 18, 2025.

Commissioner Proctor seconded the motion. The vote was as follows: Commissioner Hammer, "Aye"; Commissioner Proctor, "Aye"; Commissioner Hamilton, "Aye"; Commissioner Jensen, "Aye"; Commissioner Anderson, "Aye"; Vice Chairman Sloan, "Aye". There were none opposed. The motion carried 6-0.

6. Discussion on proposed amendments to Tooele City Code 4-8-2; Street Design, regarding modification of pavement width from 34' to 32'.

Mr. Hansen explained that while the pavement width had already been updated by resolution in 2023, Staff had identified an additional reference in the City Code that still required correction. The proposed amendment would revise outdated language and restructure the section into three subparagraphs for clarity.

Subparagraph A would allow private streets to be narrower than 32 feet only if approved through a City Council-approved planned unit development, residential special district, or other formal action. It would also clarify that under no circumstance shall pavement widths fall below those permitted by the International Fire Code or Tooele City's fire code. Subparagraph B would strike redundant language and restate that any pavement width under 32 feet must include restricted parking provisions to maintain fire access. Subparagraph C would reaffirm the existing requirement for private streets to include at least one five-foot sidewalk, even if only on one side of the street.

Mr. Hansen stated that the amendment would not alter current City practices but would bring the code into full compliance with state law and existing City policies. He noted that the clarification would assist fire and police departments by preserving minimum clearance for emergency access and would support internal efforts to manage emergency routes in future developments.

Vice Chairman Sloan asked whether the amendment would conflict with any studies or discussions currently underway with the Police Department and Fire Chief regarding street widths and parking. Mr. Hansen responded that the amendment supported those efforts and emphasized the importance of maintaining clear access for emergency vehicles. He cited a recent fire near 2200 North where street congestion from onlookers had obstructed emergency response. He added that, while he wished the City had more flexibility in setting its own standards, the amendment ultimately helped protect the City's volunteer fire department and supported safe design practices.

No formal action was required on this item.

7. City Council Reports

Councilwoman Manzione provided an update to the Commission and noted the previous council meeting was short due to the Mayor's State of the City address. She encouraged those who had not yet viewed or read it to do so, noting that it was Mayor Winn's final address and approximately 30 minutes in length. She reported that the City had recently approved a lease-to-own agreement for a fire truck due to the high cost and extended delivery times for such equipment, stating that this approach would allow the City to begin payments now and take ownership upon completion.

Councilwoman Manzione also announced that after nearly two years of coordination with UDOT and the Army Corps of Engineers, the City had received approval for a right-of-way across the Army Depot. This right-of-way would allow Tooele to construct a connecting road segment to SR-36 and eventually

the Midvalley Highway. Though funding would still need to be secured, the agreement represented a key step toward alleviating truck traffic on Main Street.

There were no questions from the Commission.

8. Review and Decision – Minutes of the Planning Commission meeting held August 27, 2025.

Commissioner Proctor noted that the minutes incorrectly listed Councilwoman Manzione as excused, even though she had been present and delivered the Council Report. The Commission agreed that the record should reflect her attendance.

Motion: Commissioner Hamilton moved to approve the August 27, 2025 Planning Commission meeting minutes, with the correction that Councilwoman Manzione was present. The motion was approved by unanimous consent.

9. Adjourn

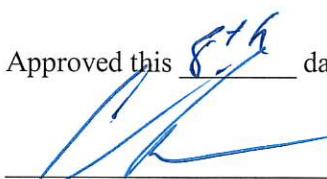
Prior to adjourning the meeting, Mr. Aagard informed the Commission that Chairman Robinson had stepped down and that Commissioner Dunn had resigned her seat earlier that day. With several meetings remaining in the calendar year, he explained that the Commission would need to elect a new Chair and Vice Chair to serve through the end of the year. He stated that this item would be included on the next meeting agenda and encouraged any interested Commissioners to consider serving.

Vice Chairman Sloan asked whether former Chairman Robinson had any remaining pre-development meetings scheduled. Mr. Aagard said he would review the schedule and provide an update at the next meeting.

There being no further business, Vice Chairman Sloan adjourned the meeting adjourned at 7:34 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 October, 2025


Chris Sloan, Tooele City Planning Commission Vice Chair