



1
2
3 MINUTES
4 MONROE CITY PLANNING COMMISSION
5 June 20, 2023
6

7 1. **Chairman Bart Lee conducting- Meeting called to order- Prayer- Roll call.**

8 The regular meeting of the Monroe City Planning Commission was called to order by Chairman
9 Bart Lee on June 20, 2023, at 7:00p.m. Opening prayer was offered by Commissioner Northrup.
10

11 **Present:**

12 Commissioners:
13 Bart Lee
14 Gordon Dickinson
15 Ryan Johnson
16 Paula Roberts-Excused
17 Greg Northrup
18

19 **Citizens:**

20 No citizens were present.
21
22

23 2. **Approval of previous meeting minutes held May 15, 2023.¹**

24 **Commissioner Dickinson made a motion to accept the minutes with the stated corrections.**
25 **Seconded by Commissioner Johnson. All were in favor. Motion passes 4-0.**

26 3. **Citizens' comments.**

27 Commissioner Lee wanted to inform the commissioners that Commissioner Johnson has
28 decided to run for a vacancy position for city council and if elected, will be leaving the planning
29 commission in January 2024. Commissioner Johnson's term will be replaced by a new
30 commissioner come January 2024.

31 4. **Single Lot Split located at approximately 450 N 300 W. Submitted by Karl Pieper.**

¹ PLANNING COMMISSION MINUTES
6/20/2023

Karl is here seeking to split one lot into two. He would like to be able to develop duplexes on each lot. He has the frontage required for the split and the required amount for the duplex along with the required square footage. The commissioners asked about water and power hookups and Karl knows he will have to pay separate hookups for each duplex. He also is aware that only one lot will be able to have irrigation water. Commissioner Northrup asked about the access to the duplexes if they will both be accessed off 300 West, which they will be. Commissioner Dickinson made the comment that he feels there is plenty of room for the duplexes on the parcel. The commissioners had no other questions or comments.

Commissioner Northrup made a motion to recommend the lot split to the Monroe City Council. Seconded by Commissioner Dickinson. All were in favor. Motion passed. 4-0.

5. Boundary Line Adjustment located at 25 E 400 N. Submitted by David Peterson.

David Peterson is here seeking to adjust property lines at his parents' property. He had an engineer draw up an adjustment to the original survey to now give the required setbacks from the sheds to the new proposed property line. Commissioner Lee asked if there are two irrigation meters already on the property and if so, would they have to move them? David replied there are two irrigation risers, but both are located in the front. Commissioner Dickinson asked if they are splitting the property to be able to build on? David answered that by splitting the property he is taking more property for himself, and the rest will be split off and sold to his son. Commissioner Lee noted that they aren't creating a lot big enough to build on, but they are able to split and absorb the property to create large lots for both David and his son. The commissioners had no other comments or questions. No motion is needed.

6. Conditional Use License "Posh Pets" located at 365 N 100 W. Submitted by Kristen Heath.

Kristen is wanting to relocate and open her pet grooming business out of her home. She is only wanting to do this part time and will only have 1 dog in her home at a time. She's been in business for a long time but is just wanting to be able to do it out of her home now. Commissioner Lee made the comment that he was surprised she stopped grooming pets because she has been doing it for so long. He also asked about the checklist on the business license application pertaining to combustible items. He would like clarification since she did not have it marked. Other than that, no other comments or questions were made.

Commissioner Northrup made a motion to recommend approval to the Monroe City Council. Seconded by Commissioner Johnson. All were in favor. Motion passed 4-0.

7. Adjournment.

Commissioner Dickinson made a motion to adjourn at 7:13p.m. Seconded by Commissioner Northrup. All were in favor. Meeting adjourned. ²

² PLANNING COMMISSION MINUTES
6/20/2023