



Planning Commission Meeting

Minutes

Tuesday, December 3, 2024 at 6:30 pm

Attendees: Chairperson Lee Bennett, Commissioner Robert Christensen
(6:33 PM), Commissioner Mary Cokenour, Assistant City Manager Megan
Gallegos, City Recorder Melissa Gill

Meeting Location: 648 S Hideout Way

1. Call to Order

Minutes:

Commissioner Bennett called to order the Monticello City Planning Commission meeting at 6:30 pm. There were no visitors present.

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of November 05, 2024 was made by Commissioner Cokenour and seconded by Commissioner Bennett. The motion passed unanimously.

Vote results:

Ayes: 3 / Nays: 0

3. Public Comment

Minutes:

There was no public comment.

4. Annexation Policy Revision (discussion)

Minutes:

Assistant City Manager Gallegos informed the Commission that the City Council reviewed the Monticello City Future Annexation Expansion Map at their last meeting. She introduced portions of Utah State Code that outline the process of creating an Annexation Plan. The Commission reviewed the Attorney notes provided on the current City Annexation Plan. Commissioner Bennett led the conversation. The character of Monticello City along with what the Commission and Citizens envisioned for its future was discussed. The substantive and procedural requirements were reviewed along with the specifics of required public noticing. Bennett stated that in order to meet all of the substantive requirements City Manager Kulow would need to be involved with the financial and taxation aspects. Commissioner Cokenour suggested the City also involve the City Auditors and the County Tax Assessor to help determine an estimate of the tax consequences. The Conservation Reserve Program, Water Rights, Overlay Zones and Wellhead Protection Areas were other issues discussed as having an impact on the future annexation map plan. Gallegos

stated that Public Works Director Baird was working on collecting information to bring to the Commission at a future meeting. The current Monticello City Annexation Policy was reviewed by the commission members and administration present at the meeting. It was determined by the Commission that the current plan would be used as a guide for the revision. Gallegos was tasked with researching other municipalities that have updated their annexation plan with the new updates from the Utah State Legislative changes from November 2024.

5. Permitted/Conditional Use Revision (discussion)

Minutes:

Commissioner Bennett led the discussion on the permitted/conditional use revisions. She presented a chart that outlined all permitted uses for each City Zone (A1, C1, C2, G1, I1, R1, R2). The Commission reviewed all the permitted uses for each zone but focused on C1 and C2. Bennett assigned the commission to review the permitted uses per zone, determine where they felt each belonged, and bring it back to the next meeting for review and discussion. City Recorder Gill was tasked with researching the definitions which determine what businesses should be in commercial zones and industrial zones.

6. Administrative Communications

Minutes:

Commissioner Bennett reported that the Governor signed some legislation that will affect some of the City's land use codes. She outlined those changes to the Commission. Gallegos gave Commissioner Christensen an update on codes that have gone into effect since his last meeting. She informed the Commission that Commissioner Christensen's term will be up in January so the City is requesting letters of intent.

7. Next Meeting Agenda

Minutes:

Feedback from Commission on Permitted Uses - Expansion Map Review - Housing Study Update
- Planning Commission Letters of Intent - Legislative Update on Land Use Laws

8. Adjournment (action)

Minutes:

MOTION to adjourn the meeting was made by Commissioner Christensen and seconded by Commissioner Cokenour. The motion passed unanimously and Commissioner Bennett adjourned the Monticello City Planning Commission meeting at 8:30 pm.

Vote results:

Ayes: 3 / Nays: 0

Audio File

<https://soundcloud.com/user-250815044/2024-12-03-planning-commission>

Notice of Special Accommodations

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans

with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5

Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271) | Minutes published on 01/10/2025, adopted on 01/07/2025