



Planning Commission Meeting

Tuesday, March 4, 2025 at 6:30 pm

Attendees: Chairperson Lee Bennett, Commissioner Mary Cokenour,
Commissioner Julie Bennett, Assistant City Manager Megan Gallegos
(Excused), City Recorder Melissa Gill

Meeting Location: 648 S Hideout Way

1. **Call to Order**
2. **Minutes Review/Approval (action)**

Attachments:

- **2025-02-04 PC** (2025-02-04_PC.pdf)

3. **Public Comment**
4. **Permitted Uses/Zone Intents (discussion)**

Attachments:

- **New Zone Intents** (New_Zone_Intents.pdf)
- **Permitted Uses** (Permitted_Uses.pdf)
- **Revised Permitted Uses** (Revised_Permitted_Uses.pdf)

5. **Annexation Policy Revisions (discussion)**

Attachments:

- **Annexation** (2025_Annex_Plan__1_.pdf)

6. **Administrative Communications**
7. **Next Meeting Agenda**
8. **Adjournment (action)**

Audio File

<https://soundcloud.com/user-250815044/2025-03-04-planning-commission>

Notice of Special Accomodations

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



Planning Commission Meeting Minutes

Tuesday, February 4, 2025 at 6:30 pm

Attendees: Chairperson Lee Bennett, Commissioner Mary Cokenour,
Commissioner Julie Bennett, Assistant City Manager Megan Gallegos,
City Recorder Melissa Gill

Meeting Location: 648 S Hideout Way

1. Call to Order

Minutes:

Commissioner Bennett called the Monticello City Planning Commission to order at 6:31 pm. The following visitors were present: City Councilmember Kevin Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of January 7, 2025 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 one present for public comment.

4. Open and Public Meetings Act Review - Chance Meetings (discussion)

Minutes:

City Recorder Gill gave a quick recap of the Open and Public Meetings Act. The Commission discussed "chance meetings".

5. Welcome/Update New Planning Commissioner (discussion)

Minutes:

Assistant City Manager Gallegos updated new planning commission member, Julie Bailey, on the projects the Planning Commission have been working on.

6. Permitted Uses (discussion)

Minutes:

Gallegos presented the permitted uses draft she had been working on. She reported that many definitions were missing from Monticello City Code. She explained that she was in the process of adding definitions from the state for those uses not defined. She further stated that the purpose of

the discussion was to clarify the future intent of zones.

Bennett stated she felt the revision would create more administrative integrity within the City of Monticello. She would like to look at permitted uses as “what the City would like to be” instead of justifying what the City already is.

Commissioner Cokenour presented definitions for several forms of automobile repairs and nurseries along with the environmental impacts of each. Those definitions were included in the agenda packet.

The differences and similarities of definitions already in place was a topic of discussion.

Gallegos was tasked with assigning topics for each Commissioner to work on and bring to present at a future meeting.

7. Annexation Policy Revision (discussion)

Minutes:

Gallegos presented an annexation policy plan revision timeline checklist. The procedures of a public meeting vs a public hearing was discussed.

Bennett presented a draft for discussion of the Annexation Policy Plan with the updated State Legislation requirements.

Cokenour presented detailed questions for clarification on the annexation process. The questions, timeline checklist, and the draft for discussion was reviewed in detail.

The Commission was tasked with reviewing the State Annexation Code and the Monticello City draft for revisions necessary.

8. Utah State Compliance Subdivision Update (discussion)

Minutes:

Gallegos gave a report on the updated Utah State Subdivision requirements. She stated that there were a few changes that needed to be made with Monticello City’s current subdivision code. She informed the Commission that she sent it to the City Attorneys for review and clarification.

9. Administrative Communications

Minutes:

Councilmember Dunn reported that the City Council was discussing code revisions for ATV’s specifically along with other electric/gas modes of transportation. City Recorder Gill reported the updated written codes arrived from American Publishing that day. As of the time of the planning commission meeting, the codes were not updated online.

Gallegos reported she will not be in attendance at the March 4th meeting. She further stated that many citizens have questioned if the San Juan County code changes will affect those within the city limits. She clarified that Monticello City has their own set of city codes and the changes within the County code would not affect Monticello’s.

Cokenour reported she shared the link to the San Juan County Housing Report on Facebook the month of January.

Bennett inquired if steps have been made by the City Council to clean up the abandoned buildings on Main Street. She stated that she approached former San Juan County Commissioner Bruce Adams about initiating a conversation with UDOT(Utah Division of Transportation) to ask if they or the City would be able to paint crosswalks on the highway for citizen safety. He currently serves on

the State Road Commission.

10. Next Meeting Agenda

Minutes:

Annexation Policy Plan Draft Review - Permitted Uses Discussion

11. Adjournment (action)

Minutes:

MOTION to adjourn was made by Commissioner Bailey and seconded by Commissioner Cokenour. The motion passed unanimously and Commissioner Bennett adjourned the Monticello City Planning Commission meeting at 8:31 pm.

Vote results:

Ayes: 3 / Nays: 0

Audio File

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Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271)

A-1 Intent – Agricultural – 1 Covers certain undeveloped areas of the city where the raising of crops is allowed.

A-2 Intent – Agricultural – 2 Raising of crops or keeping of livestock for personal consumption or pleasure of the people residing on the premises.

R- 1 Intent – Residential – 1 Where single family detached dwellings can be constructed in a favorable environment for family life.

R-2 Intent – Residential – 2 A mixed-use zone where multi family dwellings and small-scale businesses can be constructed.

C-1 Intent – Commercial – 1 A centralized location where retail and commercial services can be operated. It is the further intent in establishing this zone to maintain a central business district as the “heart of the city” and to these ends promote it’s development in step with the increase of population with the trading area.

I-1 Intent – Industrial – 1 Where industrial operations can commence where impacts on residential areas are minimized.

G-1 Intent – Government Parks and Recreation –1 For the purpose of an open area for public use and recreation that is owned and maintained by the City of Monticello.

Permitted uses

- Accessory buildings with no more than two enclosed walls.
- Restrooms for public use
- Unavailable for private development
- Available for temporary private gatherings upon reservation
- Accessory buildings under 800 square feet for storage of equipment pertinent to the location where the building is erected.

PERMITTED USE	City Code Definition	State Code Definition	A1 RESIDENTIAL- AGRICULTURAL	C1 COMMERCIAL	C2 LIGHT COMMERCIAL	I1 INDUSTRIAL	R1 RESIDENTIAL	R2 RESIDENTIAL
Accessory buildings	BUILDING: Any structure built for the support, shelter or enclosure of a person, animals, chattels or property of any kind. A. Building, Accessory: A subordinate building, the use of which is incidental to that of the main building. Title 10, Ch. 1 Final Document 4 B. Building Line: A line designating the minimum distance which buildings must set back from a street or lot or parcel line. C. Building, Main: The principal building upon a lot or parcel.		Yes		Yes	Yes	Yes	Yes
Accessory buildings and structures...used in conjunction with and incidental to a principal use or structure permitted in the zone	Not in definitions			Yes				
Accessory buildings including equipment storage and supply storage customarily used in conjunction with and incidental to a principal use or structure	Not in definitions					Yes		
Accessory signs	Not in definitions						In conformance with 10-2-6	In conformance with 10-2-6
Accessory uses and structures...incidental to and do not substantially alter the character of the permitted principal use or structure	Not in definitions				Yes			
Automobile and truck repair establishments and auto body shops	Not in definitions	Automobile and truck repair establishments and auto body shops				Yes		
Automobile and truck repair establishments...within an enclosed structure and with no outside storage of parts of and inoperable vehicles will be covered by a fence	Not in definitions			Yes	Yes			
Automobile, motorcycle, ATV, and snowmobile sales and rental structures and lots; Also related repair facilities...Included as an integral part of the sales structure and no outside storage of parts and nonoperative vehicles will be covered by a fence	Not in definitions			Yes	Yes	Yes, but does not require enclosed storage		
Automotive service establishments including gasoline stations, car washes, parking lots and storage garages	Not in definitions			Yes	Yes	Yes		
Automotive service establishments including gasoline stations, car washes, parking lots, storage garages, and minor automotive repair establishments	Not in definitions			Yes				
Boarding house, lodging house, bed and breakfast, rooming house	BOARDING HOUSE, LODGING HOUSE, BED AND BREAKFAST: A building containing not more than one kitchen where for compensation meals are provided pursuant to previous arrangements on a daily, weekly or monthly basis as distinguished from a motel, cafe, or rooming house. These are considered short-term rental units if rented for less than thirty (30) days.	"Lodging Establishment"			Yes		Yes	Yes
Buildings exceeding 30 ft in height	Not in definitions					Yes		
Buildings over 20,000 sq ft on ground floor	Not in definitions					Yes		
Bunkhouses used by workers and staff	Not in definitions		Yes					
Cabinet, taxidermy, welding, and metalsmithing shops	Not in definitions			Yes				
Care and keeping of livestock and fowl. Also barns, corrals, pens and shed for the care and keeping of the permitted animals and fowl	LIVESTOCK CORRAL: A place or pen where livestock are kept on a seasonal basis as part of an agricultural enterprise or operation as distinguished from a livestock feed yard. CHILDCARE: Tending of children by family members or friends for which no compensation is received. Childcare services are exempt from state regulation as specified in applicable Utah Code		Yes			Yes		
Childcare				Yes	Yes		Yes	Yes
Churches, not including temporary revival tents or buildings	Not in definitions		Yes	Yes	Yes		Yes	Yes
Communications towers	Not in definitions				Yes	Yes		
Commercial Plug-in Electric Vehicle Charging Stations that conform to 10-2-8 of this title.	Not in definitions			Yes	Yes	Yes, but does not require enclosed storage		
Concrete mixing, gravel crushing, stonecutting, and rock, sand, and gravel distribution	Not in definitions					Yes		
Conditional uses	Not in definitions		In conformance with 10-2-8	In conformance with 10-2-8	In conformance with 10-2-8			
Convenience stores for sale of food and variety products	Not in definitions			Yes	Yes	Yes, if part of gasoline station		
Daycare, nursery, preschool	DAYCARE, NURSERY, PRESCHOOL: A home or building in which children are tended or kept for compensation, and any similar use for which the State requires a license. Does not include overnight accommodations for children, as in a foster home or an orphanage.		Requires conditional use permit	Yes	Yes		Yes	Yes
Diagonal parking	Not in definitions			In conformance with 10-2-12	In conformance with 10-2-12	In conformance with 10-2-12		
Establishments for the sale of hardware, lumber, plumbing, and heating equipment and similar building products; All storage shall be within a building or an enclosure surrounded by a fence not less than 6 ft high	Not in definitions			Yes	Yes	Yes, but does not require enclosed storage		
Fences	Not in definitions		In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14
Fences, walls, and hedges	Not in definitions		Yes					
Foster care homes	DAYCARE, NURSERY, PRESCHOOL: A home or building in which children are tended or kept for compensation, and any similar use for which the State requires a license. Does not include overnight accommodations for children, as in a foster home or an orphanage.		Yes	Yes	Yes		Yes	Yes
Funeral home	Not in definitions				Yes			
General retail stores and shops providing goods and services for sale at retail in the customary manner	Not in definitions			Yes	Yes			
Grain bins and silos	Not in definitions		Yes					
Growing fruits and vegetables for household use	Not in definitions			Yes	Yes		Yes	Yes
Growing of field crops and fruit	Not in definitions		Yes					
Growing of field crops and fruit and the machinery and equipment sheds used for storage of equipment in connection with agricultural activities performed on the premises	Not in definitions					Yes		
Growing of field crops, garden produce, and fruit for sale or trade	Not in definitions						Requires conditional use permit	Requires conditional use permit
Home occupations	HOME OCCUPATION: Any occupation conducted within a dwelling and carried on by persons residing in the dwelling						Requires conditional use permit	Requires conditional use permit
Hospitals	CLINIC: A building used for the diagnosis and treatment of ill, infirm, and injured persons which does not provide board, room or regular hospital care and services DWELLING: A building designed or used for residential occupancy, including conventional construction, manufactured homes, modular homes, and apartment structures. A dwelling shall not include boarding, rooming, or lodging houses, tents, trailers, recreational vehicles (RVs), mobile home parks, motels and hotels, motor courts, motor lodges, cottage camps, or any short-term rentals or uses primarily for transient residential uses. A. Dwelling, Caretaker's: A dwelling which is occupied by a person whose function is to watch or take care of a business or industry which is located on the same premises as the dwelling. B. Dwelling, Primary: A single-family dwelling that is 1. Detached, and 2. Occupied as the primary residence of the owner of an internal accessory dwelling unit. 3. A garage is considered to part of the primary dwelling unit if: a. Conforms to applicable building codes for use as a dwelling. b. The garage is connected to the primary dwelling by a common wall. C. Dwelling, Multiple-Family: A building containing three (3) or more separate dwelling units, each of which is designed for or occupied by one family. D. Dwelling, Single-Family: A building containing one dwelling unit which is designed for or occupied by one family, and which is larger than nine hundred (900) square feet on the ground level, unless it meets one of the specifications below: 1. Small Home: Any single-family dwelling that is a. Smaller than eight hundred and ninety-nine (899) square feet but larger than six hundred (600) square feet; and b. Designed for and intended for human occupancy; and c. Meets applicable building codes. 2. Tiny Home: Any single-family dwelling that is a. Smaller than five hundred and ninety-nine (599) square feet but larger than two hundred (200) square feet; and Title 10, Ch. 1 Final Document 7 b. Designed for and intended for human occupancy for more than thirty (30) consecutive days; and c. Meets applicable building codes. E. Dwelling, Two-Family: A building with a minimum of one thousand two hundred (1,200) square feet on the ground floor and contains two (2) separate dwelling units, each of which is designed for or occupied by one family. F. Dwelling, Rental: A building or portion of a building that 1. Is used or designated for use as a residence by one or more persons; and 2. Meets applicable building codes for a dwelling; and 3. Is available to be rented, leased, or hired out for: a. A period of thirty (30) consecutive days or longer (long-term rental); or b. A period fewer than thirty (30) consecutive days (short-term rental). 4. Is arranged, designed, or built to be rented, leased, or hired out for: a. A period of thirty (30) consecutive days or longer (long-term rental); or b. A period fewer than thirty (30) consecutive days (short-term rental). G. Dwelling, Detached Accessory Dwelling Unit: An accessory dwelling unit is 1. Detached from a primary dwelling; and 2. On the same lot as the primary dwelling; and 3. Conforms to applicable building codes for use as a dwelling. H. Dwelling, Internal Accessory Dwelling Unit: An accessory dwelling unit created 1. Within a primary dwelling. 2. Within the footprint of the primary dwelling at the time the internal accessory dwelling unit is created; and 3. For the purpose of offering a long-term rental of thirty (30) consecutive days or longer. I. Live-Work Unit: A dwelling unit that is part of a commercial building and is located behind or above the commercial floor space of the building. 2. Has its own utility connections separate from the commercial use. 3. Has its own entry separate from the commercial space; and 4. Conforms to applicable building codes for use as a dwelling.			Yes				
Hotels and motels				Yes	Yes			
Household pets	Not in definitions		Yes	Yes	Yes		Yes	Yes
Impound yards, automobile wrecking yards	Not in definitions					Yes		
Iron and steel fabrications, metalworking and welding shops	Not in definitions					Yes		
Junkyards, collecting of rags, paper, iron or scrap materials	JUNKYARD: A place where scrap, waste, discarded or salvaged materials are bought, sold, exchanged, baled, packed, disassembled or handled or stored, including auto wrecking yards, house wrecking yards, used lumber yards, and places or yards for storage of salvaged house wrecking and structural steel materials and equipment; but not including such places where such uses are conducted entirely within a completely enclosed building or where salvaged materials are kept incidental to manufacturing operations conducted on the premises.					Yes		
Keeping of chickens	Not in definitions						In conformance with 10-2-12	In conformance with 10-2-12
Landscape business, exclusive of gravel crushing and which do not violate dust, noise, or nuisance ordinances	Not in definitions		Yes					
Landscape businesses, plant nurseries and shops, including storage of equipment and materials	Not in definitions					Yes		

Laundries and dry cleaning establishments and laundromats	Not in definitions			Yes	Yes			
Live-work units	I. Live-Work Unit: A dwelling unit that is part of a commercial building and 1. is located behind or above the commercial floor space of the building; 2. Has its own utility connections separate from the commercial use; 3. Has its own entry separate from the commercial space; and 4. Conforms to applicable building codes for use as a dwelling.			Yes	Yes			
Long-term rental of dwelling units	a. A period of thirty (30) consecutive days or longer (long-term rental); or						In conformance with 10-2-17	In conformance with 10-2-17
Lumber and planing mills, cabinetry, and taxidermy, and the equipment and materials storage used in conjunction with these businesses	Not in definitions					Yes		
Machine shops	Not in definitions					Yes		
Machinery and equipment shed used for storage of equipment in connection with agricultural activities performed on the premises	Not in definitions		Yes				Requires conditional use permit	Requires conditional use permit
Metal casting	Not in definitions					Yes		
Mobile home parks	MOBILE HOME: A transportable factory-built housing unit built before June 15, 1976, in accordance with a state mobile home code which existed prior to the National Manufactured Housing Construction and Safety Standards Act (HUD Code).	In compliance with 10-13						
Mobile homes on foundations with tie down	Not in definitions			Yes	Yes			Yes
Multi-family dwellings, townhouses and condominiums	APARTMENT HOUSE (MULTIPLE DWELLING): Any building or portion thereof which is designed, built, rented or leased, let, or hired out to be occupied or which is occupied as the home or residence of three (3) or more families living independently of each other and doing their own cooking within the premises.			Yes	Yes			Yes
Office buildings, medical clinics, banks, insurance, and financial services	CLINIC: A building used for the diagnosis and treatment of ill, infirm, and injured persons which does not provide board, room or regular hospital care and services.			Yes	Yes			
Ore reduction and processing	Not in definitions					Yes		
Person service establishments such as barber and beauty shops, reception centers, and similar establishments	Not in definitions			Yes	Yes			
Plant nursery	Not in definitions		Yes					
Portable storage containers	Not in definitions	In conformance with 10-2-2-10	In conformance with 10-2-10	In conformance with 10-2-10	In conformance with 10-2-10			
Public agency arenas such as rodeo grounds, equestrian sports facilities, fairgrounds	Not in definitions	Yes						
Public agency parks and playground	Not in definitions	Yes	Yes	Yes			Yes	Yes
Public buildings and grounds, including shops and storage	Not in definitions		Yes	Yes	Yes			
Public parks, buildings and grounds, not including storage yards or repair shops	Not in definitions	Yes	Yes					
Public buildings for mechanical uses, livestock impoundments, storage yards, and repair shops	Not in definitions				Yes			
Public parks and buildings	Not in definitions		Yes	Yes				
Public, private and parochial schools and grounds	Not in definitions	Yes		Yes			Yes	Yes
Recreational vehicle park	Not in definitions		In conformance with 10-15					
Recreational enterprises including bowling alley, recreation center, indoor motion picture theater, athletic clubs, private clubs, sororities, and fraternal lodges	Not in definitions		Yes					
Rest homes, nursing homes, convalescent homes, assisted living homes	CONVALESCENT HOME: See definition of Rest Home, Nursing Home, Convalescent Home.	Requires conditional use -		Yes			Requires conditional use permit	Requires conditional use -
Restaurants, food drive-ins, bars, taverns, pubs	Not in definitions		Yes	Yes				
Sexually oriented business	Not in definitions					In conformance with 3-11		
Shopping centers, supermarkets, clothing stores	Not in definitions		Yes	Yes				
Short-term rental units	b. A period fewer than thirty (30) consecutive days (short-term rental).							In conformance with 10-2-17
Signs	Not in definitions	In conformance with 10-2-6	In conformance with 10-2-6	In conformance with 10-2-6	In conformance with 10-2-6			
Single and two-family dwellings of conventional construction and manufactured homes	Look at Dwelling definition?	Yes						
Single-family dwellings of conventional construction and manufactured homes	Look at Dwelling definition?		Yes	Yes			Yes	Yes
Slaughter houses, meat packaging, and wholesale distribution of meat products	Not in definitions				Yes			
Small homes of conventional construction and manufactured homes	1. Small Home: Any single-family dwelling that is a. Smaller than eight hundred and ninety-nine (899) square feet but larger than six hundred (600) square feet; and b. Designed for and intended for human occupancy; and c. Meets applicable building codes.		Yes	Yes			Yes	Yes
Small homes and tiny homes of conventional construction and manufactured homes	1. Small Home: Any single-family dwelling that is a. Smaller than eight hundred and ninety-nine (899) square feet but larger than six hundred (600) square feet; and b. Designed for and intended for human occupancy; and c. Meets applicable building codes.		Yes	Yes				Yes
Solar energy systems	Not in definitions	In conformance with 10-2-16					In conformance with 10-2-16	In conformance with 10-2-16
Temporary uses	Not in definitions	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9
Tire recycling and storage establishments	Not in definitions					Yes		
Unavailable for private development	Not in definitions							
Utility lines	Not in definitions		Yes	Yes			Yes	Yes
Utility lines and buildings	Not in definitions		Yes	Yes				Yes
Veterinary clinics and animal boarding facilities	Not in definitions	Yes						
Veterinary clinics for treatment of household pets and the enclosed temporary boarding of same while receiving care	Not in definitions		Yes	Yes				
Walls and Hedges	Not in definitions		Yes	Yes			Yes	Yes
Warehousing and storage	Not in definitions				Yes			
Megan's Notes:		Mobile home parks aren't permitted in any zone but agriculture. Detached and attached accessory dwelling units under permitted uses would make it easier to find.						

PROPOSED CHANGES TO ZONES AND PERMITTED USES
For discussion purposes only

PROPOSED CHANGES TO PERMITTED USES	PERTINENT CITY CODE DEFINITIONS	OMIT A1 RESIDENTIAL- AGRICULTURAL	A1 AGRICULTURAL	A2 AGRICULTURE- RESIDENTIAL	OMIT COLUMN C1 COMMERCIAL	OMIT COLUMN C2 LIGHT COMMERCIAL	C1 COMMERCIAL	G1 GOVERNMENT PARKS & RECREATION	I1 INDUSTRIAL	R1 RESIDENTIAL	R2 RESIDENTIAL
INTENT OF THE ZONE	Uses prohibited in zones unless expressly permitted	Fringe area of city; raising livestock for family food and pleasure	Certain areas of the city where the raising of crops is allowed	Raising of crops or keeping of livestock for personal consumption or pleasure of the people residing on the premises	Centralized retail and service; Maintain central business district	Small-scale fabrication, repair services, offices, and limited commercial uses; Buffer between C-1 and R-1, R-2	A centralized locations where retail and commercial services and be operated. It is the further intent of this zone to maintain a central business district as the "heart of the city", and to these ends promote it's development in step with the increase of population within the trading area	Open areas owned and maintained by the city for public use and recreation	Industrial operations can commence where impacts to residential areas are minimized	Where single family detached dwelling can be constructed in a favorable environment for family life	A mixed-use zone where multi-family dwellings and small-scale businesses can be constructed
OMIT ROW Accessory buildings		Yes								Yes	
OMIT ROW Accessory buildings and structures...used in conjunction with and incidental to a principal use or structure permitted in the zone					Yes						
Accessory buildings including equipment storage and supply storage customarily used in conjunction with and incidental to a principal use or structure permitted in the zone	Building: Any structure built for the support, shelter or enclosure of a person, animals, chattels or property of any kind. A. Building, Accessory - A subordinate building, the use of which is incidental to that of the main building; B. Building Line - Line designating the minimum distance which buildings must set back from a street or lot or parcell line; C. Building, Main: The principal building upon a lot or parcel	Yes					Yes	Under 800 sq ft for storage of equipment pertinent to the location where the building is erected	Yes	Yes	Yes
Accessory dwelling unit (internal or attached to a single-family dwelling unit on one lot)	Created within a primary dwelling or within the footprint of the primary dwelling at the time the accessory dwelling unit is created, and is offered for rental for 30 consecutive days or longer	Yes		Yes						Yes	Yes
Accessory dwelling unit (detached from a single-family dwelling unit on one lot)	Detached from the primary dwelling and on the same lot as the primary dwelling and conforms to applicable building codes.	Yes		Yes						Yes	Yes
OMIT ROW Accessory uses and structures...incidental to and do not substantially alter the character of the permitted principal use or structure						Yes					
OMIT ROW All R-1 uses that conform to 10-6-3					Yes	Yes					
OMIT ROW All R-2 uses that conform to 10-7-3					Yes	Yes					
Automobile and truck repair establishments where repairs can be made in no more than 8 hours. Repairs are made inside the principal building and outside storage of parts or inoperable vehicles are enclosed by a fence at least 6 feet high.							Yes				
OMIT ROW Automobile and truck repair establishments and auto body shops									Yes		
Automobile and truck body shops. Parts and inoperable vehicles must be enclosed by a fence at least 6 feet high.									Yes		
Automobile and truck repair establishments where repairs cannot be completed in less than 8 hours. Outside storage of parts and inoperable vehicles are enclosed by a fence at least 6 feet high.									Yes		
OMIT ROW Automobile and truck repair establishments...within an enclosed structure and with no outside storage of parts of inoperable vehicles					Yes	Yes					
Automobile, motorcycle, ATV, and snowmobile sales and rental structures and lots; Also related repair facilities where included as an integral part of the principal sales structure; No outside storage of parts or inoperable vehicles					Yes	Yes	Yes		Yes, but does not require enclosed storage of parts or inoperable vehicles		
OMIT ROW Automotive service establishments including gasoline stations, car washes, parking lots and storage garages						Yes			Yes		
Automotive service establishments including gasoline stations, car washes, parking lots, storage garages, and automotive repairs limited to oil/lube and tire repair/replacement					Yes		Yes		Yes		
Boarding house, lodging house, bed and breakfast, rooming house	A building containing not more than one kitchen where for compensation meals are provided pursuant to previous arrangements on a daily, weekly, or monthly basis as distinguished from a motel, café, or rooming house. Considered short-term rental units if rented for less than 30 days.										Yes
Buildings exceeding 30 ft in height									Yes		
Buildings over 20,000 sq ft on ground floor									Yes		
Bunkhouses used by workers and staff		Yes									

PROPOSED CHANGES TO ZONES AND PERMITTED USES
For discussion purposes only

PROPOSED CHANGES TO PERMITTED USES	PERTINENT CITY CODE DEFINITIONS	OMIT A1 RESIDENTIAL- AGRICULTURAL	A1 AGRICULTURAL	A2 AGRICULTURE- RESIDENTIAL	OMIT COLUMN C1 COMMERCIAL	OMIT COLUMN C2 LIGHT COMMERCIAL	C1 COMMERCIAL	G1 GOVERNMENT PARKS & RECREATION	I1 INDUSTRIAL	R1 RESIDENTIAL	R2 RESIDENTIAL
OMIT ROW Cabinet, taxidermy, welding, and metalsmithing shops					Yes						
Care and keeping of chickens										In conformance with 10-2-11	In conformance with 10-2-11
Care and keeping of livestock and fowl. Also barns, corrals, pens and shed for the care and keeping of the permitted animals and fowl	Livestock Corral - A place or pen where livestock are kept on a season basis as part of an agricultural enterprise or operation as distinguished from a livestock feed yard.	Yes							Yes		
Caretaker's dwelling	A dwelling occupied by a person whose function is to watch or take care of a business or industry which is located on the same premises as the dwelling.								Yes		
Childcare	Tending of children by family members or friends for which no compensation is received. Childcare services exempt from state regulation as specified in applicable UT code.									Yes	Yes
Churches, not including revival tents or buildings		Yes								Yes	Yes
Communications towers (needs definition)						Yes	Yes		Yes		
Concrete mixing, gravel crushing, stonecutting, and rock, sand, and gravel distribution									Yes		
Conditional uses	A land use that, because of the unique characteristics or potential impact of the land use on city, surrounding neighbors, or adjacent land uses, may not be compatible in some areas or may be compatible only if certain conditions are required that mitigate or eliminate the detrimental impacts.	In conformance with 10-2-8		In conformance with 10-2-8	In conformance with 10-2-8	In conformance with 10-2-8	In conformance with 10-2-8			In conformance with 10-2-8	In conformance with 10-2-8
Convenience stores for sale of food and variety products					Yes	Yes	Yes		Yes, if part of gasoline station		
Daycare, nursery, preschool (compensated, state regulated)	A home or building in which children are tended or kept for compensation, and any similar use for which the state requires a license. Does not include overnight accommodations for children, as in a foster home or an orphanage.	Requires conditional use permit				Yes	Yes			Yes	Yes
Detached Structure	Any structure being secondary to the primary use of the parcel (ie, garage, storage shed, barn, coops, etc)		Yes	Yes							
Diagonal parking					In conformance with 10-2-12	In conformance with 10-2-12	In conformance with 10-2-12	In conformance with 10-2-12	In conformance with 10-2-12		
Establishments for the sale of hardware, lumber, plumbing, and heating equipment and similar building products; All storage shall be within a building or an enclosure surrounded by a fence not less than 6 ft high					Yes	Yes	Yes		Yes		
Fences		In conformance with 10-2-14			In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14	In conformance with 10-2-14
OMIT ROW Fences, walls, and hedges		Yes									
Foster care homes		Yes								Yes	Yes
Funeral home						Yes	Yes				
General retail stores and shops providing goods and services for sale at retail in the customary manner					Yes	Yes	Yes				
Grain bins and silos		Yes	Yes	Yes							
Growing fruits and vegetables for household use		Yes		Yes						Yes	
OMIT ROW Growing of field crops and fruit		Yes									
OMIT ROW Growing of field crops and fruit and the machinery and equipment sheds used for storage of equipment in connection with agricultural activities performed on the premises									Yes		
Growing of field crops, garden produce, and fruit for sale or trade		Yes	yes						Yes	Requires conditional use permit	Requires conditional use permit
Home occupations	Any occupation conducted within a dwelling and carried on by persons residing in the dwelling.	Requires conditional use permit		Requires conditional use permit						Requires conditional use permit	Requires conditional use permit
Hospitals						Yes	Yes				
Hotels and motels	A dwelling shall not include boarding, rooming, or lodging houses, tents, trailers, recreational vehicles, mobile home parks, motels and hotels, motor courts, motor lodges, cottage camps, or any short-term rentals or uses primarily for transient residential uses.				Yes	Yes	Yes				
Household pets		Yes		Yes						Yes	Yes
Impound yards, automobile wrecking yards	See junkyard								Yes		
Iron and steel fabrication, metalworking and welding shops (distinguish by size? Product?)									Yes		

PROPOSED CHANGES TO ZONES AND PERMITTED USES
For discussion purposes only

PROPOSED CHANGES TO PERMITTED USES	PERTINENT CITY CODE DEFINITIONS	OMIT A1 RESIDENTIAL- AGRICULTURAL	A1 AGRICULTURAL	A2 AGRICULTURE- RESIDENTIAL	OMIT COLUMN C1 COMMERCIAL	OMIT COLUMN C2 LIGHT COMMERCIAL	C1 COMMERCIAL	G1 GOVERNMENT PARKS & RECREATION	I1 INDUSTRIAL	R1 RESIDENTIAL	R2 RESIDENTIAL
Junkyards, collecting of rags, paper, iron or scrap materials	Junkyard - A place where scrap, waste, discarded, or salvaged materials are bought, sold, exchanged, baled, packed, disassembled or handled or stored, including auto wrecking yards, house wrecking yards, used lumber yards, and places or yards for storage of salvaged house wrecking and structural steel materials and equipment, but not including such places where such uses are conducted entirely within a completely enclosed building or where salvaged materials are kept incidental to manufacturing operations conducted on the premises.								Yes		
OMIT ROW Keeping of chickens										In conformance with 10-2-12	In conformance with 10-2-12
Kennel	Land or buildings used in the keeping of 4 or more dogs over 4 months old.			Yes							
OMIT ROW Landscape business, exclusive of gravel crushing and which do not violate dust, noise, or nuisance ordinances		Yes									
Landscape businesses, plant nurseries and shops, including storage of equipment and materials. Does not include gravel crushing. Cannot violate dust, noise, or nuisance ordinances.		Yes					Yes, exterior storage of equipment and supplies must be enclosed by a fence		Yes		
Laundries and dry cleaning establishments and laundromats					Yes	Yes	Yes				
Live-work units	A dwelling unit that is part of a commercial building and (1) is located behind or above the commercial floor space of the building; (2) Has its own utility connections separate from the commercial use; (3) Has its own entry separate from the commercial space; and (4) conforms to applicable building codes for use as a dwelling.				Yes	Yes	Yes				
Long-term rental of dwelling units	A building or portion of a building that is used or designed for use as a residence by one or more persons and meets applicable building codes, and is available to be rented, loaned, leased, or hire out for a period of 30 consecutive days or longer	In conformance with 10-2-17								In conformance with 10-2-17	In conformance with 10-2-17
Lumber and planing mills, cabinetry, and taxidermy, and the equipment and materials storage used in conjunction with these businesses									Yes		
Machine shops (need more description)									Yes		
Machinery and equipment shed used for storage of equipment in connection with agricultural activities performed on the premises		Yes								Requires conditional use permit	Requires conditional use permit
Manufactured home	A transportable factory-built housing unit constructed on or after 6/15/1976 that conforms to the National Manufactured Housing Construction and Safety Act and is built on a permanent chassis and designed to be used as a dwelling with a permanent foundation and which includes plumbing, heating and air conditioning and electrical system			Yes						Yes	Yes
Metal casting									Yes		
Mobile home parks	Mobile Home - A transportable factory-build housing unit build before 6/15/1976, in accordance with state mobile home codes which existed prior to the National Manufactured Home Construction and Safety Standards Act (HUD code).	In compliance with 10-13		In conformance with 10-13							In compliance with 10-13
OMIT ROW Mobile homes on foundations with tie down											Yes
Multi-family dwellings, apartment houses	Apartment house - Any building or portion thereof which is designed, built, rented or leased, let, or hired out to be occupied of which is occupied as the home or residence of 3 or more families living independently of each other and doing their own cooking within the premises.										Yes
Office buildings, medical clinics, banks, insurance, and financial services	Clinic - A building used for the diagnosis and treatment of ill, infirm, and injured persons which does not provide board, room or regular hospital care and services.				Yes	Yes	Yes				
OMIT ROW Ore reduction and processing									Yes		
Pavilions, gazebos, and pergolas								Yes, limited to no more than 2 enclosed walls			
Personal service establishments such as barber and beauty shops, reception centers, jewelry, and similar establishments					Yes	Yes	Yes				
OMIT ROW Plant nursery		Yes									
Portable storage containers		In conformance with 10-2-10			In conformance with 10-2-10	In conformance with 10-2-14	In conformance with 10-2-10		In conformance with 10-2-10	In conformance with 10-2-10	In conformance with 10-2-10

PROPOSED CHANGES TO ZONES AND PERMITTED USES
For discussion purposes only

PROPOSED CHANGES TO PERMITTED USES	PERTINENT CITY CODE DEFINITIONS	OMIT A1 RESIDENTIAL- AGRICULTURAL	A1 AGRICULTURAL	A2 AGRICULTURE- RESIDENTIAL	OMIT COLUMN C1 COMMERCIAL	OMIT COLUMN C2 LIGHT COMMERCIAL	C1 COMMERCIAL	G1 GOVERNMENT PARKS & RECREATION	I1 INDUSTRIAL	R1 RESIDENTIAL	R2 RESIDENTIAL
Primary dwelling	As shown on city website, the definition may be wrong										
SEE NOTE Public agency arenas such as rodeo grounds, equestrian sports facilities, fairgrounds		Yes					Yes	Yes			
SEE NOTE Public agency arenas such as rodeo grounds, equestrian sports facilities, fairgrounds		Yes						Yes		Yes	Yes
SEE NOTE Public buildings and grounds, including shops and storage					Yes		Yes				
SEE NOTE Public parks, buildings, and grounds, not including storage yards or repair shops		Yes			Yes					Yes	Yes
OMIT ROW Public buildings for mechanical uses, livestock impoundments, storage yards, and repair shops									Yes		
OMIT ROW Public parks and buildings						Yes					
Public, private and parochial schools and grounds		Yes								Yes	Yes
Recreational vehicle park					In conformance with 10-15		In conformance with 10-15				
Recreational enterprises including bowling alley, recreation center, indoor motion picture theater, athletic clubs, private clubs, sororities, and fraternal lodges	Club - A building used, occupied and operated by an organized association of persons for social, fraternal, religious or patriotic purposes, whose activities are confined to the members and their guests, but not including any building used principally to render a service usually and ordinarily carried on as a business.				Yes		Yes				
Rest homes, nursing homes, convalescent homes, assisted living homes		Requires conditional use permit				Yes	Yes			Requires conditional use permit	Requires conditional use permit
Restrooms for public use								Yes			
Restaurants, food drive-ins, bars, taverns, pubs					Yes	Yes	Yes				
Sexually oriented business									In conformance with 3-11		
Shopping centers, supermarkets, clothing stores					Yes	Yes	Yes				
Short-term rental units	For a period fewer than 30 consecutive days										In conformance with 10-2-17
Signs		In conformance with 10-2-6			In conformance with 10-2-6	In conformance with 10-2-6	In conformance with 10-2-6		In conformance with 10-2-6	In conformance with 10-2-6	In conformance with 10-2-6
Single-family dwellings of conventional construction and manufactured homes	A building containing one dwelling unit which is designed for or occupied by one family and which is larger than 900 sq ft on the ground level	Yes								Yes	Yes
Slaughter houses, meat packaging, and wholesale distribution of meat products									Yes		
Small homes of conventional construction and manufactured homes	Small home - Any single family dwelling that is between 600-899 sq ft and designed for an intended for human occupancy and meets applicable building codes									Yes	Yes
Solar energy systems		In conformance with 10-2-16					In conformance with 10-2-16		In conformance with 10-2-16	In conformance with 10-2-16	In conformance with 10-2-16
Storage units (needs definition)											
Temporary uses	Certain uses may be permitted on a temporary basis in any zone when approved by the city council and allowed in 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9	Temporary private gatherings upon reservation	In conformance with 10-2-9	In conformance with 10-2-9	In conformance with 10-2-9
Tiny home parks							Yes				Yes
Tiny homes	Any single family dwelling that is 200-599 sq ft and designed for and intended for human occupancy for more than 30 consecutive days, and meets applicable building codes										Yes
Tire storage and recycling							?		Yes		
Townhouses and condominiums	Not in city code but Utah has specific requirements										
Two-family dwelling, duplex	A building with a minimum of 1200 sq ft on the ground floor and contains 2 separate dwelling units, each of which is designed for or occupied by one family										
Unavailable for private development								Yes			
Utility lines		Yes	Yes	Yes			Yes	Yes	Yes	Yes	Yes
Utility buildings				Yes			Yes		Yes		Yes
Veterinary clinics and animal boarding facilities		Yes		Yes					Yes		
Veterinary clinics for treatment of household pets and the enclosed temporary boarding of same while receiving care					Yes	Yes	Yes				
OMIT ROW Walls and Hedges										Yes	Yes
Warehouse (needs definition)							Yes		Yes		
Wind tower (needs definition)									Yes		

NOTE: Distinguish between public (govt owned) and privately owned but open to public?

ANNEXATION POLICY PLAN

City of Monticello, Utah

DRAFT for discussion by Planning Commission

The annexation policy plan was prepared in accordance with the provisions of Utah Code Title 10, Chapter 2, Part 4, Annexation, as of the date of approval of this plan. The plan addresses the criteria and relevant matters required by Utah code and was prepared following the procedures specified in state code.

A. Requests For Annexation

- (1) The City will receive annexation proposals only through submission of an annexation petition. (UT 10-2-402(2) and 10-2-403(1))
- (2) Petitions for annexation must follow the requirements at UT 10-2-403. Failure to meet the requirements at UT 10-2-403 will result in the City's refusal to consider the annexation proposal.
- (3) Petitions that conform to UT 10-2- 403 will be accepted or denied by the City in accord with UT 10-2-405 and this Annexation Policy Plan.

B. Expansion Area Defined

- (1) As part of its on-going effort to plan and prepare for responsible growth, the City of Monticello has identified undeveloped territory in San Juan County that is adjacent to present City boundaries that could, at some time in the future, be a part of the City. (UT 10-2-401.5(3)(b)(i))
- (2) The area proposed for future annexation is not bordered by any other municipality and no urban development is found within 1/2 mile of the city boundary. (UT 10-2-401.5(3)(c))
- (3) The expansion area is more than 5,000 feet from the centerline of the nearest airport runway. (UT 10-2-402(6)(b))
- (4) The expansion area is depicted on the attached map, Monticello City Expansion Area, which is herewith made a part of the Annexation Policy Plan. (UT 10-2-401.5(3)(a))

C. Criteria for Evaluating Area Proposed for Annexation

- (1) Areas to be annexed must fall within the area designated for future expansion on the Monticello City Expansion Area map. If the proposed area for annexation is outside of the current expansion area, the City shall deny the proposal. (UT 10-2-402(1)(b)(iv))
- (2) Areas to be annexed must be compatible with the City's character, which is currently mixed residential, commercial and agricultural. The City envisions many opportunities for growth and will consider annexation proposals broadly. (UT 10-2-401.5(3)(b)(i))
- (3) An area proposed for annexation must be a contiguous area. (UT 10-2-402(1)(b))

(4) Areas to be annexed must be contiguous to the corporate limits of the City of Monticello at the time of the submission of an annexation request. (UT 10-2-402(1)(b))

(5) Areas to be annexed shall not leave or create an unincorporated island or unincorporated peninsula, unless San Juan County and the City have otherwise agreed. If an unincorporated island or peninsula existed before annexation, the city may consider the proposed annexation if it will reduce the size of the unincorporated island or peninsula. The city may consider annexation of an unincorporated island or unincorporated peninsula when criteria at 10-2-401(1)(c) or 10-2-418(3) of Utah Code are met.

(6) Annexation cannot include only part of a parcel of real property and exclude part of the same parcel unless the parcel owner has signed the annexation petition. Boundaries of areas proposed for annexation shall follow boundaries of existing parcels and special districts, to the extent practicable and feasible. (UT 10-2-403(5)).

(7) Areas to be annexed cannot include areas or parts of areas that were previously proposed for annexation and subsequently denied, rejected, or granted. (No UT code found)

(8) The City shall not annex territory for the sole purpose of acquiring revenue. (UT 10-2-402(4))

(9) The City shall exclude from the annexed area rural real property when the owner of the rural real property has not signed the petition for annexation or has not given written consent to include the rural real property under his or her ownership. (UT 10-2-408(2)(a))

D. Criteria for Evaluating Extension of City Services

(1) For the City to provide culinary water to the area proposed for annexation, an existing City water line must be located near enough to the proposed area that water service can be reasonably extended without exceeding the City's capacity to treat water. If no existing water line is available, the City will consider whether the proposed area is within the City's plan for expansion of the water system. If the proposed area is not within the City's plan for culinary water expansion, the City may deny the annexation request. (UT 10-2-401.5(b)(ii))

(2) For the City to provide sewer service to the area proposed for annexation, an existing City sewer line must be located near enough to the proposed area that sewer service can be reasonably extended without exceeding the treatment plant capacity. If no existing sewer line is available, the City will consider whether the proposed area is within the City's plan for expansion of the sewer system. If the area is not within the City's plan for sewer system expansion or the proposed annexation would exceed treatment plant capacity, the City may deny the annexation request. (UT 10-2-401.5(b)(ii))

(3) The proponent of the annexation proposal will work with the City's electrical provider if electrical service is needed within the area proposed for annexation. (UT 10-2-401.5(b)(ii))

E. Consideration of Anticipated Consequences

(1) The City will include in its deliberations the projected population growth or loss in the City over the next 20 years. In conjunction with the City's general plan, the City will consider the need for land suitable for residential, commercial, and industrial development over the next 20 years. (UT 10-2-401.5(4)(b,d))

(2) The City will estimate the tax consequences to property owners of accepting the annexation proposal on (a) the residents within the current City boundary, and (b) residents within the area proposed for annexation. (10-2-405.1(3)(b)(v))

(3) The City will consider the current and projected costs of infrastructure, City services, and public facilities necessary for (a) full development of the area currently within the corporate boundary, and (b) expanding the infrastructure, services, and facilities into the area proposed for annexation. (UT 10-2-401.5(4)(c))

(4) If the area proposed for annexation includes land to be used for agricultural, wildlife management, or recreational purposes, the City will explain why it would allow these uses within the corporate boundary. (UT 10-2-401.5(4)(e))

E. Interests of Affected Entities

(1) The affected entities pertaining to annexation proposals are San Juan County, San Juan School District, San Juan Water Conservancy District, San Juan Transportation District along with any properties adjacent to or included in the annexation proposal.

(2) For each annexation proposal the City will notify the affected entities as required by UT 10-2-401.5(b)(ii), and will include any comments from the affected entities in the City's consideration of the annexation proposal. (10-2-405.1(3)(d))

APPROVED by Monticello City Planning Commission and forwarded to the Monticello City Council this _____ day of _____, 2025.

*, Chairperson

ADOPTED by the Monticello City Council on this _____ day of _____, 2025.
with without modification.

*, Mayor

ATTEST:

*, City Recorder