



Planning Commission Meeting

Minutes

Tuesday, April 1, 2025 at 6:30 pm

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

Meeting Location: 648 S Hideout Way

1. Call to Order

Minutes:

Chairperson Bennett called the Monticello City Planning Commission meeting to order at 6:33 pm.
The following visitors were present: City Councilmember Kevin Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of 03/04/2025 was made by Commissioner Bailey with the correction of agenda item 8, "Commissioner Cokenour motioning to adjourn" and seconded by Commissioner Bailey. The motion passed unanimously.

Vote results:

Ayes: 3 / Nays: 0

3. Public Comment

Minutes:

There was no public present for comment.

4. Annexation Policy Revisions (discussion)

Minutes:

Commissioner Bennett led the discussion of the Annexation Policy revisions. She presented the question: Is the Planning Commission comfortable with presenting the draft at a public meeting. Assistant City Manager Gallegos made a few suggestions for review. They were clarified and discussed in detail. Bennett informed the Commission that HB 368 would have some potential wording that would necessitate a change in procedure but has not been signed by the Governor yet.

5. Permitted Uses/Zone Intents (discussion)

Minutes:

Gallegos led the discussion on the agenda item. The administration and Commission reviewed all permitted uses listed and discussed the zones which they felt those uses should be allowed in. Clarity regarding automobile establishments was a large portion of the conversation.

Commissioner Bailey suggested the amount of vehicle storage allowed should be determined by the sq footage of the lot. The allowable height of buildings was discussed in detail. It was determined that the allowable height of buildings will be removed from the permitted uses list and addressed in a different portion of the building code. Other items where definitions were clarified include Care and Keeping of Livestock and Fowl, Childcare, Daycare, Preschool, Dwellings, Kennels, and Religious Facilities.

Gallegos stated that the State of Utah frowns on conditional uses citing uses should be permitted or not permitted within a zone. She recommended the Commission review Monticello City Code Title 10: Zoning Regulations to determine if “conditional uses” should be eliminated. The Commission reviewed all listed “conditional uses”.

6. Legislative Update (discussion)

Minutes:

Commissioner Bennett gave a report on Utah State Land Use Legislative changes. A powerpoint presentation is included in the agenda packet providing highlights.

7. Administrative Communications

Minutes:

Commissioner Cokenour informed the Commission that she found a picture from 2010 Pioneer Day that included the tractors that were once housed in Monticello. Gallegos stated she will be reporting to the City Council next week regarding the annexation policy revision progress of the Planning Commission.

8. Next Meeting Agenda

Minutes:

Special Meeting on Annexation 04/15/2025. May 6, 2025 - Statement Addressing Any Comments Made at 04/15/2025 Meeting Or Received During the Ten (10) Day Comment Period Regarding Annexation Plan - Permitted Uses - Building Permit Update

9. Adjournment (action)

Minutes:

MOTION to adjourn was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously and Commissioner Bennett adjourned the meeting at 9:42 pm.

Vote results:

Ayes: 3 / Nays: 0

Audio File

<https://soundcloud.com/user-250815044/2025-04-01-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 05/07/2025, adopted on 05/06/2025