



Planning Commission Meeting

Minutes

Tuesday, May 6, 2025 at 6:30 pm

Attendees: Chairperson Lee Bennett, Commissioner Mary Cokenour,
Commissioner Julie Bailey, Assistant City Manager Megan Gallegos
(Excused), 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 6:38 pm. The following visitors were present: City Councilmember Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of 04/01/2025 was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously. The Commission decided to wait until specified changes had been made to the minutes of 04/15/2025 for approval.

Vote results:

Ayes: 3 / Nays: 0

3. Public Comment

Minutes:

There was no public present for public comment.

4. Annexation Policy Revisions (discussion)

Minutes:

Chairperson Bennett explained to the Commission that the next step in creating the Monticello City Annexation Policy Plan was to create a statement addressing all comments made by those in attendance at the meeting on April 15, 2025 and those emailed to the city recorder afterward. The Commission reviewed all comments provided and discussed them in detail.

It was determined that a review of the GIS map was necessary before making a recommendation for Bowring's request to be removed from the expansion area. It was further determined that the request for Roring's property to be removed from the map would create an island. There is an open utility account for the property.

5. Permitted Uses/Zone Intents (discussion)

Minutes:

Bennett led the discussion for permitted uses/zone intents. She stated progress was being made

with the definitions the Commission have been discussing and informed them that the State is asking the municipalities to simply state that a use is either permitted or not permitted in an area. There was a discussion regarding the definition for a home based business. It was determined that City Recorder Gill will bring a proposed definition to the next meeting for review.

6. Building Permit Update (discussion)

Minutes:

This item was tabled until the next meeting.

7. Administrative Communications

Minutes:

Commissioner Cokenour informed the Commission that she has provided Jasmine Nielson items related to the Cottonwood Mining sites. Jasmine is the manager of the Welcome Center.

8. Next Meeting Agenda

Minutes:

Permitted Use Discussion - Public Hearing Annexation Policy - 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 Chairperson Bennett adjourned the Monticello City Planning Commission meeting at 8:33 pm.

Vote results:

Ayes: 3 / Nays: 0

Audio File

<https://soundcloud.com/user-250815044/2025-05-06-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