



Planning Commission Special Meeting Annexation Plan Minutes

Tuesday, April 15, 2025 at 6:30 pm

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

Planning Commission Special Meeting: Annexation Plan

Meeting Location: 648 S Hideout Way

1. Call to Order

Minutes:

Commissioner Bennett called the Monticello City Planning Commission Annexation Plan Special Meeting to order at 6:34 pm. The following visitors were present: Lejon Gines, Charlotte Johnson, Sue Halliday, Chet Johnson, Jimmie Forrest, Carol Forrest, Adam Halliday, Shalena Halliday, Bryan Bowring, Kevin Francom, Paul Sonderegger, Trent Sonderegger, Stephen Redd, Gary Redd, Jan Redd, Tanner Holt, Brad Bunker, Gary Halls, Eric George

2. Welcome and Introductions

Minutes:

Chairperson Bennett welcomed all present and explained the order of operations for the meeting.

3. Administration Reports

Minutes:

Planning And Zoning Administrator Gallegos informed all present the purpose for updating the current Annexation Policy Plan. She stated the State of Utah encourages municipalities to review their annexation plan every five years and Monticello City's was last updated in 2003. Gallegos presented the current annexation plan map along with the proposed map and further explained the letters that were sent to property owners. Letters of notification were sent to residents currently inside city limits that border the city limits line, residents who have land included in the proposed annexation expansion map, and residents who own property bordering the San Juan County side of the proposed annexation expansion map.

4. Question and Answer

Minutes:

Question 1: Bunker asked why the map was being changed after so long a time. Gallegos informed him that in order to feel comfortable with future annexation requests the annexation plan should be updated. A review of the map is included in the process. He further inquired why the

City has decided to include land that was not developable. Gallegos stated that the borders of the map was drawn in part to include all City owned property.

Question 2: Sonderegger asked for clarification regarding annexation into the city limits. If property was included in the expansion area map, the property owner must request to be annexed into the city. Gallegos stated that if a property received a majority of utility services from the city State Code allows the city to pursue annexation however there was a lengthy process involved which included communication with the property owner and various public hearings.

Question 3: Sonderegger further inquired if the San Juan Hospital had an annexation request with the City. Gallegos reported that once the certificate of occupancy was received from the County the Hospital would begin the annexation process.

Question 4: Bowring had a question regarding the placement of his house. He asked how he could get out of the expansion area. Commissioner Bennett stated anyone wishing to make a request should email the City Recorder their request along with the physical address, mailing address, and parcel number they wish to be included or removed from the expansion area. Gallegos further stated they would have ten days after the meeting to make their requests along with the additional hearings that will be held before the process is complete. She explained that the State of Utah did not want municipalities to create islands or peninsulas on the map so while all requests would be addressed individually some may be denied due to placement of property around them.

Question 5: Bunker asked if the city would discuss the criteria to develop the annexation policy with the public. Bunker explained to all present that the State had very specific criteria that would be reviewed when considering any annexation into the city. Gallegos projected the proposed document for all to view. She asked if those present would like for her to read the policy to them. The audience declined having her read the document to them. She also asked those interested in receiving a copy of the proposed plan to leave their email address for the Recorder to email to them.

Question 6: George asked for clarification on the blue area of the map. He wanted to know if it could receive city services with reasonable effort. Gallegos confirmed that was the case.

Question 7: Forrest asked if the property tax would increase if annexed into the city. Gallegos confirmed if it did become part of the city limits they would be assessed city taxes. She stated that the City would receive less than \$1500.00 in property tax yearly for the entire annexation proposal area. He inquired if they were removed from the proposed area would it have a negative effect on the property once it changes hands to his children.

Question 8: Chet Johnson, representing Sue Halliday, requested parcel number 3233s24e (unable to locate correct parcel number) be removed from the expansion area.

Question 9: Holt stated he does not own property outside of the city limits. He requested the City take careful consideration in the criteria and qualifications of the process of creating the annexation plan in order to benefit future generations to come.

There was further discussion between the audience and commission regarding clarification of procedures.

5. Adjournment (action)

Minutes:

MOTION to adjourn was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously and Commissioner Bennett closed the meeting at 7:25 pm.

Vote results:

Ayes: 3 / Nays: 0

Audio File

<https://soundcloud.com/user-250815044/2025-04-15-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. The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271) | Minutes published on 06/04/2025, adopted on 06/03/2025