

MINUTES
MONROE CITY PLANNING COMMISSION

July 15, 2025



7:00 P.M.

Meeting called to order- Prayer- Roll call.

The regular meeting of the Monroe City Planning Commission was called to order by Chair Candice Barney on Tuesday, July 15, 2025, at 7:01 P.M. Opening prayer was offered by Commissioner Gadd.

Present:

Commissioners:

Candice Barney

Bart Lee

Talon Gadd

David Riddle

Jason Bagley

Citizens:

Michael Smith

2. Citizens' comments.

No citizens made comments.

3. Consider updated plan changes of permanent structure located at 37 S 300 W. Submitted by Michael and Sara Smith.

Michael and his wife planned on building a new home and during the construction period they pulled a single-wide trailer to live in on their property. They had plans to bring in a cement stabilized adobe structure house, but after the geological soil testing was done, the tests showed that the soil could not hold the weight of the adobe home. They have had to make a few different choices due to financials. They still want to build that home but financially they are unable to do that right now. Michael has spoken with the county inspector Jason Mackelprang, and Jason is ok with them putting the manufactured home on the permanent foundation to alleviate the problem of it being a temporary structure. Commissioner Barney asked where the trailer would be located on the property? Michael said it would stay where it is but be placed on concrete strip footings and then have an insulated concrete panel around the perimeter. Commissioner Barney noted that the temporary permit was issued back in August of 2023. Michael said once they started with the structural engineer, they have run into one problem after another. Commissioner Barney asked about the septic system and assumed a perk test would have been done at that point. Commissioner Barney verified that the Smith's home was manufactured after 1976 and Michael's home was manufactured in 1978. Because of the year it was manufactured, it does not fall under the definition of a mobile home. Commissioner Bagley asked what the long-term goal would be with building their home and removing the trailer? Michael said the trailer

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is as far to the south side of the property so they would be able to remove the trailer when the adobe home is built. Michael said there will be plenty of room to remove the trailer once the house is built since the new construction will be on the North end and the trailer sits on the very South end of the lot. Commissioner Barney asked if culinary water is already run to the trailer and Michael said yes, it is. Commissioner Barney stated that even though they aren't building a new home right now they are converting the trailer from a temporary setting to a permanent and she feels like the Smith's need to fill out a building permit. Commissioner Lee asked Michael what his time frame is to build the home. Michael is not certain. Health problems are another reason for them having been setback on starting construction. He feels like it would still be a couple of years. Commissioner Barney asked why they are staying with the style of home where it is a heavier home and if they could build a different type of home with the geological soil not being an issue. Michael said they have thought about changing but they would just prefer this style of home. Commissioner Lee said he likes the idea of it being a permanent structure. If Michael can meet all the building codes, Commissioner Lee doesn't see an issue with it. Commissioner Barney asked Michael to fill out a building permit moving the trailer from a temporary structure to a permanent structure and then once he begins building his home to do another permit for the new build. No other questions or comments were made.

4. Consider lot line adjustment of 310 & 340 North Main Street. Submitted by Alexa Engel.

The Commissioners tabled her item of business due to her not being present tonight.

5. Consider Wellhead Protection Zone Land Use Ordinance 13.10.3.

Commissioner Barney brought up minutes from June 15, 2024 when the wellhead protection zone was last updated. She noted that the state does not have any requirements in zones three and four. There have been a few citizens who have come in and inquired about what they are able to do with their properties that are located in zones three and four. Commissioner Bagley stated that once the zone is unprotected it's hard to put that protection back on. Commissioner Lee asked if these citizens were grandfathered in on what they were told they were allowed to do with their property before the changes to the ordinance were made? Commissioner Barney said she's under the impression that the landowner can be grandfathered in, but if they were to sell the property to anyone, then the new owner would have to follow the current

ordinance rules. Commissioner Lee asked what exactly does the city council want the commissioners to change or look at? He was answered that the specific zones are two, three and four. The council would like the commissioners to review what is allowed and not allowed in those zones and look at the specialized septic systems that are required. Commissioner Barney said there is a collaboration with the city and county about the possibility of a new senior citizen center being built. The problem the city found is that it would be located in zone three. Commissioner Lee noted that plans have been made to pipe the septic out of zone three so that would not be a problem with the issue of not allowing a septic. Commissioner Bagley said he works with cities and towns who wish they never would have changed their ordinance to allow buildings or septic systems closer to their well. Commissioner Gadd agreed with Commissioner Bagley that once you remove the protection it's hard to put that back on and he would hate to do anything to ruin the protection of the well. Discussion of the new integrated septic systems was made on who would oversee making sure the systems were tested and pumped on a yearly basis

and if they were to fail, who would be responsible for that. Commissioner Lee voiced he would prefer that zone four be modified back to how it use to be; two acres and a regular septic system. Commissioner Lee asked if the commissioners were ok with the verbiage of the old ordinance for zone four or if they wanted to change it? Commissioner Gadd again noted that he feels like once you take away that protection it's hard to put back. Commissioner Riddle feels like the protection needs to stay but it's also hard to deny property owners on what they can or can't do with their property. Commissioner Lee said he is not comfortable deciding on this ordinance tonight. Commissioner Barney asked if the commissioners would like to have a work session that they could include the city council and get their thoughts and input on the ordinance. Until the work session happens this item will be tabled.

6. Consider Family Food Recreational Production-limiting number of pigs.

The commissioners tabled this item and will discuss it at their upcoming work session.

7. Other Business.

The commissioners set a date for August 19, 2025, to hold a public hearing to adopt both the Wellhead Protection Zone Land Use Ordinance 13.10.3 and the Family Food Recreational Production.

8. Adjournment.

Commissioner Lee made a motion to adjourn. Seconded by Commissioner Bagley. All were in favor. Meeting adjourned at 7:58 P.M. on Tuesday, July 15, 2025.