



# Planning Commission Meeting

## Minutes

**Tuesday, July 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:**

Commissioner Bennett called the Monticello City Planning Commission meeting to order at 6:37 p.m. The following visitors were present: City Councilmember Kevin Dunn, Chet Johnson, L. Redd, Todd Randall

### 2. Minutes Review/Approval (action)

**Minutes:**

MOTION to approve the minutes of 06/03/25 was made by Commissioner Bailey and seconded by Commissioner Cokenour. The motion passed unanimously. MOTION to approve the minutes of 06/17/25 was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously.

**Vote results:**

Ayes: 3 / Nays: 0

### 3. Public Comment

**Minutes:**

There was no public comment.

### 4. Public Hearing: Monticello City Annexation Plan

**Minutes:**

Monticello City Annexation Plan: Assistant City Manager Gallegos explained the purpose of updating the Annexation Plan and asked the audience if they had any specific questions or concerns regarding the proposed plan. She projected the revised expansion area map for all to see. Commissioner Bennett explained the color key of the map and informed the audience of changes made based on comments received from previous public meetings/hearings. Bennett addressed the parcel north of the sewer lagoons which was requested to be removed from the expansion area. She stated it was to remain included due to the fact that an island would be created if removed from the map. There was discussion regarding utilities to that specific area.

Todd Randall asked the Planning Commission whether the proposed annexation area

was intended as the City's long-term expansion goal or simply to provide property owners the option to annex. Gallegos explained that the purpose was to allow property owners to request annexation into the City. He noted that he was unsure if his own property was within or adjacent to City limits, but after reviewing the map, he clarified its location. Randall then asked about the benefits of annexation, which Gallegos outlined.

Dunn asked whether homeowners insurance rates would decrease if a property were located within the municipality. Chet Johnson responded that his rates would only change if his home were within five miles of a fire station.

Johnson then requested clarification on Section A(4) of the Draft Annexation Policy Plan. Gallegos reviewed the draft with the audience and addressed their questions. She then asked if there were any additional questions or concerns. Randall inquired how annexation into the City would affect him in terms of zoning codes. Gallegos explained that such matters would be discussed prior to the actual annexation process.

Hearing no further comments: MOTION to close the public hearing for the Monticello City Annexation Plan was made by Commissioner Cokenour seconded by Commissioner Bailey. The motion passed unanimously and Chairperson Bennett closed the public hearing at 7:23 p.m..

Chairperson Bennett called for a 5 minute recess at 7:23 pm.

**Vote results:**

Ayes: 3 / Nays: 0

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

**Minutes:**

Bennett led the discussion on the annexation policy revisions. She reviewed the preliminary response to public input at the 06/03/25 Planning Commission public hearing. Bennett asked the Commission to review the document and confirm that there were no errors. She further asked the Commission if they heard anything from the public hearing that would change the recommendations made. There were no corrections or changes in recommendations. Bennett will move all draft recommendations to final copies.

## **6. Permitted Uses/Zone Intents (discussion/action)**

**Minutes:**

Gallegos led the discussion for the permitted uses/zone intents. She recommended the Commission check all definitions for the first few pages. They reviewed all definitions, zones allowed, and permitted uses listed in the Proposed Changes to Zones and Permitted Uses draft beginning at Accessory Buildings to Diagonal Parking. Gallegos and Bennett will work on the draft portion reviewed and bring it back to the next Planning Commission meeting.

## **7. Administrative Communications**

**Minutes:**

Gallegos informed the Commission that the public hearing for a rezoning application was cancelled due to the fact of the parcel being rezoned in 2008 but not changed in the GIS system at that time. Gallegos will work administratively to resolve the issue. Gallegos informed the Commission she will not be in attendance at the regularly

scheduled meeting on August 5th.

Commissioner Bailey stated she will not be in attendance at the July 15th meeting. Gallegos provided an update on building permits submitted.

## 8. Next Meeting Agenda

### **Minutes:**

July 15, 2025 Annexation Plan Recommendation To City Council - Incorporate Any Changes In the Annexation Plan - Permitted Uses

## 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 Planning Commission meeting at 8:50 p.m.

### **Vote results:**

Ayes: 3 / Nays: 0

## **Audio File**

<https://soundcloud.com/user-250815044/2025-07-01-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

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Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271) | Minutes published on 09/03/2025, adopted on 09/02/2025