



Mona City
Planning & Zoning

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October 1, 2025 Planning and Zoning Meeting Minutes

Members Present: Chair Dennis Gardner
Commissioner Jack Boyd
Commissioner Nate Cieslak
Commissioner Wayne Hellyer
Commissioner Frank Riding

Members Absent: Commissioner Kevin Young

Councilmember(s) Present: none

Staff Present: Secretary Lori Henrie, Chad Phillips

Others Present: Jobina Davis, Joshua Davis, Jonathan Jones, Kylene Jones, Joseph Newton, Tawnia Newton, Susan Kay, Doran Kay

Planning and Zoning Chair Dennis Gardner called the Public Hearing to order at 7:33 p.m.

Chair Gardner welcomed the new member, Frank Riding, to the Commission and expressed appreciation for their willingness to serve. Commissioner Riding shared that he had previously served on the City Council and the Planning & Zoning Commission and has been a resident of Mona City for 26 years.

Public Hearing:

Chair Gardner asked for a motion to open the Public Hearing. The purpose of the Public Hearing is to receive public comments for Mona City Ordinance 2025-20, Amendment to MCC 9-3: Sign Regulations. Commissioner Boyd made motion to open the Public Hearing. Commissioner Hellyer second the motion.

Public Comment

Chair Gardner asked for comment from the public in attendance.

Joshua Davis asked whether the Combined Use (CU) Zone was being removed. Chair Gardner replied that the CU Zone remains on the map, but the former CU2 Zone has been changed as the Freeway Interchange Zone. Mr. Davis noted that signs are permitted in the Commercial/Industrial and Freeway Interchange Zones and questioned whether they should also be allowed in the CU Zone. Commissioner Boyd pointed out where the CU zone was and that there wasn't a CU2 zone; what was allowed in the CU2 zone previously has been clarified

as being the Commercial/Industrial and Freeway Interchange Zones.

Doran Kay asked if zoning ordinance was being changed. Chair Gardner stated no, that it was changing the ordinance for the signs and clarifying where signs are allowed.

Chair Gardner asked for a motion to close the Public Hearing. Commissioner Hellyer made motion to close the Public Hearing. Commissioner Boyd second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Close Public Hearing:

Chair Gardner closed the Public Hearing at 7:41.

Planning & Zoning Meeting:

The Planning & Zoning meeting resumed at 7:41.

Approval of Minutes:

Chair Gardner requested feedback on the minutes from September 3, 2025. No additional changes were suggested. Chair Gardner called for vote to accept the meeting minutes. Commissioner Boyd made motion to approve the meeting minutes from September 3, 2025. Commissioner Cieslak second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: abstain

Approval of Mona City Ordinance 2025-20:

Chair Gardner called for vote to accept Mona City Ordinance 2025-20, amending MCC 9-3: Sign Regulations. Commissioner Cieslak made motion to approve Mona City Ordinance 2025-20 amending MCC 9-3. Commissioner Hellyer second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Justin Christiansen – Accessory Building – 455 S 300 E

Mr. Christiansen was not in attendance. It was discovered that the property is still in the names of his parents and that he will need to have the property deed changed to reflect that he is the property owner. He will also need to provide the original water certificates – culinary and irrigation. It was discussed that the city attorney has written a contract that Mr. Christiansen will need to sign, approving that he is signing over his irrigation certificates to the city, trading for culinary shares, noting he will be responsible for any and all water overages. Secretary Henrie noted that code requires $\frac{1}{4}$ share of irrigation per $\frac{1}{2}$ acre lot. Mr. Christiansen has 2 acres therefore would need to provide a full share of irrigation water to sign over for the city to give

him culinary water in its place.

Chair Gardner called to table the application for an Accessory Building Permit at 455 S 300 E until the applicant completes the necessary steps, including legally deeding the property into his name, signing the contract prepared by the city attorney to transfer a full share of irrigation water to the city, and providing the city with the original culinary and irrigation water certificates. Commissioner Boyd made motion to table the Accessory Building Permit at 455 S 300 E until Mr. Christiansen provides the appropriate legal paperwork. Commissioner Cieslak second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Gordon Young – Applewood Subdivision Amended – 275 E 300 N

Gordon Young was not in attendance. Mr. Young attended the September 3, 2025 Planning & Zoning meeting wanting to do another minor subdivision from the main parcel he had previously subdivided in 2024. He was told he couldn't subdivide again for 10 years unless he did a major subdivision. Mr. Young asked if he could amend the subdivision to add one more lot for a total of two lots in the subdivision. This was recommended by the Planning Commission and the city attorney agreed. Water has been submitted for irrigation and irrigation shares have been turned over to the city in exchange for culinary credits.

Chair Gardner called for vote to accept the Amended Applewood Subdivision at 275 E 300 N. Commissioner Cieslak made motion to approve the Amended Applewood Subdivision at 275 E 300 N. Commissioner Young second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Doran & Susan Kay – D&S Enterprises Minor Subdivision – 255 N 200 E

Doran & Susan Kay have purchased the property at 255 N 200 E. They would like to divide the property into two .5-acre lots. They plan to sell the house but would like to hold onto the lot as a future building lot. Mrs. Kay questioned the code requiring water being dedicated at the time of the subdivision. Chair Gardner confirmed that it was required at the time of subdividing. The Kays didn't want to dedicate the water if they weren't building for 10 years. Secretary Henrie stated that it wasn't a decision that the Planning & Zoning commission could make, that they would need to apply for a variance and take it to City Council. Chair Gardner asked if they could get it recorded. Secretary Henrie stated that the code is in place to protect the city, if they record it, it would become flagged as unbuildable. The Kays are anxious to record the division because they have someone interested in purchasing the house. Mr. Kay stated that he does have the water and could dedicate it however, it would remove it from the "pool" for renters who do not currently own irrigation water who have to rent and would just sit not being used.

Jonathan & Kylene Jones – Greenhouse – 26 N 650 E

Jonathan & Kylene Jones have applied for an accessory building permit to build a greenhouse at 26 N 650 E. Mrs. Jones admitted that the plans show the setbacks of the greenhouse are less than 10 feet from another structure and was looking for a variance to the code to allow a 4-foot setback. This will protect the greenhouse from the north winds and it would affect how the

greenhouse operates. Chair Gardner stated that we require the 10-foot setback for fire code. Mrs. Jones asked if the building materials on both structures were metal, what would burn? Chair Gardner replied that it would burn at a certain temperature, including insulation and plants. Mrs. Jones asked if there was any way to get an exception to the code. Chair Gardner replied that Planning & Zoning follows code and does not grant exceptions. Code is code. There is a process, applying for a variance, pleading your case and taking it to City Council for approval. Chair Gardner asked the commissioners if the structure met code, would there be any issue in approving tonight? Commissioner Boyd stated that they could approve with the condition of it meeting the 10-foot setback. Chair Gardner asked for the exact measurement that they are requesting the variance for. The Joneses will get that to Secretary Henrie.

Chair Gardner called for vote to conditionally accept the accessory building permit for a greenhouse at 26 N 650 E if the setbacks are changed to 10 feet from existing structures. Commissioner Boyd made motion to conditionally approve the accessory building permit for a greenhouse at 26 N 650 E if the setbacks are changed to 10 feet from existing structures. Commissioner Hellyer second the motion. The roll call vote was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Joseph & Tawnia Newton – Minor Subdivision Questions – 21 S 200 E

Joseph & Tawnia Newton own just over 2-acres that includes the old pioneer home belonging to the Newton Family. They plan to turn the pioneer home into a historical marker in Mona. Their concerns are to be able to subdivide the property in order to build a home for themselves and a home for their disabled sons and having to meet the frontage requirements in order to do that on 200 East. The Newtons submitted 3 options of what they would like to pursue and asked the commissioners to give input on each. One option was putting in a private driveway along the south side of the property. Chair Gardner expressed concerns with a private road needing a turnaround for fire trucks. Another concern was changing the frontage requirement for the historical home to be 65 feet. He was unsure if that would be allowed. Another option the Newtons presented was using the proposed Center Street as the frontage for their subdivision but there are several owners of slivers of the proposed road and not all of them want to participate in the road being developed. Mrs. Newton asked what the next steps would be. Secretary Henrie stated that they would need to apply for a major subdivision because they would be putting a road in. Get with an engineer to draw up their plans. Secretary Henrie mentioned her discussion with the city attorney and has asked the Newtons to email him their questions and he will try to help with what they can do with a variance in changing the frontage of the pioneer home.

Secretary Business

Discussion of MCC 3-5-5, 3-6-3, 10-5-1, 10-6-1, and 10-6-4. Secretary Henrie informed the commissioners that there were a few places in code that were referenced to incorrect terminology from what was changed in the Land Use Matrix and the Zoning Map that needed to be updated. She will post a public hearing to get the terminology corrected for the November meeting.

Public Comment

No comment from the public.

Adjournment

Chair Gardner called for vote to adjourn the planning and zoning meeting at 9:05 p.m. Commissioner Cieslak made a motion to adjourn the meeting. Commissioner Riding second the motion. The roll call vote to adjourn the meeting at 9:05 p.m. was as follows:

Commissioner Boyd: Aye
Commissioner Cieslak: Aye
Commissioner Hellyer: Aye
Commissioner Riding: Aye

Dennis Gardner
Planning & Zoning Chair

Lori Henrie
Planning & Zoning Secretary