

MINUTES
MONROE CITY PLANNING COMMISSION
August 19, 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, August 19, 2025, at 7:01 P.M. Opening prayer was offered by Commissioner Barney.

Present:

Commissioners:

Candice Barney

Bart Lee

Talon Gadd-excused

David Riddle-excused

Jason Bagley

Citizens:

Michael Parsons

2. Approval of previous meeting minutes June 16, 2025 & July 14, 2025.

Commissioner Bagley made a motion to approve the minutes with the stated corrections. Seconded by Commissioner Lee. All were in favor. Motion passed unanimously.

3. Citizens' comments.

No citizens who weren't on the agenda had comments.

4. Conditional Use Business License Application "GYM 55" Located at 371 S 460 E. Submitted by Tamara Parsons.

Michael Parsons represented his mother, Tamara Parsons. He explained that the garage near the back of his mother's property was primarily used for personal and family use, but there had been some interest in renting it out for basketball practice, dance practice, and similar activities. He mentioned that his brother, Reggie had used it for a basketball camp, and that Ashlyn Thalman, who is taking over Deidre Jenkin's dance studio, was interested in using the gym two days a week for practice until her studio is built.

Commissioner Barney explained that she had researched applicable ordinances and determined that the gym would be considered an "accessory use or structure," which is permitted for family use. She noted that owners of the building (Tamara Parsons and her family) are allowed to use it

for family events, but having outside businesses rent it would not be permitted in a residential zone as it would constitute commercial use. Commissioner Lee added that the insurance requirements would also be different for a commercial rental versus family business use. Commissioner Bagley noted that this situation was similar to a previous case the commissioners have already dealt with. The commissioners clarified that while the Parsons family could get a business license for their own use of the facility, they could not rent it to outside businesses like Ashlyn's dance studio because the property is in a residential zone, not a commercial zone. Michael understood and said he would explain this to his mom and Ashlyn.

No formal motion was made as the commissioners explained that while the Parsons family could obtain a business license for personal use, they could not approve outside businesses renting the facility due to zoning restrictions.

5. Consider Wellhead Protection Zone Land Use Ordinance 13.10.3

Commissioner Barney reviewed the changes discussed during their work session two weeks prior. The proposed changes to section 13.10.0.3 included:

1. No new building or development allowed in Zone 1
2. Building in Zone 2 is permitted with conditions:
 - Structures shall not be connected to municipal water or septic systems
 - Buildings must be constructed on a cement foundation designed to prevent subsurface infiltration
 - No storage or handling of hazardous materials
1. Building in Zone 3 is permitted but no new septic systems other than for prior approved lots within a subdivision
2. Building in Zone 4 is permitted with at least 2-acre lots and no more than one new septic system per 2 acres

Commissioner Lee confirmed these changes aligned with their previous discussion, noting that Mayor Johnny Parsons wanted to keep the requirement that foundations be approved by a Monroe City building official to ensure awareness of the requirements before construction begins.

Commissioner Lee made a motion to recommend approval to the Monroe City Council to approve the recommended changes. Seconded by Commissioner Bagley. All were in favor. Motion passed unanimously.

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

The commissioners discussed capping the number of pigs allowed per household to two, regardless of lot size or acreage. The commissioners examined the current ordinance and discussed adding specific regulations for keeping pigs, including limiting households to no more

than 2 pigs over 3 months of age regardless of lot size. They also discussed including enclosure requirements, specifying that pig enclosures must be at least 50 feet from any neighboring residential dwelling. Commissioner Lee noted that while most lots in Monroe are 264 feet deep, which would accommodate the 50-foot requirement, keeping pigs closer than that distance would not be advisable. The commissioners also discussed that these restrictions would apply to new pig owners, while existing owners would be grandfathered in but would have to comply when replacing their animals.

Commissioner Bagley made a motion to recommend the stated changes to the Monroe City Council to limit the number of pigs to 2 pigs and add the enclosure requirement to the family food and recreational production section. Seconded by Commissioner Lee. All were in favor. Motion passed unanimously.

Commissioner Barney closed the regular Planning Commission Meeting at 7:36 P.M. on Tuesday August 19, 2025.

7. Public Hearing. The purpose of this hearing is to receive comments regarding proposed amendments to Title 13 Section 13.3 Definition of Family Food or Recreational Production- Number of allowed animals. Title 13.10 Wellhead Protection Zone – Amending General Requirements, Proposed amendments to provide clarity and correctness to the Monroe City Land Use and Subdivision Ordinances.

No citizens were present to provide comments.

Commissioner Lee made a motion to recommend approval to the Monroe City Council to approve the recommended changes. Seconded by Commissioner Bagley. All were in favor. Motion passed unanimously

Commissioner Bagley made a motion to recommend approval to the Monroe City Council. Seconded by Commissioner Lee. All were in favor. Motion passed unanimously.

The public hearing was closed at 7:38 p.m. on Tuesday August 19, 2025. and the regular planning commission meeting was reopened at the same time.

8. Discussion of Annexation Agreement and Minor Subdivision requirements.

The commissioners discussed an annexation request related to the Shawn Lindsay property. Commissioner Barney expressed uncertainty about why this item was on the Planning Commission agenda since annexations typically go to the City Council. She noted that the property owner was planning to divide the land into four lots, which would not qualify as a minor subdivision (which is three lots or fewer). The commissioners discussed zoning concerns, noting that if the property were annexed and zoned commercial, it would create a commercial "island" surrounded by residential properties. They also discussed water rights requirements for annexation. Commissioner Barney mentioned that recent legislation passed in March might affect annexation rules, potentially requiring notification of property owners within 300 feet of

107 the proposed annexation. Without the property owners present to provide more details about their
108 plans, the commissioners decided to table the discussion.

109 No formal motion was made as the item was tabled until more information could be provided.

110 9. Other Business.

111 Commissioner Barney brought up a previous discussion about revising parking lot requirements.
112 Commissioner Lee expressed his opinion that the city needs more parking than currently allowed
113 by ordinance. The commissioners agreed to add this topic to the next meeting agenda for
114 consideration.

115 10. Adjournment.

116 Cmmssioner Lee made a motion to adjourn at 7:50 P.M. Sseconded by Commissioner Bagley.
117 All were in favor. Meeting adjourned.