



Planning Commission Meeting

Minutes

Monday, November 3, 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:

Chairperson Bennett called the Monticello City Planning Commission meeting to order at 6:32 pm. The following visitors were present: City Councilmember Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of 10/07/2025 with the correction noted by City Recorder Gill on agenda item 8 (add reschedule) was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

3. Public Comment

Minutes:

There was no public present for comment.

4. Public Hearing: § 10-2-7 Parking and Storage of Recreational Vehicles § 10-15 Recreational Vehicle Parks

Minutes:

Commissioner Bennett introduced the agenda item and stated the changes are listed in the agenda packet. Commissioner Bailey asked for clarification on how long recreational vehicles could be parked on the street. Assistant City Manager stated they were allowed up to 48 hours (10-7-b1).

Hearing no additional comments, Chairperson Bennett closed the public hearing at 6:38 pm.

5. Permitted Uses/Zone Intent (discussion/action)

Minutes:

Bennett led the discussion on this agenda item. Gallegos reminded all present that the document will not be updated until all definitions are set. The Planning Commission

reviewed and clarified all definitions beginning at Manufacturing, Custom - RESIDENTIAL through Wind Turbine. Each definition for permitted uses was debated and discussed in detail.

6. Monticello City General Plan (discussion)

Minutes:

Bennett reiterated the assignments given to the commission members which is due on the 16th of December. Gallegos informed the Commission that the Council did decide to add the Water Presentation Plan to the General Plan rewrite. They also decided to provide incentives for all surveys turned into the City. City Recorder Gill was assigned the task of determining if the City could have the surveys placed in individual post office boxes.

7. Administrative Communications

Minutes:

Gallegos informed the Commission that a duplex new build permit has been approved. She further stated that several permits for alterations are currently in process.

8. Next Meeting Agenda

Minutes:

Recommendation to forward §10-2-7 Parking and Storage of Recreational Vehicles § 10-15 Recreational Vehicle Parks to City Council for public hearing - Revised Permitted Uses - General Plan Update - Subdivision Code Revision

9. Adjournment (action)

Minutes:

MOTION to adjourn was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed unanimously and Chairperson Bennett adjourned the Planning Commission meeting at 9:29 pm.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

Audio File

<https://soundcloud.com/user-250815044/2025-11-03-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