

MINUTES  
MONROE CITY PLANNING COMMISSION  
November 18, 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 Pro Temp Bart Lee on Tuesday, November 18, 2025, at 7:00 P.M. Opening prayer was offered by Commissioner Riddle.

Present:

Commissioners:

Candice Barney-arrived late

Bart Lee

Talon Gadd

David Riddle

Jason Bagley-excused

Citizens:

Pete Weimer

Trevor Okerlund

Kandace Okerlund

Josh Miller

Krissy Miller

2. Approval of previous meeting minutes August 19, 2025, and special meeting minutes August 5, 2025.

**Commissioner Gadd Made a motion to approve the minutes as presented. Seconded by Commissioner Riddle. All were in favor. Motion carried.**

3. Citizens' comments.

Several residents expressed concerns regarding a potential dance studio business proposed on property that would need to be annexed into the city. The property is located on a dirt road in a primarily residential and agricultural area.

The residents' main concerns included:

- Increased traffic on a narrow, partially unpaved road
- Safety issues for children who play and ride bikes in the area.
- Impact on agricultural activities (tractors, sheep grazing) along the road
- Potential devaluation of neighboring properties

- Inadequate infrastructure for the volume of traffic the dance studio would generate.

City Treasurer, Jacee Barney, clarified that the annexation process has not officially begun, as no letter of intent has been submitted. She explained that while the annexation itself cannot be stopped if requirements are met, the zoning designation would be determined later in the process and could affect what businesses could operate there. Currently, the area would be zoned as rural residential, which would require a conditional use permit for commercial activities.

Commissioner Lee noted that the city has experience with dance studios in different settings, including one that was heavily restricted due to similar traffic concerns. He acknowledged the residents' concerns and encouraged them to stay involved in the process once formal applications are submitted.

4. Property Line Split of parcel 1-M6A-16 located at approximately 387 E Monroe Canyon Road. Submitted by Pete Weimer.

Pete Weimer presented a revised proposal for his property line adjustment. He explained that after meeting with city officials and surveyors multiple times, he determined that his original plan to split the pasture into two lots was impractical due to:

- The location of his water meter, which is 100 feet from his property line
- Existing underground water and power lines throughout the property
- The need to maintain access to his corral

The revised plan would adjust his south boundary line to incorporate his corral and provide a 33-foot right-of-way, which meets city requirements. This would maintain the current three parcels while addressing the infrastructure constraints.

Commissioner Lee confirmed that the 33-foot measurement for the right-of-way met requirements, and Mr. Weimer confirmed this was his final proposal after multiple surveys.

**Commissioner Riddle made a motion to approve Pete Weimer's property line adjustment as presented. Seconded by Commissioner Lee. All were in favor. Motion passed unanimously.**

Mr. Weimer was informed that his proposal would also need to go before the City Council on December 13<sup>th</sup>, 2025.

**Chairman Lee closed the regular Planning Commission meeting at 7:27 PM, Tuesday November 18, 2025.**

**Commissioner Lee opened the public hearing at 7:27 PM, Tuesday November 18, 2025.**

5. Public Hearing. The purpose of this hearing is to receive comments regarding proposed amendments to Monroe City Land Use Zoning ordinance. Proposed amendment to Title 13 Section 6 - Zoning District Established; Section 7 - Fence Requirements; Section 8 - Parking Requirement; Section 10 - Well Head Protection Zone; as well as text amendments to provide clarity and correctness to the Monroe City Land Use Zoning Ordinance

1. **Well Head Protection Zone** - The commission discussed adding a minimum acreage requirement for all zones. Currently, only Zone 4 has a 2-acre minimum requirement, while Zones 1, 2, and 3 have no specified minimum. The commissioners agreed that applying a consistent 2-acre minimum across all zones would be appropriate.
2. **Zoning Districts and Unlisted Businesses** - Jacee Barney noted that the current zoning ordinance doesn't include many potential businesses, making it difficult to determine where they would be permitted, conditionally permitted, or prohibited. She requested that commissioners review the current listings and identify potential additions for future meetings.
3. **Parking Requirements** - The commission discussed that the current requirement of one parking space per 200 square feet for retail sales offices is insufficient for Monroe's needs. Commissioner Lee cited a recent example of a development on Main Street where parking has proven inadequate, particularly when the space is used for high-traffic businesses like a donut shop rather than just office space.
4. **Fence Requirements** - The commission briefly discussed the fence ordinance, with Commissioner Lee noting the complexity of creating requirements that maintain safety while accommodating both privacy needs and agricultural uses. Jacee Barney mentioned that more clarity would be helpful for city staff when addressing specific scenarios.

**Commissioner Lee closed the public hearing at 7:44 PM, Tuesday November 18, 2025.**

**Commissioner Lee reopened the regular Planning Commission Meeting hearing at 7:44 PM, Tuesday November 18, 2025.**

Commissioner Riddle made a motion to recommend the change of all zones in the Well Head Protection Zone to require a 2-acre minimum lot size. Seconded by Commissioner Gadd. All were in favor. Motion passed unanimously.

5. Consider names for planning commission replacement members.

The commission discussed potential candidates to fill two vacant positions, as Commissioner Bagley was recently elected to the City Council and Commissioner Lee requested to step down due to scheduling conflicts. The commission noted that one position would be a standard term while the other would be a three-year term to get back on the regular rotation schedule.

103 Commissioner Barney presented several names she had compiled, and the commission  
104 discussed additional candidates. They considered factors including:

- 105 • Length of residency in Monroe
- 106 • Geographic representation within the city
- 107 • Professional background and expertise
- 108 • Availability and existing commitments
- 109 • The value of having gender diversity on the commission

110 It was noted that the Mayor would review the list, potentially adjust priorities, and contact  
111 candidates to determine interest.

112 6. Other Business.

113 No other business was discussed.

114 8. Adjournment.

115 **Motion to adjourn at 8:02 PM was made by Commissioner Barney, seconded by**  
116 **Commissioner Riddle. All were in favor. Meeting adjourned.**