



Planning Commission Meeting

Minutes

Tuesday, December 2, 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 6:34 pm. The following visitors were present: City Councilmember Kevin Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of 11/03/2025 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. Consider for Approval: Forward Letter of Interest for Planning Commissioner to City Council (discussion/action)

Minutes:

MOTION to forward the letter of interest from Lee Bennett to the City Council for reappointment to the Planning Commission was made by Commissioner Cokenour and seconded by Commissioner Bailey. The motion passed 2-0. Commissioner Bennett abstained.

Vote results:

Ayes: 2 / Nays: 0 / Abstains: 1

5. Consider for Approval: Forward § 10-2-7 Parking and Storage of Recreational Vehicles § 10-15 Recreational Vehicle Parks to City Council (discussion/action)

Minutes:

MOTION to forward § 10-2-7 Parking and Storage of Recreational Vehicles § 10-15 Recreational Vehicle Parks to City Council was made by Commissioner Bailey and

seconded by Commissioner Cokenour. Roll call vote: Commissioner Bennett, Aye
Commissioner Bailey, Aye Commissioner Cokenour, Aye The motion passed
unanimously.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

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

Minutes:

Assistant City Manager Gallegos introduced the agenda item. She stated that the definitions approved at the last commission meeting had been updated. She further explained that all definitions outlined in yellow and green were updated and needed to be reviewed. All remaining definitions were discussed in detail and adjusted as needed.

7. Monticello City General Plan (discussion)

Minutes:

The distribution of the general plan survey was discussed. Commissioner Bennett led the discussion for this agenda item. She reviewed the Economic Development, Community Promotion, Community Aesthetics, and Land Use elements of the current status. She outlined the goals set forth in 2018 and all progress made since then was discussed. Assignments of the Commissioners and Administration were clarified. It was determined that City Recorder Gill will publish a General Plan Meeting with the City Council, Planning Commission, City Administration, and Public Works Director on January 20, 2025 at the Hideout Community Center at 6:30 pm.

8. Monticello City Code § 11 Subdivision Code Updates (discussion)

Minutes:

Gallegos requested this agenda item be tabled until the January 2026 meeting.

9. Administrative Communications

Minutes:

Gallegos suggested the Commission compile a list of projects to pursue in 2026.

10. Next Meeting Agenda

Minutes:

General Plan - Projects for 2026 - Subdivision Code Updates - Permitted Uses/Zone Intents - Open and Public Meetings Act Training

11. 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 Monticello City Planning Commission at 9:26 pm.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

Audio File

<https://soundcloud.com/user-250815044/2025-12-02-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

Contact: Melissa Gill (melissa@monticelloutah.org 435-587-2271) | Minutes published on 01/07/2026, adopted on 01/06/2026