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**Genola Town
Planning Commission Meeting Minutes
December 4, 2025**

Planning Commission Present: Chairman Avery Fitzgerald, Commissioners: Bruce Nieveen, Mike Maughan, Brent Carter, Norm Beagley, Kent Argyle
Absent: Vice-Chair Daron Hughes
Staff Present: Recorder Lucinda Thomas, Deputy Clerk Nicole Preston, Attorney Josh Nielsen
Public Present: Kelly Staheli

1. Chairman Avery Fitzgerald called the meeting to order at 7:00pm.

- a. Commissioner Michael Maughan gave the opening prayer
- b. Commissioner Brent Carter led the pledge of allegiance.

AGENDA ITEMS:

2. Approval of Minutes for October 2, 2025.

- a. Commissioner Norm Beagley made a **Motion** to approve the minutes for October 2nd with the approved changes. Chairman Avery Fitzgerald **Second** and the motion **Passed** all in favor.
 - i. Chairman Avery Fitzgerald - Yes
 - ii. Vice-Chair Daron Hughes - absent
 - iii. Commissioner Brent Carter - Yes
 - iv. Commissioner Bruce Nieveen - Yes
 - v. Commissioner Norm Beagley - Yes
 - vi. Commissioner Mike Maughan – Yes
 - vii. Commissioner Kent Argyle - Yes

PUBLIC FORUM – There was no one signed up for the public forum

3. Discussion and possible action on a proposed site plan for a proposed accessory building for Kelly Staheli locate at 719 E Center St in the Carter Corner Subdivision plat A lot 4 Parcel #65.012.0004.

- a. The commission reviewed the site plan checklist and found that the site plan needed to include the North Arrow and label where the power will come into the building.
- b. Commissioner Brent Carter made a motion to approve the site plan with the contingency that he adds the corrected North Arrow and the power location. Commissioner Mike Maughan Second and the motion Passed all in favor.
 - i. Chairman Avery Fitzgerald - Yes
 - ii. Vice-Chair Daron Hughes - absent
 - iii. Commissioner Brent Carter - Yes
 - iv. Commissioner Bruce Nieveen - Yes
 - v. Commissioner Norm Beagley - Yes
 - vi. Commissioner Mike Maughan – Yes
 - vii. Commissioner Kent Argyle – Yes

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4. Discussion and possible action on setting a meeting schedule for the Calendar year 2026.

- a. Chairman Avery Fitzgerald stated that the plan was to keep the schedule as it has been with the meetings scheduled for the 1st Thursday of every month with the exception on January which will be moved to the following week to January 8th. Everyone was fine with that change.
- b. Chairman Avery Fitzgerald made a Motion to set the meeting schedule to every first Thursday of the month except for January 2026 which will be held January 8th. Commissioner Bernt Carter Second and the motion Passed all in favor.
 - i. Chairman Avery Fitzgerald - Yes
 - ii. Vice-Chair Daron Hughes - absent
 - iii. Commissioner Brent Carter - Yes
 - iv. Commissioner Bruce Nieveen - Yes
 - v. Commissioner Norm Beagley - Yes
 - vi. Commissioner Mike Maughan – Yes
 - vii. Commissioner Kent Argyle – Yes

5. Discussion on a proposed amendment to the subdivision ordinance. Building in an already existing PUE and discussion on what easements should be required going forward.

- a. City Attorney Josh Nielsen reviewed that the changes that were proposed to the Town Council through the R-1 Ordinance were discussed, and the council would like to see these changes actually happen within the subdivision ordinance. They also decided that they only want to allow the building in the easements if the easements have first been vacated, so that it is clear that those easements don't exist anymore. Mayor Neil Brown drafted a proposed change but also would like the commission to review for future use what easements need to be included in subdivision plats. The commission was given the draft that Mayor Brown had completed.
- b. Commissioner Beagley wanted to make sure that we were clear in terms of the wording that we were only allowing the vacating of Public Utility Easements and not any other kind of easements. He would also like to make sure that we require all easements of record including irrigation etc. be required to be put on a plat. Commissioner Maughan was concerned that the council didn't understand the costs that are associated with vacating the public utility easements as he has researched it and found it be a couple thousand dollars. City Attorney Nielsen stated that he doesn't know if they know the cost exactly but that Commissioner Maughan could definitely let them know. The commission discussed the purposes of the PUE's and also making sure that there would be adequate space behind a building for maintenance and for maintaining run-off water etc.
- c. They discussed that they would discuss this more and then have a public hearing in February after they have nailed down the language better. They would also like to have a sketch to include with this language so that it is clearer about what they want. They will discuss this further next month.

94 **6. Discussion on updating the General Plan**

- 95 a. City Attorney Josh Nielsen educated the commission on the updated state code
96 for the General Plan.
97 i. Guideline for how you want to see the Town Grow
98 ii. Transportation element
99 iii. Land use element
100 iv. We no longer have a five-year deadline.
101 b. They were all asked to go home and review the general plan and see if there
102 were any areas that they would like to have updated. Commissioner Mike
103 Maughan volunteered to maintain the working draft of the general plan, and he
104 would get that updated and taken care of. Commissioner Norm Beagley stated
105 that he doesn't feel that much needs to change in the general plan and that
106 there won't need to be many changes.
107

108 **7. Commission Comments**

- 109 a. There was nothing discussed.
110

111 **8. Motion to Adjourn**

- 112 a. Chairman Avery Fitzgerald made a **Motion** to adjourn. Commissioner Norm
113 Beagley **Second** and the motion **Passed** all in favor.
114 i. Chairman Avery Fitzgerald - Yes
115 ii. Vice-Chair Daron Hughes - absent
116 iii. Commissioner Brent Carter - Yes
117 iv. Commissioner Bruce Nieveen - Yes
118 v. Commissioner Norm Beagley - Yes
119 vi. Commissioner Mike Maughan – Yes
120 vii. Commissioner Kent Argyle - Yes
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- 122 b. The meeting was adjourned at 8:26pm
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124 Minutes prepared by Deputy Clerk Nicole Preston
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126

127 Approved on: January 8, 2026

Lucinda Thomas

Lucinda Thomas, City Recorder
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