



Planning Commission Meeting

Minutes

Tuesday, January 6, 2026 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: Mayor Elect Kevin Dunn

2. Minutes Review/Approval (action)

Minutes:

MOTION to approve the minutes of 12/02/2025 as presented was made by Commissioner Bennett and seconded by Commissioner Cokenour. The motion passed unanimously.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

3. Public Comment

Minutes:

There was no public present for comment.

4. Monticello City Code § 11 Subdivision Regulations (discussion/action)

Minutes:

Assistant City Manager Gallegos introduced the agenda item. She stated the code revisions had been reviewed by the City's Attorney and that all items in red have been adjusted to accommodate Utah State law. The suggested adjustments were reviewed and discussed in detail by the Commission.

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

Minutes:

Gallegos led the discussion on the agenda item. She informed the Commission that all changes discussed in former meetings had been included. She further stated the permitted uses highlighted in green needed to be addressed in Monticello City Code to be able to permit those uses. The process of deed restrictions was discussed.

6. Monticello City General Plan (discussion)

Minutes:

Gallegos presented the information compiled by all participants, including past objectives, projected outcomes, and actual results, and explained that she had prepared a condensed version for review. City Recorder Gill asked what input the administration was requesting from the Commission. Gallegos responded that the administration was seeking the Commission’s review of the compiled information along with feedback on whether additional or different information should be gathered. Gallegos reported that the General Plan survey received a strong response, with 70 paper surveys and 90 online surveys returned so far.

7. 2026 Projects (discussion/action)

Minutes:

Commissioner Bennett led the discussion for this agenda item. The Commission will continue to work on the Monticello City General Plan - Permitted Uses - State Code Revisions - Exploring what “deed restrictions” would look like within the city - Exploring new city code that will allow specific permitted uses not currently addressed

8. Administrative Communications

Minutes:

Mayor Elect Dunn reported that the December 23rd City Council meeting had been cancelled. He stated the new council members would be sworn in on Jan, 13, 2026. Dunn informed the Commission that Monticello City Council will be looking into a carbon capturing program at the sewer lagoons. He further informed the Commission that he would be conducting office hours for the public. City Recorder Gill reminded Commission members about the Open and Public Meetings Act training. She further stated that Monticello 101 will be a big focus for 2026. She invited the commission and members of the public to attend those meetings stating that they will provide a good back end look at city operations. The meeting on January 20, 2026 with Monticello City Administration, Planning Commission, and City Council was discussed. A plan was set to determine the format and direction of the meeting.

9. Next Meeting Agenda

Minutes:

Subdivision Code Discussion with Recommendations from Commission - Appointment Planning Commission Chair - Monticello City General Plan

10. 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 8:12 pm.

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

Audio File

<https://soundcloud.com/user-250815044/2026-01-06-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 04/13/2026, adopted on 03/03/2026