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MINUTES  
MONROE CITY PLANNING COMMISSION  
March 17<sup>th</sup>, 2026

**1. Meeting called to order- Prayer- Roll call.**

The regular meeting of the Monroe City Planning Commission was called to order by Chair Candice Barney on Tuesday, March 17, 2026, at 7:00 P.M. Opening prayer was offered by Commissioner Roberts.

Present:

Commissioners:

Candice Barney

Talon Gadd

David Riddle

Riley Lindsay

Lance Roberts

Citizens:

Ashlyn Thalman

**2. Approval of previous meeting minutes February 17<sup>th</sup>, 2026.**

The commissioners reviewed the previous meeting minutes from February 17, 2026. Commissioner Barney raised one question regarding line 109, where it's mentioned "any major subdivisions, 3 plus lots should be required." She noted that the city ordinances do not currently distinguish between major versus minor subdivisions and suggested removing the word "major" for clarity. No other commission members had additional concerns with the minutes.

**Commissioner Gadd made a motion to approve the minutes from February 17, 2026, with the stated correction. Commissioner Riddle seconded the motion. Motion passed unanimously with all members voting aye.**

**3. Citizens' comments.**

**No citizens who were present had comments.**

**4. Conditional Use Permit "Studio 17" submitted by Ashlyn Thalman. Located at approximately 387 E Monroe Canyon Road.**

Ashlyn Thalman presented her application for Studio 17, a dance studio to be located on a 2-acre lot purchased from Pete Weimer at approximately 387 East Monroe Canyon Road. She explained that she is currently renting a space that is not ideal for her business and her dancers, and wants to build a new facility. The proposed location is somewhat out of the way, which would help control traffic issues. Thalman outlined her plans, which include a 20-plus car parking lot and positioning the dance studio building close to the main road for easy access. She also requested approval for the future option to build a residential home on the remaining acre and a half of the property. She, noted that it would be a separate building not connected to the dance studio, unlike typical home-based business requirements. The commission discussed several key considerations:

**Water Pressure Concerns:** The property is located in wellhead protection zone 4, where water pressure is limited to approximately 40 PSI. City staff explained that residents in this area experience low water

48 pressure and must be careful about simultaneous water usage. Thalman acknowledged understanding  
49 these limitations and accepted the water pressure constraints.  
50 **Zoning and Setback Requirements:** The commission confirmed that as a residential zone, the property  
51 would still require 30-foot setbacks, though commercial zones only require 3-foot setbacks. The parking  
52 lot would be positioned to meet these requirements.  
53 **Transportation Planning:** Staff noted that the city has not yet adopted an access management  
54 transportation plan, which will determine where driveways and access points can be located. This plan is  
55 expected sometime during the summer, but the applicant's project timeline should allow for  
56 coordination with city staff to ensure compliance with future access requirements.  
57 **Future Residential Development:** The commission discussed Thalman's desire to potentially build a  
58 home on the property in the future. Staff explained that while tonight's approval covers the commercial  
59 dance studio, any future residential development would need to meet the ordinances in effect at that  
60 time. However, with 2 acres in the wellhead protection zone, there should be adequate space for both  
61 uses.  
62 **Conditional Use Criteria:** The commission reviewed the standard conditional use considerations and  
63 found that the proposal adequately addressed parking, safety, traffic flow, community impact, and  
64 future growth plans. The location's distance from neighbors would help mitigate noise concerns, and the  
65 large lot size provides flexibility for proper lighting and safety measures.  
66 **Building and Development Details:** Thalman indicated that the parking lot would likely be gravel  
67 initially, with potential upgrades depending on costs. She confirmed that all development would meet  
68 city codes and requirements, working with her contractor Ralph Brown who has experience with similar  
69 projects.

70

71 **Commissioner Gadd made a motion to pass the conditional use permit for Studio 17. Commissioner**  
72 **Lindsay seconded the motion. Motion passed unanimously with all members voting aye.**

73

74 The commission congratulated Thalman on her approval, noting that she no longer needs to appear  
75 before city council as the conditional use permit is approved as of this meeting.

76

77

78 **5. PUBLIC NOTICE IS HEREBY GIVEN that the Monroe City Planning Commission will hold a public**  
79 **hearing on Tuesday, March 17, 2026, at 7:00 p.m. at the Monroe City Office located at 10 N Main,**  
80 **Monroe, Utah. The purpose of this hearing is to receive comments regarding proposed amendments**  
81 **to Monroe City Land Use Zoning ordinance. Proposed amendment to Title 13 .3.0 Definitions; 13.6.4-**  
82 **Zoning District Established Uses; as well as text amendments to provide clarity and correctness to the**  
83 **Monroe City Land Use Zoning Ordinance.**

84

85 The regular planning commission meeting was closed at 7:22 PM on Tuesday, March 17<sup>th</sup>, 2026 and  
86 immediately reopened as a public hearing at 7:22 PM on Tuesday, March 17<sup>th</sup>, 2026 to receive  
87 comments on proposed amendments to the Monroe City Land Use Zoning Ordinance.

88

89 **Key Changes Discussed:**

90 The commission reviewed several amendments to the zoning ordinance, though staff noted that  
91 changes were not highlighted in the draft documents provided. Major modifications included:

92 **Wellhead and Flood Zone Columns Removed:** The commission removed two columns from section  
93 13.6.4 that previously showed wellhead protection and flood zone designations. These were eliminated  
94 because these zones have their own separate ordinances, and properties that fall within these zones

95 must comply with both the base zoning requirements and the additional wellhead or flood zone  
96 standards.

97 **Laboratory Spelling Correction:** A minor correction was made to change "laborator" to "laboratory" in  
98 the definitions.

99 **Definitions Repositioning:** The definitions section was relocated to appear directly after the zoning  
100 district table (13.6.4) to improve readability and organization, while maintaining a separate  
101 comprehensive definitions section for the entire zoning book.

102 **Public Building Definition Debate:** Significant discussion occurred regarding the definition of "public  
103 building." The commission clarified that "public" should mean government-owned (federal, state,  
104 county, municipal) rather than buildings open to public access. This distinction was important to  
105 differentiate between government facilities and privately-owned businesses that serve the public, such  
106 as reception centers.

107 **Special District Inclusion:** The commission debated whether to include "special districts" in the public  
108 building definition. Staff explained that special service districts are quasi-governmental entities with  
109 their own boards, separate from city and county control, but still provide public services. Examples  
110 include water conservancy districts and other utility districts. After discussion, the commission decided  
111 to maintain the inclusion of special districts in the public building definition, recognizing their quasi-  
112 governmental nature.

113 **Cemetery Provisions:** The commission confirmed that cemetery uses were removed from active zoning  
114 considerations since Monroe's cemetery is located outside city limits, though the definition was  
115 retained.

116  
117 The public hearing concluded at 7:38 PM on Tuesday, March 17<sup>th</sup>, 2026, with no public comments  
118 received. The meeting was then reopened as a regular Planning Commission meeting.

119

## 120 **6. Other Business.**

121

122 **Zoning Ordinance Amendment Approval:** Since the agenda did not specifically include action on the  
123 zoning amendments discussed in the public hearing, the item was added to Other Business for formal  
124 consideration.

125

126 **Commissioner Gadd made a motion to pass the amendments discussed regarding definitions in**  
127 **section 13.3. Commissioner Roberts seconded the motion. Motion passed unanimously with all**  
128 **members voting aye.**

129

130 **Flood Certification Recording:** Commissioner Gadd reported on research conducted with the county  
131 regarding flood certification recording. County officials indicated that flood certifications are not  
132 recorded through the county recorder's office for municipalities - they would be recorded through  
133 Monroe City's building department if at all. However, geotechnical reports could be recorded through  
134 the county. Staff noted that any documents can be recorded with the county at no cost, which would  
135 make them part of the permanent property record and appear in title searches.

136 **Enforcement Follow-up Item:** The commission identified a need to follow up on a previous conditional  
137 use permit case involving a mobile home that was supposed to be placed on a permanent foundation.  
138 The property is located on Third West, where the property owner received temporary permits to place a  
139 single-wide trailer while building a permanent home. After soil studies showed the planned adobe home  
140 was too heavy for the soil conditions, the owner was supposed to put the trailer on a permanent  
141 foundation, but this work has not been completed despite extensions. Staff will research the timeline  
142 and bring this item back to the next meeting for enforcement discussion.

143 **Water Ordinance Development:** Staff indicated plans to prepare a presentation for city council  
144 regarding potential water ordinances for the red and yellow water pressure zones, particularly  
145 addressing new developments that may use culinary water for irrigation when secondary water is not  
146 available.

147

148 **7. Adjournment.**

149 **Commissioner Riddle made a motion to adjourn the meeting. Commissioner Lindsay seconded the**  
150 **motion. Motion passed unanimously with all members voting aye.**

151

152 The meeting adjourned at 7:49 PM.

153