



Planning Commission Meeting

Tuesday, September 1, 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**
- 2. Commission Declaration of Conflict of Interest**
- 3. Minutes Review/Approval (action)**
- 4. Public Comment**
- 5. Monticello City General Plan (discussion/action)**

Attachments:

- **2026-08-31 Julie Summary of Goals and Objectives** (2026-08-31_Julie_Summary_of_Goals_and_Objectives.pdf)
- **08-31-2026 Lee GP draft** (08-31-2026_Lee_GP_draft.pdf)
- **2026-08-31 Mary Land Use Element Chart** (2026-08-31_Mary_Land_Use_Element_Chart.pdf)
- **2026-08-31 Mary Land Use Goals** (2026-08-31_Mary_Land_Use_Goals.pdf)
- **2026-08-31 Lee Energy Cons 9-1-26** (2026-08-31_Lee_Energy_Cons_9-1-26.pdf)
- **2026-08-31 Mary Annexation - Incentives** (2026-08-31_Mary_Annexation_-_Incentives.pdf)
- **2026-08-31 Lee Energy Cons 9-1-26** (2026-08-31_Lee_Energy_Cons_9-1-26.pdf)
- **2026-08-31 Mary Rezoning Unused AG-1 to R2** (2026-08-31_Mary_Rezoning_Unused_AG-1_to_R2.pdf)

- a. **General Plan Discussion**
 - b. **Economic Development Element**
 - c. **Moderate Income Housing Element**
 - d. **Land Use Element**
 - e. **Energy Conservation Element**
- 6. Administrative Communications**
- 7. Next Meeting Agenda**
- 8. Adjournment (action)**

Audio File

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) | Agenda published on 08/25/2026 at 9:12 AM

*** For Planning Commission Use ***

Summary of Goals and Objectives:

>Fill in the table as appropriate to goals and objectives. Talk with Megan if you have trouble filling in the table. Measurement is how you'll know if the objective has been completed.<

GOAL	OBJECTIVES	TIME NEEDED TO FINISH OBJECTIVE	TO BE COMPLETED IN YEAR	MEASUREMENT
post affordable housing with "Housing authority of SE Utah" info on city website + keep it up to date A. _____	1. _____ To help families reach the goal of owning a home 2. _____ 3. _____	1. _____ 2. 1 year 3. _____	1. _____ 2. 2032 3. _____	1. _____ 2. 100% 3. _____
Create a Home ownership zone B. _____ Ut Code 63 H-23 part 7	1. _____ 2. _____ 3. _____	1. _____ 2. 1 year 3. _____	1. _____ 2. 2028 3. _____	1. _____ 2. 100% 3. _____
Coordinate with "Dept of Work force Services - Aka: Housing Authority of SE Utah - "Kayden C. _____	1. _____ To bring affordable housing to the city 2. _____ 3. _____ 4. _____	1. _____ 2. 2 3. _____ 4. _____	1. _____ 2. 2032 3. _____ 4. _____	1. _____ 2. 100% 3. _____ 4. _____

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Reduce, Waive or eliminate impact fees related to moderate income housing A. _____	1. _____ 2. Helping reduce the cost of building a new home 3. _____	1. _____ 2. 1 year 3. _____	1. _____ 2. 2032 3. _____	1. _____ 2. 100% 3. _____
B. _____	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____
C. _____	1. _____ 2. _____ 3. _____ 4. _____	1. _____ 2. _____ 3. _____ 4. _____	1. _____ 2. _____ 3. _____ 4. _____	1. _____ 2. _____ 3. _____ 4. _____

PART ONE: PLANNING FOR THE FUTURE

Developing the 2027 general plan was a process through which the City learned in detail about the desires and concerns of its citizens and the needs of City administration. It began when the City Council decided that the 2018 general plan was inadequate for changed circumstances and no longer complied with Utah law. The end product is a document that complies with Utah code and which the City will use to guide regulatory decisions, budget development, and administrative priorities.

The 2027 general plan considered public comments heard at City Council and Planning Commission meetings, public hearings, responses to a survey conducted by the City, recommendations from City employees, and suggestions from interested parties. More voices from a greater cross-section of the populace were heard in response to this planning effort than had been heard during preparation of prior general plans. The City is pleased with the interest shown by everyone and believes the 2027 plan is better for that input.

The planning process establishes focus areas, called elements, to describe the City's desired goals. Each element has a set of objectives developed by City administration and is discussed in the Part Two of this plan. A diagram of the City's planning process is shown on page **.

MOVING FORWARD FROM THE 2018 GENERAL PLAN

The prior general plan was approved in 2018 and was a mix of ambition and restraint. Overall, the goals focused on retaining the small, rural, agrarian character of Monticello and anticipated little growth in population or economy. Several objectives were put forth to assure that the City would retain its rural character. By the time the City started work on the 2027 general plan, three things were apparent. First, the goals of the 2018 plan restrained expansion and growth of the local economy. Second, the objectives in the 2018 general plan were too numerous, redundant, and not tied into the City administrative system. Third, the state had made important changes in general plan requirements, putting much of the 2018 plan out of compliance.

In the end, only 19% of the 2018 objectives were fully implemented. Although the 2018 plan had little influence on budgets or priorities, it was successful in holding the City to its rural agrarian character. The dismal success of the 2018 general plan inspired the City to establish new goals that were more optimistic and better integrated with administrative systems.

MONTICELLO IN THE NEXT FIVE YEARS

In order to know how to plan for the City's future, City administration gathered data from numerous sources to develop projections for the five-year period covered by the 2027 general plan. They are the best estimates given current data, but may change as unforeseen circumstances present themselves. Projections are a moving target, and the City may need to adjust data, objectives, and priorities as needed. In the event that a revision to the 2027 general plan is required, the City will follow state rules for updating general plans.

Changing Demographics >Kaeden to provide<

Trends for Income and Employment >Kaeden to provide<

Changing Economic Needs >Kaeden to provide<

>>INSERT PLANNING DIAGRAM<<

PART TWO: PLANNING ELEMENTS

This section contains the areas of focus for Monticello's future. Called planning elements, they were developed by City staff and the Planning Commission and relied on input from the public, other interested parties, and employees. Every attempt was made to keep the objectives for each element as realistic as possible and to emphasize what could be completed within the five year period covered by the 2027 general plan. In order to facilitate achievement of City goals, several of the elements shown on the diagram at page ** were split into smaller parts. Thus, the 2027 general plan contains a total of ** elements. Those marked with an asterisk are required by Utah code. The others were the City's decision on how the requirements would be addressed and the additional elements needed for the City to plan its future.

Elements in Utah Code	Corresponding City Elements
Transportation and Traffic Circulation*	Federal Highways* City Streets Signs on City Streets Curb and Gutter Sidewalks Storm Water Drainage Airport

Moderate Income Housing*	Moderate Income Housing*
Water Use and Preservation	Water Use and Preservation
Economic Development	Economic Development
Land Use*	Land Use Planning*
Parks and Recreation	City-owned Parks City-maintained Trails Hideout Golf Course and Pro Shop Swimming Pool Welcome Center Adult Recreation Program Youth Recreation Program City-sponsored Events
Public Services and Facilities	Fire Department Law Enforcement Emergency Management Sewer Treatment Plant Water Treatment Plant Sanitation City Administration Building Public Works Shop Recreation Building Hideout Community Center Office Building on 600 South
Energy Conservation	Energy Conservation

Only objectives over which the City has administrative authority were included in the 2027 general plan. That means that some good suggestions and valid needs may have been left out of the plan because the City has no authority to direct, require, or fund those desires. A summary of the objectives for each element begins on page **.

GOAL	OBJECTIVES	TIME NEEDED TO FINISH OBJECTIVE	TO BE COMPLETED IN YEAR	MEASUREMENT
J. <u>Animals</u>	1. <u>Permitted uses - species allowed & maximum number</u> 2. <u>Zones allowed in.</u> 3. <u>4H species, # of zones allowed</u>	1. <u>1 year</u> 2. <u>1 year</u> 3. <u>1 year</u>	1. <u>2029</u> 2. <u>2029</u> 3. <u>2029</u>	1. <u>Update codes pertaining to chickens</u> 2. <u>& domestic pets.</u> - P/Z decides to add to animal codes. 3. <u>- CC approves.</u>
X	4. <u>Enforcement</u>	1. <u>2 years</u>	1. <u>2030</u>	1. <u>animal control & enforcement personnel hired</u> - P/Z drafts ordinance. 1. <u>- CC approves & gets codified</u>
K. <u>Dark Sky</u>	1. <u>minimize outdoor lighting in city limits</u> 2. _____	1. <u>3 years</u> 2. _____	1. <u>2032</u> 2. _____	2. _____

L. PUDs 1. Revise Title 10, Chapter 14 1. 5 years 1. 2034

1. P/Z completes revision based upon changes to zones after annexation of new lands, and decrease of A-1 & increase of R-1 & R-2.

Summary of Goals and Objectives:>Fill in the table as appropriate to goals and objectives. Talk with Megan if you have trouble filling in the table.<

GOAL	OBJECTIVES	TIME NEEDED TO FINISH OBJECTIVE	TO BE COMPLETED IN YEAR	MEASUREMENT
A. <u>R-1 Zone -</u> <u>Increase</u>	1. <u>Annex more</u> <u>land into City</u> <u>boundaries</u> 2. <u>Decrease A-1</u> <u>Build more single</u> 3. <u>family homes</u> <u>for permanent or</u> <u>long term rental</u>	1. <u>1 year</u> 2. <u>1 year</u> 3. <u>4 years</u>	1. <u>2030</u> 2. <u>2029</u> 3. <u>2031</u>	1. <u>5%</u> 2. <u>5% to R-1</u> 3. _____
B. <u>Wind Turbines</u>	1. <u>Create Ordinance</u> 2. <u>Add to Permitted</u> <u>uses</u>	1. <u>1 year</u> 2. <u>1 year</u>	1. <u>2029</u> 2. <u>2029</u>	1. <u>Completed by P/z.</u> <u>Approval by CC - Codified</u> 2. <u>Dependent on approval by CC.</u>
C. _____	1. _____ 2. _____	1. _____ 2. _____	1. _____ 2. _____	1. _____ 2. _____

GOAL	OBJECTIVES	TIME NEEDED TO FINISH OBJECTIVE	TO BE COMPLETED IN YEAR	MEASUREMENT
D. <u>R-2 Zone -</u> <u>Increase</u>	1. Increase more land into City boundaries 2. Decrease A-1 3. Re zone streets behind C-1 to R-2 - Main & Center Streets	1. <u>1 year</u> 2. <u>1 year</u> 3. <u>1 year</u>	1. <u>2030</u> 2. <u>2029</u> 3. <u>2030</u>	1. <u>5%</u> 2. <u>5% to R-2</u> 3. <u>100%</u>
X _____	4. Build more multi-unit's for low-moderate income for _____	1. <u>5 years</u>	1. <u>2032</u>	1. _____
X _____	X permanent or long term rental _____	X _____	1. _____	1. _____
	X _____	X _____	2. _____	2. _____

E. Wind Turbines → same as listed on "B" pertaining to R-1 Zone.

GOAL	OBJECTIVES	TIME NEEDED TO FINISH OBJECTIVE	TO BE COMPLETED IN YEAR	MEASUREMENT
G. <u>C-1 Zone</u> Increase + Consistency	1. Encourage owners of unused bldgs. to rent to new businesses. 2. Economic Dev - more variety 3. Improve streets + lighting for easier/enter business	1. <u>2 years</u> 2. <u>2 years</u> 3. <u>3 years</u>	1. <u>2030</u> 2. <u>2030</u> 3. <u>2032</u>	1. May need to enforce code 10-9a-511. - Reach out to "chain" stores to 2. open smaller versions. - Reach out to established business in other cities to open another branch store/restaurant. 3. Grants. w/ DOT cooperation in improvement ideas.
H. _____	1. _____	1. _____	1. _____	1. _____
I. _____	1. _____	1. _____	1. _____	1. _____
	2. _____	2. _____	2. _____	2. _____

Land Use & Zoning Goal

can city control this

Objective	Expected Result	Current	Future	Notes
Analyze A-1, R-1 and R-2 zones, revise as needed to assure adequate room for housing growth (from 3.5)	Conflicts between business and residential uses are minimal and areas are properly zoned for residential expansion	Revisions to permitted uses began in 2024 and continues	Yes - notify land owners, public hearings, vote for best of all residents, here & future	2018 - large areas of A1 sitting fallow & not being used for crop growth. 2026 - determine which areas are still the same & rezone to R1 or R2
Consider a zone for low and moderate income housing (from 3.4)	City provides a cost effective opportunity with smaller lots for smaller homes	Revision of R-2 permitted uses begun in 2024 is on-going and may expand building types		Zones changed to R2, can now be developed for this type of housing.
Expand areas zoned as R-1 and R-2 (from 3.4)	Developers have more land area for single-family and multi-unit housing	None as of date - No annexation requests		Push annexation w/ incentives
Review & revise as needed, City codes to facilitate construction of moderate income housing (from 3.4)	City codes are not barriers to development of moderate income and affordable housing, and sufficient area is available for new construction	None as of date	Yes - City can put limit on # of floors/bldg. Tiny Home Parks code approved.	Codes for each zone contain bldg. sizes & set backs.
Revise animal keeping ordinances and residential zoning to be consistent with the City's rural setting (from 3.5)	Under specified circumstances some farm animals are allowed within the city	Revisions to permitted uses began in 2024 and continues		
Analyze existing A-1, C-1, C-2, and I-1 zones, revise as needed to foster business growth (from 3.6)	Commercial, industrial, and residential uses are separated and have room for growth	Revisions to permitted uses began in 2024 and continues		
Review & revise subdivision & PUD ordinances to encourage energy	Energy conservation is part of all new	Subdivision ordinance currently under review. PUD		

ENERGY CONSERVATION

Accomplishments from the 2018 General Plan:

- Solar panels were donated to the City but City Council determined the capacity of the panels was a poor match for City facilities. Solar panels for City buildings will be included in the energy conservation plan.
- City building permit requirements encouraging energy efficient remodeling or rehabilitation are addressed by the building codes adopted by Utah and the City. Thus, the City building permit requirements were not changed.

Unattained goals and objectives from the 2018 plan:

- Revise ordinances to allow small wind turbines within the City. Small wind turbines are currently not allowed in any zone. Changing permitted uses to include them was moved to the 2027 General Plan.
- Implement an award program to recognize residents, businesses, and institutions that are leaders in energy conservation. Moved to 2027 General Plan for consideration.
- Update the City website to include energy conservation strategies for home owners. On-going updates to the website could include such strategies. Item moved to 2027 General Plan.
- Revise subdivision and planned unit development (PUD) ordinances to encourage energy efficient design. The PUD ordinance requires extensive updating to comply with Utah code and energy efficiency may be included. Moved to 2027 General Plan.
- Implement an energy conservation plan for City-owned buildings and fleet. Moved to the 2027 General Plan.

Concerns and suggestions from citizens and employees (*City responses in italics*):

- Provide electric vehicle recharging stations. *The City approved an ordinance for commercial charging stations for electric vehicles and two commercial EV charging stations are operational. The City is currently evaluating a proposal for a Tesla-style recharging station* >>update when decided<<
- Make it easier for homeowners to generate their own power. *The City has the option of refusing approval or renewal of any plat, subdivision plan, or dedication of street or other ground that includes restrictions, covenants, or binding agreements running with the land that have the effect of prohibiting reasonably sited and designed solar collectors, clotheslines, or other energy devices based on renewable resources.*
- The City administration building needs upgrades to windows and heating and cooling devices to assure safety and energy efficiency. *This will be considered in the development of an energy conservation plan for City-owned facilities and may include smart technology.*
- Will Monticello have to comply with a state requirement that electric sales include 20% dedicated to renewable energy? *No, the City buys its electricity from Empire Electric Association and therefore is not a retailer of electric power.*

- The City should show leadership in energy conservation by putting electric vehicles in their fleet. *The City has reviewed the possible acquisition of electric vehicles but City Council determined that present technology does not fit the City's operational needs.*
- Recognize local businesses that install energy efficient lighting, appliances, etc.

Goals for Energy Conservation:

- A. Provide energy efficient heating and cooling for the Administration Building.
- B. Create an award for businesses that implement energy conservation strategies.
- C. Investigate funding sources to retrofit the swimming pool for year-long operation. **Move to City Pool element?**

Objectives for the next five years:

- A.1 Update the City energy conservation plan by March 2028
- A.2 Budget for the needed improvements in the 2028-2029 fiscal year
- A.3 Install the upgrades in the Administration Building with construction to be completed one year from the start date
- B.1 Identify the criteria for an energy efficiency award by January 2029
- B.2 Identify what the reward will be by January 2029
- B.3 Make initial award presentation in July 2029
- C.1 Research what is needed to make the pool functional for year-round use by November 2029
- C.2 Identify funding sources to retrofit/remodel the swimming pool facility by January 2030
- C.3 Apply for or budget for the work by May 2030.
- C.4 Implementation dependent on funding and available contractors and materials.

Annexation – What Incentives can be offered to land owners.

Utah cities can offer incentives for annexation, including improved municipal services (water, sewer, police), Tax Increment Financing (TIF) for infrastructure, zoning flexibility for higher-density development, and streamlined permitting. These incentives often include fee waivers or, for businesses, tax reimbursements (50–75%) through economic development areas.

Key Incentives for Annexation Properties in Utah

- **Infrastructure & Services:** Access to city water, sewer lines, and improved, faster services (police, fire, road maintenance).
- **Tax Increment Financing (TIF):** Cities often create Community Reinvestment Areas (CRAs) or Redevelopment Areas (RDAs) where property tax increases caused by new development are, in part, paid back to the developer to fund infrastructure improvements.
- **Zoning and Development Flexibility:** Annexation can provide updated zoning that allows for higher-density, mixed-use, or commercial projects that were not allowed under county regulations.
- **Development Fee Waivers:** Under Utah SB34, municipalities may offer incentives for affordable housing, such as reducing or waiving utility hookup fees or impact fees for developers.
- **Reduced Property Tax Rates:** An expanded city tax base from new, high-value developments can potentially allow the city to lower the overall tax rate for all residents and businesses.

Business-Specific Incentives

- **Tax Credits (EDTIF/REDTIF):** The state and local governments offer post-performance, refundable tax credits (up to 30%-50% of new state taxes) for companies that relocate or expand into the new area.
- **Economic Development Zones:** Cities may create special zones allowing for significant tax reimbursements based on job creation.

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Rezoning Unused AG-1 to R2.

Rezoning unused agricultural land to R2 (medium density, often allowing one- or two-family dwellings) in Utah is generally a **complex and time-consuming legislative process**, rather than an easy administrative task. While the land may not be in active use, the ease of rezoning depends heavily on the local government's Master Plan, infrastructure capacity, and neighboring property owner support.

- **General Plan Alignment:** The highest hurdle is whether your rezoning request aligns with the city or county's "General Plan" or "Master Plan". If the area is designated for future agriculture or open space, a rezone to residential will be difficult.
- **Infrastructure Availability:** Areas without existing sewer, water, and road infrastructure suitable for higher-density housing often face resistance.
- **Neighboring Support:** Support from nearby property owners is crucial; opposition can lead to the denial of the application, say [Super Lawyers](#).
- **Agriculture Protection Areas (APA):** If the property is in an APA, it cannot be rezoned without written consent from all landowners in that area.

Typical Rezoning Process in Utah

1. **Pre-application Meeting:** Meet with local city/county planning staff to discuss viability.
2. **Submit Rezone Application:** File with the municipality, including justifications and development plans, often managed by [Utah County Community Development](#) or local city planners.
3. **Public Hearing:** The Planning Commission will hold a public hearing, allowing community input.
4. **Recommendation & Decision:** The Planning Commission makes a recommendation to the City Council or County Commission, which makes the final decision.

Potential Challenges

- **Water Allocation:** Agricultural land is prioritized for water use; switching to residential can complicate water rights.
- **Spot Zoning:** If the rezone is not consistent with surrounding zoning, it might be considered illegal spot zoning.
- **Conditions:** The governing jurisdiction can impose conditions (e.g., road improvements, impact fees) for granting the rezone