

**MONROE CITY PLANNING COMMISSION MEETING**  
**Minutes**  
**July 21, 2015**

**7:30 p.m.**

- 1.** Chairman Leon Stewart called the Planning Commission meeting to order at 7:30 p.m. Prayer was offered by Commissioner Bart Lee.

Present:

Chairman Leon Stewart  
Commissioners:  
    Bart Lee  
    Joyce Barnson  
Council Member Fran Washburn  
City Treasurer Allison Leavitt  
Citizens  
    John Larson  
    Lavona Larson

**Commissioner Barnson moved to approve minutes from June 16, 2015 meeting as submitted. Commissioner Lee seconded. All were in favor. Motion carried.**

**2. Review building permit for John Larson – 2400 Sq. Foot Shop**

John Larson presented to the commission a building permit for a 40' X 60' steel accessory building. The current ordinance requires any accessory building over 1400 sq. feet must be presented to the planning commission for recommendation of approval to the council.

Commission reviewed and discussed the purpose of this rule. Main concern in large accessory building is the infringement on other property owners. Mr. Larson property is a 23 acre parcel with acres in the city and the acres in the county. Because of the location of Mr. Larson's property this accessory building will not interfere with adjacent property owners.

**Commissioner Lee moved to recommend approval to the city council of Mr. Larson's building permit for an accessory building over 1400 sq. foot. Commissioner Barnson seconded. All were in favor. Motion carried.**

The permit will be submitted to the council at the regular council meeting to be held on July 28, 2015.

It was noted that occasionally these types of permits have been overlooked; however the planning commission is striving to prevent this.

**3. Review and approve changes to Monroe City Land Use Ordinance – FENCES**

The commission reviewed draft fence ordinance and made the following changes.

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- In section 1 (A) insert *diagonal* in first sentence. “In all districts which require a setback, no obstruction to view in excess of three (3) feet in height shall be placed on any corner lot within a triangular area formed by the street property lines and a *diagonal* line...”
- In section 3 (A) insert *structural* in first sentence and remove the words wall and hedges, because at the beginning of the ordinance the term fence refers to a wall or hedge. It will read as follows
  3. MAXIMUM HEIGHT OF FENCES
    - A. Fences which are eight (8) feet or over in height within any rear yard or interior side yard, must be engineered with a certified *structural* engineer stamp.
- When ordinance is finalized page reference in section 3 (A) will need to be checked for accuracy.

Before presenting the ordinance to the council, commission will have a few residents review the proposed ordinance for clarity and understanding. They will be asked to submit a sample permit, as if they were going to build a fence on their property.

Councilmember Washburn asked about the penalty if this ordinance is not followed. Commissioner Stewart explained that at this point the commission feels like the requirement of a building permit submitted to the county is sufficient, because the building department already has penalties for violators.

When does a repair of an old fence cross over to replacing so much fencing it could be consider a new fence and need a permit? Commission was unsure how to determine what percentage would constitute a permit. Allison was asked to check with the county building department to see if they have guidelines on this type of situation.

#### **4. Report planning on commission training**

Allison and Commission Stewart reported on a recent training in Richfield. The training focused on the authority and procedures of the planning commission. Leon suggested that we arrange a training session to take place in Monroe this spring.

Other discussion:

With the fence ordinance basically finished the commission will start working on the enforcement portion of the land use ordinance. Commission will do some research on different situations and penalties for discussion at our next meeting.

#### **5. Adjournment**

**Commissioner Lee moved to adjourn the meeting at 8:34 p.m. Commissioner Barnson seconded. All were in favor. Motion Carried.**