

MINUTES
MONROE CITY PLANNING MEETING
DECEMBER 15, 2015

7:30 p.m.

1. The regular meeting of the Monroe City Planning Commission was called to order by Chairman Stewart at 7:30 p.m. Prayer was offered by Commissioner Barnson.

PRESENT:

Chairman Leon Stewart

Commissioners

Justin Peterson

Bart Lee

Paula Roberts

Joyce Barnson

Deputy Recorder Allison Leavitt

Citizens

Dave Donaldson

Scott Morrison

Ross Morrison

Councilmember Washburn was excused.

Commissioner Barnson moved to approve the minutes of the November 17, 2015, meeting with corrections. Commissioner Lee seconded the motion. All were in favor. Motion carried.

***Corrections** Page 3: change "cities" to "city's"

2. David Donaldson – Proposed Development at approximately 40 S Main Street.

Mr. Donaldson stated that he was attending the meeting with questions only, with no proposal for his property located at approximately 40 S Main. He realized after last month's meeting that a six- or eight-unit apartment building does not meet the city's current ordinances.

Since the last planning commission meeting, Mr. Donaldson met with Nathan Selin from Central Utah Health Department and Kirk Forbush from Utah Division of Water Rights to discuss their agency's regulations on multi-family units. They informed him that he might have a large enough drain field for a four-unit apartment building.

Monroe City Planning Meeting

Minutes

December 15, 2015

The commissioners reviewed the city's ordinance, which states that single dwellings require 14,000 square feet, and duplexes require half an acre. The ordinance does not address a dwelling with more than two units. However, it appears that a half-acre lot for a duplex would require at least another quarter-acre for each additional unit. Mr. Donaldson still does not have enough property to provide for a duplex.

The commissioners discussed different development options with Mr. Donaldson for this piece of property. They stated that they would like to see this property developed, but they are unsure what will work.

Mr. Donaldson thanked them for their time and said he will continue to work on a project that will work with our ordinances.

Other Business:

Scott Morrison and Ross Morrison requested approval to deed property from lot 1-M17-33, owned by the Morrison family, to lot 1-M17-32, owned by Ross Morrison. The division would not create a building lot or a non-conforming lot.

The commissioners reviewed the plat map and the Morrises' plan. However, they could not vote on a recommendation because the Morrises were not on the business agenda. The commissioners stated they saw no problem with the property division and that they would address it at the next planning commission meeting. Ross Morrison stated they would already have the deed work done before the next planning commission meeting. The commissioners informed them that was their choice and that they could attend the meetings if they wanted to, but the commission would have to follow their regular process.

The Morrison property issue will be on the agenda for the January 19, 2016 meeting.

3. Commissioner Assignments: Review Area Requirements in Land Use Ordinance

The commissioners discussed the changes to the side yard requirement that was approved at the last meeting. They requested that all side yards in all zones be addressed and changed accordingly.

During the discussion on clarifying the area requirements, the commissioners decided to make the following change:

The minimum land site for multiple-family units (duplexes) contained in one structure shall be ½-acre, or 21,780 square feet. **For each additional family unit, ¼-acre, or 10,800 square feet, is required.**

The commissioners felt they were ready to proceed with scheduling a public hearing at the January planning commission meeting to make these changes.

4. Review Land Use Ordinance enforcement

- **Encroachment of City Property** The commissioners felt that charging ordinance violators with trespassing was the most efficient way to handle encroachment of city property.
- **Letters** The commissioners discussed what they would like the letter to contain.
 - Violation, citing code, with definition of trespass
 - Attached fee, which could be waived with compliance
 - Outline of what must happen and in what timeframe
 - Consequences of non-compliance
- **What triggers a letter** The commissioners discussed what would trigger a letter and decided on conditions of multiple complaints, nuisance, or danger.
- **Definitions** The commissioners would like to add the definition of trespass to the Land Use Ordinance definition section. They believed this would help explain to non-compliant residents what their violation was.
- **Legality** Once the letter is written, we will contact City Attorney David Church for his opinion as to its legality.

Chairman Stewart asked the commissioners to work on a rough draft letter and bring it to the next meeting. He stated that it was a good starting point, and that it would be reviewed at our next meeting.

5. Adjournment

Commissioner Lee moved to adjourn the meeting at 9:00 p.m. Commissioner Peterson seconded the motion. All were in favor. Meeting adjourned.

Approved this day 19th of January, 2016

Allison H. Leavitt, City Deputy Recorder

