

MINUTES

MONROE CITY PLANNING COMMISSION

DECEMBER 15TH, 2020

Notice is hereby given that the Monroe City Planning Commission will meet on Tuesday, December 15th, 2020 at the Monroe City Offices, 10 North Main Street, which meeting shall begin promptly at 7:00 p.m.

7:00P.M.

1. **Chairman Bart Lee conducting- Meeting called to order- Prayer- Roll call.**

The regular meeting of the Monroe City Planning Commission was called to order by Chairman Bart Lee at 7:00 p.m. Opening prayer was offered by Commissioner Cartwright.

Present:

Chairman Bart Lee

Commissioners:

Bart Lee

Bill Mecham

Janet Cartwright

Greg Northrup-Excused

Gordon Dickinson

Paula Roberts

Citizens:

Travis Khyl

Rishell Grant

Del Ray Gunnell

Dave Coe

2. **Approval of previous meeting minutes held November 17th, 2020.**

Commissioner Roberts made a motion to accept the minutes as corrected. Seconded by Commissioner Dickinson. All were in favor. Motion passes 4-0.

3. **Citizens comments.**

Del Ray Gunnell has an issue with a neighbor that has built too close to his property line. He is wondering the rules about property line rules and what can be done if something is built too close to a property line. He is wondering if the city can require a survey to be done on anything that wants to be built closer than 3 feet. Mr. Gunnell is wondering if the city can also pull the building permit on the building that was built too close. Commissioner Lee told Mr. Gunnell that if the permit holder came before the planning commission to get approval for the building that the commissioners would not allow something to be built closer than 3 feet. The likelihood was that they never came before the commissioners. He also informed Mr. Gunnell that the city can indeed pull the building permit. Mr.

Gunnell will be in touch with the city to see exactly how the permit was submitted. He thanked the commissioners for their time.

4. Reappointment of Commissioner Paula Roberts. 4 Year renewal term.

Commissioner Roberts at first was not sure if she would like to accept another term on the planning commission but after discussion with the other commissioners, she agreed to another 4-year term.

Commissioner Dickinson made a motion to reappoint Commissioner Paula Roberts. Seconded by Commissioner Mecham. All were in favor. Motion passes 4-0.

5. Oversized shop exceeds 1,400 square feet located at 451 South 300 East Submitted by Del Ray Gunnell.

Mr. Gunnell is here to get approval to build an oversized garage with an attic loft inside of it. There will be a half bath in the attic, Commissioner Lee asked about his plans for a septic system and Del Ray explained that when they built their house, they ran an extra septic line for the possibility of a shop. When they built their house, their septic tank was recommended by the health department to be a 1,200-gallon septic system but they ran a 1,500 just to be safe. Commissioner Dickinson asked if the shop would be attached to the house and Mr. Gunnell informed them that it would be. There is an attached breezeway from the shop to the house. Mr. Gunnell is considering making the shop a little bigger and asked the commissioners to make a motion on the bigger proposed shop. Commissioner Lee told Mr. Gunnell that if he wasn't doubling the size and corrected his building permit, they could make a motion on the bigger proposed shop.

Commissioner Roberts made a motion to recommend approval to the Monroe City Council with the extra square footage added to the building permit. Seconded by Commissioner Mecham. All were in favor. Motion passes 4-0.

6. Consider building permit with inadequate side yard review located in Hot Springs Subdivision Lot #1 submitted by Six County.

Travis Khyl is here hoping to get permission from the city to be able to move forward with building a house on lot # 1 in the Hot Springs Subdivision. The Six County contractor went up today to try and find as many survey markers as he could to verify property lines. The ones they were able to locate show that lot #1 should have 98' instead of the 95' that the plat map shows. If they are able to go off of those measurements that gives them an extra foot instead of being 1 ½ feet short. Mr. Khyl is here looking for direction on how to move forward with the building permit. Commissioner Lee informed Mr. Khyl that the commissioners are not able to make their decision based off the measurements they found today because they are not legally filed on the plat maps. Commissioner Lee told them the best way to move forward is to get a survey done and have official property lines recorded on new plat maps. Mr. Coe is in the process of amending the Hot Springs Subdivision and Commissioner Lee informed Mr. Khyl that they can change the property lines to this lot in this amendment so that lot #1 will have enough setbacks for the house to fit on. Commissioner Lee gave the option to make motions to approve the building permit as written or to approve the building permit with the conditions of the amendment of lot #1 and #2 to give adequate setbacks. Mr. Khyl brought up the option of applying for a variance since it can happen a lot faster than waiting for a survey and filing for a new plat map. The planning commission, city council or city of Monroe cannot approve a variance. If a permit is denied they are able to apply for a variance through the variance board. After the information that was presented to the commissioners no other options were discussed.

A motion was made to recommend approval to the Monroe City Council to approve the building permit for Six County by Gordon Dickinson as written.

Commissioner Dickinson, nay. Commissioner Mecham, nay. Commissioner Lee, nay. Commissioner Roberts. Aye. Motion does not pass 1-3.

Commissioner Mecham made a motion to recommend approval to the Monroe City Council with the conditions to amend the property lines of lot # 1 and # 2 in the Hot Spring Subdivision to give adequate space for setbacks. Seconded by Commissioner Roberts.

All were in favor. Motion passes 4-0.

7. Adjournment.

Commissioner Roberts made a motion to adjourn at 7:54. Seconded by Commissioner Dickinson . All were in favor. Meeting adjourned.