

MINUTES

MONROE CITY PLANNING COMMISSION

March 15th, 2022

Notice is hereby given that the Monroe City Planning Commission will meet on Tuesday, March 15th, 2022, at the Monroe City Offices, 10 North Main Street, which meeting shall begin promptly at 7:00 P.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 on March 15th, 2022, at 7:00 p.m. Opening prayer was offered by Commissioner Lee.

Present:

Commissioners:

Bart Lee
Gordon Dickinson-excused
Bill Mecham
Janet Cartwright
Greg Northrup-excused
Paula Roberts

Citizens:

Doug Monroe
Dustin Neilsen
Ryan Robinson

2. Approval of previous meeting minutes held February 15th, 2022.

Commissioner Mecham made a motion to approve the minutes with the stated corrections. Seconded by Commissioner Roberts. All were in favor. Motion Passes 3-0.

3. Citizens comments.

No citizens were present.

4. Conditional Use License "K&R Trailer Rentals" located at 365 North 100 West. Submitted by Kristen and Robert Heath.

Mrs. Heath was unable to attend the planning commission meeting but wrote a very detailed letter about the plans for their business. They would like to rent out a utility trailer for now and possibly a flatbed trailer in the future. They have a private entry where the trailers will be parked so customers will not be bothering neighbors or taking up parking space. Commissioner Mecham noted that there is plenty of space where the Heaths would like to park the trailers. He drove by and he believes you probably wouldn't even be able to see the trailers from the street. Conditions were set by the

commissioners that if the Heaths decide to expand to more than 5 trailers being rented out at a time that they will need to have their license re-evaluated.

Commissioner Roberts made a motion to recommend approval to the Monroe City Council with the stated conditions. Seconded by Commissioner Mecham. All were in favor. Motion passes 3-0.

5. Conditional Use License “Nail Salon” located at 352 South 500 West. Submitted by Dani Dickinson.

Dani Dickinson was also unable to attend the planning commission meeting. She had a previous license with Monroe City to do nails but then moved to a new address and needs to reapply for her business license. None of the commissioners saw an issue with her license application. The Commissioners did set conditions where she is in a subdivision that if she increases her volume of clients and parking becomes an issue that the planning commission would like to have the license re-evaluated.

Commissioner Mecham made a motion to recommend approval to the Monroe City Council with the stated conditions. Seconded by Commissioner Roberts. All were in favor. Motion 3-0.

6. Subdivision proposal “Monroe Highland Ranch” located at approximately 698 West 800 South. Submitted by Douglas Monroe.

Doug is here seeking approval for his proposed subdivision to move forward to the next step, which is a public hearing. Commissioner Lee questioned where the septic tank would come out on lot #16? Doug answered it would come out of the south side with the house facing west. Doug also noted that a portion of lot #16 is part of the easement for the road and mailboxes. Commissioner Lee noted that he does not like the open space that is left because he doesn’t want that to turn into a weed patch. He is worried that no one will maintain it. Doug informed them that the area is reserved for the postal box to host all post boxes for the subdivision. Commissioner Lee asked what is the frontage on Lot #13? Doug replied it is 80’. Doug also informed the commissioners that he is installing 3 fire hydrants to the subdivision along with 3 light poles. The Monroe City Council would like Doug to look into looping his water line from Ronny Jones’ line into the subdivision so there is not a dead-end water line. He is looking that over to see if it will be a possibility to run those lines that way. Commissioner Lee asked about another exit/entrance for when Doug chooses to develop his personal property. Doug informed the commissioners that he has a gated area that will be left unlocked for a second exit/entrance for the subdivision.

Commissioner Roberts made the motion to recommend approval to the Monroe City Council to move forward with submitting the proposed subdivision for a public hearing. Seconded by Commissioner Mecham. All were in favor. Motion passes 3-0.

5. Review Monroe City Land Use Ordinance updates.

Ryan Robinson is here informing the commissioners on the updates that the steering committee has been going over for the Monroe City Land Use book. He explained the different wording and details of what they have added and removed from the current ordinance book. He also walked the commissioners through the table of contents detailing each definition means in each column and the reason for the changes. The commissioners all felt like the updates were presentable and ready to propose for a public hearing.

77 6. Consider date for public hearing to receive public comments on the Monroe City Land Use
78 Ordinance updates and for Monroe Highland Ranch Subdivision.

79 Commissioner Roberts made a motion to set the date for the public hearing Tuesday April 19th, 2022.
80 Seconded by Commissioner Mecham. All were in favor. Motion passes 3-0.

81 7. Other business.

82 8. Adjournment.

83 Commissioner Roberts made a motion to adjourn at 8:15 p.m. Seconded by Commissioner Mecham.
84 All were in favor. Meeting adjourned.

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