



Mona City
Planning & Zoning

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August 7, 2024 Planning and Zoning Work Session Minutes

Members Present: Chair Dennis Gardner
Commissioner Nate Ciezslak
Commissioner Ed Newton
Commissioner Mike Stringer
Commissioner Kevin Young

Members Absent: none

City Council Member Present: Councilmember Kevin Squire

Others Present: Secretary Lori Henrie

Planning and Zoning Chair Gardner called the Work Session to order at 6:30 p.m.

Minutes:

The objective of the work session is to discuss Mona's subdivision code before legislation changes take effect in December 2024. Additionally, the commission will discuss setbacks for corner lots.

Subdivision Process

Hansen Planning Group submitted their initial audit of Mona City's subdivision code. To be compliant with state law, the City Council can no longer be a subdivision land use authority for the subdivision process, nor can the planning commission make the final decisions on applications. However, the city can still consider comments from the mayor, council and planning & zoning throughout the process.

The review and approval timelines were discussed, with Hansen Planning Group indicating a 30-business day turnaround after a complete application is submitted by the developer. Secretary Henrie thought that it was a 40-business day turnaround time based on training she had with the ULCT and will check with the consultant for clarification.

The commission also addressed the issue of condominiums, which Mona City currently does not permit. They agreed that condominiums do not need to be mentioned in the code. The consultant suggested refining the process for minor subdivision approvals, but the commissioners prefer to remain as it is written in MCC 11-3-1.

The consultant provided the city with various flow-charts with options on how to proceed for

approvals. The commissioners questioned the state's desire to speed up the decision-making process, with Commissioner Newton noting, "the more eyes on the project, the better off you are". He also expressed concerns about a uniform approach to subdivision approvals which may not be suitable for smaller communities like Mona. Secretary Henrie mentioned that Shay Morrison, the Community Advisor from RCAC, reviewed the audit and was favorable of the combined approach but recognizes that it is cumbersome for some cities, which is one reason communities like the two-phase approach.

The commissioners expressed a preference for a two-phase approach with planning & zoning being involved in the preliminary phase and stated that they want a consistent application process for all subdivisions.

Corner Lot Setbacks

Secretary Henrie reminded the commissioners about a recent building permit that was initially approved but later found to be non-compliant with setback standards, which was later denied by the City Council. The current code specifies a 30-foot rear setback. Secretary Henrie reviewed setback requirements from other small cities and found that most have a 30-foot setback. In Levan however, their code specifies that corner lots do not have a rear yard.

The commissioners discussed the possibility of revising the code to indicate that setbacks for corner lots should be "to be determined by Planning & Zoning". Secretary Henrie will take it to the city recorder and have ready for the next meeting.

Adjournment:

Chair Gardner called for a vote to adjourn the planning and zoning work session at 7:18 p.m. Commissioner Young made a motion to adjourn the work session. Commissioner Newton second the motion. The roll call vote to adjourn the work session at 7:18 p.m. was as follows:

Commissioner Cieslak: Aye
Commissioner Newton: Aye
Commissioner Stringer: Aye
Commissioner Young: Aye

Dennis Gardner
Planning & Zoning Chair

Lori Henrie
Planning & Zoning Secretary