

**Unapproved Meeting Minutes
Fairfield Planning Commission
Regular Meeting
February 7, 2024**

Minutes

Date: Wednesday, February 7, 2024

Location: Fairfield Town Office, 103 East Main Street, Fairfield Utah

Time: 7:00 P.M.

Minutes By: Stephanie Shelley, Recorder/Clerk

Public Hearing

Agenda Item #1 - Vote to Open the Public Hearing.

Chairwoman Pringle stated that the meeting began at 7:03 pm.

Agenda Item #2 - Roll Call.

Commissioners Present: Chairwoman Alina Pringle, David Riet, Jane Lancaster(arrived at 7:04 Pm), Wayne Taylor, Heather Strong (arrived at 7:08 pm)

Staff Present: Stephanie Shelley, Recorder

Others Present: Mayor Hollie McKinney

Commissioner Riet motioned to open the Public Hearing. Commissioner Pringle seconded the motion. The motion passed unanimously.

Commissioner Pringle - Yes

Commissioner Riet - Yes

Commissioner Taylor - Yes

Agenda Item #3 - Adding Accessory Dwelling Units to the Fairfield Town Code.

Commissioner Pringle informed those present what the Accessory Dwelling Unit ordinance will include. She said that ADUs have become highly debated in the state legislature.

She said that through numerous meetings and ordinance reviews, the Planning Commission has tried to craft a suitable ordinance addressing Fairfield concerns. She also noted that a significant addition to the proposed ordinance is the inclusion of temporary ADU usage for motorhomes and trailers, reflecting common practices in the area and aiming to ensure adherence to health and safety standards.

No one present had any comments.

Agenda Item #4 - Adding Large Battery Storage as an Allowed Use to the Light Industrial East Zone.

Commissioner Pringle informed those present that this ordinance aims to officially include large battery storage within the Light Industrial East Zone.

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The Commissioners discussed why the ordinance was written the way it was.

Adrienne Bell commented on different parts of the ordinance and asked for clarification on the ordinance's verbiage, terms, and meanings on pages 2, 3, 5, 7, 8, 10, 11, and 12.

Commissioner Riet stated the need to establish clear guidelines regarding which conductors will be placed underground and which can be overhead to avoid discrepancies. "He explained that while he understands that certain conductors will be underground and some will be allowed overhead, the Council needs to ensure there are no discrepancies. He also added that while the electrical equipment for the project will have its prescribed colors, the fencing surrounding it can be of a natural color, resembling typical borders. He concluded by pointing out that due to the need for security, the fencing should be robust enough to deter potential damage.

Agenda Item #5 - Vote to close the Public Hearing.

Commissioner Lancaster motioned to close the Public Hearing. Commissioner Strong seconded the motion. The motion passed unanimously. The meeting ended at 7:33 pm.

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Agenda Item #1 - Open the Planning Commission Regular Meeting.

Chairwoman Alina Pringle stated the meeting began at 7:33 pm.

Agenda Item #2- Roll Call.

Alina Pringle, Heather Strong, David Riet, Jane Lancaster, Wayne Taylor

Agenda Item #3 - Public Comment Period (2-minute limit per person) Time has been set aside for the public to express their ideas, concerns, and comments on items not scheduled as public hearings on the Agenda. Those wishing to speak are encouraged to show respect for those who serve the Town. Comments should focus on issues concerning the Town. Those wishing to speak should have signed in before the beginning of the meeting. (Please limit your comments to 2 minutes or less.)

No one present had any comments.

Agenda Item #4 - Swearing in new Planning Commissioner Wayne Taylor.

Stephanie Shelley swore in Wayne Taylor as a Planning Commissioner.

Agenda Item #5 - Nominate and vote for the new Planning Commission Co-Chair.

Commissioner Pringle nominated Wayne Taylor as the Co-Chair. Commissioner Strong seconded the motion. The motion passed unanimously.

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Taylor - Yes

Agenda Item #6 - Vote to approve the Planning Commission Regular meeting minutes on January 3, 2024.

Commissioner Lancaster motioned to approve the January 3, 2023 minutes. Commissioner Strong seconded the motion. Four Commissioners approved, with Commissioner Taylor's abstaining.

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Taylor - Abstained

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Agenda Item #7 - Discussion and Vote to Approve Recommendation to send Accessory Dwelling Unit Ordinance to the Town Council.

The Commissioners discussed the ADU. The definition on page 1(a) must be the same as in Chapter 12 in the Codebook.

Commissioner Pringle called for a vote on the distance between the ADU and the main home, either six feet or ten feet. The vote was three for six feet and two for ten feet. The majority was six feet, so that is what they left in the ordinance.

Commissioner Pringle - six feet

Commissioner Strong - six feet

Commissioner Riet - ten feet

Commissioner Lancaster - six feet

Commissioner Taylor - ten feet

They decided to continue to review this before sending it to the Town Council.

Agenda Item #8 - Discussion and vote to approve recommendation to send Large Battery Storage as an Allowed Use in the Light Industrial East Zone to the Town Council.

The Commissioners reviewed some of the Adding Battery Storage to the Light Industrial East Zone Ordinance. They made some suggestions that Enyo had asked for. They decided to comment on the documents to the side so Larry could verify and accept them with the agreed-upon changes.

Agenda Item #9 - Presentation on the strategy to preserve open space by Brad Gurney.

Commissioner Pringle asked Brad Gurney to give a presentation on understanding open space and cluster housing.

Brad Gurney gave a presentation on density planning, emphasizing that implementing density housing is crucial for preserving the town's way of life. He illustrated the disparity between density planning and building homes on large acreages by showing and comparing photos of each type of planning to the Commissioners. He said that by adopting density zoning, the town could proactively allocate green spaces rather than retrofit them into developed areas later. He also said that he feels that density planning allows for closer infrastructure placement, reducing costs associated with extensive spacing. He stated that Alina's subdivision plat fits this plan.

The Commissioners deliberated on cluster housing and agreed that further discussion is needed to refine the code's wording. They aim to ensure that cluster housing mandates a minimum lot size of one acre. Additionally, they addressed the necessity of septic tanks being located on one-acre lots.

Agenda Item #10 - Review and discuss Cedar Valley Industrial Park Subdivision Concept Plan.

Tal Adair presented his concept Plan for the Cedar Valley Industrial Park development to the Commissioners and presented a concept map with the proposed layout. The plan includes 47 one-acre lots, one one-acre park lot, and a thirteen-acre lot designated for the truss plant. Additionally, a walking

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trail is planned for the east side of the parcel, with intentions to enhance the park with additional amenities as more parcels are phased in. He said that these details are open to negotiation.

Commissioner Taylor said he had concerns about the road width and the size of trucks coming into the development. He also wants to make sure they have the water for the development. Tal addressed the concerns with the road. He said the roads would be fifty-six feet wide and be of asphalt instead of dirt or gravel, where the easement would be located. Tal said that could be a solution it would need to be checked with the road department or truck people.

The water share costs are very high and could kill the development. Taylor believes that no one should have to bring all that water all at once. He does not want anyone to be left hanging. Commissioner Lancaster wants to ensure the roads are wide enough for the trucks.

Tal Adair stated they came to the commission now to get approval and suggestions to see what the town wants them to do.

Agenda Item #11 - Review and discuss Blue Skies at West Desert Airpark Preliminary Subdivision Application.

Commissioner Pringle turned over the next few agenda items to Commissioner Taylor since she has a conflict of interest.

The Commissioners reviewed and listened to Mark and Alina Pringle's presentation of their preliminary subdivision plat.

The Commissioners are concerned that the Town Council wants the parcels to be one-acre. They want to follow the ordinance. Commissioner Strong stated that she thought that the planning commission decided on one-acre lots. Commissioner Riet said that we had but then decided to go with density zoning. Alina Pringle explained how the planning commission decided on density zoning and how the lots fit that zoning. Commissioner Lancaster stated that we had a conundrum because the Town Council wants one-acre lots, but the ordinance is not written for one-acre lots. So she is concerned that we cannot legally require them to be one-acre lots. She stated that according to the town code, she reached out to the Town Attorney for his advice, but he was in a meeting, and he said that whether we send it to the town council or keep it is up to us. She proposed that they send it to the town council, and if they want to send it back to the planning commission again, they need to state how they can legally require them to have one-acre lots.

Commissioner Lancaster also asked the Pringles about their water plan. Mark said they would bring in the water in a loop system with the town water. As far as other items that were redlined, Commissioner Lancaster stated that since the town council made the redlines, they should look them over and make sure they were all addressed. The Commissioners also agreed that moving forward, they should make the changes necessary to have a minimum of one-acre lots.

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Agenda Item #12 - Vote to approve recommendation to send Blue Skies at West Desert Airpark Preliminary Subdivision Application to the Town Council.

Commissioner Lancaster moved the West Desert Airpark Subdivision to Town Council for approval, pending they get legal guidance from Larry in regards to one-acre zone if they want to send it back to us, they need where it states we require one-acre lots. Commissioner Riet seconded the motion.

Commissioner Lancaster - Yes

Commissioner Riet - Yes

Commissioner Strong - No

Commissioner Taylor - No

Commissioner Pringle - Abstained due to conflict of interest

Brad Gurney interjected that this can go to the Town Council with a split vote.

The question arose regarding when the Commissioners can contact Larry. Mayor McKinney stated that Commissioner Lancaster had a legitimate reason to contact Larry in this circumstance. Still, if we hold a personal interest in the issue, it is inappropriate to contact him. Due to the legal cost to the town, we should make sure that Stephanie doesn't already have the answer.

Agenda Item #13 - Public Meetings Training - Recorder Stephanie Shelley.

This item was tabled due to the time limit.

Agenda Item #14 - Discuss Old Business.

Nothing was discussed.

Agenda Item#15 - Discuss New Business.

Commissioner Pringle met with each Town Council member and asked about their direction for the Planning Commission. They asked for a rotation of Commissioners to report at the Council meetings.

Agenda Item #16 - Action Items.

The Commissioners were asked to review and comment on the Battery, ADU, and Subdivision Ordinances.

Agenda Item #17 - Adjourn the Planning Commission Regular meeting.

Commissioner Strong made a motion to end the meeting. Commissioner Lancaster seconded the motion. The meeting ended at 9:28 pm.

March 6, 2024

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Recorder/Clerk