

Unapproved Meeting Minutes

Fairfield Planning Commission

Regular Meeting

June 19, 2024

Minutes

Date: Wednesday, June 19, 2024

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

Time: 7:00 P.M.

Minutes By: Recorder: Stephanie Shelley

Agenda Item #1- Open the Planning Commission Regular Session

Chairwoman Alina Pringle stated that the meeting began at 7:04 pm.

Agenda Item #2- Roll Call

Alina Pringle, Heather Strong (via Zoom), David Riet, Jane Lancaster, Wayne Taylor

Staff Present:

Recorder: Stephanie Shelley

Others Present:

Mayor Hollie McKinney, Tal Adair, Jayson Densley, Mark Pringle,

Via-Zoom: Weber, Jamie Mascaro,

Agenda Item #3 -Public Comment Period (2-minute limit per person)

No one was present to comment.

Agenda Item #4 - Motion to approve the Regular Session minutes on April 10, 2024.

Commissioner Lancaster motioned to approve the April 10, 2024 minutes.

Commissioner Taylor seconded the motion. Unanimously approved

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Taylor - Yes

Agenda Item #5 - Motion to approve the Regular Session minutes on May 1, 2024.

Commissioner Taylor motioned to approve the May 1, 2024 minutes.

Commissioner Riet seconded the motion. Unanimously approved

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Taylor - Yes

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Agenda Item #6 - Motion to approve the Public Hearing minutes on May 9, 2024.

Commissioner Taylor motioned to approve the May 9, 2024 minutes. Commissioner Riet seconded the motion. Unanimously approved

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Taylor - Yes

Agenda Item #7 - Discuss and approve or deny the Cedar Valley Industrial Park Preliminary Plat and application.

The preliminary plat and application for Cedar Valley Industrial Park were discussed. There were considerations about the review status from the engineering company and whether redlined issues were addressed.

Commissioner Lancaster motioned to approve the Cedar Valley Industrial Park preliminary plat and application on the condition that the DRC and McNeil Engineering sign off on it and parcels A and B will be determined the ownership with a master plan before the final subdivision. Additionally, McNeil must address redline changes. Councilman Taylor seconded the motion. The motion passed unanimously.

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Tylor - Yes

Agenda Item #8 - Discuss and approve Jayson Densley's site plan.

Jayson Densley presented his proposed shell building site plan. Commissioners discussed zoning, approved uses, water connections, street numbering, and GEOTECH input.

Commissioner Taylor motioned to approve Jayson Densley's site plan as written with the handwritten additions to be incorporated. Commissioner Lancaster seconded. The motion passed unanimously.

Commissioner Pringle - Yes

Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Tylor - Yes

Commissioner Pringle turned the meeting over to Commissioner Taylor, as the next agenda item involved a personal interest.

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Agenda Item #9 - Discuss the West Desert Airpark master site plan. (time 10 minutes)

Representatives from West Desert Airpark presented their master site plan. They sought input on landscaping, building aesthetics, fire department compliance, signage for overflight awareness, and vehicle access. The discussion focused on avoiding the effects of air traffic on regional traffic and residential areas.

No formal actions were taken, and further refinements to the master site plan were suggested.

Mayor McKinney asked the Pringles to present a number of proposed structures. There are 28 buildings present, and 19 are proposed.

Commissioner Taylor turned the meeting back over to Commissioner Pringle at 8:05 pm.

Agenda Item #10 - Discuss and suggest edits to the code about the Soil Ordinance and motion to schedule a public hearing.

There was a thorough discussion of Fairfield's soil ordinance, primarily focusing on how to resolve the practicality and liability issues. Key suggestions were clarifying the wording, sample testing protocols, and potentially augmenting testing to other contaminants from historical mining.

Further edits and a public hearing were recommended.

Agenda Item #11 - Presentation Tech Overlay Zone Proposal from Mayor McKinney

Mayor McKinney presented a tech overlay zone concept similar to those from neighboring municipalities. The proposal included allowed, permitted, and special usage tables, emphasizing mimicking Eagle Mountain's successful tech zones.

Detailed feedback will be discussed in future meetings, with further alignments anticipated.

Agenda Item #12- Presentation of new annexation policy & map from Mayor McKinney.

Mayor McKinney introduced a draft of the annexation policy and map, exhibiting Fairfield's potential annexation to neighboring areas. Emphasis was placed on aligning new developments with Fairfield's long-term goals while balancing annexation processes with existing municipal borders.

The commission welcomed further ideas and improvements.

Agenda Item #13- Discuss and motion to schedule a public hearing on annexation policy and map.

Commissioner Taylor motioned to schedule a public hearing for August 7th, covering the annexation policy and annexation map, as well as the tech overlay and commercial zone considerations.

Commissioner Pringle - abstained

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Commissioner Strong - Yes

Commissioner Riet - Yes

Commissioner Lancaster - Yes

Commissioner Tylor - Yes

Agenda Item #14- Discuss Roads Master Plan in the Light Industrial West Zone.

An examination was conducted regarding the inconsistency between the planned and existing road widths in light industrial and adjoining residential zones. A consensus emerged that a consistent master roads plan should be implemented, taking into account future development and traffic expectations. The road widths in the residential areas adjoining the industrial zones should be the same as those in the industrial zone.

Agenda Item #15 - Discuss the Fairfield General Plan.

The commissioners emphasized the urgent need to finalize Fairfield's General Plan, which provides strategic guidance for zoning, infrastructure, and development decisions. Key components discussed included the road master plan, commercial and tech overlay zones, and the incorporation of the annexation policy into the general plan.

Efforts will continue to prioritize the adoption of these elements.

Agenda Item #16 - Discuss and adopt the priority list.

A priority list was suggested, highlighting the need to complete the General Plan, road master plan, and soil ordinance. The Subdivisions Ordinance should be finalized by December of this year. Additionally, the ADU and sign ordinances need to be completed. Applications should have a 14-day review period to give commissioners ample time to study them.

Agenda Item #17 - Discuss Old Business & New Business

Key points of discussion included the passing of Peter, a prominent figure in town, and plans for a tribute fly-in to honor his memory.

Additionally, there was a strong emphasis on establishing clear guidelines for plan submissions to ensure a more manageable workload for commission members.

Agenda Item #18 - Action Items

Finalizing the General Plan with important updates.

Scheduling public hearings and incorporating essential policy changes.

Working with legal counsel to refine the soil ordinance.

Establishing clear guidelines for application submissions.

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Agenda Item #19- Adjourn the Planning Commission Regular Session.

Commissioner Lancaster moved to end the meeting, which was seconded by Commissioner Taylor. The meeting ended at 9:02 p.m.

July 7, 2024

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Recorder/Clerk