

Fairfield Town
Budgeting Worksheet
10 General Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2024 Actual	2025 Actual	2025 Final Budget	2026 Actual	2026 Original Budget	2026 Amended Budget	2026 Proposed Revision	Worksheet Notes
Change In Net Position								
Revenue:								
Taxes								
3110 General property taxes-current	27,731	25,823	23,000	0	29,500	0		
3130 General sales & use tax	50,460	52,436	82,000	0	82,000	0		
Total Taxes	78,191	78,259	105,000	0	111,500	0		
Licenses and permits								
3211 Business licenses	1,110	635	620	0	2,000	0		
3229 Non-business other licenses	10	0	0	0	0	0		
3250 Penalties & Permits & Fees	14,739	350	350	0	400	0		
3260 Intermountain Regional Landfill	763,487	658,807	745,000	0	845,000	0		
3261 North Pointe Landfill	31,743	55,559	75,000	0	83,559	0		
Total Licenses and permits	811,089	715,350	820,970	0	930,959	0		
Intergovernmental revenue								
3339 State grants	0	0	67,200	0	67,200	0		
3356 Class C road fund allotment	53,118	58,957	45,000	0	58,957	0		
Total Intergovernmental revenue	53,118	58,957	112,200	0	126,157	0		
Charges for services								
3480 Opening/closing graves	0	625	625	0	625	0		
Total Charges for services	0	625	625	0	625	0		
Interest								
3610 Interest earnings	17	13	40,000	0	0	0		
3611 Investments increase (decrease)	3,057	66,687	0	0	85,000	0		
Total Interest	3,075	66,701	40,000	0	85,000	0		
Miscellaneous revenue								
3615 Donations, Collections, Christmas	85	20,968	20,968	0	21,000	0		
3650 Sale of material & supplies	10	0	0	0	0	0		
3690 Miscellaneous revenue	290	552	547	0	200	0		
3811 SLFRF Program	0	0	0	0	0	0		
Total Miscellaneous revenue	385	21,520	21,515	0	21,200	0		
Buildings and Grounds								
3221 Non-business buildings, structures, equip	8,205	0	16,192	0	16,192	0		
3222 Building Dept Permits	0	25,659	19,442	0	25,287	0		
3481 Cemetery Revenue	0	0	3,500	0	3,500	0		
3670 Road Impact Fees	0	15,870	22,000	0	37,000	0		
Total Buildings and Grounds	8,205	41,529	61,134	0	81,979	0		
Highways and Public Improvements								
3671 Highway Improvements Engineering Revenue	0	0	2,500	0	2,500	0		
Total Highways and Public Improvements	0	0	2,500	0	2,500	0		
Total Revenue:	954,063	982,941	1,163,944	0	1,359,920	0		
Expenditures:								
General government								

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Administrative								
4103 Admin Permanent employees wages	101,785	57,120	70,000	0	70,000	0		
4103.1 Admin Office Manager Stipend	0	39,600	43,200	0	43,200	0		
4103.2 Admin Treasurer Stipend	0	14,186	10,800	0	0	0		
4103.3 Admin Treasurer Employee Wage	0	0	8,000	0	26,000	0		
4104 Admin Employee Payroll Services	3,145	132	3,000	0	6,800	0		
4105 Admin Employee Benefits	11,116	13,568	10,826	0	15,000	0		
4110 Admin Planning and Zoning Compensation	0	250	250	0	0	0		
4111 Admin Books, subscriptions, memberships	1,413	2,443	2,000	0	3,000	0		
4112 Admin Public notices	478	808	1,200	0	808	0		
4113 Admin GRAMA requests	0	0	0	0	300	0		
4114 Admin Travel	2,874	3,493	2,500	0	4,000	0		
4115 Admin Office expenses & supplies	6,202	3,468	4,500	0	5,500	0		
4115.5 Admin Stamps	0	0	0	0	1,000	0		
4116 Admin Computer & internet expenses	18,524	4,129	3,689	0	4,100	0		
4116.5 Admin IT services	0	5,814	5,886	0	2,000	0		
4119 Admin Electricity	0	0	600	0	0	0		
4120 Admin Telephone	1,867	1,709	2,000	0	2,000	0		
4121 Admin Interlocal contributions	0	1,500	1,500	0	1,500	0		
4122 Admin Education	773	718	3,000	0	3,000	0		
4123 Admin Rental expense	6,103	5,569	6,000	0	6,500	0		
4124 Admin Insurance	1,914	3,903	5,500	0	6,000	0		
4125 Admin Taxes - property	0	0	0	0	0	0		
4126 Admin Repairs and maintenance	0	40	40	0	500	0		
4130 Admin Bank service charges	40	(102)	500	0	500	0		
4132 Admin Town codification	6,654	495	6,660	0	6,600	0		
4140 Admin Elections	1,000	321	2,500	0	2,500	0		
4142 Admin Food Expenditures	0	1,834	1,645	0	3,000	0		
4190 State Grant Expenses	0	44,823	20,747	0	38,101	0		
Total Administrative	163,886	205,819	216,543	0	251,909	0		
Buildings and grounds								
4127 Admin Bldg Permit fee state surcharge	48	117	117	0	200	0		
4141 Admin Survey and Engineering	51,380	11,471	3,060	0	6,440	0		
4154 Admin Inspections & plan reviews	10,547	267	0	0	0	0		
4169 Cemetery Expense	5,420	2,969	9,150	0	100,000	0		
4169.2 Cemetery Wages	0	0	0	0	2,400	0		
4181 Building Dept - Engineering Expenses	0	23,592	22,000	0	30,000	0		
4182 Building Dept - Legal Expenses	0	1,034	2,000	0	2,000	0		
4183 Building Dept - Inspections Expenses	0	5,880	6,000	0	6,000	0		
4187 Building Dept - Master Site Plan	0	0	0	0	500	0		
4188 Building Dept - Preliminary Site Plan	0	0	0	0	500	0		
Total Buildings and grounds	67,395	45,329	42,327	0	148,040	0		
Planning and zoning								
4155 Planning and Zoning	2,047	642	5,000	0	5,000	0		
4156 Planning and Zoning - Stipend	0	16,700	16,800	0	16,800	0		

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4157 Planning and Zoning General Plan	0	49,664	58,000	0	1,000	0		
4158 Town Council- Misc	0	166	166	0	200	0		
Total Planning and zoning	2,047	67,172	79,966	0	23,000	0		
Professional Services								
4117 Admin Pelorus Software	3,800	4,822	5,100	0	5,100	0		
4118 Admin Copier Service and Maintenance	5,777	580	5,600	0	2,000	0		
4133 Admin Website	2,426	3,215	3,215	0	4,000	0		
4134 Admin Accounting & auditing	2,450	4,000	7,500	0	7,500	0		
4135 Admin SLFRF Expenditure	17,162	0	0	0	0	0		
4136 Admin Consulting services	3,358	0	8,500	0	8,500	0		
4139 Admin Legal	31,542	40,958	70,000	0	70,000	0		
4139.5 Admin Legal - North Pointe	25,329	0	0	0	0	0		
Total Professional Services	91,843	53,575	99,915	0	97,100	0		
Total General government	325,172	371,895	438,751	0	520,049	0		
Public safety								
4149 Code Enforcement	0	0	0	0	8,100	0		
4150 Animal services	1,070	0	0	0	0	0		
4151 Police Contracted services	21,580	20,573	18,000	0	20,000	0		
4152 Fire Contracted services	0	2,135	2,135	0	2,500	0		
4153 Emergency dispatch	3,805	3,099	3,300	0	4,100	0		
4153.5 Everbridge	29	29	29	0	35	0		
Total Public safety	26,484	25,836	23,464	0	34,735	0		
City Council								
4000 City Council Stipend	0	18,150	16,800	0	16,800	0		
4010 Mayor Stipend	0	6,050	6,600	0	6,600	0		
4169.1 Cemetery Board	0	0	9,150	0	9,150	0		
Total City Council	0	24,200	32,550	0	32,550	0		
Highways and public improvements								
Roads								
4137 Admin Street Signs	0	0	2,500	0	3,000	0		
4161 Roads Repairs & maintenance	87,958	43,996	65,000	0	100,000	0		
4162 Engineering Expenses	0	4,103	4,103	0	6,000	0		
4163 Roads Snowplow - Fuel, maint & repair	4,700	367	2,000	0	2,000	0		
4164 Contracted Snow Removal	0	0	1,000	0	0	0		
4165 Roads Weed Control	0	193	1,000	0	500	0		
4166 Roads Capital outlay	133,075	0	0	0	0	0		
4168 Roads Contracted Stipend	0	9,900	10,800	0	10,800	0		
Total Roads	225,733	58,559	86,403	0	122,300	0		
Sanitation								
4191 Trash collection	10,200	10,301	11,000	0	10,000	0		
Total Sanitation	10,200	10,301	11,000	0	10,000	0		
Total Highways and public improvements	235,933	68,861	97,403	0	132,300	0		
Parks, recreation, and public property								

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Parks								
4167 Community events	23,420	6,600	3,856	0	6,000	0		
4167.3 Christmas Events	0	41,758	40,000	0	42,000	0		
4167.5 Christmas Town Donations	0	2,750	1,670	0	1,000	0		
4173 Parks and Improvment	65,377	0	3,000	0	750,000	0		
4174 Parks and Publice Improv Stipend	0	10,650	10,800	0	10,800	0		
Total Parks	88,797	61,757	59,326	0	809,800	0		
Total Parks, recreation, and public property	88,797	61,757	59,326	0	809,800	0		
Miscellaneous								
4193 Other miscellaneous supplies	976	0	0	0	1,000	0		
4193.5 Cards and Flowers	0	0	0	0	500	0		
4202 Donations, fees, collections for Community Days	0	161	161	0	500	0		
4203 Sub for Santa	0	4,173	4,173	0	500	0		
Total Miscellaneous	976	4,334	4,334	0	2,500	0		
Transfers								
4197 Transfer to Capital Projects	230,000	0	431,090	0	431,090	0		
4198 Transfer to water fund	35,000	0	35,000	0	35,000	0		
Total Transfers	265,000	0	466,090	0	466,090	0		
Total Expenditures:	942,361	556,882	1,121,918	0	1,998,024	0		
Total Change In Net Position	11,701	426,059	42,026	0	(638,104)	0		

Fairfield Town
Budgeting Worksheet
 41 Capital Projects - 07/01/2025 to 06/30/2026
 100.00% of the fiscal year has expired

	2024 Actual	2025 Actual	2025 Final Budget	2026 Actual	2026 Original Budget	2026 Amended Budget	2026 Proposed Revision	Worksheet Notes
Change In Net Position								
Revenue:								
Contributions and transfers								
3810 Transfer from General Fund	230,000	0	0	0	0	0		
Total Contributions and transfers	230,000	0	0	0	0	0		
Total Revenue:	230,000	0	0	0	0	0		
Total Change In Net Position	230,000	0	0	0	0	0		

Fairfield Town
Budgeting Worksheet
51 Water Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2024 Actual	2025 Actual	2025 Final Budget	2026 Actual	2026 Original Budget	2026 Amended Budget	2026 Proposed Revision	Worksheet Notes
Income or Expense								
Income From Operations:								
Operating income								
5140 Culinary income	22,613	26,693	20,890	0	32,000	0		
5150 Connection Fees	53,600	0	0	0	0	0		
5410 Late penalties and fees	100	100	75	0	100	0		
Total Operating income	76,313	26,793	20,965	0	32,100	0		
Operating expense								
6110 Culinary operator stipend	3,149	9,900	10,800	0	10,800	0		
6113 Employee taxes and benefits	0	757	620	0	800	0		
6121 Dues	350	402	500	0	500	0		
6128 Utilities	1,979	2,695	2,500	0	2,600	0		
6131 Professional fees	850	888	3,000	0	3,000	0		
6132 Water Engineering	0	11,517	13,000	0	13,000	0		
6133 Water Inspections	0	6,832	7,832	0	7,832	0		
6141 Repairs and maintenance	10,427	3,585	30,000	0	280,000	0		
6142 Chlorine	0	0	500	0	500	0		
6143 Monthly water tests	190	156	150	0	150	0		
6144 Water tests - other	567	275	300	0	300	0		
6161 Bank service charges	30	37	37	0	0	0		
6169 Depreciation expense	55,630	0	54,000	0	54,000	0		
Total Operating expense	73,172	37,042	123,239	0	373,482	0		
Total Income From Operations:	3,141	(10,249)	(102,274)	0	(341,382)	0		
Non-Operating Items:								
Non-operating income								
5710 Miscellaneous Non-Operating Income	0	50	50	0	0	0		
5810 Transfers from general fund	35,000	0	35,000	0	35,000	0		
Total Non-operating income	35,000	50	35,050	0	35,000	0		
Total Non-Operating Items:	35,000	50	35,050	0	35,000	0		
Total Income or Expense	38,141	(10,199)	(67,224)	0	(306,382)	0		



Utah County Commission

Brandon B. Gordon
Skyler Beltran
Amelia Powers Gardner

Historic Courthouse
51 S University Ave, Ste 320
Provo, UT 84601

P: (801) 851-8100
www.utahcounty.gov

Mayor McKinney
Town of Fairfield
103 East Main Street
Fairfield, UT 84013

Dear Mayor McKinney

In 2019, the Town of Fairfield opted out of an Interlocal Cooperation Agreement with Utah County to participate in the U.S Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program.

The CDBG program is a flexible program that provides communities in Utah County with resources to address a wide range of unique community development needs. Examples of eligible projects include water/sewer and sidewalk improvements, senior center funding and ADA improvements to city buildings. While many projects require low- and moderate-income verification, serving certain groups (seniors, disabled, abused children, etc) with CDBG funds does not require income verification.

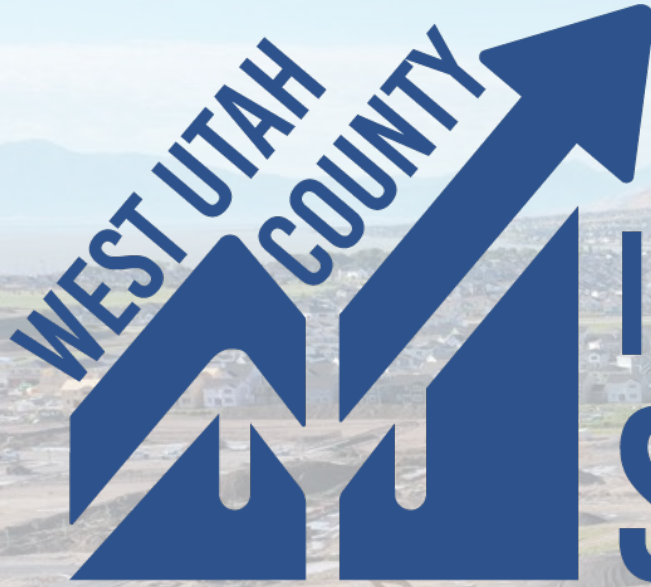
Opting into the CDBG program does not require you to accept funding. However, it does allow your jurisdiction to be eligible to apply for funding. Our office would be happy to arrange a meeting with MAG, whom we contract with for CDBG administration, to meet with you and your council to answer any questions about the program and to discuss potential projects your city may qualify for.

If you would like to opt-in for Fiscal Years 2026, 2027, and 2028, please contact Claudia Saldana by **June 27, 2025**, at (801) 400-1531 or csaldana@magutah.gov. If we do not hear from you by the above date, we will assume you would like to remain opted out.

Sincerely,

DocuSigned by:
Brandon B. Gordon
FCC2EEE5B8EA4AD...

Brandon B. Gordon, Commission Chair



INTERAGENCY ACTION PLAN FOR SUSTAINABLE GROWTH

FAIRFIELD TOWN COUNCIL PRESENTATION

JUNE 18, 2025

Agenda

- Project Purpose, Goals, & Objectives
- Aligning Towards Regional Priorities:
Transportation Example
- Next Steps & Invitation for the
West Utah County Joint Meeting



**INTERAGENCY ACTION PLAN FOR
SUSTAINABLE GROWTH**

Interagency Action Plan

- Funded through Technical Assistant Grant (TAG) by Mountainland Association of Governments (MAG)
- Brings together Cedar Fort, Fairfield, Eagle Mountain and Saratoga Springs, UDOT, and UTA



**INTERAGENCY ACTION PLAN FOR
SUSTAINABLE GROWTH**

Interagency Action Plan → Regional Alignment

Review West Utah County
Adopted Plans & Goals



Analyze
Development
Trends



Identify
misalignments
between plan,
goals, and actual
development

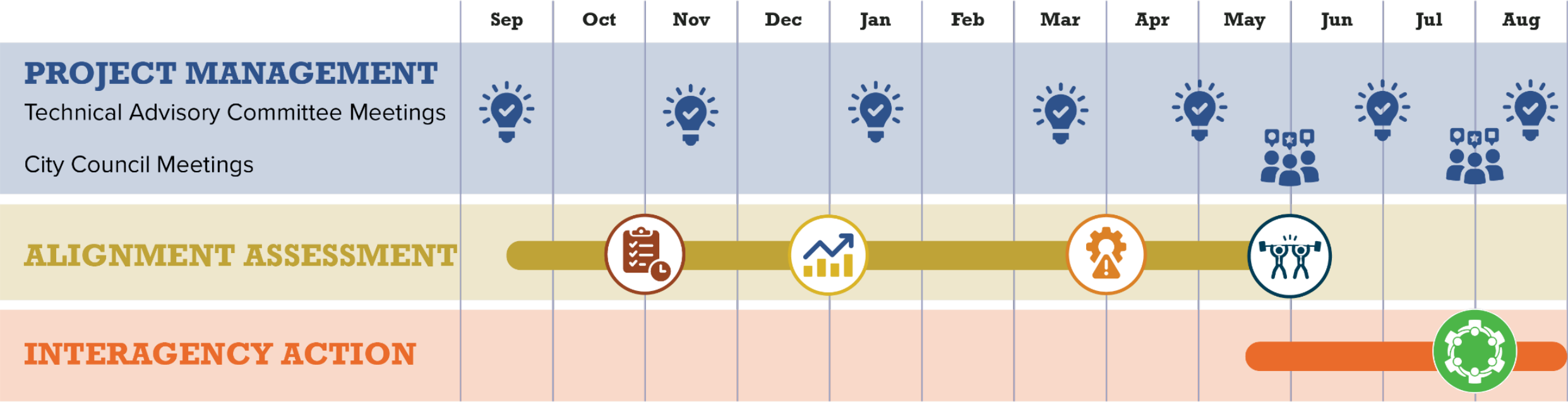
Explore alignment on
West Utah County
Regional Priorities



Develop an
Action Plan



Project Overview: Schedule



Aligning Towards Priorities

- We have reviewed your plans and Goals
- We have identified 3 types of Misalignments
 - **Internal:** *Town/City goals vs. actual development*
 - **External:** *Town/City vs. it's neighbors (and UDOT & UTA)*
 - **Process:** *We agree... but our planning processes aren't aligned*
- We are developing recommendations for Improved Alignment



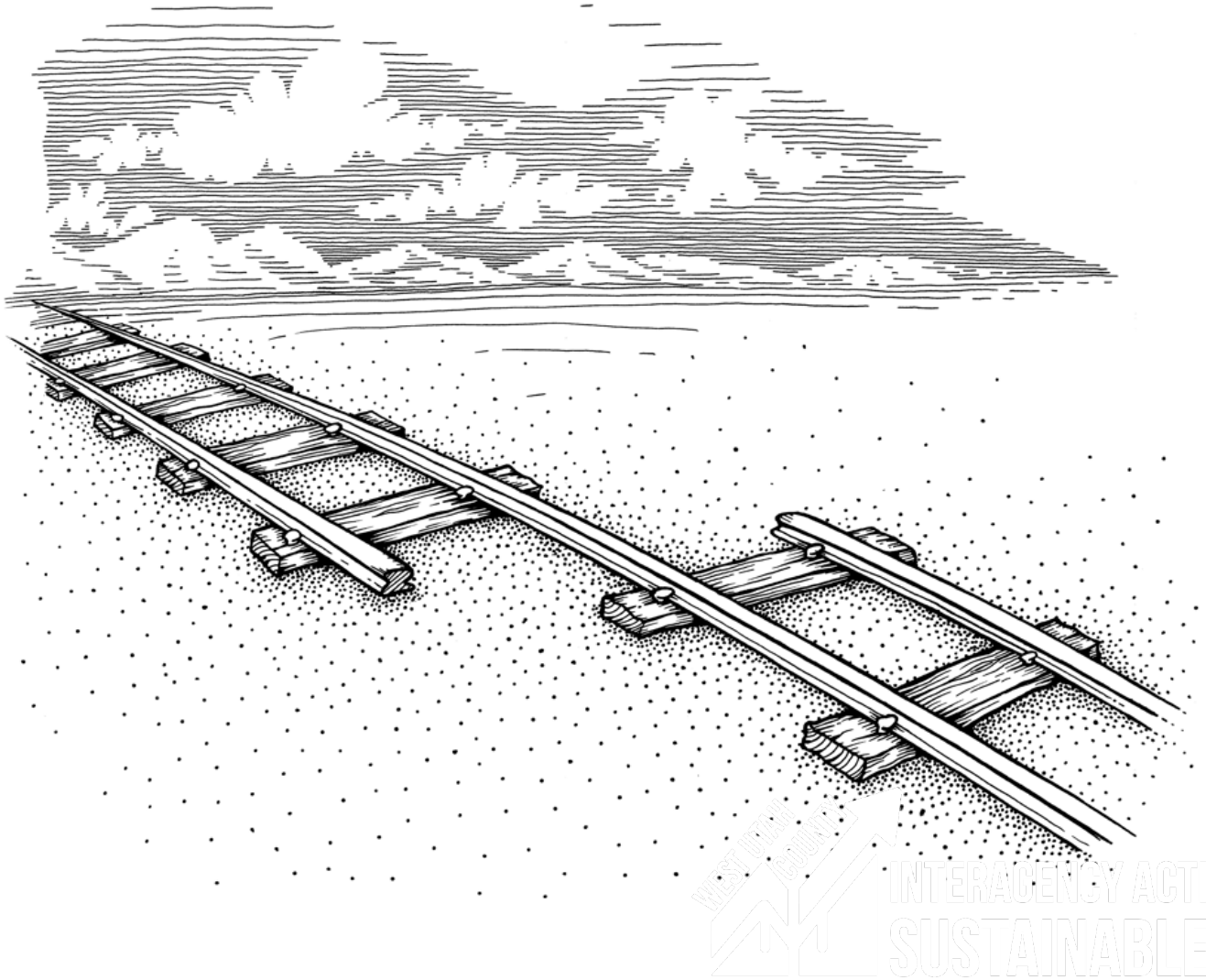
INTERAGENCY ACTION PLAN FOR
SUSTAINABLE GROWTH

Three Examples of Misalignments

Internal

External

Process



Internal Misalignment Example

Goal: Fairfield

- The **2025 General Plan** highlights the importance of active transportation facilities

Goal 4: Expand Multi-Use Trail Access and Recreational Connectivity

Policy 4.1: Incorporate trail infrastructure into the transportation network to promote non-motorized access and recreation.

Strategy 4.1.1: Extend the Pony Express Regional Trail from Eagle Mountain to the Town Core.

Strategy 4.1.2: Develop an ATV trailhead near Camp Floyd Cemetery with connections to Five Mile Pass and public lands.

Strategy 4.1.3: Include multi-use trail corridors in new and upgraded roadway designs.



Misalignment: Fairfield

-
- The map illustrates the San Joaquin Hills area, highlighting various land use zones and transportation corridors. Key features include:
- Manning Canyon Vision Area:** A large orange-shaded region in the upper left.
 - San Joaquin Hills:** A central green-shaded area.
 - The Sinks:** A blue-shaded area in the lower right, representing wetlands.
 - Solar Fields:** A purple-shaded area in the lower right.
 - Tech Overlay:** A purple-shaded area in the upper right.
 - Future Association:** A grey-shaded area at the bottom.
 - Shooby Range:** A grey-shaded area in the lower left.
 - Transportation Corridors:** Major roads like Highway 78 and Highway 99 are shown.
 - Landmarks:** The 'Air Port' and 'North Pointe La Brea (1000)' are marked.
 - Other Labels:** 'Manning Canyon Vision Area', 'San Joaquin Hills', 'The Sinks', 'Solar Fields', 'Tech Overlay', 'Future Association', and 'Shooby Range' are also present.

Internal Misalignment Example

Recommendation: Fairfield

- Develop an AT Plan and/or a Parks and Trails Plan
- Create a map and project list for AT facilities



External Misalignment Example

Goal: Fairfield

- The **2025 General Plan** highlights the importance of active transportation facilities

Goal 4: Expand Multi-Use Trail Access and Recreational Connectivity

Policy 4.1: Incorporate trail infrastructure into the transportation network to promote non-motorized access and recreation.

Strategy 4.1.1: Extend the Pony Express Regional Trail from Eagle Mountain to the Town Core.

Strategy 4.1.2: Develop an ATV trailhead near Camp Floyd Cemetery with connections to Five Mile Pass and public lands.

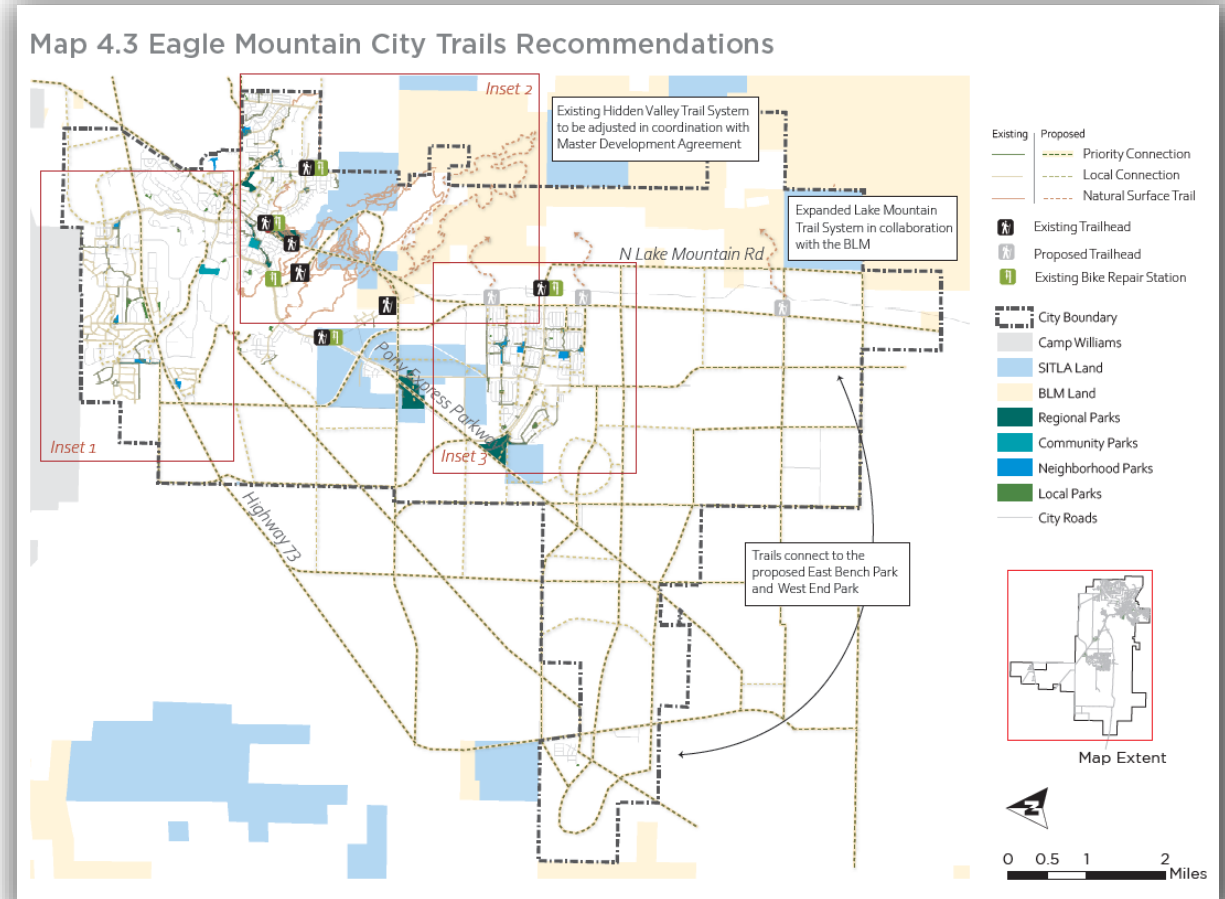
Strategy 4.1.3: Include multi-use trail corridors in new and upgraded roadway designs.



External Misalignment Example

Misalignment: Fairfield

- **Few regional alignments** for active transportation in West Utah County
- (But...Eagle Mountain does have plans for trails through Fairfield)



External Misalignment Example

Recommendation: Cedar Fort

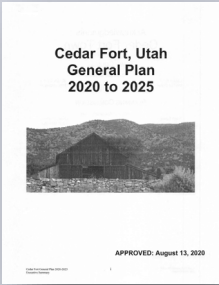
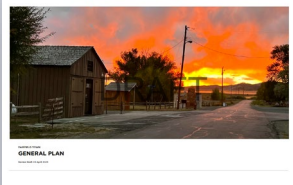
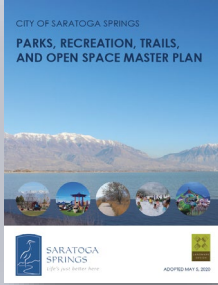
- **Coordinate** with West Utah County Cities, MAG, and UDOT on **when proposing new projects** to create a well-connected AT network



Process Misalignment Example

Goal: West Utah County

- All West Utah County municipalities and agencies have active transportation related goals

Goal	Cedar Fort	Fairfield	Eagle Mountain	Saratoga Springs	UDOT	MAG
General Plan/RTP promotes AT Or dedicated AT/Trails plan						

Process Misalignment Example

Misalignment: West Utah County

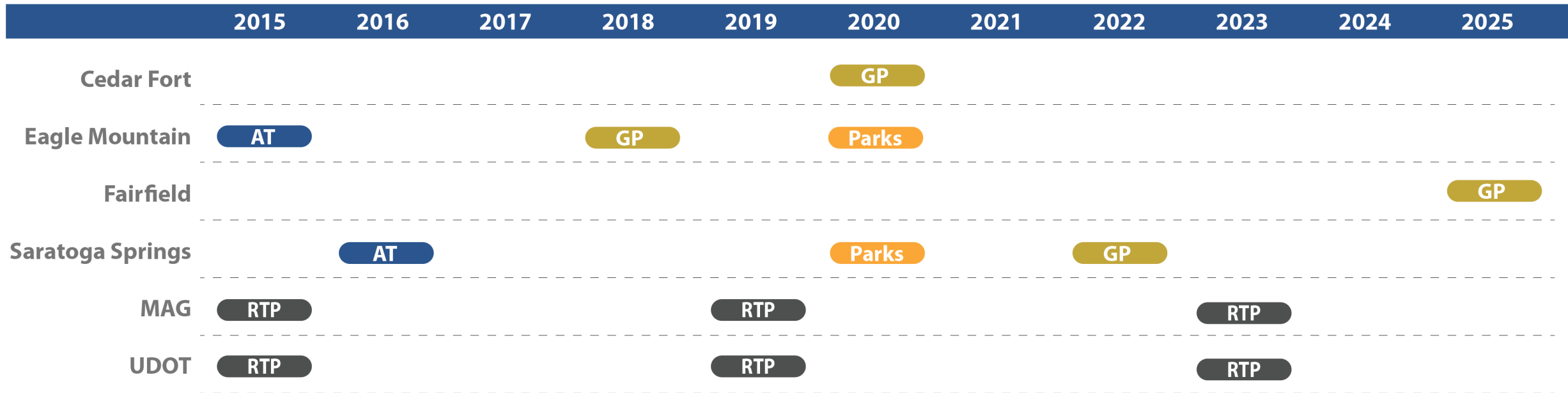
- West Utah County municipalities, MAG, UDOT, UTA all have goals for active transportation
- Varying levels of plans

Goal	Cedar Fort	Fairfield	Eagle Mountain	Saratoga Springs	UDOT	MAG
General Plan/RTP promotes AT	✓	✓	✓	✓	✓	✓
Adopted AT/Trails plan			✓	✓		
Specific Trail Alignments			✓	✓	✓	✓
Specific Trail Design Standards			✓	✓	(In progress)	

Process Misalignment Example

Misalignment: West Utah County

- Different timelines, processes for adopted plans

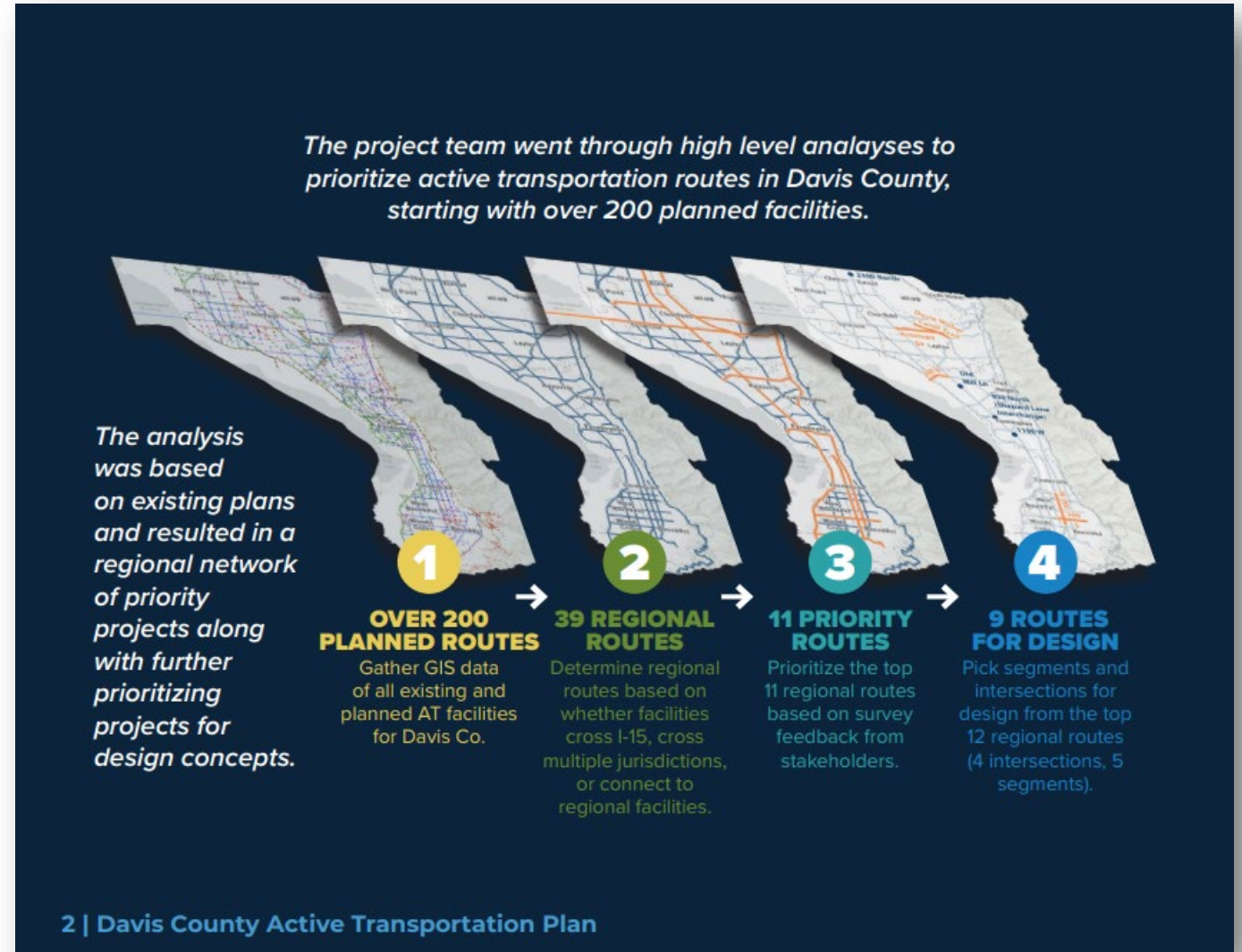


- AT** Active Transportation Plan
- GP** General Plan
- Parks** Parks and Trails Master Plan
- RTP** Regional Transportation Plan

Process Misalignment Example

Recommendation: West Utah County

- Develop individual AT plans concurrently and in consultation with each other
- Work together to develop a regional plan for AT



Next Steps

We talked today about transportation...

Write down your top priorities...

We will be discussing multiple topics from your adopted plans.



Next Steps

- Invitation to a Joint Council meeting **August**
(All are invited or you can send council reps)
Explore regional priorities
- In the meantime, staff cities/towns, UDOT, and UTA will work together to review misalignments and develop recommendations
- **MAG** wants to fund **prioritized list of projects**



**INTERAGENCY ACTION PLAN FOR
SUSTAINABLE GROWTH**

WEST DESERT AIRPARK

FAIRFIELD, UTAH

AIRPORT LAYOUT PLAN

PREPARED BY:
ARMSTRONG CONSULTANTS, INC.

ACI No. 206896
JUNE 2020

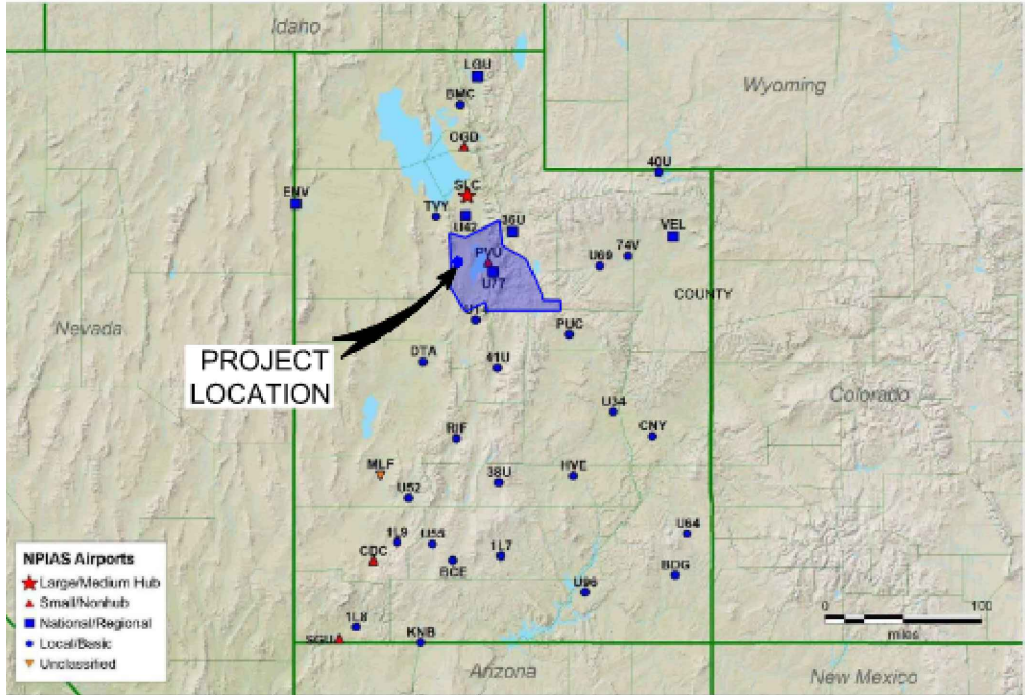
INDEX TO SHEETS

DRAWING	SHEET
COVER SHEET	1
AIRPORT LAYOUT PLAN	2
AIRPORT DATA SHEET	3
NORTH TERMINAL AREA DRAWING	4
SOUTH TERMINAL AREA DRAWING	5
14 CFR PART "77" AIRSPACE DRAWING	6
14 CFR PART "77" RUNWAY 17 END INSET	7
14 CFR PART "77" RUNWAY 35 END INSET	8

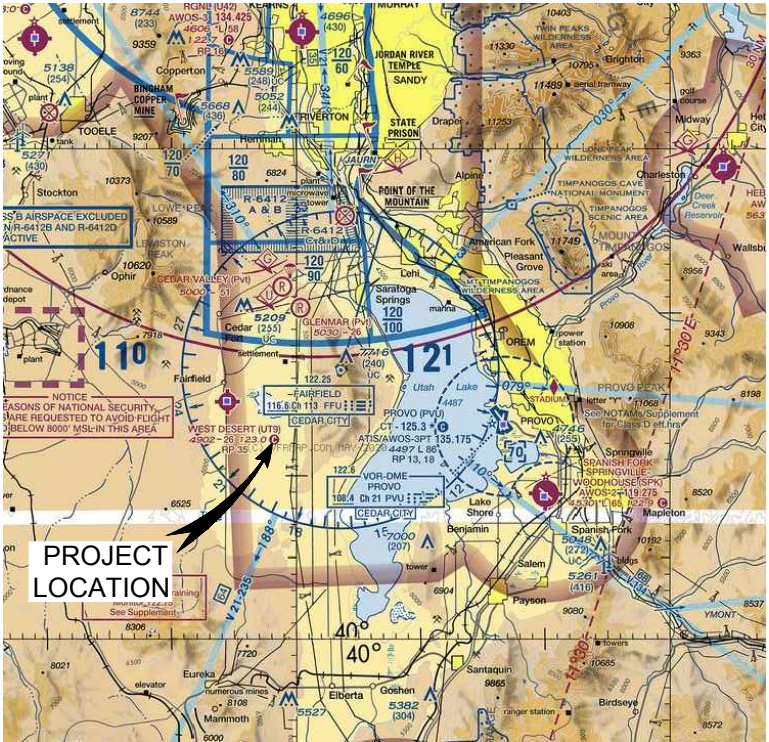
(E = EXISTING, F = FUTURE)

1	226896	05/2025	AS-BUILT RUNWAY 17/35 RELOCATION	6896501	MAC	DJR	JPH
0	206646	05/2020	ORIGINAL ISSUE	6646501	GWK	JH	JZP
No.	ACI No.	Date	Revision / Description	File	Drwn.	Chkd.	Apprvd.

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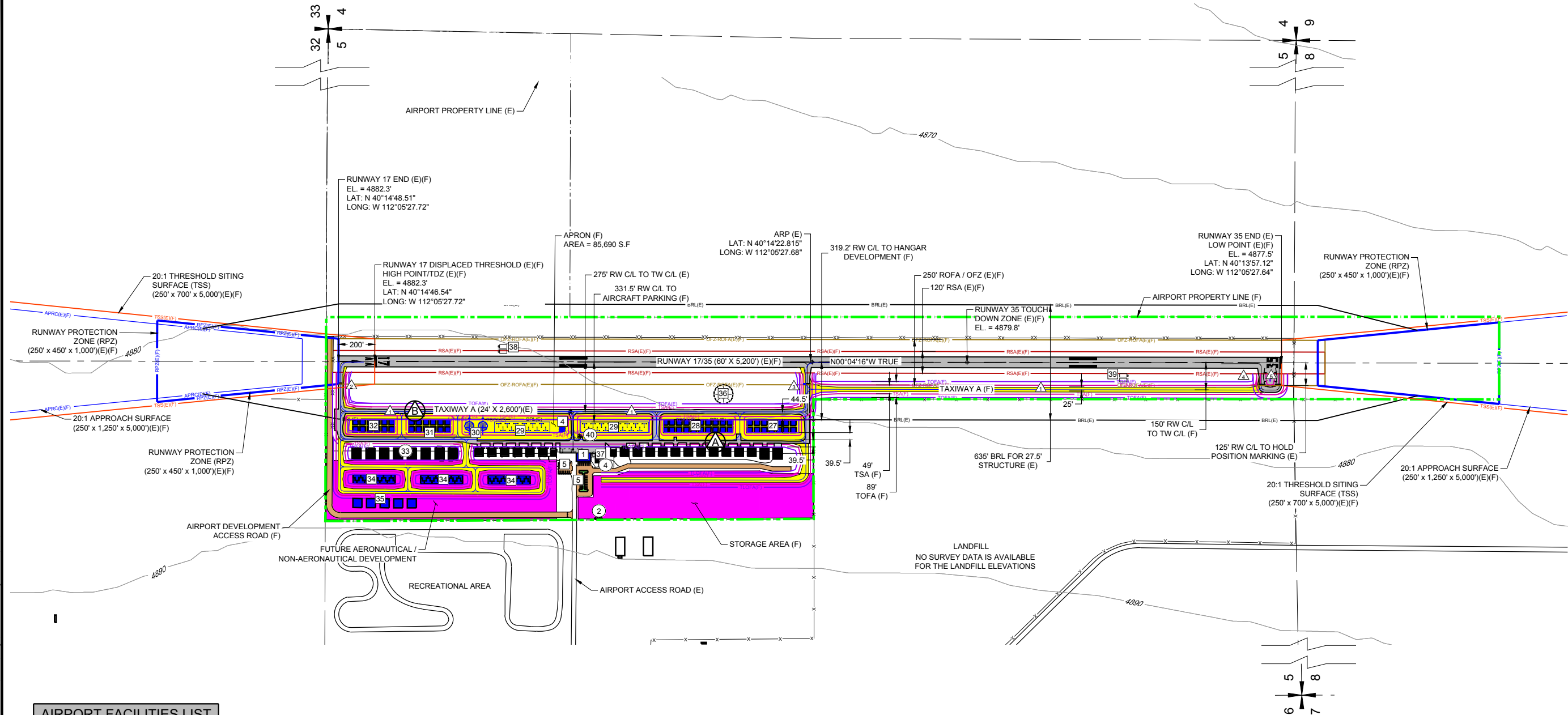


LOCATION MAP



VICINITY MAP

S:\Utah\West Desert Airport\Project Files\Active Projects\226896 WEST DESERT-RWY Relocation\CAD\dwg\6896502.dwg 5/15/2025 2:53:53 PM JFRANKLIN

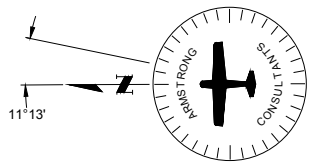


AIRPORT FACILITIES LIST

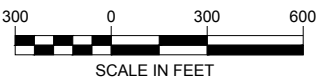
NO.	FACILITY DESCRIPTION	TOP ELEV. (MSL-EST.)
1	TERMINAL/FBO	4904'
2	WATER STORAGE TANKS	4888'
4	FUEL STORAGE/DISPENSING (F)	4898'
5	AIRPORT VEHICLE PARKING	4884'
27	HANGAR DEVELOPMENT	4900'
28	HANGAR DEVELOPMENT	4899'
29	AIRCRAFT TIE DOWNS	-
30	HELICOPTER PARKING	-
31	HANGAR DEVELOPMENT	4902'
32	HANGAR DEVELOPMENT	4902'
33	HANGARS	4903'
34	HANGAR DEVELOPMENT	4905'
35	HANGAR DEVELOPMENT	4906'
36	LIGHTED WIND CONE W/ SEGMENTED CIRCLE	4904'
37	BEACON	4919'
38	PAPI	4884'
39	PAPI	4881'
40	WIND CONE	4883'

○ EXISTING
□ FUTURE

HORIZONTAL DATUM: NORTH AMERICAN DATUM OF 1983 (NAD 83);
VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988 (NAVD 88) ELEVATIONS AND RUNWAY END COORDINATES ARE ESTIMATED
NO SURVEY HAS BEEN PERFORMED.



MAGNETIC NORTH SOURCE:
NOAA GEOPHYSICAL DATA CENTER
MAGNETIC DECLINATION 11°13' EAST
RATE OF CHANGE 0°6' WEST PER YEAR
OBTAINED: 05/14/20



TAXIWAY TABLE		
NO.	NAME	WIDTH
1	A (E) / A (F)	24' / 25'
2	A4 (E)	25'
3	A3 (E)	25'
4	A2 (E)	25'
5	A1 (E)	25'

LEGEND		
EXISTING	FUTURE	DESCRIPTION
		AIRFIELD DEVELOPMENT
		STRUCTURE/FACILITIES (BUILDING)
N/A		GRAVEL / TURF / DIRT
		AIRPORT PROPERTY LINE (APL)
N/A	—RSA(F)—	RUNWAY SAFETY AREA (RSA)
N/A	—OFZ(F)—	OBSTACLE FREE ZONE (OFZ)
N/A	—ROFA(F)—	RUNWAY OBJECT FREE AREA (ROFA)
N/A	—RPZ(F)—	RUNWAY PROTECTION ZONE (RPZ)
N/A	—BRL(F)—	BUILDING RESTRICTION LINE (BRL)
N/A	—TSA(F)—	TAXIWAY SAFETY AREA (TSA)
N/A	—TOFA(F)—	TAXIWAY OBJECT FREE AREA (TOFA)
N/A	⊕	AIRPORT REFERENCE POINT (ARP)
N/A	⊗	PACS/SACS MONUMENT
N/A	⊗	WIND CONE & SEGMENTED CIRCLE
+	N/A	SECTION CORNER
4125	N/A	CONTOURS
		ROADS
		MARKINGS
X	XX	FENCING
N/A	↓	TO BE REMOVED

SPONSOR APPROVAL

AIRPORT SPONSOR _____ DATE _____

STATE/UDOT APPROVAL

WEST DESERT AIRPORT
FAIRFIELD, UTAH

AIRPORT LAYOUT PLAN

No.	ACI No.	Date	Revision / Description	File	Dwn.	Chkd.	Apprvd.
1	226896	5/20/25	RUNWAY 17/35 RELOCATION	6896502	MAC	DJR	JPH
0	206646	06/2020	ORIGINAL ISSUE	6646502	GWK	JH	JZP

AIRPORT
LAYOUT
PLAN

Sheet: 2 of 8

NON-STANDARD CONDITIONS		
ITEM	DESCRIPTION	PROPOSED ACTION
	TAXILANE WIDTH; 12' THE STANDARD IS 25'	WIDEN TAXILANE TO 25'
	TAXIWAY WIDTH; 24' THE STANDARD IS 25'	WIDEN TAXIWAY TO 25'

* ELEVATION ARE ESTIMATED NO SURVEY WAS PERFORMED.



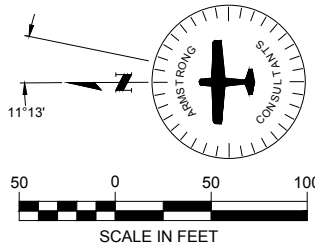
ALL WEATHER WIND ROSE
WIND DATA: PROVO MUNICIPAL AIRPORT; 17NM E OF UT9 AT 4,497'
MSL (COLLECTION BETWEEN 2010 - 2019); 134,103 ALL WEATHER
OBSERVATIONS; 6,638 IFR OBSERVATIONS

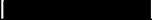
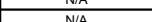
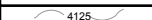
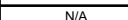
AIRPORT
DATA
SHEET



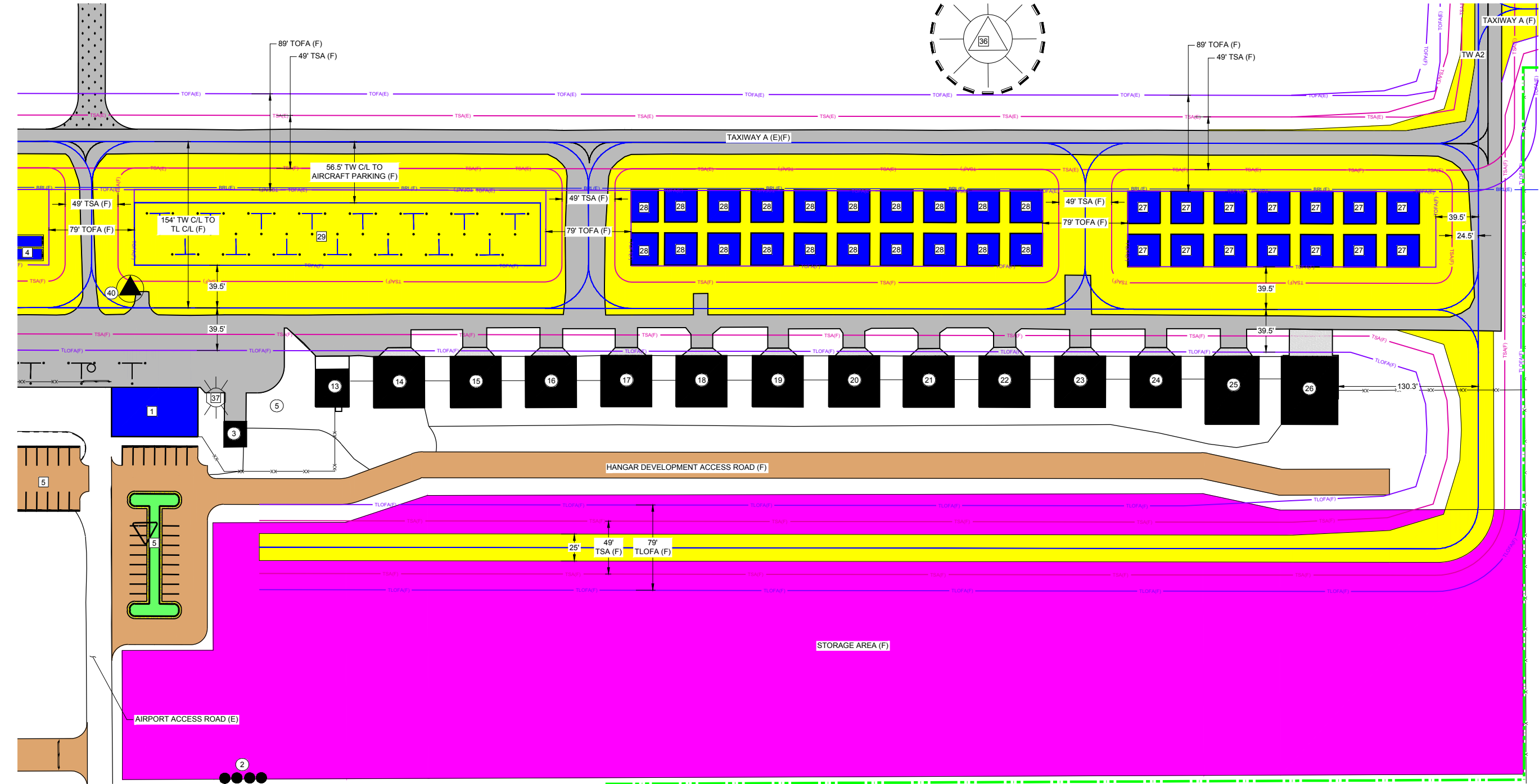
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4	FUEL STORAGE/DISPENSING (F)	4898'
5	AIRPORT VEHICLE PARKING	4884'
6	HANGAR	4905'
7	HANGAR	4905'
8	HANGAR	4905'
9	HANGAR	4905'
10	HANGAR	4905'
11	HANGAR	4904'
12	HANGAR	4904'
29	AIRCRAFT TIE DOWNS	-
30	HELICOPTER PARKING	-
31	HANGAR DEVELOPMENT	4902'
32	HANGAR DEVELOPMENT	4902'
33	HANGAR	4903'
34	HANGAR DEVELOPMENT	4905'
35	HANGAR DEVELOPMENT	4906'

☐ EXISTING
☐ FUTURE



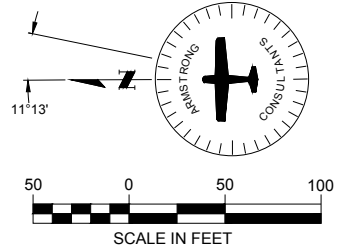
LEGEND		
EXISTING	FUTURE	DESCRIPTION
		AIRFIELD DEVELOPMENT
		STRUCTURE/FACILITIES (BUILDING)
		GRAVEL / TURF / DIRT
		AIRPORT PROPERTY LINE (APL)
N/A		RUNWAY SAFETY AREA (RSA)
N/A		OBSTACLE FREE ZONE (OFZ)
N/A		RUNWAY OBJECT FREE AREA (ROFA)
BRL(E)		BUILDING RESTRICTION LINE (BRL)
N/A		TAXIWAY SAFETY AREA (TSA)
N/A		TAXIWAY OBJECT FREE AREA (TOFA)
	N/A	CONTOURS
		ROADS
		MARKINGS
X	XX	FENCING
N/A		TO BE REMOVED

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AIRPORT FACILITIES LIST					
NO.	FACILITY DESCRIPTION	TOP ELEV. (MSL-EST.)	NO.	FACILITY DESCRIPTION	TOP ELEV. (MSL-EST.)
1	TERMINAL/FBO	4904'	20	HANGAR	4902'
2	WATER STORAGE	4899'	21	HANGAR	4902'
3	FUEL STORAGE/DISPENSING (E)	4893'	22	HANGAR	4902'
4	FUEL STORAGE/DISPENSING (F)	4898'	23	HANGAR	4902'
5	AIRPORT VEHICLE PARKING	4884'	24	HANGAR	4902'
13	TERMINAL / FBO	4903'	25	HANGAR	4902'
14	HANGAR	4903'	26	HANGAR	4902'
15	HANGAR	4903'	27	HANGAR	4900'
16	HANGAR	4903'	28	HANGAR DEVELOPMENT	4899'
17	HANGAR	4902'	29	AIRCRAFT TIE DOWNS	-
18	HANGAR	4902'	36	LIGHTED WIND CONE W/ SEGMENTED CIRCLE	4904'
19	HANGAR	4902'	37	BEACON	4919'
☐	EXISTING		40	WIND CONE	4883'
☐	FUTURE				

HORIZONTAL DATUM: NORTH AMERICAN DATUM OF 1983 (NAD 83); VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM 1988 (NAVD 88) ELEVATIONS AND RUNWAY END COORDINATES ARE ESTIMATED NO SURVEY HAS BEEN PERFORMED.



LEGEND		
EXISTING	FUTURE	DESCRIPTION
		AIRFIELD DEVELOPMENT
		STRUCTURE/FACILITIES (BUILDING)
N/A		GRAVEL / TURF / DIRT
		AIRPORT PROPERTY LINE (APL)
N/A		TAXIWAY SAFETY AREA (TSA)
N/A		TAXIWAY OBJECT FREE AREA (TOFA)
N/A		PACS/SACS MONUMENT
N/A		WIND CONE & SEGMENTED CIRCLE
		ROADS
		MARKINGS
X	XX	FENCING
N/A		TO BE REMOVED

ARMSTRONG

PLANNING ENGINEERING CONSTRUCTION

www.armstrongconsultants.com

WEST DESERT AIRPARK
FAIRFIELD, UTAH

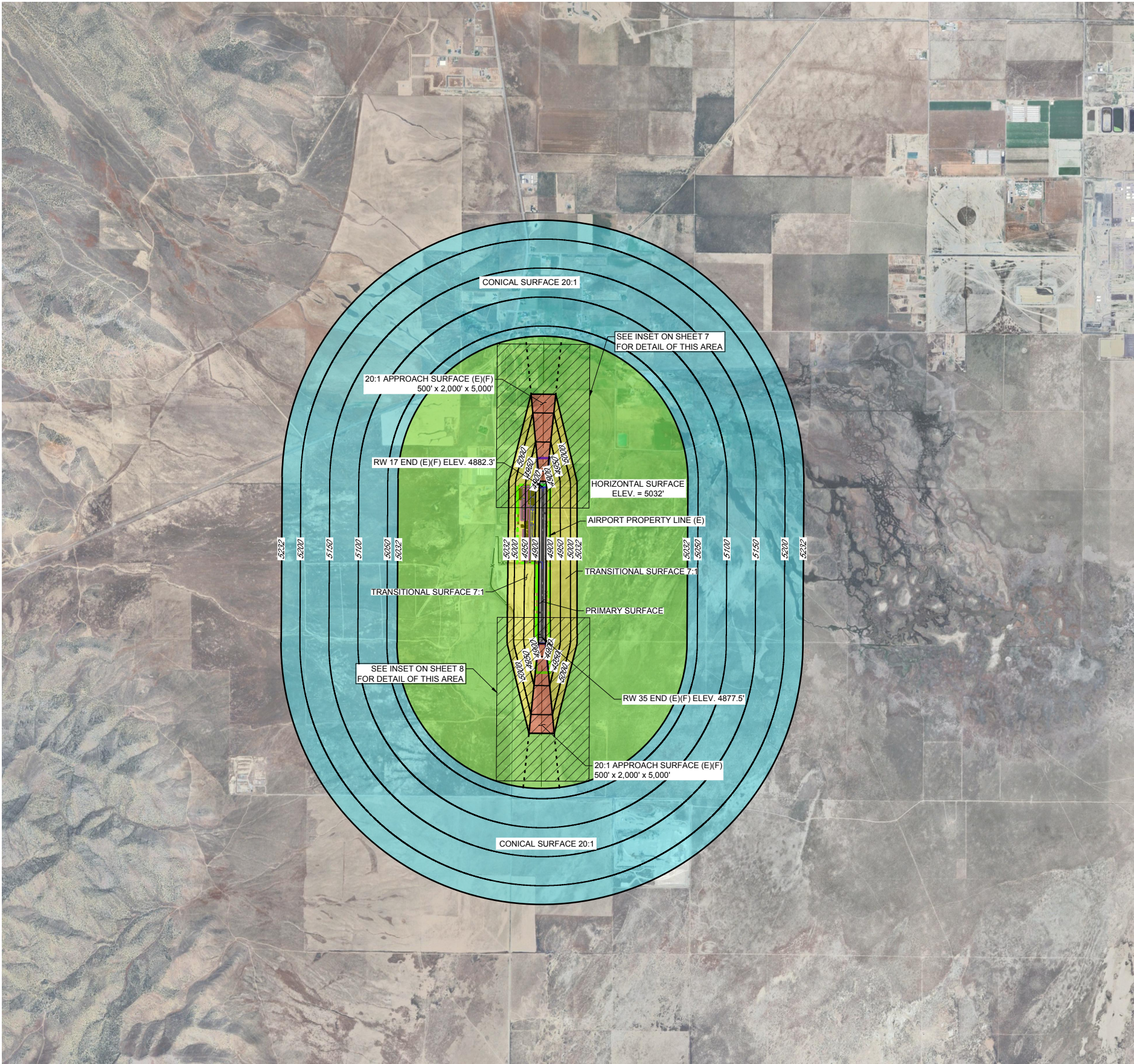
AIRPORT LAYOUT PLAN

No.	ACI No.	Date	Revision / Description	File	Dwn.	Chkd.	Apprvd.
1	226896	02/20/2025	AS-BUILT RUNWAY 17/18S RELOCATION	6896503	MAC	DJR	JPH
0	206646	06/20/2020	ORIGINAL ISSUE	6646502	GWK	JH	JJP

SOUTH
TERMINAL
AREA
DRAWING

Sheet: 5 of 8

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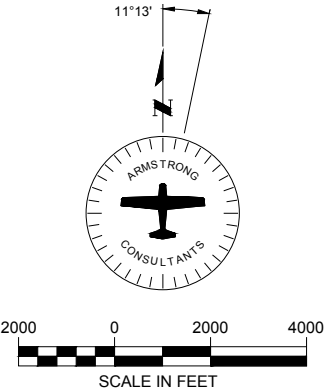
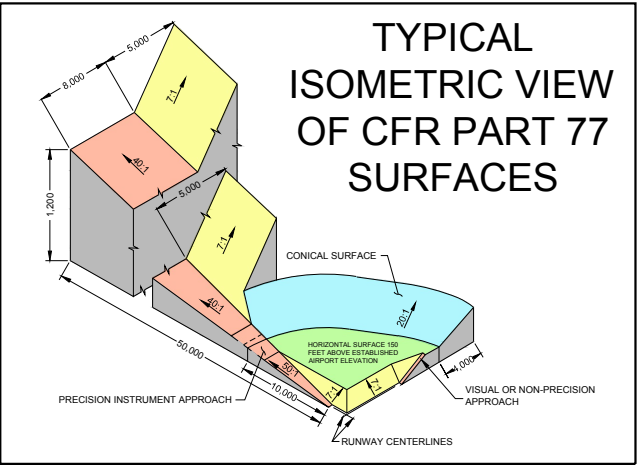
RUNWAY 17/35 PLAN (E)(F)
SCALE: PER BARS/SCALE

- NOTES
- A. REFER TO "INNER PORTION OF THE APPROACH SURFACE" DRAWINGS FOR DETAILS ON ANY CLOSE-IN APPROACH OBSTRUCTIONS.

B. AN FAA FORM 7460-1, "NOTICE OF PROPOSED CONSTRUCTION OR ALTERATION" MUST BE SUBMITTED FOR ANY CONSTRUCTION OR ALTERATION (INCLUDING HANGARS AND OTHER ON-AIRPORT AND OFF-AIRPORT STRUCTURES, TOWERS, ETC.) WITHIN 20,000 HORIZONTAL FEET OF THE AIRPORT GREATER IN HEIGHT THAN AN IMAGINARY SURFACE EXTENDING OUTWARD AND UPWARD FROM THE RUNWAY AT A SLOPE OF 100 TO 1 OR GREATER IN HEIGHT THAN 200 FEET ABOVE GROUND LEVEL.

C. APPROACH SURFACES BASED ON ULTIMATE CONDITION.

D. OBSTRUCTION INFORMATION WAS DETERMINED USING PREVIOUS OBSTRUCTION SURVEY INFORMATION AND AN INQUIRY OF THE FAA OE/AAA DATABASE.



LEGEND			
	HORIZONTAL SURFACE		TRANSITIONAL SURFACE
	CONICAL SURFACE		APPROACH SURFACE
	PRIMARY SURFACE		

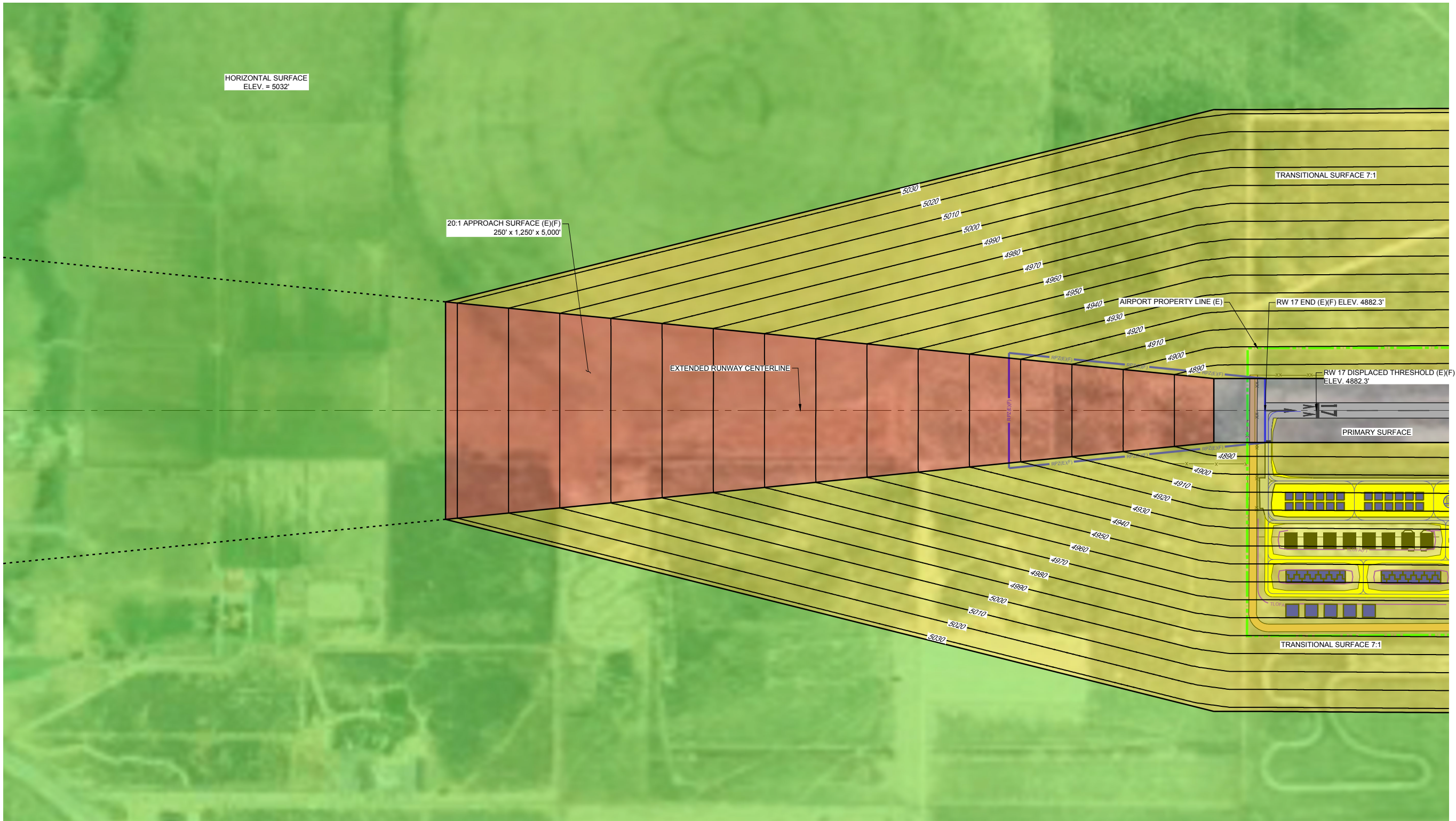
WEST DESERT AIRPARK
FAIRFIELD, UTAH
AIRPORT LAYOUT PLAN

No.	ACI No.	Date	Revision / Description	File	Dwn.	Chkd	Appvd.
1	226896	05/20/25	AS-BUILT RUNWAY 17/35 RELOCATION	6896504	MAC	DJR	JPH
0	208646	06/20/20	ORIGINAL ISSUE	6646502	GWK	JH	JZP

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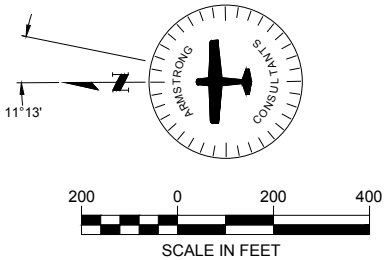
14 CFR
PART "77"
AIRSPACE
DRAWING

S:\Utah\West Desert Airport\Project Files\Active Projects\226896 WEST DESERT-RWY Relocation\CAD.dwg 6896504.dwg 5/14/2025 11:53:51 AM JFRANKLIN



(INSET) RUNWAY 17 PLAN
SCALE: PER BARSCALE

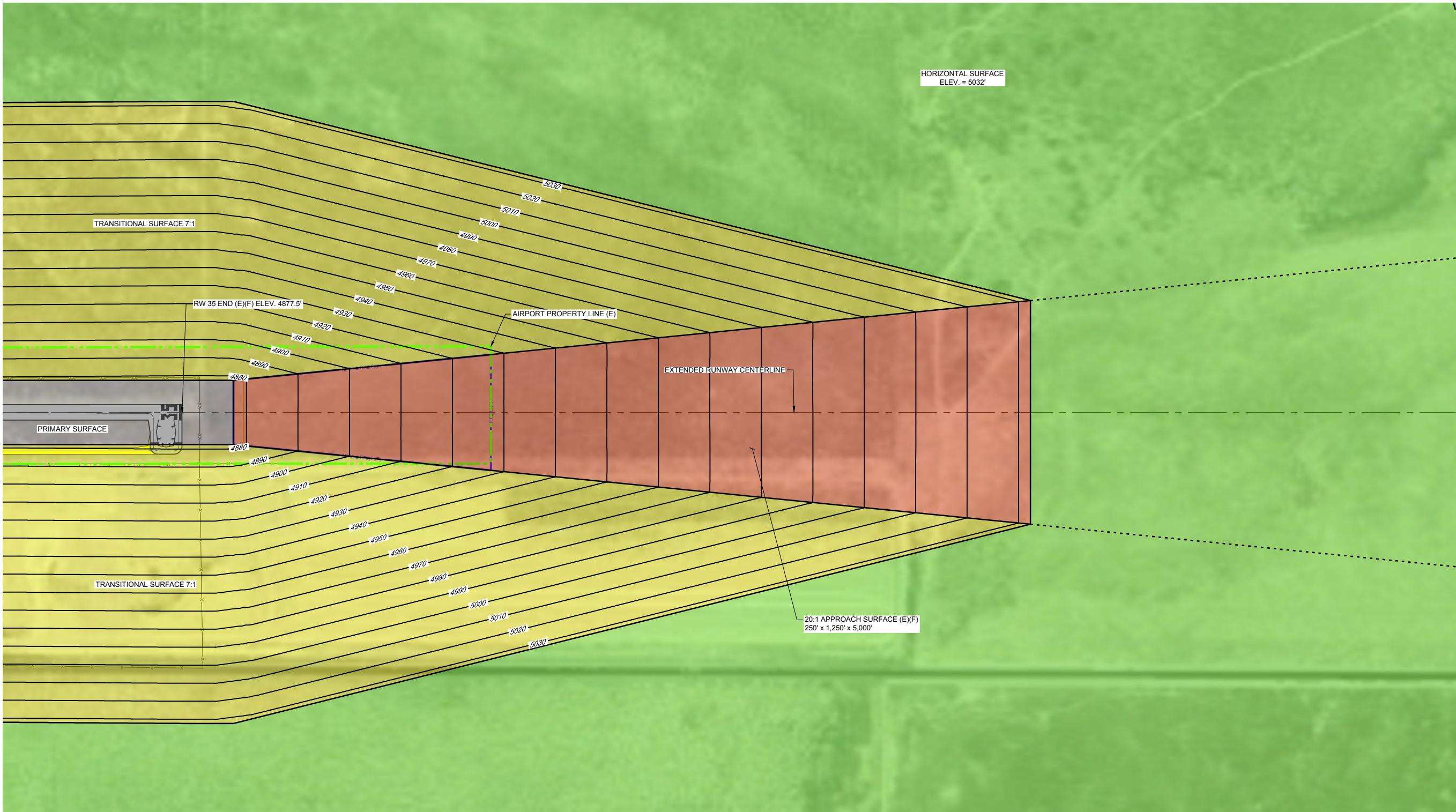
LEGEND			
	HORIZONTAL SURFACE		TRANSITIONAL SURFACE
	PRIMARY SURFACE		APPROACH SURFACE



No.	ACI No.	Date	Revision / Description	File	Dwn.	Chkd	Apprd.
1	226896	05/20/25	AS-BUILT RUNWAY 17/25 RELOCATION	6896504	MAC	DJR	JPH
0	206646	06/20/20	ORIGINAL ISSUE	6646502	GWK	JH	JJP

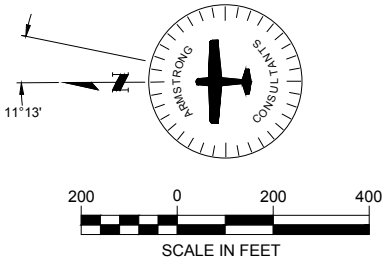
THE PREPARATION OF THIS DOCUMENT HAS BEEN SUPPORTED BY THE AIRPORT IMPROVEMENT PROGRAM (AIP) AND THE AIRPORT RELOCATION PROGRAM (ARP). THE AIRPORT RELOCATION PROGRAM IS A FEDERAL PROGRAM THAT PROVIDES FINANCIAL ASSISTANCE TO AIRPORTS FOR THE RELOCATION OF AIRPORTS. THE AIRPORT RELOCATION PROGRAM IS A FEDERAL PROGRAM THAT PROVIDES FINANCIAL ASSISTANCE TO AIRPORTS FOR THE RELOCATION OF AIRPORTS. THE AIRPORT RELOCATION PROGRAM IS A FEDERAL PROGRAM THAT PROVIDES FINANCIAL ASSISTANCE TO AIRPORTS FOR THE RELOCATION OF AIRPORTS.

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(INSET) RUNWAY 35 PLAN
SCALE: PER BARSCALE

LEGEND			
	HORIZONTAL SURFACE		TRANSITIONAL SURFACE
	PRIMARY SURFACE		APPROACH SURFACE



WEST DESERT AIRPARK
FAIRFIELD, UTAH
AIRPORT LAYOUT PLAN

No.	ACI No.	Date	Revision / Description	File	Dwn.	Chkd.	Appvd.
1	226896	05/20/25	AS-BUILT RUNWAY 17/35 RELOCATION	6896504	MAC	DJR	JPH
0	208646	06/20/20	ORIGINAL ISSUE	6646502	GWK	JH	JJP

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14 CFR
PART "77"
RUNWAY 35
END
INSET

Fairfield - CAD Stats - May 2025

Officer Generated

CITIZEN CONTACT	1
EXTRA PATROL	5
TRAFFIC STOP	10
Grand Total	16

Public Generated

ANIMAL INJURED	1
DIABETIC	1
INFORMATION	1
SUSPICIOUS	1
VIN INSPECTION	1
Grand Total	5

Unapproved Meeting Minutes

Fairfield Town Council
Public Hearing/Regular Meeting
May 21, 2025

Regular Meeting

Date: Wednesday, May 21, 2025

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

Time: 7:00 P.M.

Minutes By: Stephanie Shelley

Call to Order

1) Roll Call

Town Council Members Present:

Mayor Hollie McKinney, RI Panek, Tyler Thomas (Via-Zoom) in-person (8:02 pm), Michael Weber

Excused:

Richard Cameron

Staff Present:

Stephanie Shelley- Recorder, Codi Butterfield - Treasurer (Via-Zoom), Todd Sheeran - Attorney (Via-Zoom), Sgt Garret Dutson.

Others Present:

Tal Adair, Wayne Taylor, Vern Carson, Vance & Suzanne Baxter, McKay Swainston.

Others Present Via Zoom:

Rochelle Plaizier (Bowen Collins), Shaun Hill (GSBS), Mckay, Hansen, Codi's Iphone.

2) Prayer / Pledge Of Allegiance

Tal Adair offered the prayer. The Pledge of Allegiance was recited.

Reports

1) Sheriff's Department Update.

Sergeant Garrett Duston reported on calls for the month of April, including seven public-generated calls and seventeen officer-generated activities. A significant incident Involving human waste spills from trucks on SR 73 was discussed. The deputy mentioned they had contacted health departments and relevant authorities about the issue. Council Members expressed concern about the safety and hygiene implications of transporting human waste in open trucks.

Unapproved Meeting Minutes
Fairfield Town Council
Public Hearing/Regular Meeting
May 21, 2025

Fairfield - CAD Stats - April 2025			
Officer Generated		Public Generated	
CITIZEN CONTACT	1	ACCIDENT PD	1
EXTRA PATROL	7	ANIMAL COMP	1
FRAUD	1	ANIMAL INJURY	1
TRAFFIC STOP	8	ASSIST MOTORIST	1
Grand Total	17	CRIM MISCHIEF	1
		FIRE COMM	1
		VIN INSPECT	1
		Grand Total	7

2) Planning Commission Update.

Commissioner Wayne Taylor provided an extensive update on the recent planning commission meeting, highlighting several key issues and public concerns. The meeting commenced with a general plan overview delivered by Shawn Hill (GSBS), who is expected to present a similar update to the town council. Concerns from a citizen were noted, especially regarding collaboration with the Inland Port Authority and perceived contradictions in the town's general plan. The concerned citizen felt the plan promoted growth inconsistent with maintaining Fairfield's small-town feel and highlighted the high cost of development, using Lehi City as an example of overdevelopment.

The representative from the airport suggested revisions to accurately represent the airport, address publicly funded misconceptions, and proposed realignments of roads conflicting with the airport. Another citizen supported these comments, emphasizing the potential role of the airport in the upcoming 2034 Olympics for transportation purposes.

The commission also discussed Ordinance 10.21 concerning signs and amending the special use regulations in Title 10, Chapter 16, although no public comments were received for these topics.

In the discussion about the culinary water master plan, Rochelle Plaizer, present at the meeting, clarified that the airport was included, though not named explicitly. One citizen questioned the growth rate projections and raised concerns regarding the chlorination system's updates and advocated for maintaining the small-town essence of Fairfield. Yet another resident stood in opposition, emphasizing the necessity of recognizing the airport's role in future infrastructure planning.

Unapproved Meeting Minutes

Fairfield Town Council
Public Hearing/Regular Meeting
May 21, 2025

Kent, a transportation advisory member, was thankful for Rochelle's detailed overview and stressed the importance of planning ahead for growth, explaining that while planning isn't an endorsement of growth, it prepares the town for inevitable changes. These sentiments echoed during the discussions surrounding the sewer master plan, where Rochelle presented again.

A nonresident attorney raised concerns about a possible park around the Big Spring property.

Wayne reported on the recommendation for Wade Carson's lot line adjustment, highlighting unanimous support and acknowledgement of the Carson family's cooperation on road frontage along Lehi Fairfield Road.

The commission also reviewed a separate proposal by McKay Swainston concerning a road vacation. Commission discussions touched on the Christiansen family's wish to vacate the north-south road involved, agreeing to a property exchange to benefit road alignments.

During the general proceedings, discussions about the Hansen property were raised to ensure commissioners' awareness, although it wasn't formally addressed in the meeting. Notably, the adoption of the general plan was postponed for further analysis, while the imperative to revise and adopt all relevant ordinances appeared to be well understood. This included moving the culinary water master plan and the sewer plan to the town council for formal approval.

3) Discuss the General Plan with Shawn Hill from GSBS.

Shawn Hill presented an update on the general plan process. He outlined the timeline of the plan's development and recent changes made based on feedback. Key updates included removing references to public access at Fairfield Spring, clarifying requirements for fruit trees, and coordinating with UDOT and MAG on the future road system. The council discussed potential road alignments and connections, particularly concerning the proposed expressway and its impact on local traffic.

4) Discuss the Water and Sewer master plans with Rochelle Plaizer from Bowen Collins.

Rochelle Plaizer presented updates to the water master plan, starting with a recap of the initial draft presented by Eric Neil. This draft outlined the existing water system, projected water demands based on anticipated growth, and assessed current and future storage needs. Subsequently, capital projects were recommended to address these needs. Based on the commissioner's input, Rochelle made adjustments to the water plan by refining the water

Unapproved Meeting Minutes

Fairfield Town Council

Public Hearing/Regular Meeting

May 21, 2025

demand and storage projections due to discrepancies noted with Firefly's water use estimates. The proposed capital projects were updated accordingly, which included a plan to mitigate existing fire hydrant deficiencies by adding a pipe extension and a booster station along Highway 73 for emergency high-demand situations.

Rochelle then transitioned to the sewer master plan, which was initially absent from previous council presentations. She highlighted the long-term goals for collecting and treating wastewater, focusing on comparison metrics for various treatment methods and aligning future collection systems. Comparisons were made between building a new treatment facility within Fairfield and contracting with Eagle Mountain for sewage treatment. Rochelle noted that an agreement with Eagle Mountain was deemed most viable, with initial conversations confirming their openness to discussing agreement terms. Furthermore, three collection system alternatives were evaluated; the second alternative, which directly routes flows east to Eagle Mountain, was recommended. The suggested timeline for these projects remains tied to development pressures, emphasizing the developer-driven nature of these infrastructure expansions.

Throughout, Rochelle ensured the council that both the water and sewer plans aim to cope with projected growth responsibly while preserving Fairfield's character.

5) Update from Tal Adair from Fairfield Industrial Park.

Tal Adair provided an update on the Fairfield Industrial Park project. He discussed challenges with Rocky Mountain Power and potential alternatives for power generation. Adair mentioned ongoing work on the development agreement and plans to present it to the Planning Commission. He also discussed the possibility of starting earthwork before the final development agreement is approved.

General Public Comment (2-minute limit per person): Comments are for any matter not on the agenda and not related to a pending land use application.

As a resident, Wayne Taylor thanked the council for their service and emphasized the importance of asking thorough questions to avoid future problems. He encouraged collaboration between the council and the planning commission to benefit the town.

Consent Items

The Council may approve these items without discussion or public comment and may remove an item to the Business Items for discussion and consideration.

1) Approval of Minutes: April 2, 2025.

2) Approval of Financials: March 31, 2025

Councilman Panek motioned to approve the consent items, numbers one and two. Councilman Thomas seconded the motion.

Mayor McKinney - Yes

Unapproved Meeting Minutes

Fairfield Town Council
Public Hearing/Regular Meeting
May 21, 2025

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Weber - Yes

Councilman Cameron - Absent

The motion passed unanimously.

Public Hearing Items

- 1) Discussion, public hearing, and decision on Resolution #R2025-06 - A Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date, time, and place for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance. Presented by Codi Butterfield.**

Codi Butterfield reported on the tentative budget. She informed the council that on May 14, \$180,000 was transferred from the general account into the investment account. Codi provided documents reflecting the transfer.

Highlighted significant changes in the budget included several key allocations:

1. Cemetery Improvements: Allocated \$100,000 for potential upgrades, such as a wrought iron fence. Historical preservation limits some enhancements, like sprinklers. The council discussed the expense, considering the board and the historical society's input.
2. Code Enforcement: \$8,100 set for a code enforcement officer. The initial candidate declined due to personal issues.
3. Road Maintenance: Increased road maintenance budget. RL mentioned nearly \$60,000 in signed contracts and an additional \$15,000 for mag chloride. This budget covers fire hydrant safety and repairs on Allen's Ranch Road.
4. Water System Repairs: \$280,000 designated for a northside waterline loop to improve fire safety, exclusive of easement costs. Bowen Collins is suggested for managing the RFP process.

No one present or online had any public comment.

The council debated the merits of these expenditures and decided to keep the allocations in the budget with the understanding that they can be amended later if needed.

Business Items

The Council will discuss (without public comment) and may approve the following items:

- 1) Waterline loop on the north side of town, and an RFP to proceed**

The council discussed moving forward with the waterline loop project and having Bowen Collins draft and facilitate the RFP process.

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2) McKay Swainston's discussion about vacating a public road. West of the 220 North and 200 East intersection.

McKay Swainston presented a proposal to vacate a portion of a public road in exchange for realigning an intersection. The council viewed the plan favorably and agreed to schedule a public hearing for the next month to proceed with the vacation process.

3) RFP for the park property, phase 1

The council agreed to allow Councilman Cameron to send out the RFP for the park property. For Phase 1, upon his return home, where he will facilitate the process.

4) Carson lot line adjustment

Wayne Taylor explained the Carson lot line adjustment, which involved moving property lines and cleaning up discrepancies. The council reviewed the changes and found no issues with the lot line adjustment.

Resolution/Ordinances

1) Ordinance #2025-03 An Ordinance of the Fairfield Town Council of the Town of Fairfield, Utah, Amending Chapter 10.21. Signs.

Councilman Weber motioned to approve Ordinance #2025-03, An Ordinance of the Fairfield Town Council of the Town of Fairfield, Utah, Amending Chapter 10.21. Signs. Councilman Thomas seconded the motion.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Weber - Yes

Councilman Cameron - Absent

The motion passed unanimously.

2) Ordinance #2025-04 An Ordinance Of The Town Council Of The Town Of Fairfield, Utah, Adopting The Utah State Construction Codes, The International Fire Code, And Designating Enforcement Officials.

Councilman Weber motioned to approve Ordinance #2025-04, An Ordinance Of The Town Council Of The Town Of Fairfield, Utah, Adopting The Utah State Construction Codes, The International Fire Code, And Designating Enforcement Officials. Councilman Thomas seconded the motion.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Weber - Yes

Councilman Cameron - Absent

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The motion passed unanimously.

3) Ordinance #2025-05 An Ordinance Of Fairfield Town, Utah, Adopting the Fairfield Town Master Sewer Plan.

Councilman Weber motioned to approve Ordinance #2025-05, An Ordinance Of Fairfield Town, Utah, Adopting the Fairfield Town Master Sewer Plan. Councilman Thomas seconded the motion.

*Mayor McKinney - Yes
Councilman Thomas - Yes
Councilman Panek - Yes
Councilman Weber - Yes
Councilman Cameron - Absent*

The motion passed unanimously.

4) Ordinance #2025-06 An Ordinance Of Fairfield Town, Utah, Adopting Master Water Plan.

Councilman Weber motioned to approve Ordinance #2025-06, An Ordinance Of Fairfield Town, Utah, Adopting Master Water Plan. Councilman Thomas seconded the motion.

*Mayor McKinney - Yes
Councilman Thomas - Yes
Councilman Panek - Yes
Councilman Weber - Yes
Councilman Cameron - Absent*

The motion passed unanimously.

5) Resolution #2025-06 Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date, time, and place for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance.

Councilman Weber motioned to approve Resolution #2025-06 Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date June 18, 2025, time 7:00 pm, and place Town Hall for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance. Councilman Thomas seconded the motion.

*Mayor McKinney - Yes
Councilman Thomas - Yes
Councilman Panek - Yes
Councilman Weber - Yes*

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Councilman Cameron - Absent

The motion passed unanimously.

Closed Session

Possible motion to enter into closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

Councilman Weber motioned to temporarily recess the council meeting to go into a closed meeting for the following purposes: Strategy sessions to discuss pending or reasonably imminent litigation, as well as discussion of the character, professional competence, or physical or mental health of an individual. Councilman Thomas seconded. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Weber - Yes

Councilman Cameron - Absent

The motion passed unanimously.

The Council entered the closed session at 8:40 PM.

Mayor McKinney made a motion to reopen the meeting at 9:38 pm.

Councilman Panek brought up ongoing concerns about drivers not respecting the speed limit in town. The council explored various options to help manage speeding and agreed to investigate the potential cost of adding a road dip to help slow traffic.

The conversation emphasized that public safety should come before cost considerations. Council members discussed whether multiple installations might be necessary and mentioned that areas near bus stops could help justify implementing traffic-calming solutions. They also acknowledged that with ongoing construction and an increase in visitors from Eagle Mountain, the town needs to be proactive about road safety.

Councilman Thomas expressed some concern about how residents might feel regarding Fairfield's growth, especially since many want to preserve its small-town character. While the council recognized those sentiments, they stressed that growth is inevitable. Trying to freeze Fairfield in time wasn't seen as a realistic or sustainable goal. They emphasized that property owners have rights that must be honored.

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Rather than resisting change, the council agreed it's more productive to guide development in a way that reflects the community's values. They highlighted the importance of keeping Fairfield's character intact while planning responsibly for the future.

To ensure sound planning, the council agreed that professional staff and outside experts should be involved. They specifically pointed to mistakes made in towns like Lehi as examples that Fairfield should work hard to avoid.

The Mayor noted that Jared Westhoff is actively working on a development agreement, which they see as an essential tool for protecting the town's long-term interests.

In summary, the council reaffirmed the need for a clear, forward-thinking approach to managing growth—one that prioritizes thoughtful planning and the overall well-being of the community.

Adjournment

Councilman Weber made a motion to adjourn the meeting. Councilman Panek seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:56 p.m.

Minutes Approval Date

Stephanie Shelley, Town Recorder

Ordinance No. 2025-12 An Ordinance Of Fairfield Town, Utah, Adopting Fairfield Town Code § 10.16 (Special Use Regulations).

Date: June 18, 2025

Created: June 18, 2025

WHEREAS, Utah Code § 10-9a-102 grants the Fairfield Town Council authority to enact or amend ordinances that is considered necessary or appropriate for the use and development of land in the Town of Fairfield; and

WHEREAS, the Town Council desires to add special use regulations for various uses in multiple zones; and

WHEREAS, a public hearing was held on May 7, 2025, duly noticed and held in accordance with Utah law;

WHEREAS, the Town Council has held a public hearing and reviewed the subject text amendment and finds that the text amendment will enhance the public health, safety, and welfare.

NOW, THEREFORE, BE IT ORDAINED by the Fairfield Town Council:

SECTION 1. ADOPTION. The Town Council hereby adopts Fairfield Town Code § 10.16 (Special Use Regulations), as shown in Exhibit A.

SECTION 2. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3. EFFECTIVE DATE

Passed and Adopted this **18th day of June, 2025**.

FAIRFIELD TOWN

Hollie McKinney, Mayor

RL Panek	yes	no	abstain	absent
Tyler Thomas	yes	no	abstain	absent
Michael Weber	yes	no	abstain	absent
Richard Cameron	yes	no	abstain	absent

ATTEST:

Stephanie Shelley, Recorder

(OFFICIAL SEAL)

EXHIBIT A

Section 10.16.10. Purpose.

A. The purpose of these Special Use Regulations is to ensure that certain land uses, which may have unique characteristics or potential impacts, are reviewed and regulated to maintain the health, safety, and welfare of the community. These regulations are intended to:

1. Promote compatibility between special uses and surrounding properties by addressing potential impacts such as noise, traffic, visual appearance, and environmental effects;
2. Protect and enhance the character, quality, and stability of neighborhoods, commercial areas, and public spaces;
3. Provide a clear and predictable process for the review, approval, and enforcement of special uses;
4. Ensure that special uses contribute positively to the community by balancing the needs of property owners, neighbors, and the broader public interest; and
5. Align with the goals and policies set forth in the Town's comprehensive plan or other adopted planning documents.

Section 10.16.20. General Regulations.

A. The following general regulations shall apply to all special uses within the jurisdiction of the Town to ensure consistency, fairness, and adherence to community standards:

1. Compliance with Zoning and Land Use Plans. All special uses must comply with the requirements of the zoning district in which they are located and align with the goals and objectives of the Town's comprehensive plan and other applicable land use policies;
2. Minimization of Adverse Impacts. Special uses shall be designed, located, and operated to minimize negative impacts on surrounding properties, including but not limited to noise, vibration, odors, light, traffic, and visual intrusions;
3. Adequate Infrastructure and Services. Special uses must have access to adequate public infrastructure, including roads, utilities, water, sewer, and emergency services, without placing undue burden on existing systems or requiring unplanned expansions;

4. Traffic and Access Management. Special uses shall provide safe and efficient ingress and egress, with adequate off-street parking and loading areas to avoid traffic congestion and ensure pedestrian safety;
5. Compatibility with Surrounding Land Uses. Special uses must demonstrate compatibility with adjacent and nearby land uses, including appropriate buffering, landscaping, or screening where necessary to reduce visual or operational conflicts;
6. Lighting. Lighting must be directed downward to avoid glare on neighboring properties. Must follow Fairfield's lighting ordinance;
7. Environmental Protection. Special uses shall avoid significant adverse impacts on natural resources, including wetlands, floodplains, water bodies, and environmentally sensitive areas. Appropriate mitigation measures shall be required where impacts cannot be fully avoided;
8. Hazardous Material Storage and Spill Prevention. Storage of fuels, chemicals, or hazardous materials shall comply with all applicable federal, state, and local regulations, including the International Fire Code. All hazardous materials must be stored in appropriate containers with clearly marked labels and housed in secured areas;
9. Secondary containment systems are required to prevent contamination in the event of a spill or leak. Containment must be capable of holding at least one hundred and ten percent (110%) of the volume of the largest container stored;
10. Spill Prevention, Control, and Countermeasure (SPCC) Plan or equivalent emergency response plan shall be submitted to the Town as part of the application. This plan must identify:
 - a. All hazardous materials proposed to be stored or used on-site;
 - b. Spill containment methods;
 - c. Emergency contacts and training procedures; and
 - d. Clean-up and disposal procedures in compliance with EPA and Utah DEQ regulations.
11. Operational Standards. All special uses must comply with applicable operational standards established by federal, state, and local regulations, including building codes, health and safety codes, and environmental laws;

12. Time Limitations and Phasing. The Town may impose time limitations on the duration of a special use or require phasing plans to ensure orderly development and compliance with conditions of approval;
13. Periodic Review and Compliance. Special uses may be subject to periodic review by the Town to ensure continued compliance with the terms of approval. Failure to comply may result in revocation or modification of the permit;
14. Conditions of Approval. The Town may impose additional conditions as necessary to address unique characteristics of the proposed use or its site to ensure compatibility with surrounding properties and adherence to the public interest;
15. Expiration and Renewal. Special use permits shall expire if the use is not established or operational within one (1) year of the date of approval, unless an extension is granted by the Planning Commission. A use shall be considered “established” when:
 - a. All required permits have been obtained;
 - b. Construction (if applicable) has commenced; and
 - c. The use has begun operating or been substantially implemented.
16. Transferability. Special use permits shall not be transferable without prior approval of the Town, unless otherwise specified in the terms of the permit;
17. Modification of Approved Special Uses. Any material changes to an approved special use shall require review and approval by the Town through the same process as the initial application.

Section 10.16.30. Application and Approval.

A. Application. Any person or entity seeking a special use permit within the Town must submit a complete application package to the Town Administrator. The application must include the following:

1. Completed Application Form. A fully completed application form, signed by the applicant and the property owner (if different from the applicant);
2. Application Fee. Payment of the required non-refundable application fee, as set forth in the Town’s fee schedule, to cover administrative and review costs;
3. Proof of Ownership or Authorization. Documentation demonstrating that the applicant owns the property or has authorization from the property owner to

submit the application;

4. Project Description. A detailed narrative describing the proposed use, including:

- a. The nature and scope of the activity;
- b. Hours of operation;
- c. Anticipated traffic generation;
- d. Proposed number of employees (if applicable); and
- e. Any potential environmental impacts or mitigation measures.

5. Site Plan. A scaled site plan or survey, prepared by a licensed professional (if required). Site plans shall comply with Town Code § 9.1.30 site plan requirements and include nearby streets and adjacent property uses.

6. Floor Plans and Building Elevations. For applications involving new construction or building modifications, detailed floor plans and building elevations showing the size, layout, and appearance of the structures.

7. Traffic Impact Study. If required by the Town, a traffic impact study prepared by a qualified professional to assess the potential effects of the proposed use on traffic flow and safety.

8. Environmental Impact Analysis. If applicable, an environmental impact analysis identifying potential effects on natural resources, wetlands, floodplains, or other sensitive areas, along with proposed mitigation measures.

9. Neighbor Notification List. A list of all names and addresses of all property owners adjacent to the subject property or 500 feet minimum, for purposes of public notification.

10. Public Hearing Notice Materials must follow state code.

11. Additional Studies or Reports. Any additional studies, reports, or documentation deemed necessary by the Town, such as noise studies, utility impact analyses, or economic feasibility assessments.

12. Statement of Compliance. A written statement from the applicant explaining how the proposed special use complies with the zoning ordinance, special use regulations, and the Town's comprehensive plan.

13. Digital Copies. A digital copy of all submitted documents and plans in a format acceptable to the Town.

B. Screened Fencing. All areas used for storage, equipment being worked on, stored inventory, manufactured goods for sale, or fabrication must be fully enclosed with screened fencing to minimize visual impact and ensure site aesthetics.

C. Other Information. Any other information deemed necessary by the Town to adequately evaluate the application, as specified during pre-application consultations.

D. Incomplete Applications. Applications missing any of the required elements will be deemed incomplete and will not be processed until all deficiencies are addressed.

E. Review by the Planning Commission. The Planning Commission shall review each special use permit application and make its decision based on whether the application meets all applicable provisions of the Town Code.

F. Findings. The Planning Commission shall document its findings to confirm that the application satisfies all relevant provisions of the Town Code. If the application does not meet the required provisions, the Planning Commission shall specify the reasons for denial in writing.

G. Appeals. Decisions of the Planning Commission may be appealed in accordance with the procedures established in Town Code § 10.5.170 within 10 days from the date of the Planning Commission's decision.

10.16.40. Revocation of Special Use Permits.

A. A Special Use Permit may be revoked by the Town for:

1. Violation of any condition of approval;
2. Operation of the use in a manner detrimental to public health or safety; or
3. Abandonment or discontinuation of the use for twelve (12) consecutive months.
The permit holder shall be notified in writing and provided an opportunity to cure violations or request a hearing before the Planning Commission.

Section 10.16.50. Contractor Yards and Industrial Outdoor Storage.

A. Use-Specific Setbacks.

1. All storage areas, equipment, and materials must be located at least:
 - a. One hundred (100) feet from any residential property line; and

b. Twenty five (25) feet from public rights-of-way.

2. No storage or activity shall occur within the required landscaping buffers or front yard setback.

B. Height of Stored Materials. Materials, equipment, or vehicles stored outdoors shall not exceed sixteen (16) feet in height unless screened by a solid structure or enclosure of equivalent or greater height.

C. Pavement and Surface Requirements.

1. Storage and operational areas must be paved or surfaced with dust-free materials, such as gravel, asphalt, or concrete, as approved by the Town; and
2. Appropriate stormwater management features, such as permeable surfaces or retention areas, must be incorporated to prevent runoff.

D. On-Site Waste Management.

1. All waste materials generated on-site must be stored in designated, enclosed areas and regularly disposed of; and
2. Open burning of waste or debris is prohibited.

E. Vehicle and Equipment Restrictions.

1. Only vehicles and equipment directly associated with the contractor's or industrial operation may be stored on-site; and
2. No long-term storage of unregistered, inoperable, or salvaged vehicles or equipment is permitted unless explicitly authorized.

F. Temporary Structures.

1. Temporary structures, such as storage containers or modular offices, may be allowed with prior approval but must be located in compliance with setback and screening requirements; and
2. Temporary structures must be removed within a specified timeframe if no longer associated with the approved use.

G. Fuel and Chemical Storage.

1. Storage of fuels, chemicals, or hazardous materials must comply with all federal, state, and local regulations including International Fire Code and include secondary containment systems to prevent contamination; and
2. A spill response plan must be submitted with the application and kept on-site.

H. Fencing and Security.

1. Contractor yards and industrial outdoor storage facilities must be fully enclosed with a secure fence or wall, at least 6 feet in height, with lockable gates; and
2. Security measures, such as surveillance cameras or lighting, must be implemented to deter unauthorized access.

I. Seasonal and Idle Equipment. Seasonal or idle equipment stored on-site must be maintained in operable condition and stored in an orderly manner.

Section 10.16.60. Automotive Uses.

A. The following standards shall apply to all automotive uses, including automotive repair, automotive paint and repair, automotive service, automotive storage, towing yards, and automotive rentals.

1. Storage of vehicles must be screened from public view with a minimum 6 feet opaque fence or solid wall;
2. Spray painting/bodywork must be conducted inside enclosed, ventilated and environmentally safe structures;
3. No dismantling or salvaging of vehicles shall be permitted on site;
4. Vehicles may not be stacked;
5. Stormwater management measures must be in place to prevent fluid leaks from contaminating the ground;
6. A maximum storage duration of 180 days per vehicle shall be enforced; and
7. All vehicle storage must be on a paved or stabilized surface to minimize dust and environmental impact.

Section 10.16.70. Auto Self-Serve Stations, Gas Stations, Convenience Stores, Fuel Stations.

A. Location Restrictions.

1. Gas stations and convenience stores must be located at least:
 - a. Three hundred(300) feet from schools, daycare centers, and residential zoning districts, unless otherwise approved with appropriate mitigation measures; and
 - b. One Thousand (1,000) feet from existing gas stations to avoid over-concentration, unless deemed necessary to serve the community.
2. Sites must be located at intersections or along major arterial or collector streets

for optimal traffic flow and access.

B. Fueling Station Setbacks.

1. Fuel pump islands must be set back at least:
 - a. Twenty five (25) feet from all property lines; and
 - b. Fifty (50) feet from any residential property or district boundary.

C. Canopy Design and Lighting.

1. Canopies over fuel pumps must:
 - a. Be designed to complement the architectural character of the primary building; and
 - b. Shall not exceed twenty (20) feet in height.
2. Lighting under the canopy must be fully recessed and shielded to prevent glare onto adjacent properties or roadways.

D. Underground Storage Tanks (USTs).

1. All underground storage tanks must comply with state and federal regulations for installation, monitoring, and spill prevention; and
2. A spill containment and response plan must be submitted as part of the application.

E. Traffic and Access Management.

1. A minimum of two (2) access points must be provided, with no access drive located closer than fifty (50) feet to an intersection;
2. Driveways must align with existing or planned driveways on opposite sides of the street, wherever feasible; and
3. On-site circulation must allow for safe and efficient movement of vehicles, including fuel delivery trucks, without impeding traffic on public roads.

F. Parking Requirements.

1. A minimum of one (1) space per two hundred fifty (250) square feet of building area, excluding fueling positions; and
2. Fueling positions shall not count toward required parking spaces.

G. Screening and Buffering.

1. A solid fence or wall, six 6 feet in height, and landscaping shall be required along property lines adjoining residential districts or uses; and
2. Dumpster and service areas must be fully screened with materials matching the primary building.

H. Convenience Store Regulations.

1. Outdoor display or sale of goods (e.g., propane tanks, firewood, ice machines) is permitted only in designated areas approved on the site plan;
2. Overnight parking of commercial vehicles is prohibited unless explicitly approved; and
3. Alcohol sales must comply with local and state licensing requirements.

I. Environmental Protections.

1. Stormwater runoff must be managed to prevent contamination of nearby water resources; and
2. Spills from fueling operations must be cleaned immediately, and all spills must be reported in compliance with local, state, and federal requirements.

J. Signage.

1. Freestanding signs must be located outside visibility triangles and setback at least ten(10) feet from property lines; and
2. Electronic price displays must not flash or change more frequently than once every thirty (30) seconds.

K. Hours of Operation. Hours of operation may be restricted in proximity to residential areas. Standard hours of operation are 5:00 AM to 11:00 PM, unless otherwise approved.

L. Security Measures.

1. Security cameras must monitor all fueling stations, entry points, and parking areas; and
2. The site must be well-lit, with lighting designed to minimize glare and spillover onto adjacent properties.

M. EV Charging Stations. If electric vehicle (EV) charging stations are provided, they must be located to avoid traffic congestion and must be clearly marked and accessible.

N. Air and Water Stations. An air and water station must be provided for public use

and located to ensure safe access without impeding on-site traffic circulation.

O. Fuel Delivery Restrictions. Fuel deliveries must be restricted to off-peak hours to minimize traffic disruptions.

Section 10.16.80. Microbreweries and Distilleries.

A. Outdoor seating or entertainment areas must be at least one hundred (100) feet from residential properties.

B. Loading/unloading zones must be designed to prevent traffic congestion.

C. Odor mitigation measures may be required.

Section 10.16.90. Showroom and Sales Centers.

A. Buildings must be architecturally compatible with surrounding structures.

B. Parking areas must be paved and ADA-compliant.

C. Outdoor display areas must be screened from public roads.

Section 10.16.100. Commercial Greenhouses & Hydroponic Greenhouses.

A. Must include a water conservation plan and use responsible irrigation practices.

B. Chemical storage and fertilizer handling must follow Utah State environmental regulations.

C. Must be set back at least fifty (50) feet from residential properties.

D. Operators must implement an Odor Mitigation plan

E. No detectable odors should cross property boundaries. Verified complaints will require immediate mitigation.

F. Operators must submit a Waste Management plan detailing how plant and water runoff will be handled.

Section 10.16.110. Welding, Fabrication, Machine Shop, and Small Engine Repair.

A. Operations producing noise or vibrations must be conducted indoors or be mitigated with noise barriers.

B. Storage of hazardous materials must comply with federal and state regulations.

Section 10.16.120. Fireworks Sales/Stands.

A. Firework storage and sale areas must comply with Utah State Fire Code.

B. A fire suppression and emergency plan must be submitted.

C. Temporary sales stands must be at least 300 feet from residential properties.

Section 10.16.130. Public Utility Stations.

- A. Must be screened with landscaping or fencing to minimize visual impact.
- B. Noise-producing equipment must meet Fairfield Noise Ordinances.

Section 10.16.140. Pawn Shops.

- A. Must be at least one thousand (1,000) feet from any school, park, or residential area.
- B. Security measures, including surveillance cameras and proper lighting, are required.

Section 10.16.150. Warehouse Storage Units (Commercial).

- A. Shall not be used for residential storage or self-storage purposes.
- B. Must provide adequate loading docks and circulation areas to prevent traffic congestion.

Section 10.16.160. Indoor Shooting Ranges.

A. Safety Regulations:

1. Must conform to all federal, state, and industry regulations for health and safety;
2. Construction must be designed and certified to capture all fired rounds;
3. No ammunition may be fired that exceeds the range's certified design specifications;
4. Alcoholic beverages shall not be sold, consumed, or permitted on the premises;
5. A written log of all range users must be maintained by the range operator;
6. Minors must be accompanied by a responsible adult at all times. No child under eight years old may discharge or handle firearms;
7. On-site supervision and monitoring must be provided at all times; and
8. A cut-wire protected alarm system must be installed for general security.

B. Sound Study:

1. A sound study shall be conducted and submitted with the application; and
2. Noise levels above sixty five (65) decibels at property lines shall be considered a nuisance and require mitigation.

C. Additional Components:

1. May include a retail component for the sale and rental of firearms, ammunition, and related accessories;

2. May include classroom facilities for community education and gun safety training; and
3. May include a restaurant or dining component.

Section 10.16.170. Multi-Tenant Industrial Building (MTIB).

A. Multi-Use Configuration: Units may be used for a combination of industrial, office, and storage purposes, subject to zoning compliance.

B. Independent or Shared Facilities: Each tenant may have independent access or share common infrastructure such as loading docks, parking, and utilities.

C. Zoning Compliance: All businesses operating within the MTIB must comply with the permitted and conditional uses outlined in the Light Industrial West Zone.

D. Parcel and Ownership Structure: The building may be under single or multiple ownership, with businesses leasing or owning individual units.

E. Tenant Improvement Permit Requirement: Each tenant is required to obtain a Tenant Improvement Permit from the Town of Fairfield before making any modifications, alterations, or occupying space within the MTIB. This includes but is not limited to:

1. Interior build-outs, electrical, plumbing, and structural changes;
2. Installation of new equipment or machinery requiring utility connections; and
3. Changes to the use of the space that may impact zoning, fire codes, or safety regulations

Definitions (Special Use Regulations)

Abandonment. Means the discontinuation of a use or activity for a period of twelve (12) consecutive months or more, unless otherwise approved by the Town.

Accessory Building or Structure. Means a building or structure that is subordinate to the primary use of a property and serves a purpose customarily incidental to the main use.**Application.** Means a complete package submitted to the Town for review of a proposed Special Use, including all required forms, fees, plans, and documentation.

Buffer. Means a landscaped area or physical barrier intended to reduce visual, sound, or operational impacts between dissimilar uses.

Plan. Means the officially adopted planning document of the Town of Fairfield that guides future growth, land use, infrastructure, and community development.

Compatibility. Means the degree to which a proposed use is consistent in scale, appearance, intensity, and function with surrounding uses or zoning districts.

Dust-Free Surface – A stable, compacted surface made of gravel, concrete, asphalt, or similar material approved by the Town to minimize airborne dust.

Findings – Written conclusions by the Planning Commission that justify the approval, denial, or modification of a Special Use Permit based on applicable criteria.

Hazardous Materials – Any substance or material that may pose a threat to health, safety, or the environment as defined by federal, state, or local law.

Mitigation – Measures taken to reduce or eliminate negative impacts resulting from a development or land use, such as noise, light, odor, or traffic.

Material Modification – A substantial change to an approved Special Use, including but not limited to changes in intensity, site layout, building footprint, hours of operation, or approved conditions.

Noise Barrier – A physical structure, such as a wall or fence, designed to block or absorb noise to protect adjacent properties.

Odor Mitigation Plan – A written plan outlining the steps a property owner or operator will take to prevent offensive odors from crossing property lines.

Operational Standards – Conditions and performance measures imposed on a use to ensure it operates safely, quietly, and without adverse community impacts.

Screened Fencing – A fence or wall, typically 6 to 8 feet in height, designed to obscure outdoor storage, equipment, or operations from public view using solid or opaque materials.

Special Use – A land use that is allowed within a zoning district only after review and approval by the Town, subject to specific conditions to ensure compatibility and mitigate impacts.

Special Use Permit (SUP) – A permit issued by the Town of Fairfield allowing a Special Use, subject to compliance with all applicable standards and conditions.

Temporary Structure – A non-permanent building or container used on a property for a limited duration in support of an approved use or construction activity.

Town – Refers to the Town of Fairfield, Utah.

Use – The purpose or activity for which a lot, building, or structure is designed, intended, or occupied.

Zoning Administrator – The individual or office responsible for interpreting and enforcing the Town's zoning ordinance, which may include the Mayor or Town Recorder as designated.

[illegible]

I, Stephanie Shelley, Town Recorder of Fairfield Town, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the Town Council of Fairfield Town, Utah, on the **18th day of June, 2025**,

Ordinance No. 2025-12 An Ordinance Of Fairfield Town, Utah, Adopting Fairfield Town Code § 10.16 (Special Use Regulations).

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of
Fairfield Town, Utah, this **18th day of June, 2025**.

Stephanie Shelley
Fairfield Town Recorder/Clerk

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, Stephanie Shelley, Town Recorder of Fairfield Town, Utah, do hereby certify and declare that I posted in three (3) public places the following summary of the ordinance which was passed by the Fairfield Town Council on the **18th day of June, 2025**, and herein referred to as:

SUMMARY.

Ordinance No. 2025-12 An Ordinance Of Fairfield Town, Utah, Adopting Fairfield Town Code § 10.16 (Special Use Regulations).

The three places are as follows:

1. Fairfield Town Hall
2. Fairfield Town Website
3. Utah State Public Notice Website

Stephanie Shelley
Fairfield Town Recorder/Clerk

Date of Posting _____ day of _____, 20____