



## TOWN COUNCIL HEARING AND MEETING

1777 N Meadowlark Dr, Apple Valley  
Wednesday, June 18, 2025 at 6:00 PM

### MINUTES

**CALL TO ORDER-** Mayor Farrar called the meeting to order at 6:00 PM

**PLEDGE OF ALLEGIANCE**

**PRAYER-** Prayer offered by Council Member Sair

**ROLL CALL**

**PRESENT**

Mayor Michael Farrar

Council Member Kevin Sair

Council Member Annie Spendlove

Council Member Scott Taylor

Council Member Richard Palmer

**DECLARATION OF CONFLICTS OF INTEREST**

None declared.

**MAYOR'S TOWN UPDATE**

Mayor Farrar reported that the final component needed to complete the pipeline project — a custom-made transfer switch — was confirmed to be ready and would ship by the end of the following day. The part was required due to a design change from Rocky Mountain Power. Upon arrival, an electrician would install the switch, followed by an inspection by the town's inspector, Corey. If the inspection passed, Rocky Mountain Power would be contacted to energize the system, allowing the pumps to be activated and water to begin flowing. The mayor estimated that water could begin flowing into the tank by the end of the following week.

After that, divers would clean the tank and the system would be flushed and disinfected with chlorine. The town would wait for satisfactory water test results, particularly regarding radium levels, before declaring the water safe for consumption. The mayor estimated a two-week period after water flow before tests could confirm potability.

The mayor also reported progress on discussions to bring natural gas service to the town. This project could potentially serve both new developments and existing residences at no cost to the town or residents. While no timeline was confirmed, implementation was estimated at one to two years if successful.

In addition, the mayor asked for volunteers for the community garden and recognized those already involved.

Lastly, the mayor shared that various state officials, including from the Division of Drinking Water, had commended the town's decision to pursue dissolution of the Big Plains Water Special Service District. These officials viewed the action positively as a precedent-setting move.

**REPORTS, RECOMMENDATIONS, AND ANNOUNCEMENTS**

Council Member Annie Spendlove congratulated local students who graduated that year, noting their hard work and offering congratulations on behalf of the Town Council.

**PUBLIC COMMENTS: 3 MINUTES EACH - DISCRETION OF MAYOR FARRAR**

No public comments.

## **PUBLIC HEARING**

1. Resolution R-2025-12 Adopting Fiscal Year 2026 Annual Budget and Amending Fiscal Year 2025 Annual Budget.

Mayor Farrar opened the public hearing.

No public comments.

Mayor Farrar closed the public hearing.

2. Ordinance O-2025-24 Adopt Title 8.07 Fire Restrictions.

Mayor Farrar opened the public hearing.

No public comments.

Mayor Farrar closed the public hearing.

3. Resolution R-2025-10 Fee Schedule Amendment.

Mayor Farrar opened the public hearing.

No public comments.

Mayor Farrar closed the public hearing.

4. Ordinance O-2025-22 Amend Title 12.02.080 Building Permit Fees.

Mayor Farrar opened the public hearing.

No public comments.

Mayor Farrar closed the public hearing.

## **DISCUSSION AND ACTION**

5. Ordinance O-2025-24 Adopt Title 8.07 Fire Restrictions.

Fire Chief Michael Gross addressed the council regarding proposed Ordinance O-2025-24 to adopt Title 8.07, which aligns the town's fire restrictions with those already implemented by the state and county. These restrictions, typically in effect from June 1 through September 15, prohibit outdoor activities likely to spark fires, such as open burning, grinding, or welding, unless specific exemptions are justified. The ordinance would give local officials the authority to enforce restrictions consistent with county and state guidelines and would provide clarity for enforcement and coordination with law enforcement if necessary.

Chief Gross confirmed that the current restrictions mirror the state's guidelines and emphasized that the town would receive notification when the state activates or lifts these measures. A hard copy of the state's fire restriction letter was made available for reference, and digital access was confirmed by the mayor.

Council Member Spendlove asked for clarification regarding agricultural burns. Chief Gross responded that agricultural burns are not permitted during the fire restriction period. However, small, designated campfires—such as those in 3-by-3-foot pits—are allowed on private property and designated areas like



BLM land. Chief Gross noted these must include appropriate firebreaks, though he discouraged their use due to current dry conditions.

Mayor Farrar reiterated that the town was adopting the state's language into municipal ordinance. Once the state lifts its restrictions, the town's version would automatically terminate without requiring further council action, as confirmed by Town Recorder Jenna Vizcardo.

The mayor also initiated a discussion about potentially prohibiting fireworks this year, citing a poor turnout and safety issues during last year's event. Chief Gross supported exploring community interest but noted that, under current town ordinances, fireworks are only permitted at a specific town location during the Fourth of July. He suggested gauging public interest and proceeding on a case-by-case basis if residents wanted to organize something. He also affirmed that exemptions to the restrictions applied to on-duty firefighters during the performance of official duties, as specified in the ordinance.

**MOTION:** Council Member Taylor moved that we approve Ordinance O-2025-24 Adopt Title 8.07 Temporary Fire Restrictions.

**SECOND:** The motion was seconded by Council Member Sair.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye

Council Member Sair - Aye

Mayor Farrar - Aye

Council Member Spendlove - Aye

Council Member Palmer - Aye

The vote was unanimous and the motion carried.

6. Resolution R-2025-11 Adopting an Agricultural Exemption Acknowledgement Form and establishing procedures for structures exempt from building permits pursuant to Utah State Law.

Mayor Farrar introduced Resolution R-2025-11, which would adopt an Agricultural Exemption Acknowledgement Form and establish procedures for structures that are exempt from building permits under Utah State law. The exemption applies to accessory buildings on agricultural land used strictly for agricultural purposes, with no human occupancy, and requires a minimum of five continuous acres.

Although the law removes the requirement for a building permit for such structures, it does not exempt compliance with fire codes. The proposed form requires property owners to acknowledge these limitations and confirm that any structure built under the exemption is for bona fide agricultural use only. Use of the structure for other purposes—such as business operations or gatherings—would be a violation.

The mayor clarified that while the structure itself may be exempt from a building permit, any electrical, plumbing, or mechanical work still requires separate permits and inspections. Violators could face enforcement actions, including the need for after-the-fact compliance, which may involve significant reconstruction.

The form is modeled on similar documents used in other cities/towns and aims to ensure property owners understand their responsibilities under the law. Council Members reviewed the resolution.

**MOTION:** Council Member Sair motioned we approve Resolution R-2025-11 Adopting an Agricultural Exemption Acknowledgement Form and establishing procedures for structures exempt from building permits pursuant to Utah State Law.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye  
Council Member Sair - Aye  
Mayor Farrar - Aye  
Council Member Spendlove - Aye  
Council Member Palmer - Aye

The vote was unanimous and the motion carried.

7. Ordinance O-2025-21: Zone Change from Open Space Transition (OST) to Rural Estates 1 Acre (RE-1.0) for preparation for residential development in the future, affecting 61.78 acres on parcel AV-1329-B.

\*Planning Commission recommended approval on June 11, 2025.

Mayor Farrar presented Ordinance O-2025-21, proposing a zone change from Open Space Transition (OST) to Rural Estates 1 Acre (RE-1.0) for 61.78 acres on parcel AV-1329-B, located just north of the Wells Subdivision. The Planning Commission recommended approval on June 11, 2025.

Mayor Farrar explained the change is part of a lawsuit settlement with the property owners, allowing for one-acre lots and up to 44 future homes. The settlement includes a five-year development restriction, legally binding in the agreement. The owners stated they have no immediate plans to develop or sell the property.

The mayor noted this resolves a long-standing dispute and involves minimal growth compared to existing approved developments.

**MOTION:** Council Member Sair motioned that we approve Ordinance O-2025-21: Zone Change from Open Space Transition (OST) to Rural Estates 1 Acre (RE-1.0) for preparation for residential development in the future, affecting 61.78 acres on parcel AV-1329-B.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye  
Council Member Sair - Aye  
Mayor Farrar - Aye  
Council Member Spendlove - Aye  
Council Member Palmer - Aye

The vote was unanimous and the motion carried.

8. Resolution R-2025-12 Adopting Fiscal Year 2026 Annual Budget and Amending Fiscal Year 2025 Annual Budget.

Mayor Farrar presented Resolution R-2025-12, adopting the Fiscal Year 2026 annual budget and amending the Fiscal Year 2025 budget. He noted that no changes had been made since the preliminary budget was reviewed. The FY 2026 budget was finalized as previously presented, and the FY 2025 amendment involved adjusting the budget to reflect actual year-to-date figures.

**MOTION:** Council Member Sair motioned we approve Resolution R-2025-12 Adopting Fiscal Year 2026 Annual Budget and Amending Fiscal Year 2025 Annual Budget.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye

Council Member Sair - Aye

Mayor Farrar - Aye

Council Member Spendlove - Aye

Council Member Palmer - Aye

The vote was unanimous and the motion carried.

9. Resolution R-2025-10 Fee Schedule Amendment.

Mayor Farrar introduced Resolution R-2025-10, proposing an amendment to the town's fee schedule, specifically increasing the plan review fee for building permits from 25% to 40% of the permit fee. This change was recommended by the town's contracted planning firm, Shums Coda, which found the town was undercharging and losing money on reviews.

The amendment also requires prepayment of plan review fees before inspections. The updated rates align with standard practices in Washington County and surrounding municipalities. The mayor emphasized that the goal is not to profit but to avoid operating at a loss.

**MOTION:** Council Member Sair motioned we approve Resolution R-2025-10 the Fee Schedule Amendment.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye

Council Member Sair - Aye

Mayor Farrar - Aye

Council Member Spendlove - Aye

Council Member Palmer - Aye

The vote was unanimous and the motion carried.

10. Ordinance O-2025-22 Amend Title 12.02.080 Building Permit Fees.

Mayor Farrar introduced Ordinance O-2025-22, amending Title 12.02.080 Building Permit Fees of the town code to align with the updated fee schedule approved under Resolution R-2025-10. The amendment formalizes the increase in plan review fees and establishes prepayment requirements to ensure the town recovers its costs for permit processing.

**MOTION:** Council Member Sair motioned we approve Ordinance O-2025-22 the Amended Title 12.02.080 for Building Permit Fees.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a Roll Call vote:

Council Member Taylor - Aye

Council Member Sair - Aye



Mayor Farrar - Aye  
Council Member Spendlove - Aye  
Council Member Palmer - Aye

The vote was unanimous and the motion carried.

11. Approval to Initiate the Dissolution Process of the Big Plains Water Special Service District.

Mayor Farrar requested formal approval to initiate the dissolution process for the Big Plains Water Special Service District. Although the council had previously agreed to proceed and the public had been notified, an official vote was required to move forward with loan transfers. The item was placed on the agenda to satisfy that requirement and document the town's intent to proceed with dissolution.

**MOTION:** Council Member Sair motioned for the Approval to Initiate the Dissolution Process of the Big Plains Water Special Service District.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a vote:

Council Member Taylor - Aye  
Council Member Sair - Aye  
Mayor Farrar - Aye  
Council Member Spendlove - Aye  
Council Member Palmer - Aye

The vote was unanimous and the motion carried.

## CONSENT AGENDA

- 12. Disbursement Listing for April and May 2025.
- 13. Budget Report for Fiscal Year 2025 through April and May 2025.
- 14. Minutes: May 21, 2025 - Town Council Hearing and Meeting.

**MOTION:** Council Member Sair motioned we approve the Disbursement Listing for April and May 2025, Budget Report for Fiscal Year 2025 through April and May 2025, and the Minutes of May 21, 2025 on the Town Council Hearing.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a vote:

Council Member Taylor - Aye  
Council Member Sair - Aye  
Mayor Farrar - Aye  
Council Member Spendlove - Aye  
Council Member Palmer - Aye

The vote was unanimous and the motion carried.

## REQUEST FOR A CLOSED SESSION: IF NECESSARY

No request.

## ADJOURNMENT

**MOTION:** Council Member Spendlove motioned for adjournment.

**SECOND:** The motion was seconded by Council Member Palmer.

**VOTE:** Mayor Farrar called for a vote:

Council Member Taylor - Aye

Council Member Sair - Aye

Mayor Farrar - Aye

Council Member Spendlove - Aye

Council Member Palmer - Aye

The vote was unanimous and the motion carried.

Meeting adjourned at 6:25 PM

Date Approved: 7/16/25

Approved BY:   
Mayor | Michael L. Farrar

Attest BY:   
Town Clerk/Recorder | Jenna Vizcardo

