

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
July 2, 2025

**Minutes**

**Date: Wednesday, July 2, 2025**

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

**Time: 7:00 P.M.**

**Minutes By: Recorder: Stephanie Shelley**

**Call to Order**

**1) Roll Call**

Commissioner Taylor opened the meeting at 7:03 pm.

David Riet, Wayne Taylor, Kyler Fisher, Jami Mascaro

Excused: Kelton Butterfield had no service at his location.

Staff Present: Recorder: Stephanie Shelley, Mayor: Hollie McKinney, Attorney: Todd Sheeran

Others Present:

Tal Adair, Michael Weber

**2) Swear in two new Planning Commissioners.**

Jami Mascaro was sworn in as a new planning commissioner. Stephanie Shelley administered the oath of office.

Kelton Butterfield had no service to log in remotely. He will be sworn in at a later date.

**Business Items**

*The Commissioners will discuss (without public comment) and may approve the following items.*

**1. Approve the June 4, 2025, meeting minutes.**

*Commissioner Riet made a motion to approve the June 4, 2025, meeting minutes.*

*Commissioner Fisher seconded the motion.*

*Commissioner Taylor - Yes*

*Commissioner Riet - Yes*

*Commissioner Fisher - Yes*

*Commissioner Mascaro - Abstained*

*The motion passed with three votes in favor and one abstention.*

**2. Discussion of Phantom roads and a recent site plan application.**

Chairman Taylor introduced a discussion about phantom roads, particularly regarding a recent site plan application from Mike Fraughton (Ronnie Wilson). He explained that the town owns 66-foot wide proposed roads that are not yet developed. The applicant had asked about narrowing the road that runs through the side of his property.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
July 2, 2025

Chairman Taylor presented a map to illustrate the location of the phantom road in question. He noted that Kent Withers had suggested reducing the road width to 56 feet, which is the minimum width. However, the fire marshal had recently sent an email stating that roads cannot be too narrow for fire trucks to access.

The commission discussed the pros and cons of narrowing the roads. Concerns were raised about the impact on existing wells and the potential need for future road expansion. Chairman Taylor mentioned that narrowing the roads would only give 5 feet on each side, which may not significantly help the property owners.

After the discussion, the general consensus was to leave the roads at 66 feet wide. Chairman Taylor stated that no official motion was required, as they were not making any changes, but rather having a discussion.

**3. Comcast site plan.**

The commissioners reviewed the Comcast site plan. It was noted that Bowen and Collins had thoroughly reviewed the plan. There was some difficulty in reading the notes on the plan due to resolution issues.

The only remaining concern from the previous meeting was regarding the PSI of the concrete, which the commission deemed not a significant issue, as it would be Comcast's responsibility to ensure it was adequate for their needs.

*Commissioner Riet motioned to approve the Comcast Site Plan. Commissioner Fisher seconded the motion.*

*Commissioner Taylor - Yes*

*Commissioner Riet - Yes*

*Commissioner Fisher - Yes*

*Commissioner Mascaro - Abstained*

*The motion passed with three votes in favor and one abstention.*

**4. Efrain Garcia's site plan**

The commissioners reviewed Efrain Garcia's site plan. It was noted that the plan was lacking several required elements, including water information. The site was identified as being located in the Bolindar subdivision, near existing storage units.

The commissioners discussed the layout of the proposed warehouses and potential parking issues, particularly for the planned office spaces. They also noted the need to consider landscaping requirements.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
July 2, 2025

Due to the incomplete nature of the submission, the commissioners decided to table the discussion of Efrain Garcia's site plan until more information was provided.

**5. Presentation and Discussion: Fairfield Industrial Park Development Agreement.**

Tal Adair presented the proposed Development Agreement for the Fairfield Industrial Park. He began by explaining that a development agreement is a contract between the town and the developer that permits a degree of flexibility beyond the limitations of standard zoning regulations.

During the presentation, Tal outlined several important components of the proposed development agreement. He noted that the project would be governed by an association similar in structure to a condominium association, which would be responsible for managing and maintaining the property. The internal roads within the development would remain privately maintained, though they would be accessible to the public. Similarly, the park and trail amenities would be open for community use but maintained by the association.

The development agreement is expected to proceed in four distinct phases. Tal also mentioned the potential inclusion of a well on the property, which could be developed in cooperation with the town. The agreement would include specific design standards governing architectural elements such as buildings, roofing, fencing, parking, and lighting. Emphasis would be placed on adherence to night sky preservation standards. In addition, signage regulations within the development may be more restrictive than those currently outlined in the town code.

Following the presentation, the Planning Commission engaged in a discussion of several aspects of the proposed agreement. Topics included the privatization of roads and how such an arrangement would align with existing town policies, as well as the long-term maintenance responsibilities for those roads and the possibility of their eventual dedication to the town. The commissioners also discussed the structure and responsibilities of the homeowners association, including oversight of common areas and infrastructure.

There was further discussion regarding potential power generation options, including the use of solar and other alternative energy sources. The commissioners considered the need for water resources to support any such facilities and expressed concern about how Rocky Mountain Power's current power challenges might impact the availability for development.

It was noted that the commissioners would receive the complete development agreement document in the coming week, allowing time for review before the next scheduled meeting.

**6. Mayor's update**

Mayor McKinney provided an update on various town matters:

1. Discussions are underway about potential power plants in the area, including options for geothermal and nuclear energy.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
July 2, 2025

2. Progress on the air park zone and water ordinance.
3. Meetings with Eagle Mountain regarding potential collaborations.
4. The town council plans to pass the general plan this month.
5. Multiple new development projects are in various stages of planning.
6. There is a need to review and update the town code definitions.

Mayor McKinney emphasized the importance of addressing the power issue in the area and mentioned ongoing discussions with various entities to find solutions.

*Commissioner Riet motioned to schedule a public hearing for August 6th to discuss land use ordinance definitions, the development agreement, and possibly other items. Commissioner Fisher seconded the motion.*

*Commissioner Taylor - Yes*

*Commissioner Riet - Yes*

*Commissioner Fisher - Yes*

*Commissioner Mascaro - Yes*

*The motion passed unanimously.*

**Adjournment**

*Motion made by Commissioner Mascaro to end the meeting. Commissioner Riet seconded the motion.  
Meeting end time: 8:19 pm.*

**August 6, 2025**

*Stephanie Shelley*

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Minutes Approval Date

Stephanie Shelley, Recorder/Clerk