

Approved Meeting Minutes
Fairfield Planning Commission
Work Session
August 14, 2025

Minutes

Date: Thursday, August 14, 2025

Location: Fairfield Town Office 121 West Main Street Fairfield, Utah

Time: 6:00 P.M.

Minutes By: Recorder: Stephanie Shelley

Call to Order

1) Roll Call

Commissioner Taylor opened the meeting at 6:06 pm

David Riet, Wayne Taylor, Kyler Fisher, Jami Mascaro, Kelton Butterfield

Staff Present:

Treasurer: Codi Butterfield

Others Present: Tal Adair, Alina Pringle, Mark Pringle, Tyler Thomas, Micahel Weber.

Business Items

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

Commissioner Taylor informed those present that the order of the agenda items would be changed. Airpark Ordinance, Airpark Overlay, and if time permits, the water ordinance.

1) Discuss and Review of a New Airpark Ordinance

The commission undertook a comprehensive review of the draft, addressing comments and questions as follows:

FAA Recognition: It was noted that the airport had applied for FAA recognition as a public use airport and is listed as such in the FAA airport master record.

Public Use Requirements: The discussion covered the need for language on public operations to meet town compliance. Todd, the attorney, will adjust the wording to fit FAA standards better.

Notification Period: A requirement to provide 90 days' written notice for any public-private use changes was discussed.

Definitions: Todd suggested revisions to ensure the definitions section refrains from including regulations, recommending the addition of language for airpark owners to minimize disruptive flight patterns.

Historical Context: It was mentioned that airpark approval dates to 2002, though current flight frequency and duration exceed past levels. Notably, previous aircraft were smaller and quieter.

Approved Meeting Minutes
Fairfield Planning Commission
Work Session
August 14, 2025

Aircraft Weight Limits: The commission proposed changing the weight limit from 12,500 pounds to possibly 5,000 pounds, with advice from an aviation expert to prioritize plane weight over wheel specifications.

Crew Rest Facilities: The commission deliberated extensively if and how these should be regulated to prevent residential use, concluding on a conditional use status for such facilities, with the "short term" defined as 24 hours.

Small Motel: The use was excluded from the ordinance.

Fuel Farm: It was agreed that such facilities require a special use permit due to necessary fire marshal approval.

Aircraft Museum: Conditions for using an aircraft museum were set to require a conditional use permit.

Limited Development Zone: Residential uses would be prohibited, but not other zonings. Concerns were raised regarding property rights and "takings."

Air Traffic Patterns: Recognizing FAA control over airspace above 500 feet, the need for language to restrict frequent house overflights was discussed.

Record Keeping: Airpark operators are required to comply with a 30-day record provision period to the town upon request.

Todd recommended that the Planning Commission prepare recommendations for both the Air Park Zone and the Air Park Overlay Zone. The commission decided to schedule a public hearing on September 3rd to discuss these matters.

2) Discuss and Review of a New Airpark Overlay

The commission continued its discussion of the Airpark Overlay Zone, focusing on a map showing different zones and restrictions:

1. Runway Protection Zone (blue areas on the map): Areas where structures are prohibited
2. Approach Surface (red areas): Areas with height restrictions that increase with distance from the runway
3. No Development Zone (dark gray): Areas where only structures for airport maintenance and aircraft storage are allowed
4. Limited Development Zone (light gray): Areas where residential uses are prohibited but commercial and industrial uses are appropriate
5. Controlled Development (dotted line): A larger area with restrictions on tall structures, crops that attract birds, and lighting

Approved Meeting Minutes
Fairfield Planning Commission
Work Session
August 14, 2025

The commission discussed how these zones would affect various properties, including church property and private landowners. They debated whether to adjust the size of these zones and how to balance safety concerns with property rights.

Todd advised that while these zones are based on recommended guidelines, the town has discretion in how strictly to follow them. He noted that whatever decisions are made now could be revised in the future as needed.

3) Discuss and review the new Water Ordinance.

The commission began review of the water ordinance draft, focusing on several key issues:

Water Rights and Connections: Commissioner Taylor noted there was confusion about the number of hookups from Fairfield Irrigation (referenced as 46 in the document), stating the actual number is closer to 22-23. He mentioned a 1960s lawsuit that the town must adhere to.

Water Director Duties: The commission confirmed that while the system is small, they employ someone with Level 4 certification.

Water Rates: They noted the town council needs to establish rate schedules.

Water Rights for Development: They discussed requirements for developers to transfer water rights to town sources, with Tyler (Water Director) clarifying that these need to be approved for transfer into one of the town's sources.

Private Wells: The commission debated whether to allow multiple houses to share a single well. Tyler advised against it to avoid future conflicts, though Dave felt it was a bad idea. They decided to seek legal guidance on this matter.

Connection Requirements: They discussed changing the requirement for properties to connect to the town water system from within 1,000 feet to within 300 feet of the system. The commission questioned this change, noting that they need updated cost data since pipe costs have increased significantly.

Impact Fees: The commission discussed the \$15,600 impact fee for connecting to the water system. They debated whether existing well owners whose wells fail should have to pay the full impact fee or just the connection costs. Tyler explained that the impact fee covers the proportional cost of infrastructure and resources.

Road Cuts: The commission discussed requirements for boring under roads versus cutting through them for water lines. They agreed that if cutting is allowed, proper inspection and compaction testing should be required to ensure roads are properly repaired.

Approved Meeting Minutes
Fairfield Planning Commission
Work Session
August 14, 2025

The commission agreed that the water ordinance was nearing completion but needed a few revisions and additional information before final approval.

- 4) Discuss a public hearing and set a possible date and time.

Commissioner Riet moved to schedule a public hearing for September 3rd at 6 pm. To discuss and review the water ordinance, discuss and review the new airpark ordinance, and discuss and review the airpark overlay. Commissioner Mascaro seconded the motion.

Commissioner Taylor - Yes

Commissioner Riet - Yes

Commissioner Mascaro - Yes

Commissioner Butterfield - Yes

Commissioner Fisher - Yes

Adjournment

Commissioner Mascaro made a motion to adjourn the meeting. Commissioner Riet seconded the motion—meeting end time 9:34 pm.

November 5, 2025

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Recorder/Clerk