



# Airport Overlay Committee

Minutes

Monday, November 3, 2025 at 6:00 pm

## AGENDA

A scheduled meeting of the Duchesne City Airport Overlay Committee will be held at the Duchesne City Office Building, 500 East Main, Duchesne UT at the above date and time. The agenda will be as follows:

### 1. Roll Call, Prayer, Pledge

**Minutes:**

Rodney Rowley conducted the meeting. City Deputy Recorder, Jessica North took minutes. Airport Overlay Committee Members present were, Rodney Rowley, Bryce Hamilton, Cody Ivie, Duncan Kading, and Susan Hamilton. Bryce Hamilton offered the prayer. Mayor Rowley led the Pledge of Allegiance.

### 2. Minutes

**Minutes:**

There were no minutes available since this was the first committee meeting.

### 3. Overview of Airport Overlay Project

**Minutes:**

The committee reviewed Duchesne City's Current Airport Overlay Ordinance 25-1, which is required by the State of Utah to ensure compliance with aviation safety and land-use standards. The purpose of the ordinance is to define compatible land uses near the airport, clarify height and structure limitations, and align city regulations with FAA standards while maintaining reasonable property rights. Discussion included refining definitions for density, obstructions, and trees; determining how runway elevation is measured; and establishing clear enforcement and appeals procedures. The committee also discussed the importance of creating enforceable regulations and noted future considerations such as possible annexation, industrial growth, and emerging air transportation.

### 4. Review of Committee Purpose and Scope

**Minutes:**

The committee discussed its purpose, which is to develop an airport overlay ordinance that complies with state law. The scope of the committee's work includes reviewing and revising the draft ordinance, addressing concerns about height limitations, enforcement, and appeals processes, and ensuring the ordinance is forward-looking in anticipation of future annexation and development near the airport. The committee also emphasized the importance of creating regulations that are enforceable and do not

unduly restrict property rights.

## 5. Election of Chair and Vice Chair

### Minutes:

Rodney Rowley made a motion for Bryce Hamilton to be Committee Chair and Duncan Kading to be Vice Chair, Cody Ivie Seconded it.

\*Rodney Rowley – Aye

\*Duncan Kading – Aye

\*Cody Ivie – Aye

\*Susan Hamilton – Aye

\*Bryce Hamilton – Aye

Motion carried by unanimous vote.

## 6. Discussion of Timeline

### Minutes:

The committee reviewed the proposed timeline for completing and adopting the Airport Overlay Ordinance. Bryce Hamilton requested members submit individual edits and suggestions, using color-coded text, by the November 17th meeting. At that meeting, the committee will review all proposed changes and begin finalizing the draft ordinance. Rodney Rowley will seek clarification from the planner, regarding discrepancies between the ordinance and the airport maps. The goal is to have the final ordinance completed and ready for review by the end of December, with a public hearing scheduled in January and City Council adoption anticipated before January 31st. The committee also noted that potential amendments may be considered in 2026 as needed.

Key Dates and Milestones:

- November 17 – Committee review of edits and clarification from planner.
- End of December – Ordinance finalized and ready for review.
- January (TBD) – Public hearing prior to adoption.
- January 31 – Target date for City Council adoption.

## 7. Next Steps

### Minutes:

Committee members will continue working toward finalizing the Airport Overlay Ordinance. Each member will complete and submit their edits by November 17th. Rodney Rowley will contact the planner to clarify the discrepancies. The committee will address remaining action items, including the defining height limits, refining tree and structure definitions adding an appeals process and reviewing enforcement provisions. The committee will prepare the final draft for public hearing in January, with the goal of City Council adoption by January 31st.

## 8. New Business

### Minutes:

No New Business was discussed.

## 9. Old Business

### Minutes:

No old business was discussed.

## 10. Adjournment

### **Minutes:**

Motion to adjourn the meeting at 7:23pm by Duncan Kading, Seconded by Cody Ivie.

\*Rodney Rowley – Aye

\*Duncan Kading – Aye

\*Cody Ivie – Aye

\*Susan Hamilton – Aye

\*Bryce Hamilton – Aye

Motion carried by unanimous vote.

### **Attest:**

Jessica North, Deputy Recorder:

---