



# Airport Overlay Committee

## Minutes

Monday, December 1, 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. Rodney Rowley led the Pledge of Allegiance.

#### 2. Minutes

**Minutes:**

The minutes are available from both previous Airport Overlay Committee meetings, no one had a chance to review them. Deputy Recorder Jessica North will email them out along with minutes from this meeting to be approved and adopted.

#### 3. Review of Ordinance 25-1

**Minutes:**

Cody Ivie stated that there is a "glaring issue" with the city's ordinances: a lack of a defined appeals process. The current ordinance only references the Board of Adjustments but doesn't outline an appeals process or direct appeals to the Board. Bryce Hamilton suggested that the appeals process does not need to be mentioned in the current ordinance. But that it should be addressed and discussed by City Council at a future date for all the city ordinances. Bryce Hamilton mentioned while reviewing and editing the ordinance, specifically page 5, regarding high limitation zones. he made are strikethroughs related to distances from the primary surface, which were edited to reflect the map. Bryce Hamilton stated that he drafted a new bullet point regarding the distance between the ground and the airport overlay zone. Cody suggests that if the distance between the ground and the airport overlay zone is 8, it should not be required at all. He would also like to reduce the ordinance the size of the Ordinance. There was a discussion about ground elevation and the ordinance objectives:

- The concern was if the ground in the river bottoms is 100-200ft away from the air zone, should people be exempt outright?
- It is the developer's responsibility to determine if they have an airspace issue.
- Height restriction is generally 20ft below any surfaces.
- It will be hard to find property within city limits that will have an issue building, even

three-story houses.

- Structures over 200ft are likely to be story structures or radio towers, which probably won't be an issue.
- The goal is to have an ordinance that satisfies the state but doesn't inflict grief.
- The burden of proof for determining whether an application falls under the Airport Overlay Ordinance shall rest with the applicant or builder. Any required submissions to the FAA, and all associated costs, shall be the responsibility of the applicant or builder.
- Staff should have a method to quickly verify whether properties fall within the airport overlay.

Cody believes it would be beneficial to have the ordinance as an overlay on the GIS, users could click on the GIS and see if they are in the zone and once in the GIS, users can quickly identify the life limit and specifics for a property. Duncan Kading mentioned that the county may eventually want to put the ordinance in their GIS because it affects the county. Rodney Rowley discussed airport safety and FAA regulations including the 80-foot height restriction and FAA requirements extending in a cone shape area from the end of each runway. He further noted that power lines are close to the airport, pilots commonly use them as a reference point for turning onto the final approach, additional power lines are expected in the future. Bryce asked if everyone is comfortable with the Ordinance as currently edited. The committee indicated they all agreed.

Duncan Kading Motioned to approve the Airport Overlay Ordinance 25-1, as edited, for submission to City Council Seconded by Bryce Hamilton.

\*Rodney Rowley – Aye

\*Duncan Kading – Aye

\*Cody Ivie – Aye

\*Susan Hamilton – Aye

\*Bryce Hamilton - Aye

Motion carried by unanimous vote.

Deputy Recorder Jessica North will prepare the Ordinance for the upcoming City Council Meeting and email it out to the committee along with the minutes from previous meetings to be approved and adopted. There was a discussion on if a public hearing is needed, and it was determined that there does need to be a public hearing that will be held during the City Council meeting in January, and that a notice will need to be prepared and posted 15 days before that public hearing. Deputy Recorder Jessica North will take care of that for the January 13th meeting.

Cody Ivie motioned to dissolve the Airport Overlay Committee, stating that they have now completed the task assigned to it by City Council. Seconded by Bryce Hamilton.

\*Rodney Rowley – Aye

\*Duncan Kading – Aye

\*Cody Ivie – Aye

\*Susan Hamilton – Aye

\*Bryce Hamilton - Aye

Motion carried by unanimous vote.

#### 4. New Business

**Minutes:**

No New Business was discussed.

#### 5. Old Business

**Minutes:**

No Old Business was discussed.

**6. Adjournment**

**Minutes:**

Motion to adjourn the meeting at 6:42pm by Cody Ivie, Seconded by Bryce Hamilton.

\*Rodney Rowley – Aye

\*Duncan Kading – Aye

\*Cody Ivie – Aye

\*Susan Hamilton – Aye

\*Bryce Hamilton - Absent

Motion carried by unanimous vote.

**Attest:**

Jessica North, Deputy Recorder:

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