

Approved Meeting Minutes
Fairfield Planning Commission
Regular Session
March 9, 2026

Minutes

Date: Wednesday, March 9, 2026

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

Time: 7:00 P.M.

Minutes By: Recorder: Stephanie Shelley

Call to Order

1) Roll Call

Chairman Taylor opened the meeting at 7:01 pm.

David Riet, Wayne Taylor, Kyler Fisher, Jamie Mascaro (via-Zoom), Kelton Butterfield

Staff Present:

Recorder: Stephanie Shelley, Mayor: Hollie McKinney, Attorney: Brad Christopherson, Sargent Dutson.

Others Present: Vern Carson, Von Lovendhal, Brent Ault

Via Zoom: Tal Adair, Michael Weber, Fairfield Ward, Richard Cameron, Joe, Mark Ault, stevedoxey, Dan McDonald, Sherie's Iphone (2) Ddانسie, Mark Ault, A. Walker, Sherie's Iphone.

Consent Items

The Commissioners may approve these items without discussion or public comment and may remove an item to the Business Items for discussion and consideration.

1) Minutes for February 26, 2026

Commissioner Riet motioned to approve the meeting minutes of February 26.

Commissioner Mascaro seconded the motion. Unanimously approved

Commissioner Taylor - Yes

Commissioner Riet - Yes

Commissioner Fisher - Yes

Commissioner Mascaro - Yes

Commissioner Butterfield - Yes

Business Items

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

1) Site Plan for Lovendahl Commercial Arena

The Planning Commission reviewed the site plan for the Lovendahl Arena. During the discussion, it became apparent that there were questions about whether this was a commercial or residential use, which would affect setback requirements and other regulations. Von Lovendahl's site plan showed a 15-foot setback, which typically requires a 25 foot setback for accessory structures. Chairman Taylor asked Von whether there would be issues moving the setback back. He said he could do that.

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The Commissioners decided to table the Lovendahl site plan.

Chairman Taylor motioned to table item 1, Site Plan for Lovendahl Commercial Arena. Commission Fisher seconded the motion. The motion passed unanimously.

Commissioner Taylor - Yes

Commissioner Riet - Yes

Commissioner Fisher - Yes

Commissioner Mascaro - Yes

Commissioner Butterfield - Yes

2) Discussion on An Ordinance Amending Title 10.19.00. Landscape Requirements, Adding Definitions and Amending Requirements to the Landscape Requirements.

The Planning Commission reviewed the proposed amendments to the landscape requirements ordinance. Chairman Taylor noted that additional items had been added since the last review and suggested going through the document section by section.

Recommended Plant Species: The Commissioners agreed to strike the section requiring recommended water-wise plant species (Section 10.19.60), preferring to post such recommendations on the town website rather than in the ordinance. Commissioner Riet expressed concern about the town making specific plant recommendations that could create liability issues.

Definitions: The Commissioners reviewed new definitions for terms such as "caliper," "clear vision triangle," and "hardscape," and found them appropriate and necessary additions.

Licensed Landscape Professional: There was discussion about whether to require "licensed" landscape professionals for commercial projects. The Commissioners ultimately decided to retain the licensing requirement for commercial work while allowing homeowners to do their own residential landscaping.

Residential Standards: The Commissioners discussed language requiring "no shared utilities" and noted this could conflict with their accessory dwelling unit (ADU) ordinance, which requires shared water connections. They made a note to address this conflict later.

Weeds Definition: The Commissioners debated whether to define "weeds" in the ordinance, with some members noting the difficulty of defining what constitutes a weed. They ultimately decided to remove the phrase about weeds not being considered landscaping and instead rely on language about keeping areas free of "debris and invasive weeds."

Turf Areas and Drought-Tolerant Plants: The Commissioners clarified that references to "turf" meant natural grass and agreed to require drought-tolerant plants, without specifying a recommended species list.

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Fencing Standards: The Commissioners reviewed new clear-vision triangle requirements for corner lots and found the 30-foot-by-30-foot requirement appropriate for their community's lot sizes.

Administrative Flexibility: There was discussion about allowing the town to approve alternative designs or materials. Commissioner Riet expressed concern about potential legal issues if different standards were applied to different applicants, but the Commissioners ultimately agreed that the flexibility was necessary.

All Commissioners indicated they were comfortable with the proposed amendments as discussed, with the noted modifications to be incorporated.

3) Discussion on An Ordinance Repealing and Replacing Fairfield Town Code § 10.11.260. Airpark Zone (renamed Airpark Mixed Use Zone - AMUZ) and Amending Town Code § 10.16. Special Use Regulations, Adding Additional Special Uses and Conditional Uses within the AMUZ. (This action follows from the Notice of Pending Ordinance Change related to the Airpark Zone and Airpark Overlay Zone adopted by the Town Council on Sept. 25, 2025)

Town Attorney Brad Christopherson provided an extensive overview of the proposed ordinance to replace the existing airpark zone with a new Airpark Mixed Use Zone (AMUZ). This rewrite builds on previous work by the mayor and prior council, seeking to incorporate clear guidelines for future development and current operational issues at the airpark.

He emphasized that the responsibility for impacts related to airport operations lies with the airpark, not the Town.

Key Principles: Brad explained that the Town should not be responsible for impacts from airpark operations. He stated that an overlay zone would only be considered if the airpark already controls the affected properties through ownership or secured easements. Referring to state statutes, Brad noted that they missed the December 31, 2025, deadline, which resulted in a requirement that property owners in areas potentially affected by airpark operations have to negotiate with the airpark for easements at fair market value. This ordinance is intended to clarify these requirements.

Property Control and Zoning Map: Commissioner Riet expressed concerns about the airpark's practice of expanding its zone by purchasing new land without formal rezoning. Brad acknowledged that this issue would be addressed with an updated zoning map that clearly identifies which properties are included in the airpark zone and prevents expansion without approval.

Table of Uses: The Commissioners reviewed the proposed table of uses, including permitted, conditional, and special uses. Accessory structures were discussed as conditional uses to allow

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for review of items such as fuel tanks and associated safety requirements. The Commissioners discussed prohibiting accessory dwelling units due to safety concerns related to increased residential density near aircraft operations. Public uses were reviewed, including allowing a private flight school while prohibiting public flight schools. The Commissioners also discussed prohibiting short-term rentals due to safety concerns with increased traffic and unfamiliar users in areas where aircraft operate.

Development Standards: The ordinance also includes clear development standards, including confirming water availability, soil testing, and septic system feasibility studies. These provisions aim to provide clear guidance for both staff and the planning commission, ensuring all requirements are met before approving development applications.

Safety Focus: Public safety was a major focus of the ordinance in both the use classifications and development standards. Provisions include required Avigation easements over hangar homes to prevent future complaints about airplane proximity and requirements that buyers be informed of airpark operations before purchasing property in designated areas.

Brad requested feedback from commissioners prior to the public hearing. He also indicated there might be revisions to a revision numbering system to prevent confusion about updated versions and to streamline the review process, emphasizing that the goal of these changes is to balance the interests of the airpark, town residents, and developers while prioritizing safety and sustainability.

4) Discussion on An Ordinance Repealing and Replacing Fairfield Town Code § 10.11.275. Airpark Overlay Zone (This action follows from the Notice of Pending Ordinance Change related to the Airpark Zone and Airpark Overlay Zone adopted by the Town Council on Sept. 25, 2025).

This item was addressed during the discussion of the airpark ordinances in the previous agenda item. Brad explained that the Town is concerned about regulatory takings and potential liability for damages to adjacent property owners. He stated that the Town would only adopt an overlay zone after the airpark had obtained ownership or easements over the affected properties. This approach is intended to protect property rights and ensure that property is not restricted without compensation.

5) Set up Public Hearing Date for the Landscape, Airpark Mixed Use, and Airpark Overlay Zone Ordinances.

The commissioners discussed the need to set a public hearing to address the landscape, airpark mixed-use, and airpark overlay zone ordinances. Chairman Taylor stated that the hearing would allow the public to provide input. The hearing date was set for March 19th.

Brad reassured the Commissioners that he would aim to complete revisions by the Friday before the public hearing, allowing members and the public time to review the material thoroughly.

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Commissioner Riet motioned to set a public Public Hearing Date for the Landscape, Airpark Mixed Use, and Airpark Overlay Zone Ordinances for March 19th, at 7 pm, to be held at Town Hall. Commissioner Mascaro seconded the motion. The motion passed unanimously.

Commissioner Taylor - Yes
Commissioner Riet - Yes
Commissioner Fisher - Yes
Commissioner Mascaro - Yes
Commissioner Butterfield - Yes

Adjournment

Motion made by Commissioner Mascaro to end the meeting. Commissioner Butterfield seconded the motion. Meeting end time 8:34 pm.

March 23, 2026

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Recorder/Clerk