

MINUTES

DATE: Wednesday, August 4, 2021

LOCATION: Fairfield Town Office, 103 East Main Street, Fairfield, Utah

TIME: 7:00 p.m.

MINUTES BY: Deputy Recorder, Vonda Cook

AGENDA ITEM #1 - OPEN THE PLANNING COMMISSION REGULAR MEETING.

Chairwoman Pringle called the meeting to order at 7:00 p.m.

AGENDA ITEM #2 - ROLL CALL.

Present: Chairman Alina Pringle, Heather Strong, David Reit

Via zoom: Jane Lancaster

Excused Commissioners: Daymon Stephens

Staff Present:

Deputy Recorder: Vonda Cook

Others Present:

Mayor Brad Gurney, Justin Johnson, Russ Berry, Natalie Mckinney,
Mace McKinney, Anastasia Najanan, Jerry Bradshaw, Wayne Taylor

Others Present via zoom: Devin Meirs, Kristie Meirs, Kelly

AGENDA ITEM #3 - PUBLIC COMMENT PERIOD (2 MINUTE LIMIT PER PERSON).

Time has been set aside for the public to express their ideas, concerns, and comments on items not scheduled as public hearings on the Agenda. Those wishing to speak are encouraged to show respect for those who serve the Town. Comments should focus on issues concerning the Town. Those wishing to speak should have signed in before the beginning of the meeting. (Please limit your comments to 2 minutes or less.)

There were no public comments.

AGENDA ITEM #4 - APPROVE FINAL SUBDIVISION PLAN FOR HEATHER STRONG.

Agenda item #4 was moved to later in the meeting.

AGENDA ITEM #5 - DISCUSS, REVIEW AND APPROVE MOVING FORWARD WITH JERRY BRADSHAW BUILDING PLANS.

Mayor Gurney explained that Jerry had inadvertently divided the parcel into three pieces, but he had since gone back and corrected it. Mayor Gurney also said that the County was about three to six months behind on recordings, but he had spoken to Kent Withers, and Kent said it should be ok. Mayor Gurney asked the Planning Commission if they cared if Jerry went ahead and started his building without a recording number.

The Commissioners discussed the issue and agreed that he could proceed. Mayor Gurney suggested that Jerry write a letter stating the matter had been taken care of and that he, Jerry,

understood that the Town would not approve what's in that building until it's recorded. Jerry agreed to write the letter.

Commissioner Strong made a motion to approve Jerry Bradshaw moving forward with his building plans with the recording number and the notarized letter from Jerry stating it has to be put back into one piece before getting an occupancy permit. Chairwoman Pringle seconded it. Motion passed unanimously.

AGENDA ITEM #6 - REVIEW CONCEPT PLAN FOR NATALIE MCKINNEY SUBDIVISION.

The Mckinneys are seeking approval to subdivide their property. Mayor Gurney said they want to subdivide their property into four lots. He said that three of the lots would be one and one-half acres each, and approximately five acres will stay with the house.

Mace noted that the back lot has a phantom road on it. The Commission discussed the road and reviewed the subdivision plan. Mayor Gurney said they need to bring back an updated plan for Planning Commission approval. Natalie will call Kent for clarification of the road.

AGENDA ITEM #7 - REVIEW, DISCUSS AND APPROVE DEVIN MEIER SITE PLAN.

Chairwoman Pringle asked Devin why there was fencing around only part of the storage facility. Devin said he is trying to get Rhino Rock installed around the entire area. Chairwoman Pringle also asked Devin where the water would drain. Kelly explained that a concrete waterway would run between the buildings and collect in a sump. He also said that most of the water collected from the roof and gutters would go into storm drains, and they will also have a basin or sinks in the ground in case of a 125-year flood.

Chairwoman Pringle also asked Devin about lighting, security, water supply, landscaping, fire suppression, and traffic study. Devin said they would have electronic gates that will be open from 10 a.m. to 6 p.m. He also said that they would probably have lighting that points downward on each building. Devin said that all of their landscaping would be on the inside.

Kelly said that all landscaping would be xeriscaped except for the trees, and they will water them with four onsite water tanks. He said they did not have plans to drill a well at this time.

As for the fire suppression plan, Devin said he has been unable to reach the fire marshall. Discussion followed, and Mayor Gurney suggested Devin send him a fire suppression plan approved by a third-party engineer, and he would try to get it to the fire marshall. Commissioner Strong said she got her fire plan approved by the Eagle Mountain fire marshall, and then the Cedar Valley fire marshall signed off.

Commissioner Reit asked if they were going to provide an on-site porta potty or something. Kelly said they would have a porta potty for construction only. Discussion on whether they should provide a bathroom facility for their patrons and employees followed. Devin pointed out that employees would only be onsite to check on things. He said they do 20-25 of these the Commission pointed out that it is a good half hour to a bathroom from their facility, and

they didn't want people using the surrounding area for a bathroom. Each year and they are never required to have a bathroom facility. Mayor Gurney will research bathroom requirements for such a facility.

Chairwoman Pringle said she would like to see some landscaping on the outside of the facility. Devin said maybe they could do some xeriscaping. Commissioner Reit suggested maybe using some metal fencing where the trees would be so they could be seen outside. Chairwoman Pringle said she would research the fencing requirements and get back to them.

The Commissioners agreed that the general concept and the preliminary plan were good. They pointed out that their concerns were landscaping, fire suppression, wall completion, and restroom requirements.

Chairwoman Pringle reminded Devin that he needed a landscaping architect's stamp.

Devin pointed out that they have been working on this for a year, and he asked if they could possibly get their preliminary approval contingent upon the fire suppression, lighting, and landscaping requirements being met.

Commissioner Reit made a motion for preliminary approval based on comments made on lighting, fire suppression, landscaping, wall, and possible restrooms. Commissioner Strong seconded the motion. Motion passed unanimously.

AGENDA ITEM #8 - DISCUSS AND REVIEW AND APPROVE WAYNE TAYLOR LOT LINE ADJUSTMENT.

Wayne said he was seeking approval to readjust his lot lines that currently run north to south and have them run east to west instead. He said it doesn't change the size of his lot or affect the frontage for his house. He said he had Kent Withers draw up the new dimensions because Town roads on all sides surround him, and Kent has surveyed them. Discussion followed on setbacks and frontage, etc.

Commissioner Strong made a motion to approve Wayne Taylors lot line adjustment. Commissioner Reit seconded the motion. Motion passed unanimously.

AGENDA ITEM #4 - APPROVE FINAL SUBDIVISION PLAN FOR HEATHER STRONG.

Heather explained that she went to the Town Council, and they told her that as long as the Planning Commission approved the final, she didn't need to come back [to Town Council] Council. The Planning Commission reviewed the plan.

Commissioner Reit made a motion to approve the final subdivision plan for Heather Strong as presently constituted. Commissioner Lancaster seconded the motion. Motion passed with Commissioners Lancaster, Pringle, and Reit voting yes. Commissioner Strong abstained.

AGENDA ITEM #9 - VOTE TO APPROVE PLANNING & ZONING WORK MEETING MINUTES MARCH 3, 2021.

Continue to the next meeting.

AGENDA ITEM #10 - VOTE TO APPROVE PLANNING & ZONING WORK MEETING MINUTES APRIL 7, 2021.

Continue to the next meeting.

AGENDA ITEM #11 - VOTE TO APPROVE PLANNING & ZONING WORK MEETING MINUTES APRIL 28, 2021.

Chairwoman Pringle made a motion to approve the Planning & Zoning work meeting minutes for April 28, 2021, as written. Commissioner Reit seconded the motion. The motion was unanimously approved.

AGENDA ITEM #12 - VOTE TO APPROVE PLANNING & ZONING WORK MEETING MINUTES MAY 19, 2021.

Commissioner Reit made a motion to approve it. Commissioner Strong seconded the motion. Motion passed unanimously.

AGENDA ITEM #13- DISCUSS GENERAL PLAN.

Chairman Pringle said she had a phone meeting with Bob Allen from MAG. She said it would take six to twelve months for MAG to go through the original plan and redline it, etc. She said they need to define "rural."

The Commission discussed concerns such as HOAs and open spaces and who ultimately takes care of them, water, traffic, and law enforcement. Chairwoman Pringle, they need to review the General Plan.

AGENDA ITEM #14- REVIEW AND EDIT ROAD ORDINANCE.

Councilman Reit suggested they asked MAG about the roads.

AGENDA ITEM #15 - REVIEW AND EDIT SOIL ORDINANCE.

Commissioner Pringle told Vonda to take any reference to "heavy metals" out of the soil portion of the new code that the Town is working on.

AGENDA ITEM #16 - REVIEW AND EDIT TITLE 10.

The Commission discussed changing the landscaping percentages. They will hold a work session on August 25.

AGENDA ITEM #17- DISCUSS OLD BUSINESS.

Mayor Gurney presented a basic land use general-purpose application for the Commissions review. Chairwoman Pringle suggested adding a line for the person's signature; Commissioner Strong suggested adding the date. Mayor Gurney said he would forward it to Chairwoman Pringle, and she could forward it to the Commissioners for their review and suggestions.

AGENDA ITEM #18- DISCUSS NEW BUSINESS.

There was no new business.

AGENDA ITEM #19 - ACTION ITEMS.

Review General Plan.

Review Landscaping Chapter in Title 10.

Creating a committee to review site plans.

Checklist for site plan - make suggestions.

Basic Land Use Application - Review and make suggestions.

AGENDA ITEM #20- ADJOURN THE PLANNING & ZONING REGULAR MEETING.

Commissioner Reit made a motion to adjourn the meeting. Commissioner Lancaster seconded the motion. Motion passed unanimously.

Meeting adjourned at 9:21 p.m.

September 1, 2021

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley