

MINUTES OF A REGULAR VOTING MEETING OF THE
FAIRFIELD PLANNING COMMISSION
MAY 12, 2021

Scott Lepsky called the Regular Meeting of the Fairfield Planning Commission to order. Members present: Scott Lepsky, Don Hassler, Martin Medler, Melissa O'Brien, Bill Woeste, and Gwen Ritchie. Motion to excuse Brian Begley carried unanimously.

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held April 28, 2021 were approved with a minor revision.

OLD BUSINESS

NEW BUSINESS

I. Conditional Use – Fox Towing – 8761 N. Gilmore Road

An application was submitted by Fox Towing to expand an RV storage lot. The applicant is currently operating an RV storage lot that encompasses approximately 4 acres, with the new lot adding an additional 2 acres. He also owns two additional properties to the north that he uses for towing and additional RV storage. Erin Donovan Lynn, Planning Manager, showed a slide with aerial photos from 2017 and 2020. In the 2017 aerial, the subject property was mostly grass and was wooded at the rear of the property; the 2020 aerial shows gravel in the rear of the property and fencing installed. There is no access to the subject property from the street; the property is accessed through the adjacent property that is owned by the applicant. The applicant received a zoning violation letter regarding operating a conditional use without approval and other violations, including the gravel parking, and 8-foot tall fence that was installed with no permits, a 6-foot tall chain link fence with barbed wire that was installed with no permits, and renovations on the existing home on the property with no permits. The Commission is being asked to consider the conditional use application, as well as allowing a waiver of the 6-foot tall maximum fence height requirement in any zoning district and a waiver for a gravel parking lot. Several other properties in this stretch of North Gilmore Road were discussed. Those properties contain similar uses to what the applicant is proposing and also have gravel parking lots. Ms. Lynn stated the subject property is neat and orderly. The parking lot has 6 inches of crushed gravel and lines have been spray painted to indicate parking spaces. There are some weeds on the property that would need to be removed, and the gravel will need to be maintained in case of erosion. Surrounding zoning districts were discussed. The subject property and adjacent properties are zoned either M-1 or M-2.

Gary Baker, applicant, was in attendance. He has lived in the house on the adjacent property

since 1980. The gravel lots have all been there since he purchased the properties in 1980. He installed the gravel on the subject property after he purchased it in 2019. The slope of the property was slightly changed when the lot was graveled to improve drainage. The 8-foot fence that was installed is consistent with the line of fencing along all of his properties on North Gilmore Road. The fencing screens the RV parking and tow yard from the street and separates it from the residential uses along the street. He applied for the fence permits in April of this year. The permits for the residential house remodel have been filed. He plans to replace the siding and windows. The house is currently vacant, but he plans to remodel it and offer it as a place for his drivers to use. He has plans to blacktop the driveway from the house to North Gilmore Road as soon as he can get a contractor to install the blacktop. He currently contracts with a lawn company and they will take care of the weeds on the property. He doesn't allow repairs of any kind of the RVs in the parking lot. The stormwater calculations were discussed. Ms. Lynn received an email from the City Engineer regarding the drainage, stormwater, and retention of the parking lot. Mr. Baker said he is working on getting stormwater calculations to determine the detention requirements. The City Engineer is supportive of the gravel lot as long as the applicant completes the requested items that are included in the conditions of approval. Mr. Baker said he does not plan to extend the RV parking towards North Gilmore Road at all. Mr. Hassler said he runs a good business and this is a good use for the property.

Scott Lepsky, seconded by Bill Woeste, motioned to approve the conditional use with the following conditions of approval:

1. The applicant shall only store individually owned RVs that are licensed and in operable condition. The storage of all other vehicles, equipment and material is not permitted.
2. No repair work is to occur on site.
3. Stormwater quantity calculations shall be tabulated and submitted to the City Engineer for approval by October 31, 2021. On-site stormwater detention shall be constructed if determined to be required by the City Engineer.
4. Per the U.S. EPA requirements, a stormwater quality plan shall be prepared and submitted to the City Engineer for approval by October 31, 2021.
5. All exterior repairs to the house and paving of the associated gravel driveway shall be completed October 31, 2021.
6. There shall be no driveway access to the storage area on this site.
7. A fence permit shall be obtained from the city for all fencing. Both the chain link fence and solid wood privacy fence shall be maintained in good condition at all times.
8. The gravel area shall be maintained at all times. Any weeds on site shall be removed on a regular basis. Any gravel that has eroded away shall be replaced.

Motion carried 6-0.

II. Dedication Plat – Port Union Road and Seward Road

A dedication plat was submitted to dedicate right of way at the corner of Port Union Road and Seward Road. Pacific Manufacturing plans to expand their existing building and will be constructing a new building on the corner property. The plat dedicates 10 feet along Port Union Road, and an additional 2 feet along the curve to improve the turn radius at the corner. There are two drainage easements that are also being dedicated with this plat. Greg Kathman, Development Services Director, stated that between the building expansion and the new building construction, Pacific is adding over 100,000 additional square feet to their business.

Scott Lepsky, seconded by Don Hassler, motioned to approve the dedication plat. Motion carried 6-0.

REPORTS/STUDIES/GENERAL DISCUSSION

Mr. Woeste reported that City Council selected a company to recruit a new City Manager. He expects the process to take approximately 3 months.

Ms. Lynn reminded the Commission of the training that is scheduled for May 19 at the Community Arts Center.

Motion to adjourn carried unanimously.

Scott Lepsky, Chairman

Lynda McGuire, Secretary