

MINUTES OF THE FAIRFIELD PLANNING & ZONING COMMISSION

Tuesday, March 10, 2020 at 7:00 P.M.

Recorded

COMMISSION MEMBERS IN ATTENDANCE: Ted Miller, Jasmine Torwan, Amanda Hulme, Ed Reagan.

CITY STAFF IN ATTENDANCE: Natalie Quinonez

OTHERS IN ATTENDANCE: Randy Pew

- I. **CALL TO ORDER:** Chairman Miller called the meeting to order 7:03 p.m.
- II. **ROLL CALL:** Roll call was taken by administration. All present.
- III. **APPROVAL OF AGENDA:** Motion to approve by Commissioner Torwan, 2nd by Commissioner Hulme
- IV. **MEETING MINUTES:** Motion to approve minutes from January 14, 2020 by Commissioner Reagan, 2nd by Chairman Miller
- V. **NEW BUSINESS:**

Election of officers: Ed Reagan nominated as Chairman by Commissioner Torwan; vote unanimous. Chairman Miller nominated Commissioner Torwan as Vice-Chairman; vote unanimous.
- VI. **CONTINUED BUSINESS**

Lot line adjustment ordinance:
The city clerk receives information regarding a lot line adjustment when it effects water and sewer. Otherwise, the information is recorded at the county assessor's office. A record of survey would also be recorded at the county assessor's office.

The commissioners determined that it is up to the property owner to know where their property lines are and to have their property surveyed if needed. The property owner should be held accountable, not city workers, if they build outside their property lines.

A line should be added to building permits that makes the property owner accountable to know where their property line is before construction.

Natalie needs to make a visual survey of property before issuing a permit.

Agriculture/residential land use area was briefly discussed. An agriculture/residential zone needs to be created and added to the land use map. This zone will need to be defined.
- VII. **MEETING SCHEDULE:** Regular Meeting Tuesday – April 14, 2020 @ 7:00 p.m.
- VIII. **ADJOURNMENT:** Meeting was adjourned at 7:52pm. Motion by Commissioner Hulme, 2nd by Commissioner Torwan

CITY OF FAIRFIELD

Planning & Zoning Commission

Ted Miller, Chairman

ATTEST:

Natalie Quinonez, Planning and Zoning Administrator