

**MINUTES OF A REGULAR VOTING MEETING OF THE**  
**FAIRFIELD PLANNING COMMISSION**

**AUGUST 10, 2016**

Scott Lepsky called the Regular Meeting of the Fairfield Planning Commission to order.

Members present: Scott Lepsky, Don Hassler, Bill Woeste, Tom Hasselbeck, and Ron D'Epifanio.

Motion to excuse Dale Paullus and Brian Begley was approved unanimously.

**MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting, held July 27, 2016, were approved as submitted.

**OLD BUSINESS**

**NEW BUSINESS**

**REPORTS/STUDIES/GENERAL DISCUSSION**

Tim Bachman, Director of Development Services, discussed the upcoming proposed code changes, as a follow up to the discussion at the June 8, 2016 meeting. The proposed changes haven't been through legal review at this point. Kert Radel, President of the Fairfield Chamber of Commerce, was invited to get the business perspective on the proposed changes before the public hearing.

The first item discussed was Clinic as a Conditional Use. The definition of clinic is not changing. Clinics are currently Conditional Uses in all zoning districts except D-1, C-4 and B-1. With the proposed change, they will also become Conditional Uses in D-1 and C-4, and will continue to be a permitted use in B-1. The clinics must be outpatient only.

The next item discussed was String Lights. Per Code, lights are currently permitted, but they cannot be flashing. The proposed changes will create a definition for string lights and then prohibit the lights. This item will be located in the sign code. Seasonal lights are not included.

Design Review Committee changes were discussed next. Changes will include changing the membership requirement of four business owners/operators in the Town Center to two. Two can be either business owner/operators or citizens at large. There will be a minimum of two business people on the committee. When members leave, the City will continue to ask Kert for names of potential members. All members must be Fairfield residents. There was discussion regarding the Chamber of Commerce's role in recruiting applicants. Some of the people that were on the committee worked out, but some stopped attending meetings. They are often times busy with their businesses. Mr. Bachman said the 4:00 meeting time can also pose a problem. It can be frustrating when people don't come and the committee doesn't have a quorum. Mr. Bachman said that when the committee loses someone, we will contact Kert to try and recruit another Town Center business person, if we are not successful, then we will contact Council to appoint a citizen at large. Mr. Lepsky said the change will give the City more flexibility.

The next proposed change that was discussed was site landscaping. Currently, there is no requirement in the Code. The proposed change requires that in all zoning districts, except single family residential, all areas not occupied by structures, pathways, parking lots, or loading areas shall be planted with landscaping, grass or natural ground cover. No type of hardscape, such as rock, will be permitted, except when used to convey storm water run-off or as an accessory to the landscaping. The City has been seeing more businesses using rocks as their primary landscaping. Mr. Radel expressed concern about the impact of this change on the small business community. He thinks the change will elicit a negative reaction because of the wording of the ordinance; using the blanket statement “no rock” is a problem. Ms. Donovan stated that there is nothing currently in the code that prevents someone from using all rock as landscaping. Mr. Lepsky added that the rocks could pose a safety issue as well. Mr. Radel suggested softening the wording of the ordinance to make it more business friendly.

Security Bars were discussed. Mr. Bachman stated that Ms. Donovan and Ms. McGuire drove the length of Route 4, including a small part of Hamilton, to research and do an inventory on this issue. There were 3 businesses on Route 4 in Fairfield that had the security bars already in place: The Antique Mall, Gary’s Guns, and Treasure Grove. In Hamilton, three were observed: A tattoo parlor, a liquor store and a cell phone store. In the Downtown, there is a tattoo parlor, the Cell Phone Doctor and Fairfield Fuel Mart that currently have security bars. The proposed change will require the bars to be installed on the inside of the windows and must be completely retractable and concealed when the business is open. Mr. Hassler discussed prohibiting them outright. Mr. Bachman suggested that the business community would not be favorable to that option. The City does not want to send a negative message to the business community; they must be allowed to secure their businesses. Mr. Radel said that it is unfair to the business community to not allow them at all; they encounter so many restrictions at every level and this is just one more.

Changing the Code regarding metal roofs on accessory buildings was discussed. Originally, the Board of Zoning Appeals asked for the change in the code to disallow them, but there have been several variances since then to allow them. The proposed change would prohibit metal roofs except ones that are factory finished with a rib or standing seam design, warranted against rust. The change would not apply to carports; metal roofs would still be prohibited on them. The proposed change would also remove the provision allowing metal roofs on buildings less than 100 square feet. Roof color will not be an item that is regulated with this code change.

Punctuation will be added to clarify that churches are conditional uses in the C-1 and D-1 zoning districts.

Height regulations will be clarified in the D-1, D-1A and C-2 zoning districts. Currently there are none listed for these zoning districts. The regulation will limit structures to 3 stories or 40 feet, whichever is lower.

Scott Lepsky stated that Staff did a good job researching all of these code changes. Feedback from the business community is also welcome. Ms. Donovan said she would re-word the site landscape section. Planning Commission will not make a recommendation until after the public meeting.

Mr. Woeste reported that regular Council meetings will start in September.

Being no further business, the meeting adjourned.

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Scott Lepsky, Chairman

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Lynda McGuire, Secretary