

**MEETING MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY**

Date: Wednesday, September 6, 2023

Time: 6:30 PM

Anchor Site: CASTLE VALLEY TOWN BUILDING - 2 CASTLE VALLEY DRIVE

This was a Hybrid Meeting, held electronically by Zoom and also in person at the anchor site, the Town Building with limited seating.

Chairman Ryan Anderson called the Regular Planning and Land Use Commission Meeting to order at 6:33 PM

PLUC Members present: Ryan Anderson, Colleen Thompson and Julie Baird.

PLUC Members Absent: Jeff Whitney and Marie Hawkins

PLUC Clerk Jessica Maw

Others present: Dorje Honer, Lesa Smith and Jocelyn Buck

1. Adoption of the Agenda

Baird motioned to adopt, Thompson seconded motion passed unanimously.

2. Open Public Comment: None

3. Approval of the July 7, 2023 Public Hearing and Regular Meeting Minutes - Postponed

4. Reports:

Correspondence: None

Town Council Meeting- Thompson reported the Water Advisory Committee has renamed the Water Isotope Study to the Water Budget Study. The purpose of the study will be to track the progress of water through the valley to ultimately determine the safe yield of water from the aquifer or the sustainable amount of potable water the aquifer can produce. The Committee is still waiting on the peer review of previous water studies. Road Department report Honer is working on changing the Town dirt policy. In the past extra dirt fill from cleaning ditches has been stored behind the Road Shed and has been available to residents. There is no longer room for extra dirt back there so Honer is looking at the Town potentially delivering it to residents or making it available elsewhere. The Fire District may have to put up a fence to stop vehicle traffic going around Station one to Shafer Lane. The propane generator has been installed on Lot 13 to run the Fire Department well. Treasurer's Report there was a \$13000 surplus which was rolled over to this year's General Fund. M Duncan is currently working to clarify with the State Division of Forestry, Fire and Land to see if the Town needs a Cooperative agreement with them in addition to the agreement the Fire Department has with the State.

Building Permit Agent- Thompson report one permit issued.

Administrative & Procedural Matters: No updates to Future Town Survey.

Thompson explained she is updating the Town's Septic Permit form to make sure it complies with County regulations and Town Ordinances.

New Business

5. Discussion and Possible Action re: Update to language in Ordinance 85-3 Section 5.7B Grade & Drainage Reviews.

Thompson explained that currently grade and drainage reviews are associated with the building permit process. In the last few months there has been a couple of flooding events caused by other kinds of dirt movement not related to the building permit process. The Council has asked the PLUC to look at a permit process for other large scale earth movement. Honer explained that this situation seems like it could apply to large scale (2 acres) earth movement as well as vegetation removal. State law and the current Town Ordinance states runoff/ drainage cannot be diverted to change how the water leaves a property. Buck expressed this is an urgent matter because most of the lots left to be developed are on steep uneven terrain with multiple drainages and property owners cannot just come in and randomly bulldoze areas to develop without affecting their neighbors. Property owners could be liable for flooding their neighbors. Ideas could be to limit the size of an area on a lot that can be cleared i.e. 25 % or Honer suggested the Town could require some kind of hydrological engineering in those cases. Discussion continued that in order to know there has been violation we would need pictures prior to the new work, an ability to monitor and enforce situations. Lesa Smith stated that she had her property mapped by using a drone. Thompson added that information gained as part of the FEMA flood program the Valley will eventually be LiDAR mapped. And we also we need to take into account the effects of large scale vegetation removal. Anderson asked if having mapping with Google Earth or drone mapping could be part of the permitting process. Buck suggested this should be a primary thing property owners do before they start putting in wells and driveways. Thompson added that is important to get information on whatever is decided out to residents so they are aware of the process/ limitations. Anderson continued Thompson, Whitney and Honer will get together and work on language for an Ordinance or amendments to Ordinance 85-3. Baird motioned to table Item 5, Thompson seconded motion passed unanimously.

Unfinished Business

6. Informational Updates on FEMA Flood Insurance.

Anderson reported that the FEMA Flood Insurance Information Session will be on the November PLUC Agenda. There was discussion on how to best publicize that event.

7. Closed Meeting Not necessary

Adjournment

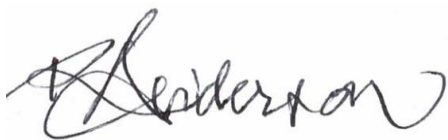
Baird motioned to adjourn, Thompson seconded motion passed unanimously.

Meeting was adjourned at 7:15 PM.

Minutes submitted by Jocelyn Buck

APPROVED:

ATTESTED:



Ryan Anderson, Chairperson Date 12.6.2023 Jocelyn Buck, Town Clerk Date 12.6.2023