

**MINUTES**  
**REGULAR MEETING**  
**OF THE PLANNING AND LAND USE COMMISSION**  
**TOWN OF CASTLE VALLEY**  
**THURSDAY, APRIL 3, 2025 AT 6:30 P.M.**  
**CASTLE VALLEY TOWN BUILDING - 2 CASTLE VALLEY DRIVE**

**This meeting was a hybrid meeting held electronically by Zoom and also in person at the anchor site at the Town Building.**

**PLUC Members Present at anchor site:** Co-chairs Ryan Anderson, Dorje Honer (arrived 6:33 P.M.), PLUC Members Janie Tuft, Jeff Whitney (arrived 6:38 P.M.)

**PLUC Clerk:** Faylene Roth present at anchor site

**Commission Member Present on Zoom:** Marie Hawkins

**Absent:** None

**Present at anchor site:** Building Permit Agent (BPA) Colleen Thompson, Mayor Jazmine Duncan, Egmont Honer

**Others Present on Zoom:** Laurie Simonson joined after the meeting began

**CALL TO ORDER and Roll Call**

Anderson called to order the Regular Meeting of the Planning and Land Use Commission (PLUC) at 6:32 P.M. Roth called the roll.

**1. Adoption of Agenda**

Tuft moved to adopt the Agenda. Hawkins seconded the Motion. Tuft, Hawkins, and Anderson approved the Motion. The Motion passed unanimously with three members in attendance.

**2. Open Public Comment - None**

**3. Approval of Minutes: March 6, 2025 Regular Meeting**

Tuft moved to approve the Minutes. Honer (arrived at 6:33 P.M.) seconded the Motion. Tuft, Honer, and Anderson approved the Motion. Hawkins abstained. The Motion passed with three in favor and one abstention.

**4. Reports -**

**Correspondence:** Roth reported that several communications were received in reply to the PLUC request for questions, topics, and issues to be included in the upcoming General Plan Survey. They will be reviewed and discussed later in the meeting.

**Building Permit Agent Report:** Thompson submitted a BPA Report for completed activity and an additional report on permits in process for March 2025. Completed permits were:

(1) battery/generator shed on Lot 367, (2) ground-mount solar array on Lot 367, (3) Certificate of Occupancy for Lot 108, and (4) studio on Lot 420. Permits in process were: (1) electrical permit on Lot 99, (2) septic permit on Lot 146, (3) residential building permit on Lot 146, (4) temporary dwelling permit and decommissioning contract on Lot 146, (5) addition to noncomplying building on Lot 357.

Whitney (arrived at 6:38 P.M.) mentioned that the Grand County Building Department is looking at going private which would mean that an engineering firm would take over planning review and inspections. He said this would likely increase the cost for individuals applying for County

building permits and inspections.

**Procedural Matters:** Roth reminded PLUC Members that the May PLUC Meeting has been rescheduled to May 8, 2025.

#### **NEW BUSINESS**

#### **5. Discussion and possible action re: adding the following to the list in Item 7 and then reviewing them for approval: Certificate of Occupancy Review form, Temporary Dwelling Permit application form, Temporary Dwelling Permit Renewal form, Fulfillment of Decommission Contracts, and three Acknowledgments for Geologic Hazard, Short Term Rentals, and One Dwelling per Lot**

Thompson presented the Fulfillment of Decommission Contracts form for review and approval. Tuft moved to approve the new Affidavit for Fulfillment of Routine & Nonroutine Decommission Contracts. Whitney seconded the Motion. Tuft, Whitney, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

Roth will add the new list of forms to the current list in Item 7 for the May Agenda.

#### **UNFINISHED BUSINESS**

#### **6. Discussion and possible action re: 2025 General Plan Survey (tabled).**

PLUC members reviewed and discussed submitted comments from residents about their concerns. Honer suggested that some of the open-ended questions should have additional lines added for their responses

- The numbers in C1 reflect allowed numbers of swine in 2019 and the former use of conditional use permits to grant permission for additional livestock in C4 was eliminated. These issues were resolved after the last General Plan. Both questions will be deleted from this survey.
- They generally agreed that the current lighting ordinance is a strong one which meets the requirements of DarkSky International. The only way to strengthen the ordinance would be to address interior lighting concerns, which most members were not in favor of doing. Question D4 will be deleted.
- E4 addresses concerns about residents' ability to remain in their homes as they age. Anderson will develop new questions for this section. An open-ended question was discussed asking whether residents would support a group home for elder care. It was noted that Utah State or Federal Code [or both] prohibits local government from banning group homes.
- Choices H and I in Question F1 refer to the same entity. One choice will replace them: Facebook Castle Valley group page (unofficial).
- Honer will develop a question regarding interest in a visually low-impact cell tower erected somewhere in the valley. Whitney said that Castle Valley might be able to co-locate with an existing Grand County tower on Andy Mesa.
- Interest in more community gatherings, such as movie night, children's play group, coffee gathering, seed exchange, etc. was discussed. It was noted that these types of events are starting to occur more frequently and have been community driven. PLUC members thought this was more appropriate than Town-driven social events.
- PLUC members agreed that the Town should advocate for its residents for general consensus items. This is already done through the General Plan. No new question was considered.

- Several residents expressed concerns about racing and use of loud vehicles on Town lots and streets. PLUC members discussed whether street legal vehicles driven by legal drivers could be prohibited. They agreed that this concern could be addressed in Questions D1-D3, which pertain to suggested changes to current ordinances and to suggestions for new ordinances.
- PLUC members felt that the lack of fire protection around residences, the failure to access free Firewise assessments, and low level of volunteerism were addressed in Question G1.
- No consideration was given to water conservation needs at this meeting.
- The Water Advisory Committee (WAC) suggested questions pertaining to providing water to lots that don't have wells and future metering of water flow from wells using Town of Castle Valley water rights. Their concern is to secure Castle Valley water rights. Whitney noted that a single well is allowed to serve up to six families before becoming a water purveyor which would require testing and other regulations. Anderson replied that the WAC's target was to exceed the minimum service to six families in order to become a public water provider which would give the Town's water rights better protection. Whitney suggested some solutions to delivering water to lots without wells might include, piping water up the hill, forming local groups to share one well. Some suggested questions were: do you currently have water delivered and would you be willing to share you well? Anderson said that Pam Hackley has offered to write up background information to accompany a question about potential metering of water and possibly provide back history regarding provision of water to lots without wells.
- Another concern was the hours allowed for building construction and use of heavy equipment. Whitney said Grand County regulations limit work hours from 7:00 A.M. to 7:00 P.M. PLUC members suggested these concerns could be addressed in Section D.
- Whitney presented possible questions relating to construction issues:
  - 1) Are you comfortable with the square footage restrictions on structures within the Town?
  - 2) Do you feel the method of measurement, including eaves and overhangs is reasonable?
  - 3) Do you feel that small outbuildings should be included in the calculations?
  - 4) Are you comfortable with the height restrictions on structures within the Town?
  - 5) Do you agree with the method of measurement, from the lowest projection of the foundation to the highest point of the roof?
  - 6) Should the measurement of structures on sloped lots be changed to average projection of foundation to height of roof?Questions 1, 2, and 4 could include a sub-question asking whether an increase or a decrease would be favored.

## **7. Discussion and possible action regarding updates to land use application forms, in order to align them with changes in procedure and recent amendments to Ordinances 85-3 and 95-6 (tabled):**

- Nonroutine Solar Energy System (SES) Permit Application (update)
- Building Permit Information Sheet (update)
- Internal Accessory Dwelling Unit Permit Application (added 6.6.24)
- Agricultural Exemption Form (added 8.1.24)
- Septic Permit Application (approved 5.2.24)

---

- Electric Permit Application (approved 5.2.24)
- Land Disturbance Activity Review (approved 6.6.24)
- Routine Solar Energy System (SES) Permit Application (approved 8.1.24)
- Land Disturbance Activity Permit (approved 9.5.24)
- Certificate of Land Use Compliance (CLUC) Form to replace CLUC for Agricultural Use (approved 9.5.24)

Left Tabled.

**CLOSED MEETING** – None.

**ADJOURNMENT**

Whitney moved to adjourn. Honer seconded the Motion. All aye.

Anderson adjourned the Meeting at 8:28 P.M.

**APPROVED:**

---

Ryan Anderson Co-Chair  
Dorje Hone, Co-Chair

Date

**ATTESTED:**

---

Faylene Roth, PLUC Clerk

Date

APPROVED