



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

**THURSDAY, JULY 10, 2025 AT 6:30 P.M.**

**CASTLE VALLEY TOWN BUILDING - 2 CASTLE VALLEY DRIVE**

**This meeting will be a hybrid meeting held electronically by Zoom and also in person at the anchor site at the Town Building. If you have comments or concerns please attend or email them prior to the Meeting: [planningclerk@castlevalleyutah.com](mailto:planningclerk@castlevalleyutah.com) or call 259-9828 M-W 9AM-1PM. Thank you!**

**PLEASE NOTE: \*\* HOW TO JOIN THE ZOOM CONFERENCE CALL \*\***

Meeting ID: 660 541 0108 Passcode: 84532

Option 1 Dial-in phone number (US): (253) 215-8782 follow prompts.

Option 2 Join the online meeting (must have computer speakers and microphone):

<https://zoom.us/j/6605410108?pwd=Q05sYm5qQ0lpNIY5TVp2bTU5VnZiQT09>

**CALL TO ORDER & ROLL CALL**

1. Adoption of Agenda
2. Open Public Comment
3. Approval of Minutes: June 5, 2025 Regular Meeting  
June 13, 2025 Special Meeting
4. Reports - Correspondence: TBA  
Building Permit Agent Report - Thompson  
Procedural Matters: TBA

**NEW BUSINESS -None**

**UNFINISHED BUSINESS**

5. Discussion and possible action re: 2025 General Plan Survey
6. 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)**
  - 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)
  - Agricultural Exemption Form (approved 3.6.25)
  - **Certificate of Occupancy Review form (added 5.8.25)**
  - Temporary Dwelling Permit Application form (approved 6.13.25)
  - Temporary Dwelling Permit Renewal form (approved 6.13.25)
  - Fulfillment of Decommission Contracts (added 5.8.25) (approved 4.3.25)
  - Three Acknowledgments – Geologic Hazard, Short Term Rentals, One Dwelling Per Lot (approved 5.8.25)
  - **Temporary Accessory Dwelling Permit Application form (added 6.13.25)**

**CLOSED MEETING - If Needed**

**ADJOURNMENT**

**For Meeting Packets go to: <https://www.utah.gov/pmn/index.html>**

Government: select "Cities", Entity: select "Castle Valley", Body: select "Town of Castle Valley", select this meeting and click on Meeting Packet to download.

PENDING MINUTES  
REGULAR MEETING  
OF THE PLANNING AND LAND USE COMMISSION  
TOWN OF CASTLE VALLEY  
THURSDAY, JUNE 5, 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, PLUC Members Janie Tuft, Jeff Whitney (8:35 pm)

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

**Absent:** None

**Present at anchor site:** Building Permit Agent (BPA) Colleen Thompson, Cory Shurtleff

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

**CALL TO ORDER & ROLL CALL**

Anderson called to order the Regular Meeting of the Planning and Land Use Commission (PLUC) of the Town of Castle Valley (CV) at 6:31 P.M. Roth called roll.

**1. Adoption of Agenda**

Honer moved to adopt the Agenda. Tuft seconded the Motion. Tuft, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously

**2. Open Public Comment – None.**

**3. Approval of Minutes: May 8, 2025 Regular Meeting**

Honer requested a word change in the Building Permit Agent Report changing “in the works” to “in progress”. All PLUC Members present approved the change. Whitney was not present for this vote.

Honer moved to approve the Minutes as amended. Tuft seconded the Motion. Tuft, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

**4. Reports - Correspondence:** Roth reported some communications that will be discussed under a later agenda item.

**Building Permit Agent Report – Thompson:** In May a Land Disturbance Activity permit was approved to bury a cistern on Lot 100 and a Temporary Dwelling Permit (TDP) for an RV on Lot 55 was cancelled. The RV has been moved to Lot 34.

Permitting is in process. Other permit activity in process include two septic permits on lots 363 and 367, a re-roofing permit for Lot 300, and a plan revision for Lot 420.

**Procedural Matters:** Anderson stated that comments regarding Agenda items will be heard when those items are addressed.

**NEW BUSINESS**

5. Discussion and possible action re: approval and addition of a new Temporary Accessory Dwelling (TAD) application form to the list of land use application forms that are currently being updated as detailed in Item 7 of this Agenda.

Thompson reported some recent requests regarding TADs. She thinks that the current application and related sections of Ordinance 85-3 should be amended to make the requirements more in line

with TDP requirements. She suggested removing the option of a single-wide trailer not on a foundation. Whitney agreed that requirement should be eliminated because building code requires that any single-wide trailer must be on a secure foundation if anyone is living in it. Tuft moved to table Item 5. Whitney seconded the Motion. Tuft, Whitney, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

## **UNFINISHED BUSINESS**

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

Cory Shurtleff, a professional planner and Castle Valley resident provided the following comments. From a planning perspective, he stressed that the intent of General Plan (GP) survey questions should be to generate feedback from residents and property owners regarding current codes as well as to look for insight to code reform. The GP, he said, is used as a long-term guide to inform policy that will advance the broader goals of the Town in order to achieve the community's vision of its future. Specific regulatory provisions and regulation based on opinions of the code have no place in the GP. Survey questions should be broad goal based queries which will aid the PLUC or other professionals in how best to achieve these goals, using public meetings and hearings to get community opinion on regulations at that point. Shurtleff added that the Town should keep the function of the GP in mind as it considers survey results. He added that minority responses indicate that there is concern within the community.

As a resident, Shurtleff remarked that some of the previous questions appear to ask for arbitrary critiques of current code in a way that biases the responses. Specifically, he suggested that questions regarding livestock should focus on the community's vision of how agriculture fits into the community and how it can be positively and appropriately practiced rather than asking about specific numbers of animals. He suggested two questions to address livestock and agriculture in the Town which have been added to the survey and moved to the Community Life section.

PLUC Members reviewed survey changes and edits made to date. New changes and edits are listed below.

Intro – 1<sup>st</sup> paragraph, 3<sup>rd</sup> line: change to read “owners’ and residents”.

Intro – 4<sup>th</sup> paragraph: change the date to reflect return date.

B5 – In the introduction to question B5, change “inadequate” to “adequate”.

B5 – Change the formatting of question submitted by the Water Advisory Committee to include both potable and non-potable water. Honer moved to accept the question as read. Tuft seconded the Motion. Tuft, Honer, Whitney, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

B-7 – Reworded and moved to follow B5 before the Septic systems question.

Section C – Livestock section removed and two questions proposed by Shurtleff were added to Section E as E2 and E3. They focus on the positive and negative effects of livestock and agriculture on the quality of life within the community.

Anderson requested an additional meeting before the next Town Council Meeting so that the final draft can be submitted to the Council at that Meeting. They agreed to meet on Friday, June 13, at 5:30 p.m.

Honer reported that Google Forms should be usable for the survey, although it will be difficult to maintain anonymity unless we are able to code each survey form with a unique serial number.

Roth reported that Canyonlands Copy Center can do that, but practically, just for one page.

Multiple copies per household will be available with their own serial numbers. Different colors

have been used in the past. The question was raised about whether two separate responses from some households would weight the survey responses unfairly since the majority of households would be submitting only one survey for two adults. Roth also reported that postage price will be increasing in mid-July, so stamps should be purchased before the price increase. PLUC Members also agreed to add a question at the end of the survey asking how important it is for this survey to be anonymous.

**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)**
- Septic Permit Application (approved 5.2.24)
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Left tabled.

**CLOSED MEETING** - None

**ADJOURNMENT**

Honer moved to adjourn. Whitney seconded the Motion.

Anderson adjourned the Meeting at 9:04 P.M.

**APPROVED:**

**ATTESTED:**

**Ryan Anderson Co-Chair**  
**Dorje Hone, Co-Chair**

**Date**

**Faylene Roth, PLUC Clerk**

**Date**



**PENDING MINUTES**  
**SPECIAL MEETING**  
**OF THE PLANNING AND LAND USE COMMISSION**  
**TOWN OF CASTLE VALLEY**  
**FRIDAY, JUNE 13, 2025 AT 5:30 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, PLUC Member Janie Tuft

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

**PLUC Members Absent:** Jeff Whitney

**Present at anchor site:** Building Permit Agent (BPA) Colleen Thompson, Peggy Llewellyn, Norm Llewellyn

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

**CALL TO ORDER and Roll Call**

Anderson called to order the Special Meeting of the Planning and Land Use Commission (PLUC) at 5:30 P.M. Roth called the roll.

**1. Adoption of Agenda**

Anderson requested reversing the order of business to move Item 7 ahead of Item 6.

Honer moved to adopt the Agenda as amended. Tuft seconded the Motion. Honer, Tuft, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

**2. Open Public Comment** – None

**3. Approval of Minutes** – None.

**4. Procedural Matters** - None.

**NEW BUSINESS** – None.

**5. Discussion and possible action re: approval and addition of a new Temporary Accessory Dwelling (TAD) application form to the list of land use application forms that are currently being updated as detailed in Item 7 of this Agenda.**

BPA Thompson requested to add a Temporary Accessory Dwelling (TAD) Permit form to the list of forms being updated in Item 7. One of the revisions she suggests is to remove single-wide trailers as an option and to allow only trailers and RVs which would be regulated in the same manner as temporary dwellings. Thompson also reported that corrections will be required in Ordinance 85-3 to align with new recommendations.

Tuft moved to add the TAD update to Item 7. Honer seconded the Motion. Tuft, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

**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)**
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- Three Acknowledgments – Geologic Hazard, Short Term Rentals, One Dwelling Per Lot (approved 5.8.25)

Honer moved to untable this item. Tuft seconded the Motion. Honer, Tuft, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

Thompson presented two forms which separate the initial application and the renewal form for Temporary Dwelling Permits (TDP). Originally, the two processes used the same form which was often confusing. She removed the requirement for VIN and license plate number which, she said, is not supported in Ordinance 85-3. PLUC Members believed retaining them could be useful in identification but suggested requiring them as either/or.

Honer moved to approve the TDP application and renewal form with the change to add a line for VIN or license plate number. Tuft seconded the Motion. Honer, Tuft, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

Tuft moved to retable the item. Honer seconded the Motion. Tuft, Honer, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

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

PLUC Members continued their review of the General Plan Survey questions. Colleen Thompson contributed suggested changes. Cory Shurtleff participated as both a professional planner and a resident of Castle Valley. Proofreading and formatting will continue. Changes made are listed below:

Intro – Dates will be updated. Thompson and Roth will rewrite the instructions if an online option is used.

B-Water source: Thompson has a better, shorter URL for the Water Management Plan.

C - Ordinances & Enforcement

C – The original Section 3 addressed livestock issues. It was deleted. Two questions regarding livestock have been added to the Community Life section. The question soliciting information about new ordinances was deleted. The last question in the Government section asks the same thing in a different way. The following section numbers have been renumbered.

C1 – Questions 1-5 regarding viewshed were deleted and replaced with one question regarding satisfaction with how the Town regulates height and square footage to protect viewshed, drainage, and rural character.

C2 & C2a – Questions retained regarding satisfaction with the complaint process.

C3A & B – Questions assessing satisfaction with Town ordinances have been reworded.

D – Community Life

D1 – Question regarding satisfaction with commercial activity was rephrased. Comment lines were added.

D2 & 3 – Questions added to assess views on how livestock and agriculture affect the quality of life in CV.

D4 – The median age was updated to 68.9 years based on U.S. Census Bureau data.

E – Government

E5- Question regarding a tax increase was reworded.

F – Fire and Fire Prevention

F1B – Roth will contact Ron Drake to determine if the Firewise inspections are free. The question will be reworded.

G – Infrastructure

G2 – Changed “pursue” to “explore” regarding cell phone coverage.

H – Capital Improvement Projects & Other New Services – no changes.

I – Let Your Voice Be Heard

I1 – Dark Skies added to list. Sustainable Community Practices changed to S...C...Activities.

I2 – Agricultural Uses changed to Ag... Regulations.

I7 – Added “in the future” to question assessing opinions on anonymity in the survey.

I8 – A volunteer form will need to be created for the Town website. Thompson offered to create it. Change dates in last informational paragraph.

PLUC members discussed logistics and cost of the mailing. Roth is waiting for a quote from Canyonlands Copy Center. The price of first class stamps will increase on July 13. She was asked to contact Grand County and Moab about using their bulk mailing permit. Another suggestion was to ask a local business. The current projection is to mail the survey by the end of July.

Honer moved to present this draft of the 2025 General Plan Survey to the Town Council recognizing that there will be formatting changes. Tuft seconded the Motion. Honer, Tuft, Hawkins, and Anderson approved the Motion. The Motion passed unanimously.

**CLOSED MEETING** – None.

**ADJOURNMENT**

Anderson adjourned the Meeting at 7:59 P.M.

**APPROVED:**

**ATTESTED:**

\_\_\_\_\_  
Ryan Anderson Co-Chair  
Dorje Hone, Co-Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Faylene Roth, PLUC Clerk

\_\_\_\_\_  
Date

## TOWN OF CASTLE VALLEY - Building Permits Report

**Approval Date Between 6/1/25 And 6/30/25**

Approval	Lot	Road	Owner	Type	Purpose	Description	Height	Sq Ft <=19	Sq Ft >19
6/3/2025	358	Castle Valley Drive Upp	Murray, Brian	Building	Accessory B	Carport	10	560	0
6/10/2025	141	Buchanan Lane East	Rappaport, Elizabeth	Other	Other	LDA--Review	0	0	0
6/11/2025	300	Holyoak Lane West	Meador, Sherry & Th	Building	Roof	Re-roof	0	0	0
6/13/2025	420	Castle Creek Lane	Thoma, Franz	Building	Studio	Addition to remodel	15	350.4	0
6/18/2025	302	Holyoak Lane West	Viola, Gerald & Peiko	Building	Shed	Shed w/utills	12	581	0

### Permits in Process as of 7/7/25

367	CVD Upper 80	Carr	Septic		Waiting for SEUHD approval
019	Chamisa	Lickstein	BP	Roof & siding	New application rec'd
111	Hooley	Webster	BP	Solar	New application rec'd
151	Buchanan	Smouse	BP	Addition	Waiting for survey
404	Cliffview	Rowe	Septic		New owner inquiry about permitting

TOWN OF CASTLE VALLEY  
GENERAL PLAN SURVEY

Thank you for taking the time to complete this survey. The purpose of the survey is to gather information from the community to help update the Town's General Plan, which is done every five years. The General Plan is prepared to reflect property owners' and residents' feelings, ideas, and views for the future of the Town. The Planning and Land Use Commission has the responsibility for preparing a survey to gauge owners' perspectives and to use that information to draft the General Plan. The Town will hold a public meeting to discuss the results of the surveys.

Your answers are a crucial part of this process. Not all questions need be answered. On each question, please fill in your answer or **circle your answer for multiple choice and yes/no questions**. Use the last page for fill-in questions that require more space to answer. Feel free to add further comment to any question using the back of the paper. Specific ideas and suggestions are the most helpful for the Town's planning. Please number with the question you're responding to.

If a second adult in the household wishes to complete a separate survey, contact the Town office for a copy. If you own more than one property and your answers for the other property would be substantially different, enter those comments on the back page. Do not photocopy this form. The Town wants to track the number of survey forms that are sent out and returned. **To protect your confidentiality, please do not put your name or lot number on the survey. MAIL THE SURVEY IN THE ENCLOSED**

**STAMPED ENVELOPE**

**POSTMARKED ON OR BEFORE XXXXXXXX, 2025,  
OR RETURN IT TO THE TOWN OFFICE BY XXXXX-XX, 2025.  
THERE IS A BLUE DROP BOX NEAR THE FLAGPOLE.**

Serial # xxxxxxxxx

To fill in this survey online, go to <https://----->

Enter the Serial # above to access the survey.

**Do not mail survey if completed online because each serial number will only be counted once.**  
**SECTION A—COMMUNITY PROFILE**

**A1** Are you a (circle all that apply):

*Full-time Resident      Part-time Resident      Renter      Non-Resident Property Owner*

**A2** Number of people in your Castle Valley household? \_\_\_\_\_

**A3** How old is each person in your household (please list all ages)? \_\_\_\_\_

**A4** Number of years you have owned land in Castle Valley? \_\_\_\_\_

**A5** How many lots do you own? \_\_\_\_\_

**A6** Number of years you have been residing in Castle Valley? \_\_\_\_\_

**A7** If you are a registered voter is Castle Valley your registered voting address? Yes No

**A8** Are you currently renting out a home that you own in Castle Valley? Yes No

**A9** At what stage of development is your property? (*circle all that apply; use back of Survey for additional lots*) (Note: Without these notes the survey consists of 4 pages; we have to decide whether to add extra page or extend the survey into a 5<sup>th</sup> page or ask recipients to add their own page.)

*Permanent Housing    Temporary Housing    Actively Building    Vacant*

**A10** If you do not currently have permanent housing, or if you own additional lots, do you plan to build a residence in (*circle one; use back of Survey for additional lots*)

*1-4 years    5 years    10 years    Never    Depends*

## **SECTION B—WATER & SEPTIC**

### ***Water source***

The Town of Castle Valley recently approved a Water Management Plan (WMP). This document will guide the Town's policies and actions to protect our water rights and water quality for our Sole Source Aquifer. The Town works closely with the Utah Division of Water Rights and other entities to achieve these goals. As we know, water in the west is scarce, and likely to become more so. Factors such as drought and climate changes will continue to impact water supply. Please answer the following questions to help guide and support the Town's ongoing efforts to secure our water. These topics are detailed in the Water Management Plan, pp 2-5:

<https://castlevalleyutah.com/Documents/Administration/Water/250319%20CV%20Water%20Management%20Plan.pdf>

**B1** Do you have a well? (*circle one; use back of Survey for additional lots*) *Yes    No*

**B2** If yes, has the quality or quantity of your well changed within the past three years?  
(*circle one; use back of Survey for additional lots*) *Yes    No    Don't know*

**B2a** If yes, what has changed? \_\_\_\_\_  
\_\_\_\_\_

**B3** If you do not have a well, why not (*circle all that apply; use back of Survey for additional lots*)  
*Poor water quality    Lack of water availability    Cost of drilling    Property undeveloped*

*Other* \_\_\_\_\_

**B4** If you do not have a well, do you have a cistern? *Yes    No*

**B4a** What size? \_\_\_\_\_

**B4b** Do you have water commercially delivered? *Yes    No*

**B4c** If not commercially delivered, what is the primary source of your water (*circle one*)?

*Moab    Castle Valley neighbor    Rooftop*

Many lots in the Town cannot produce an adequate quantity of water and/or good quality water for drinking and other uses via well installation that is not suitable for consumption. The WMP identifies several options for providing water to those lots. One option is a dedicated well with a small treatment facility that supplies a “filling station” where residents could fill their own containers with potable water. A second option is use of a Town water truck to deliver non-potable water to cisterns on individual lots. Another option is researching the feasibility of installing a well for any and all residents to get water for a small fee. See WMP pp4-5:

<https://castlevalleyutah.com/Documents/Administration/Water/250319%20CV%20Water%20Management%20Plan.pdf>

**B5** Do you support the Town continuing research on options to provide residents whose lots produce little or no water and/or poor quality water with

5a non-potable water.

Yes No

5b potable water.

Yes No

**B6** The Town has historically been concerned with aquifer and surface water protection and management. Would you support the Town exploring further restrictions and lot mitigations (*circle one*).

Yes No Comments: \_\_\_\_\_

**B7** Do you support putting more money towards our water infrastructure?

Yes No Comments: \_\_\_\_\_

### ***Septic systems***

Septic systems pose one of the biggest potential threats to our aquifer. Please help us learn more about existing systems and whether or not you favor certain septic monitoring practices:

**B8** If you have a septic system, when was it installed? In the last (*circle one; use back of Survey for additional lots*) 0-5 years 5-10 years 10 – 15 years Over 15 years Don't Know

**B9** When was your septic system last pumped? In the last (*circle one; use back of Survey for additional lots*) 0-5 years 5-10 years 10-15 years Over 15 years Never Don't Know

## **SECTION C—ORDINANCES & ENFORCEMENT**

**C1** Currently, Castle Valley regulates height and square footage to protect viewshed, drainage, and rural character. Are the current regulations (*circle one*)

satisfactory?

too stringent?

too lenient?

**C2** Enforcement of Town ordinances is primarily handled through the Formal Complaint Process. Do you favor the Town investigating other means to enforce ordinances? Yes No

**C2a** If yes, please identify specific mechanisms that might be considered. (*circle all that apply*)

*Complaint-driven      Town can initiate      Hire code enforcement officer*

*Other* \_\_\_\_\_

**C3A** Are there any Town ordinances you especially appreciate?

**C3B** Are there any ordinances you disagree with?

## **SECTION D—COMMUNITY LIFE**

**D1** Currently the Town allows home and premises businesses. Do you think the current level of allowed commercial activity is *satisfactory?* *too stringent?* *too lenient?*

*Comment* \_\_\_\_\_

**D2** In a rural community that allows livestock and agriculture as a part of its community character, what positive effects, if any, seem to increase quality of life?

**D3** In a rural community that allows livestock and agriculture as a part of its community character, what negative effects, if any, seem to reduce quality of life?

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**D4** Are you affected by/ irritated by youre neighbors' weeds?

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**D5** The median age of residents in Castle Valley is 68.9 years as of the July 1, 2024, U. S. Census Bureau update. How concerned are you about your ability to remain living in your home as you get older or if you have a health challenge at any age (*circle one*)?

*A-Not concerned      B-Low concern      C-Medium Concern      D-High concern*

**D6** As people grow older, they may need services not usually required for younger people. On a scale of 1-5, with 1 being little interest/support and 5 being substantial interest/support, do you think the Town should:

**A** \_\_\_\_ Explore the costs, benefits, practicality, and likely usage of a regular transportation service to Moab?

**B** \_\_\_\_ Explore options for a visiting nurse to come to CV on a regular basis?

**C** \_\_\_\_ Explore senior housing for seniors/caretakers other than the currently allowed temporary accessory dwelling units, and internal accessory dwelling units.

## **SECTION E—GOVERNMENT**

**E1** How do you receive news about the Town government? (*circle all that apply*)

**A**—Town Website

**D**—Email

**G**—TV's Castle Valley Comments

**B**—Attending Meetings

**E**—Bulletin board

**H**— Unofficial Castle Valley Facebook Page

**C**—Word of mouth

**F**—Town Mailings

**I**—Other

Comment :

**E2** If you use the Town website (castlevalleyutah.com), do you find it easy to use, with useful information? (*circle one*)

Yes      No

**E2a** Please suggest changes that will assist your use of the website. \_\_\_\_\_

**E3** Are you on the Town email list? (*circle one*) Yes No  
 (If you wish to be on the Town email list, send your email to [townclerk@castlevalleyutah.com](mailto:townclerk@castlevalleyutah.com).)

**E4** The Town has several part-time employees. It relies on volunteers to fill positions on the Town Council, the Planning and Land Use Commission, and other ad hoc committees. Would you consider serving on the Town government (see H8)? (*circle one*) Yes No Maybe

**E5** The Town operates on a relatively small operating budget excluding capital projects. The Town received only 9.2% of your total County property taxes in 2024. This portion of the County property tax is the primary source of Town revenue. The Town's property tax rate was last raised in 2016. Do you favor raising the Town's portion of property taxes, as needed? (*circle one*) Yes No

**E6** Do you favor increasing Town property taxes to hire more staff and/or increase the hours and/or pay of current staff? (*circle one*) Yes No

**E7** Are there any important issues that the Town government is not addressing? \_\_\_\_\_

## SECTION F—FIRE AND FIRE PREVENTION

**F1** Castle Valley properties are vulnerable to wildfire because of the extensive vegetation on most properties. Cheatgrass, dead tumbleweeds and other weeds, dead sage or trees are highly flammable. The Castle Valley Fire Department, and other agencies, encourage making your property Firewise safe, that is defensible against fire. See the Town and Fire Department websites on preparing fire defensible properties.

**A** Has the Utah Division of Forestry, Fire and State Lands conducted a free Firewise inspection of your lot in the (*circle one*) *past 5 years* *past 10 years* *Never*

**B** Trained members of the Castle Valley Fire Department conduct free wildfire hazard lot assessments on all Castle Valley properties. Would you use the service? (*circle one*) Yes No Maybe

**C** Would you be willing to hire people to clear vegetation around your property, if the service was available? (*circle one*) Yes No Maybe

**D** The Fire Department members are all volunteers. Do you have suggestions on how the department can recruit and retain new and younger members? (See H8)

## SECTION G— CAPITAL IMPROVEMENT PROJECTS & INFRASTRUCTURE

**G1** How do you feel about the condition/maintenance of the road you live on? (*circle one*)

Very satisfied      Satisfied      It's OK      Dissatisfied      Very dissatisfied

**G1a** Do you have any suggestions for improvement? \_\_\_\_\_

**G2** Should the Town explore improved cell phone coverage? (*circle one*)

Yes      No

**G3** Please prioritize the following projects that may require additional taxes or fees. Rate each with 0-3:

0 = Do Not Favor if Additional Fees/Taxes are Needed to Fund

1 = Low Priority

2 = Medium Priority

3 = High Priority

**A** \_\_\_\_\_ Side road improvement beyond what is currently budgeted.

**B** \_\_\_\_\_ Drainage work beyond what is currently budgeted.

**C** \_\_\_\_\_ Purchase of additional needed equipment for the Town Road Department.

**D** \_\_\_\_\_ Suggest other improvements \_\_\_\_\_

## SECTION H—LET YOUR VOICE BE HEARD

**H1** Which community values and policies do you believe the Town should continue to protect and maintain? Please prioritize the following community values by rating each with 0-3:

0 = Do Not Favor Continuing to Protect and Maintain

1 = Low Priority

2 = Medium Priority

3 = High Priority

**A** \_\_\_\_\_ *Water Quality*

**H** \_\_\_\_\_ *Dark Skies*

**B** \_\_\_\_\_ *Air Quality*

**I** \_\_\_\_\_ *5-Acre Minimum Lot Size*

**C** \_\_\_\_\_ *Protection of Aquifer*

**J** \_\_\_\_\_ *Single Family Dwelling per Lot*

**D** \_\_\_\_\_ *Scenic Views*

**K** \_\_\_\_\_ *Renewable Energy Technologies*

**E** \_\_\_\_\_ *Open Space*

**L** \_\_\_\_\_ *Sustainable Community Activities*

**F** \_\_\_\_\_ *Tranquility/Silence*

**M** \_\_\_\_\_ *Sustainable Agriculture*

**G** \_\_\_\_\_ *Wildlife Habitat*

**N** \_\_\_\_\_ *No Commercial Development Beyond What's Currently Allowed*

Other \_\_\_\_\_

**H2** Which issues do you believe the Town should make a high priority to develop or improve upon?

Please prioritize the issues below by rating each with 0-3: 0 = Do Not Favor Continuing to Develop or

Improve Upon

1 = Low Priority

2 = Medium Priority

3 = High Priority

A \_\_\_\_\_ *Fire Prevention*\_\_\_\_\_ B \_\_\_\_\_ *Evacuation Policies and Plans*E \_\_\_\_\_ *Road Maintenance*C \_\_\_\_\_ *Animal Control*F \_\_\_\_\_ *Road Improvements*D \_\_\_\_\_ *Emergency Preparedness*

Other \_\_\_\_\_

**H3** Please share any additional concerns or suggestions to help address any issues that you indicated in I1 and I2 above:

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**H4** What do you like best about life in Castle Valley?

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**H5** What do you like least about living in Castle Valley?

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**H6** Please tell us about your vision for the Valley. What would you like to have stay the same? What would you like to have change?

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**H7** Is it important that this survey be anonymous in the future? (*circle one*) Yes No

**H8** If you would like to be contacted or receive more information regarding volunteer opportunities with the Town, please go to the Town website ([castlevalleyutah.com](http://castlevalleyutah.com)) and fill out the volunteer information form.

Refer to page 1 Introduction for return instructions.

**Town of Castle Valley**  
**Nonroutine Solar Energy System (SES) Permit Application**

SES Permit Applications for systems in excess of 12 feet in height and/or greater than 10 kilowatts in capacity must use this Nonroutine Solar Energy System Permit Application form. The height of any nonroutine SES shall not exceed 19 feet in height (see attached SES Information Sheet), the total combined kilowatts for all SESes on lot shall not exceed 25 kilowatts per plotted lot, and the total combined square footage of all ground-mounted or pole-mounted photovoltaic panels or modules shall not exceed 1500 square feet.

Lot # \_\_\_\_\_

Applicant \_\_\_\_\_ Application Date \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

E-mail Address \_\_\_\_\_ Telephone \_\_\_\_\_

Contractor \_\_\_\_\_ Telephone \_\_\_\_\_

RMP Work Order # \_\_\_\_\_ or RMP Net Metering # \_\_\_\_\_

**Applicant provides 3 complete copies (1 for Town, 1 for County, 1 for contractor) and the following (unless determined inapplicable by the Designated Land Use Authority):**

***Note: All drawings must be drawn to a measurable scale and be clearly labeled.***

- a) Grand County Residential Solar Photovoltaic (PV) System Plan Review (SPSPR) with the attachments listed below.
- b) Site Plan (Item #1 of the Grand County SPSPR shall include:
  1. Lot #, name, address, phone #, and signature of lot owner and contractor.
  2. Property lines, road easement lines and minimum setback lines with dimensions.
  3. Existing structures (designate use) with dimensions and setbacks.
  4. Proposed structures (designate use) with dimensions and setbacks.
  5. Identification of battery storage building, if applicable, with dimensions and setbacks.
  6. Location of solar installation with dimensions and setbacks.
  7. Location of battery back-up and ancillary equipment, including transfer switch and rapid shutdown disconnect, where applicable.
- c) Diagram of footprint for solar installation with measurements showing post locations and/or building dimensions (Item #1-H of the Grand County SPSPR).
- d) Elevation drawings to scale with height measurements (include post dimensions) and dimensions of height to finished grade or slab on grade directly below a ground mounted system, and height above roof of solar apparatus if roof mounted. Elevations for roof-mounted systems must show building height, finished grade, and existing grade. For sites which have never been disturbed, existing grade shall be the same as natural grade which is the elevation of the surface of the ground that existed before any earth was moved. When existing structures or older disturbances to the land make natural grade indistinguishable from existing grade, existing grade is the ground level established when the existing structure or disturbance was created. **Recent earthwork will not necessarily qualify as existing grade and will require a determination from the Building Permit Agent as part of the Grade Review.**
- e) Line Diagram (Item 3 of the Grand County SPSPR.)
- f) If solar electricity is being installed or upgraded to supply an existing building for the first time, a list of fixtures being connected and a statement of change of use may be required if deemed applicable by the Designated Land Use Authority.
- g) Application of Right-of-Way Encroachment Permit, if applicable.
- h) Grade Review if applicable.
- i) ~~Grand County Building Permit Application.~~
- j) \$15 (check payable to the "Town of Castle Valley").

Is this a pole mount installation?	(yes) (no)	Is this a roof mount installation?	(yes) (no))
Is this a set tilt installation?	(yes) (no)	Is this an adjustable tilt installation?	(yes) (no))
Is this a grid tie/net meter SES?	(yes) (no)	Is this a battery support installation?	(yes) (no)
Does this SES require the construction of a new structure to store any aspect of the SES?		(yes) (no)	
Check the intended use(s):	Residence _____	Home occupation	_____
	Accessory Building _____	Premise occupation	_____
	Agriculture _____	Public building	_____
	Irrigation _____	Other	_____*

\* Describe \_\_\_\_\_

**Ordinance 85-3, Section 4.15:**

1. Does the location of your SES comply with minimum setbacks? (yes) (no)
2. Is ancillary SES equipment located inside a building or screened from view? (yes) (no)  
*Explain.* (Use attached sheet.)
3. Explain why an SES in excess of 12 feet is required, if applicable. (Use separate sheet.)
4. Explain how the height, location, setback, and base elevation of your SES minimize potential glare and visual impacts on adjacent properties. (Use attached sheet.)
5. If you are replacing previously installed panels or modules or associated equipment that might present a hazard on your or your neighbors' properties, please describe your plan for safe and legal removal? (Use separate sheet.)
6. Is the building on which you plan to mount your solar panels an existing building or a currently permitted building? (yes) (no)
7. Does the vertical distance between the highest point of any panel or module (at maximum design tilt) to finished grade or slab on grade directly below exceed 19 feet? (yes) (no)
8. For building or roof-mounted systems:
  - (a) does the vertical distance between the highest point of any panel or module (at maximum design tilt) and the roof directly below exceed one foot for roof pitches greater than 3:12 or two feet for roof pitches less than 3:12? (yes) (no)
  - (b) does any portion of the SES (at maximum design tilt) exceed 25 feet as measured on a vertical axis from the highest point of the system to the lower of either (1) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the Existing Grade or (2) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the Finished Grade? (yes) (no)
9. Explain why an SES in excess of 10 kilowatts is required. (Use separate sheet.)
10. Do the combined kilowatts for all SESes on your lot exceed 25 kilowatts? (yes) (no)
11. Have you permitted any buildings necessary for battery storage or ancillary equipment? (yes) (no)

Total Existing Capacity (in kilowatts):

Total Proposed Capacity (in kilowatts):

Capacity per Module/Panel (in kilowatts):

Number Modules/Panels per Array

Number Modules/Panels:

Number of Arrays:

Module/Panel Dimensions:

Array(s) Dimensions:

Ground Footprint (in S.F.):

Rooftop Footprint (in S.F.):

Highest point of panels at maximum design tilt:

Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right Side \_\_\_\_\_ Back \_\_\_\_\_

**Approval:**

- The Grand County Building Permit Application form must be signed by the Designated Castle Valley Land Use Authority and then the Grand County Building Department to be a complete and valid permit.
- **Castle Valley zoning approval of a Solar Energy System Permit Application will be revoked and become invalid if, within six months of receiving Town Approval, the applicant has not received a completed SPSPR Permit from the Grand County Building Department with all fees paid.** If the Town's Approval is revoked on this basis, the fee paid to the Town will not be refunded. If the applicant wishes to start the application process again, new forms must be filed and a new fee must be paid.
- If the County revokes a completed SPSPR Permit Application for any reason, the Town's Approval is also revoked. If the applicant wishes to revive such an application, the applicant must begin anew the application process with the Town. In such an instance, the original fee will not be refunded.
- The applicant may extend the Town's Approval for an additional six months with no additional fee as long as: no changes have been made to the applicant's proposed Solar Energy System; no changes have occurred in the Town's Land Use Regulations since the applicant's original approval by the Town that would affect the application; the request is made before the expiration date of the permit; and the Town's Approval has not been revoked. If any of the above has occurred, the applicant must begin anew the application process with the Town.
- Solar Energy System Permits will not be approved that are not in compliance with Castle Valley Land Use Regulations and other applicable laws.
- Solar Energy System Permits issued on the basis of false or misleading information are void.
- Construction begun without an approved Solar Energy System Permit may be subject to delays, fines and/or increased fees.
- Substantive changes in plans (i.e., lay-out, use, structural) after a Solar Energy System Permit is issued require NEW approval by the Castle Valley Designated Land Use Authority and the Grand County Building Department.

**I acknowledge and agree to comply with all requirements as stated on this Application.**

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLUC CHAIR Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TOWN OF CASTLE VALLEY UTAH  
**Nonroutine Solar Energy System (SES) Permit Application**

Lot # \_\_\_\_\_ Applicant (if different from owner) \_\_\_\_\_

Property owner \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

Contractor \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

**OFFICE USE**

Permit expires on date \_\_\_\_\_

☐ Fee Paid \$ \_\_\_\_\_ # \_\_\_\_\_ date \_\_\_\_\_ rec'd by initials \_\_\_\_\_

☐ Approved: PLUC Chair \_\_\_\_\_ date \_\_\_\_\_

Applications for systems that exceed 12 feet in height (see attached SES Information Sheet) or 10 kilowatts in capacity must use this Nonroutine Solar Energy System Permit application form.

The height of any Nonroutine SES shall not exceed 19 feet; the total square footage of all ground-mounted or pole-mounted photovoltaic panels or modules on a lot shall not exceed 1500 square feet; and the total combined kilowatts for all SESes on a lot shall not exceed 25 kilowatts.

Nonroutine SES applications must be approved by the Planning and Land Use Commission. See Ordinance 85-3 Chapter 4.14 and Ordinance 95-6 for more details ([castlevalleyutah.com](http://castlevalleyutah.com)).

**Submission requirements**

1. Plot plan showing entire lot with the following details. Hand drawn OK; all distances and dimensions must be clearly marked. Include additional page zoomed with detail if necessary.
  - a. Lot #, name, address, phone, and signature of lot owner and contractor.
  - b. Property lines, road easement lines, and minimum setback lines.
  - c. Existing structures (designate use) with dimensions and setbacks.
  - d. Proposed structures (designate use) with dimensions and setbacks.
  - e. Identification of battery storage building, if applicable, with dimensions and setbacks.
  - f. Location of proposed solar installation with dimensions and setbacks.
  - g. Location of battery back-up and ancillary equipment, including transfer switch and rapid shutdown disconnect, where applicable.

2. For both ground-mount and roof-mount systems, elevation drawings with height measurements as defined in Ordinance 85-3 Definitions for Height, Building. For ground-mount systems this may require a Grade Review by the Building Permit Agent.
3. If solar electricity is being installed or upgraded to supply an existing building for the first time, a statement of change of use, if applicable.
4. Right-of-Way Encroachment Permit application, if applicable.
5. Grade Review to establish previously undisturbed grade for determination of height, if applicable.
6. Land Disturbance Activity application, if applicable.
7. Rocky Mountain Power work order number, if applicable: \_\_\_\_\_
8. Construction Documents as provided to the Grand County Building Department as part of the Solar Photovoltaic (PV) System Permit Submittal. Note that any future revisions to these documents must also be provided to the Town of Castle Valley.
9. Payment of fee by cash or check made out to Town of Castle Valley (see current Fee Schedule).
10. In addition to the above items, in order to determine compliance with Ordinance 85-3 Section 4.14, provide the following information, circling *yes*, *no*, or *n/a* where appropriate, and using an attached sheet for other answers:
  - a. Explain why a system taller than twelve (12) feet in height is needed in order to prevent compromising the effectiveness or safety of the solar collectors; and/or why a system larger than 10 kilowatts is needed by listing intended uses of the electricity generated from the proposed system (use attached sheet.)
  - b. Does your SES comply with minimum setbacks? (A recent or new survey may be required to confirm property line location.) .....yes no
  - c. Roof-mount: is the building on which you plan to mount your solar panels an existing or currently permitted building? .....yes no n/a
  - d. Have you permitted any buildings necessary for battery or ancillary equipment? .....yes no n/a
  - e. Describe how the height, location, setback, and base elevation of your SES minimizes potential glare and visual impacts on adjacent properties (use attached sheet.)
  - f. Is ancillary SES equipment located inside a building or screened from view? .....yes no n/a  
Explain (use attached sheet.)
  - g. Roof-mount: does the vertical distance from the highest point of any panel or module (at maximum design tilt) to the roof directly below exceed one foot for roof pitches greater than 3:12, or two feet for roof pitches less than 3:12? .....yes no n/a
  - h. Roof-mount: does any portion of the SES (at maximum design tilt) exceed 25 feet as measured on a vertical axis from the highest point of the system to the lower of either (1) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the

Existing Grade or (2) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the Finished Grade? .....yes no n/a

- i. Enter the total pre-existing capacity in kW \_\_\_\_\_, the proposed capacity in kW \_\_\_\_\_, and the resulting total proposed capacity in kW \_\_\_\_\_.  
(Total cannot exceed 25 kilowatts per legally platted lot.)
- j. Enter the total pre-existing square footage of solar panels \_\_\_\_\_, the proposed square footage of solar panels \_\_\_\_\_, and the resulting total proposed square footage of solar panels \_\_\_\_\_. (Total cannot exceed 1500 square feet per legally platted lot.)
- k. Is this a battery support installation? .....yes no
- l. Is this a grid tie/net meter system? .....yes no
- m. If you are replacing previously installed panels or modules or associated equipment that may present a hazard on your own or neighboring property, describe your plan for safe and legal removal (use attached sheet.)

## **Approval**

- The Grand County Building Permit Application form must be signed by the Designated Castle Valley Land Use Authority and by the Grand County Building Department to be a complete and valid permit.
- Castle Valley zoning approval of a Solar Energy System Permit Application will be revoked and become invalid if, within six months of receiving Town approval, the applicant has not received a completed Solar Photovoltaic (PV) System Permit from the Grand County Building Department with all fees paid. If the Town's approval is revoked on this basis, the fee paid to the Town will not be refunded. If the applicant wishes to start the application process again, new forms must be filed and a new fee must be paid.
- The applicant may extend the Town's approval for an additional six months with no additional fee as long as: no changes have been made to the applicant's proposed Solar Energy System; no changes have occurred in the Town's Land Use Regulations since the applicant's original approval by the Town that would affect the application; the request is made in writing before the expiration date of the permit; and the Town's approval has not been revoked. If any of the above has occurred, the applicant must begin anew the application process with the Town.
- If the County revokes a completed Solar Photovoltaic (PV) System Permit Application for any reason, the Town's approval is also revoked. If the applicant wishes to revive such an application, the applicant must begin anew the application process with the Town. In such an instance, the original fee will not be refunded.
- Solar Energy System Permits will not be approved that are not in compliance with Castle Valley Land Use Regulations and other applicable laws.
- Solar Energy System Permits issued on the basis of false or misleading information are void.
- Construction begun without an approved Solar Energy System Permit may be subject to delays, fines and/or increased fees.
- Substantive changes in plans (i.e. layout, use, structural) after a Solar Energy System Permit is issued require NEW approval by the Castle Valley Designated Land Use Authority and the Grand County Building Department.

The undersigned acknowledge and agree to comply with all requirements as stated on this application, and attest that the provided information is accurate and complete, to the best of their knowledge. Permits issued on the basis of false or misleading information are void.

Applicant signature \_\_\_\_\_ date \_\_\_\_\_  
(if different from property owner/s)

Property Owner 1 signature \_\_\_\_\_ date \_\_\_\_\_

Property Owner 2 signature \_\_\_\_\_ date \_\_\_\_\_

Ordinance 85-3 Ch. 9.1.C: No license, building permit, or other Land Use Application Permit shall be issued by any official, employee, or agent vested with the duty and authority to issue licenses or permits which would not be in conformance with the provisions of Town Land Use Regulations in effect at the time of application. It shall be a violation of this land use ordinance for any official, employee, or agent to issue any permit or license in violation of Town Land Use Regulations. Any license or permit not in compliance with Town Land Use Regulations or issued on the basis of false or misleading information shall be void.

#### **4.14 SOLAR ENERGY SYSTEMS**

The purposes of this section is to allow and encourage solar energy systems in conjunction with residential and agricultural uses on a lot, to promote reduced dependence on nonrenewable energy sources, and to design solar energy systems in a manner that minimizes visual impacts on adjacent properties and that are not detrimental to public health, safety, and welfare.

##### **4.14.1 General Design Standards**

1. All solar energy systems shall comply with setback requirements in section 5.2 of this ordinance.
2. To the maximum extent feasible, ancillary solar equipment shall be located inside a building or screened from public view. Solar energy system appurtenances shall be screened without compromising the effectiveness of the solar collectors to the extent reasonably feasible.
3. The applicant shall demonstrate that the height, location, setback or base elevation of a solar energy system minimizes potential glare and visual impacts of the system on adjacent properties without compromising the effectiveness of the solar collectors to the extent reasonably feasible.
4. Any solar energy system that has been determined to be unsafe by the Grand County Building Inspector, shall be subject to Section 115 (Unsafe Structures and Equipment) of the International Building Code, which may require the panels or modules and associated equipment to be removed, or the unsafe condition otherwise mitigated if it is determined to be unsafe. If it is determined by the Grand County Building Inspector that the unsafe condition of the panels or modules and/or associated equipment cannot be mitigated, then they shall be promptly removed from the property to a place of safe and legal disposal, after which the site and/or building, as applicable, must be returned to its preexisting condition.
5. All building-mounted or roof-mounted solar energy system permits (routine and nonroutine) shall only be approved for systems that will be mounted on an existing building or in conjunction with an approved building permit for the building on which the system will be mounted.
6. For routine ground-mounted or pole-mounted solar energy system permits, the vertical distance between the highest point of any panel or module (at its maximum design tilt) to finished grade or slab on grade directly below, shall not exceed twelve (12) feet.
7. For routine and nonroutine building-mounted or roof-mounted solar energy system permits, the vertical distance between the highest point of any panel or module (at its maximum design tilt) to the roof directly below, shall not exceed one (1) foot, unless roof pitch is 3:12 or less, in such case up to two (2) feet is permitted. No portion of a solar energy system shall project above the maximum allowed building height of 25 feet as measured on a vertical axis from the highest point of the system to the lower of either 1) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the Existing Grade or 2) the lowest point where the vertical face (or a vertical line extending directly below the vertical face) around the perimeter of the building intersects the Finished Grade.
8. Applicants must submit approval of an interconnection agreement from the local electric utility company in order to gain Town approval on systems that will be interconnected to the Town's electrical infrastructure

9. The total combined kilowatts for all routine permitted solar energy systems shall not exceed 10 kilowatts per legally platted lot.
10. Storage facilities that require a building permit to store battery backup and ancillary equipment for a solar energy system (routine and nonroutine), must receive a building permit for the building in which said equipment will be stored before final approval of the solar energy system is granted.

#### **4.14.2 Nonroutine Solar Energy System Permits**

Applicants may apply for approval of a solar energy system that exceeds the maximum allowed height and kilowatts in section 4.15.1 through a nonroutine solar energy system permit application. The Land Use Authority shall ask applicants to demonstrate that a system taller than twelve (12) feet in height is needed in order to prevent compromising the effectiveness or safety of the solar collectors. Applicants must also demonstrate that a system larger than 10 kilowatts is needed by listing intended uses of the electricity generated from the proposed system. The Planning and Land Use Commission shall act as the Land Use Authority for such applications and shall require a design review of nonroutine solar energy systems in order to minimize visual impacts on adjacent properties and ensure public health, safety and welfare.

1. In reviewing an application, the Land Use Authority shall identify the potential negative effects of the proposed system such as, but not limited to, potential glare and visual impacts on adjacent properties, and may require additional screening, placement and design layout without compromising the effectiveness of the solar collectors to the extent reasonably feasible.
2. The Land Use Authority may require an engineering assessment from the local electric utility company or a Town approved expert to assess the proposed system and its compatibility with the Town's existing electrical infrastructure to ensure public health, safety and welfare. Based on this assessment, additional requirements may be imposed, and Town approval may be contingent upon the Applicant being responsible for the cost to upgrade the Town's electrical infrastructure to ensure that it will not compromise the safety, reliability and operability of the Town's utility infrastructure or place other residents' electrical equipment at risk.
3. The total combined kilowatts for all permitted solar energy systems shall not exceed 25 kilowatts per legally platted lot.
4. For nonroutine ground-mounted or pole-mounted solar energy system permits, the vertical distance between the highest points of any panel or module (at its maximum design tilt) to finished grade or slab on grade directly below, shall not exceed nineteen (19) feet.
5. The total combined square footage of all ground-mounted or pole-mounted photovoltaic panels or modules shall not exceed 1500 square feet per legally platted lot.

Town Land Use Regulations and its impact on the zone in which the land use will be located.

**1.2 Electrical and Solar Energy System Permits.** Electrical Permits are necessary only when no other construction work is being done. Otherwise, they are included as part of a building or remodel permit and not independent of it. Solar Energy System Permit Applications must always be submitted independent of construction work being done.

Unless determined inapplicable by the Designated Land Use Authority, the signed documents and information listed below are required in order to attain Town Approval for an Electrical Permit Application or a Solar Energy System Permit Application. Required submission documents and information may be determined inapplicable by the Designated Land Use Authority or the Building Permit Agent only if deemed unnecessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

- a. A completed Castle Valley Electrical Permit Application or Solar Energy System Permit Application along with submission of all information specified in the Application. If electricity (including solar electricity) is being installed or upgraded to supply an existing building for the first time, a statement of change of use may be required if deemed applicable by the Designated Land Use Authority.
- b. Electrical system Applicants must submit 3 complete copies of the Electrical Plan as submitted to the Grand County Building Department.
- c. Solar Energy System Applicants must submit approval of an interconnection agreement from the local electric utility company to the Town in order to gain Town approval on systems connected to the grid.
- d. Solar Energy System Applicants must submit 3 complete copies of the Grand County Residential Solar Photovoltaic (PV) System Plan Review as submitted to Grand County Building Department with the attachments as listed on the Town's Solar Energy System Permit Application.
- e. (Where applicable) A Grade Review to determine Existing Grade prior to any earth-moving signed by the Building Permit Agent or other designated official.
- f. (Where applicable) a Land Disturbance Review performed by the Roads Manager or other designated official.
- g. Any additional information and signed documents deemed necessary in order to properly evaluate and ensure a Land Use Application's compliance with Town Land Use Regulations and its impact on the zone in which the land use will be located.

Copies of these forms and agreements as they exist at the time of this Ordinance are attached to this Ordinance for information purposes.