

MINUTES
REGULAR MEETING
OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY
THURSDAY, OCTOBER 9, 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 (PM) Present at anchor site: Janie Tuft and Co-chair Dorje Honer (arrived 6:44 PM)

PLUC Members Present on Zoom: Co-chair Ryan Anderson and Marie Hawkins

PLUC Members Absent: Jeff Whitney

Present at anchor site: Building Permit Agent (BPA) Colleen Thompson, Egmont Honer, Mike Carlyle, John Stafsholt, Peggy and Norm Llewellyn (arrived 6:36 PM)

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 6:33 P.M. Roth called roll.

1. Adoption of Agenda

Tuft moved to adopt the Agenda. Hawkins seconded the Motion. Tuft, Hawkins, and Anderson approved the Motion. Honer was not present for the vote. The Motion passed unanimously.

2. Open Public Comment – None

3. Approval of Minutes: September 4, 2025, Regular Meeting

Tuft moved to approve the Minutes as amended. Hawkins seconded the Motion. Tuft, Hawkins, and Anderson approved the Motion. Honer abstained. The Motion passed with three in favor and one abstention.

4. Reports:

Correspondence: Roth read into the record the following letter:

October 6, 2025

Hi Colleen, Jocelyn, and Jazmine,

I am following up on previous complaints in the past regarding the same construction project across from our house. The property has been under construction for over 3 years now as crews have slowly built the TWO structures, working nearly EVERY DAY (7 days/week). This has become very disruptive, and our other neighbors feel the same way. Today we had a skid steer being unloaded at the end of our driveway at 7 AM with back up beeper. Shortly followed by a cement truck. That's the 4th 7 AM cement truck in less than a week. A second one today just pulled up as I write this. I understand that construction takes machines and noise (I've been a construction worker in the past), but there has been zero consideration for the surrounding neighbors by construction crews this entire time. When we approached the project foreman about it, he was very defiant and mostly uncooperative, despite our polite approach.

I realize that this project is coming to a close (hopefully!), and that it may be too late to change anything here. That said, my hope is that my observations here can help fuel some change in the timing, noise, dust, and duration restrictions for other upcoming building projects in the valley. Please know that I have the

utmost respect for you all and the job you have to do. I am a public servant too, it isn't easy! I just want to help save my neighbors and our peaceful valley from the same inconsiderate disruption that we have endured for years now. Thanks in advance for anything you can do to help. We would be happy to talk to you on the phone if you'd like further info from us.

Best regards,

Nate

PLUC Members discussed the implications of the comments for the PLUC. It was noted that the Mayor, Town Clerk, and Building Permit Agent received copies of the letter. Thompson will suggest that he send the letter to the next Town Council Meeting. The PLUC will wait for direction from the Town Council. Anderson thanked Nate for his comments.

Roth interjected that co-chair Honer had arrived at the anchor site. Anderson stated that he is participating in the Meeting by phone and has no visual capability. He requested that Honer take over conduction of the meeting. Honer assumed control of the Meeting at 6:46 PM.

Building Permit Agent Report – Thompson reported that the following permits were approved during September: a Certificate of Occupancy (CO) for a residence on Lot 46 and another CO for a garage on Lot 141; an electrical permit for a solar carport on Lot 260. Permits in progress include two roof top solar permits for Lots 164 and 27. A Certificate of Land Use Compliance is also in the works for a cow shade roof attached to a barn on Buchanan.

Procedural Matters – Roth handed out booklets from Rural Utah: A Journal of Land Use and City Planning. Resident Cory Shurtleff (Moab City Planner) provided them for PLUC Members.

NEW BUSINESS – None

UNFINISHED BUSINESS

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

Roth reported that 188 surveys have been returned. The results are now being entered onto a spreadsheet prepared by Colleen Thompson. Volunteers Bill Rau, Susan Roche, Colleen Thompson, and Faylene Roth have been entering data. Bob O'Brien will complete the statistical analysis. PLUC Members hope to complete data entry in the next few weeks and provide the data to O'Brien. They hope to have the results ready for the December 2025 PLUC Meeting. Anderson thanked Thompson for creating the spreadsheet.

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): Left tabled.

Tuft moved to untable Item 7. Anderson seconded the Motion. Tuft, Hawkins, Anderson, and Honer approved the Motion. The Motion passed anonymously.

Thompson presented an update the Nonroutine Solar Energy System (SES) Permit Application. Tuft approved the form as revised. Hawkins seconded the Motion. Tuft, Hawkins, Anderson, and Honer approved the Motion. The Motion passed anonymously.

- **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 (added 5.8.25)**
- **Temporary Dwelling Permit Renewal form (added 5.8.25)**
- Fulfillment of Decommission Contracts (approved 4.3.25)
- Three Acknowledgments – Geologic Hazard, Short Term Rentals, One Dwelling Per Lot (approved 5.8.25)

Tuft moved to retable Item 6. Anderson seconded the Motion. Tuft, Hawkins, Anderson, and Honer approved the Motion. The Motion passed anonymously.

CLOSED MEETING - None

ADJOURNMENT

Tuft moved to adjourn.

Honer adjourned the Meeting at 7:06 P.M.

APPROVED:

ATTESTED:

Ryan Anderson Co-Chair
Dorje Hone, Co-Chair

Date

Faylene Roth, PLUC Clerk

Date