

FINAL MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY
THURSDAY, MARCH 5, 2026, 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: Dorje Honer, Janie Tuft, Jeff Whitney

PLUC Members Present on Zoom: Ryan Anderson, Marie Hawkins

PLUC Members Absent: None

Present at anchor site: Colleen Thompson (BPA), Mayor Jazmine Duncan, Egmont Honer, Mike Carlyle, Norm and Peggy Llewellyn,

Present on Zoom:

Town Clerk at anchor site: Jocelyn Buck

PLUC Clerk on Zoom: Faylene Roth

CALL TO ORDER & ROLL CALL

Honer called to order the Regular Meeting of the Planning and Land Use Commission (PLUC) of the Town of Castle Valley (CV) at 6:30 P.M. Buck called roll.

1. Adoption of Agenda

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

2. Open Public Comment – None.

3. Approval of Minutes

February 5, 2026, Regular Meeting

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

Correspondence – None.

Building Permit Agent – Thompson

Thompson reported that two easement encroachments were approved in February. One at Lot 401 for driveway work and another for a trench across the road for electrical service on Lot 251. Permits in progress included a demolition permit for a 1970s house on Lot 33, a Land Use Review on Lot 401 for a driveway and parking area, an electrical installation permit on Lot 251 which had been approved by the time of this Meeting. Thompson also reported that she is pursuing a violation on Lot 216 for installation of a mini-split without a permit. She noted that the Grand County Building Department had initiated the violation.

Water Advisory Committee (WAC) – Ryan Anderson

Anderson said that he would send a report in writing to PLUC Members. Buck noted that WAC Minutes are available on the Town website.

Procedural Matters – None.

NEW BUSINESS

5. Discussion and possible action regarding the 2026 General Plan.

PLUC Members reviewed changes made to the draft General Plan since the last Meeting and made suggestions for modifications. Roth reported that a review of Section 5 on water was received from the WAC and incorporated into the current draft. She will update the draft as directed for the next PLUC Meeting. She said that she was waiting for a review of Section 6: Fire Protection and Emergency Preparedness by the Fire District Board at its March 12, 2026, Meeting. PLUC Members agreed to include Anderson's document summarizing Section H: Let Your Voice Be Heard as an addendum to the General Plan. He and Thompson will incorporate information from

the summary into the text of the General Plan.

Whitney moved to table Item 5. Tuft seconded the Motion. Whitney, Hawkins, Honer, Tuft, and Anderson approved the Motion. The Motion passed unanimously.

UNFINISHED BUSINESS

6. Discussion and Possible Action re: regarding creation of Wildland Urban Interface (WUI)

Whitney moved to untable Item 6. Tuft seconded the Motion. Whitney, Hawkins, Honer, Tuft, and Anderson approved the Motion. The Motion passed unanimously.

Whitney read the Motion he made at the February 5, 2026, Meeting and added that he wanted to add the greenbelt lots to the Motion. PLUC Members agreed.

Whitney moved that all properties within the Town Boundary that are not within the Castle Valley River Ranchos platted lots with the exception of Lots 368-372 will be designated a Wildland Urban Interface zone. Tuft seconded the Motion. Hawkins, Honer, Tuft, Whitney, and Anderson approved the Motion. The Motion passed unanimously.

7. Draft Amendments ton 2019 General Plan

Tuft moved to remove Item 7 from the Agenda. Whitney seconded the Motion. Hawkins, Honer, Tuft, Whitney, 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): Left 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 (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

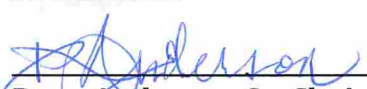
Item 7 was left tabled and there was no discussion, but Thompson reported that she will be updating all forms with the Town's privacy policy to comply with a State-mandated requirement.

CLOSED MEETING - None

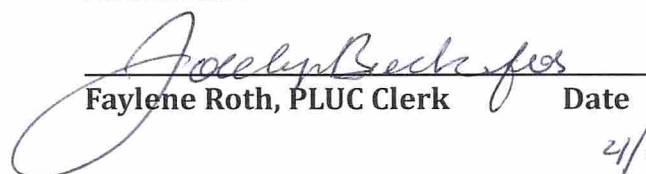
ADJOURNMENT

Honer declared the Meeting adjourned at 8:06 P.M.

APPROVED:


 Ryan Anderson Co-Chair Date 04/06/26
 Dorje Honer, Co-Chair

ATTESTED:


 Faylene Roth, PLUC Clerk Date 4/6/26