

MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY
THURSDAY, JUNE 4, 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: Ryan Anderson, Dorje Honer, Janie Tuft, Jeff Whitney
Present at anchor site: Colleen Thompson, Mayor Jazmine Duncan, Rebecca Martin, Nathan Whitney
Present on Zoom: Marie Hawkins, Faylene Roth, Egmont Honer
PLUC Clerk at anchor site: Debbie Testa

CALL TO ORDER & ROLL CALL FOR THE PUBLIC HEARING – GENERAL PLAN UPDATES

Anderson called the Public Hearing to order regarding proposed updates to the General Plan at 6:32 P.M. Testa called roll.

1. Open Public Comment

Mayor Duncan commented on adding the completion of the Castle Valley Creek culvert replacement project to the general plan.

Honer moved to adjourn the Public Hearing regarding proposed updates to the General Plan. Whitney seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously. Public Hearing Adjourned at 6:34 PM

CALL TO ORDER & ROLL CALL FOR THE PUBLIC HEARING – ORDINANCE 95-6 AMENDMENTS

Anderson called the Public Hearing to order regarding proposed amendments to Ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit at 6:34 PM. Roll call stayed the same.

2. Open Public Comment

No comments were received.

Whitney moved to adjourn the Public Hearing regarding proposed amendments to Ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit. Honer seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously. Public Hearing Adjourned at 6:37 PM

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 (TCV) at 6:37 P.M. Roll call stayed the same.

1. Adoption of Agenda

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

2. Open Public Comment - None

3. Approval of Minutes: May 7, 2026, Regular Meeting

Tuft moved to approve the May 7, 2026 minutes. Honer seconded the Motion. Honer, Tuft, Whitney, and Anderson approved the Motion. Hawkins abstains. The Motion passed 4-1.

4. Reports

Correspondence: None

Building Permit Agent (BPA) Report – Thompson

Colleen Thompson reported on various building permits in progress, including certificates of occupancy and septic system work. The following permits were approved during the month of May 2026: A residence certificate of occupancy for lot #193, an LDA Permit(major) for a pond on lot #430. The following permits are in process at the end of May 2026: a building permit for an addition to a residence on lot #351, a septic and building permit for a residence and outbuildings for lot #386, a building permit for a carport on lot #074

Water Advisory Committee (WAC) – Anderson

Anderson handed out summaries of the last WAC meeting on May 11, 2026. He said the Committee will meet again on Monday, June 8, 2026. WAC Minutes are available on the Town of Castle Valley website.

Procedural Matters: None

NEW BUSINESS

5. Discussion and possible action regarding proposed updates to the General Plan

The commission then discussed final updates to the general plan, including adding information on the completion of the Castle Creek culvert replacement project to the accomplishments section; removing the first bullet under goals on page 13; and replacing “Design Craft” with the word “Create” in the second bullet regarding building requirements. A comment was also received regarding the appendix maps not being included in the draft general plan, and it was noted that the appendices and maps will be included in the final version.

Honer moved to add language stating we completed the culvert replacement project and to send the updated General Plan to the Town Council. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved to replace the words Design Craft with Create and remove the first bullet point from goals on page 13 of the General Plan. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved that we send the General Plan to the Town Council with the addition of the amended changes just made. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

6. Discussion and possible action regarding proposed amendments to Ordinances 95-6 Section 1.3 Land Disturbance Activity, Review and Permit

The commission and Colleen Thompson/BPA discussed amendments to Ordinance 95-6, Section 1.3, regarding land disturbance activity, which includes a preliminary questionnaire to determine the level of oversight required and one or more follow-up inspections to ensure satisfactory progress and/or completion.

Honer moved to approve amendments as presented to ordinance 95-6 Section 1.3 Land Disturbance Activity, Review and Permit. Tuft seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

7. #157 Johnston/Martin Nonroutine Solar application

Whitney raised questions about the inverter, switch and battery specifications.

Whitney moved to approve the Johnston/Martin Nonroutine Solar Application. Honer seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

UNFINISHED BUSINESS.

8. 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 95-6 (tabled):

Honer moved to untangle item #8, 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 95-6. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

The discussion focused on updates to the Land Disturbance Permit Application Major Form B to align with the LDA updates to Ordinance 95-6. Thompson noted the proposed changes improve procedural tracking of follow-up inspections.

Honer moved to approve the two forms pending council approval of changes to language in section 1.3 of 95-6. Whitney seconded the motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

Honer moved to retable item #8. Whitney seconded the Motion. Honer, Whitney, Tuft, Hawkins and Anderson approved the Motion. The Motion passed unanimously.

- 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)
- Routine Solar Energy System (SES) Permit Application (approved 8.1.24)
- Land Disturbance Activity Review (approved 6.6.24)
- **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)
- **Land Disturbance Activity Preliminary Questionnaire (added 5.7.26)**

CLOSED MEETING - If Needed

ADJOURNMENT

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

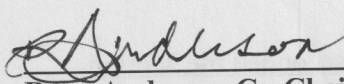
Anderson declared the Meeting adjourned at 7:03 P.M.

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

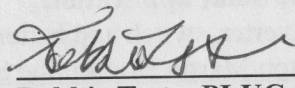
Government Type: select "Cities", Entity: select "Castle Valley", Body: select "Town of Castle Valley", select this meeting and click on Meeting Packet to download,

APPROVED:

ATTESTED:

 07/02/2026
Ryan Anderson Co-Chair
Dorje Honer, Co-Chair

Date

 7/2/26
Debbie Testa, PLUC Clerk

Date