

AGENDA
PUBLIC HEARING & REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY

THURSDAY, August 6, 2026 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 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=Q05sYm5qQ0lpNIY5TVp2bTU5VnZjQT09>

CALL TO ORDER PUBLIC HEARING – regarding proposed amendments to Ordinances 85-3 Section 4.2 D Permitted Uses for Rar-1 Zone

1. Roll Call
2. Open Public Comment
3. Adjournment

CALL TO ORDER & ROLL CALL

1. Adoption of Agenda
2. Open Public Comment
3. Approval of Minutes: July 2, 2026, Regular Meeting
4. Reports - Correspondence: TBA
 - Building Permit Agent (BPA) Report - Thompson
 - Water Advisory Committee (WAC) - Anderson
 - Procedural Matters: TBA

NEW BUSINESS

5. Discussion and possible action regarding having the town council interview and approve PLUC candidates
6. Discussion and possible action regarding proposed amendments to Ordinances 85-3 Section 4.2 D Permitted Uses for Rar-1 Zone Regarding Farm Stands

UNFINISHED BUSINESS.

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 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)
- Certificate of Land Use Compliance (CLUC) (needs slight revision)
- Certificate of Occupancy Review form (added 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,

CHAPTER 4 PERMITTED AND CONDITIONAL USES

4.1 USES PROHIBITED IN ZONES UNLESS EXPRESSLY PERMITTED:

Uses of land which are not expressly designated as permitted or conditionally or otherwise permitted within the zones are hereby declared to be expressly prohibited.

4.2 PERMITTED USES FOR RAR-1 ZONE

- A. Agriculture, the work of producing crops and the raising, care, and keeping of no more than one and one-half (1.5) animal units of livestock per acre on each legally platted lot as determined from section 4.9 of this land use ordinance. One acre of land on each legally platted lot shall be deemed as a residential housing acre and shall be excluded from the total acreage available for animal unit calculations. Also, no more than 8 large sized animals, or 30 medium sized animals, or 100 small sized animals shall be allowed on each legally platted lot as determined from the chart in section 4.9.
- B. The keeping of no more than thirty (30) beehives on each legally platted Town lot.
- C. One Single-family Dwelling and one Internal Accessory Dwelling Unit per legally platted lot, and buildings or structures accessory thereto.
- D. ~~One stand for the display and sale of agricultural and livestock products raised on the premises.~~
One stand for the display and sale of agricultural and livestock products raised in the Town of Castle Valley.
- E. The keeping of operable farm machinery, farm products and agricultural storage shed(s) for use on the premises.
- F. Feed storage buildings for the storage of farm products.
- G. Barns, corrals, pens, coops, and sheds for the keeping of livestock provided that such structures are located at least 70 feet from property lines between contiguous lots and at least 100 feet from any existing Dwelling on a neighboring lot or parcel, and 20 feet from any open waterway that drains into a natural stream or into a drainage way that drains into a natural stream.
- H. Fences that conform to Ordinance 2003-3,
- I. Signs limited to one nonlighted sign not larger in area than eight (8) square feet and no higher than 6 feet from the natural grade immediately below the sign.
- J. One Temporary Dwelling per legally platted lot, as provided for in this Land Use Ordinance.
- K. One Temporary Accessory Dwelling for Medical Purposes per legally platted lot, as provided for in this Land Use Ordinance.
- L. Above ground water tanks that are no more than twelve (12) feet in height when measured from the top of the tank to natural grade and have a flat, non-reflective finish that is similar in color to the surrounding soil and vegetation.
- M. Solar energy systems for residential or agricultural uses.

DRAFT MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY
THURSDAY, JULY 2, 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, Matt Gross

Present at anchor site: Collen Thompson, Mayor Jazmine Duncan, Egmont Honer, Faylene Roth, Jocelyn Buck

Present on Zoom: None

PLUC Clerk at anchor site: Debbie Testa

CALL TO ORDER & ROLL CALL

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

1. Adoption of Agenda

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

2. Swearing in of two open positions to the Planning and Land Use Commission – Buck

Matt Gross introduced himself and was sworn in by Buck as a new PLUC member, filling Hawkins' open position. Whitney was absent; however, he will continue in his commission position for another term. Buck said she would contact Whitney to coordinate a time for his swearing-in. Anderson recognized and thanked Hawkins for her years of service to the PLUC.

3. Open Public Comment – None

4. Approval of Minutes: June 4, 2026, Regular Meeting

Tuft moved to approve the June 4, 2026 minutes. Honer seconded the Motion. Honer, Tuft, Gross, and Anderson approved the Motion. The Motion passed unanimously.

5. Reports

Correspondence - None

Building Permit Agent (BPA) Report – Thompson

Thompson reported the following permits were approved during the month of June 2026: a building permit for a carport on lot #74, a building permit for a residence addition on lot #351, a certificate of land use compliance (CLUC) for an accessory building on lot #161, a certificate of occupancy for a studio addition on lot #151, an electric permit for a shed on lot #302. The following permits are in process at the end of June 2026: a building permit for a residence and outbuilding on lot #386, a septic permit for lot #386, an NR solar permit on lot #157, a previously reported barn remodel on lot #137 has been abandoned, and the barn is being sold.

Water Advisory Committee (WAC) – Anderson

Anderson reported that the WAC meeting was canceled, so no report is available.

Procedural Matters

Anderson discussed Ordinance #2006-3, Section 2, which allows for 2 alternate members on the PLUC. He proposed that the PLUC consider implementing a designated alternate system for the PLUC when regular members are unavailable and to help maintain institutional knowledge when they cannot attend meetings. Marie Hawkins was suggested as a potential PLUC alternate, though someone new to the PLUC could also serve. The group discussed the need to develop a job description for alternate members and agreed that the appointment process should involve the entire council rather than having one person, the mayor, conduct interviews when appointing regular or alternate PLUC members. Alternate members would be advertised similarly to regular PLUC member open positions.

NEW BUSINESS

6. Discussion on a proposed farm stand on lot #161 and if it requires a Conditional Use Permit and, if so, whether it should be routine or non-routine

The discussion focused on a farm stand on lot #161 and on clarifying whether a conditional use permit would be required for other local farmers to participate and whether that would be routine or non-routine. Thompson reviewed the ordinance requirements and noted potential conflicts between allowing other farmers to participate and the current restriction that products must be raised on the premises. The group debated whether a conditional use permit is necessary and discussed traffic impacts. Roth noted that while the current ordinance restrictions may be overly restrictive, any permit allowing others to participate would need to address potential favoritism concerns and ensure compliance with state agricultural licensing requirements. The commission determined that, while farm stands are generally permitted, the current ordinance language requiring products to be "raised on the premises" creates conflicts when other farmers participate in shared farm stands. The commission agreed to table the farm stand discussion and consider amending the ordinance to change "raised on the premises" to "raised in Castle Valley" to better support local farmers and agriculture and to enable collaboration among local farmers, which aligns with the recently updated General Plan. This change would require amending Ordinance 85-3, Section 4.2 D, permitted uses for the Rar-1 Zone, and adding a public hearing to the agenda for the August 6, 2026, meeting.

Honer moved to table the new business item #6. Tuft seconded the Motion. Honer, Tuft, Gross, and Anderson approved the Motion. The Motion passed unanimously.

UNFINISHED BUSINESS.

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

Thompson and Anderson suggested removing items from the agenda's list of forms that have been addressed and updating various forms to improve consistency and efficiency. The commission determined that administrative form redesigns would not require formal approval.

- 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 (approved 6.2.26)

CLOSED MEETING - None

ADJOURNMENT

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

Anderson declared the Meeting adjourned at 7:26 P.M.

APPROVED:

Ryan Anderson Co-Chair Date
Dorje Honer, Co-Chair

ATTESTED:

Debbie Testa, PLUC Clerk Date

BPA Report as of 8/3/2026

Building permits approved									
date	lot#	road	owner	type	purpose	description	height	sq ft <=19	sq ft >19
7/7/2026	238	Miller Lane East	Kincaid, Glen & Tana	Electrical	Solar	Battery for existing solar	8	40.5	0
7/24/2026	386	Homestead Road	Jones, Craig & Tracy	CLUC	Shed	Animal pens	7	194	0
Building permits in progress									
Start date	lot#	road	owner	type	purpose				
5/1/2026	386	Homestead	Craig Jones	BP	Res + outbldgs				
6/1/2026	157	Buchanan	Johnston/Martin	BP—solar	NR solar				
7/14/2026	137	Castle Valley Drive	Elliot & Ann Justin	BP	Studio-Bedroom				
TDP/CUP etc									
Start date	lot#	road	owner	type	purpose				
7/21/2026	230	Miller Lane East	Eula Gonzaaes	CUP—Home Occupation	soapworks, initially				