

**FINAL MINUTES
REGULAR MEETING
OF THE PLANNING AND LAND USE COMMISSION**

Date: Wednesday, June 3, 2020
Time: 6:30 PM
Place: Conference Call

Present: Ryan Anderson, Marie Hawkins, Bill Rau, Colleen Thompson
Absent: None
Others Present: Jack Campbell, Stephen Curtis, Jazmine Duncan
Clerk/Recorder: Susan Curtis

CALL TO ORDER REGULAR MEETING

Rau called the Public Hearing to Order at 6:30 P.M.

1. Open Public Comment – None.

2. Approval of Minutes.

Public Hearing and Regular Meeting of March 4, 2020

Thompson moved to approve the Minutes as presented. Anderson seconded the Motion. Anderson, Hawkins, Rau, and Thompson approved the Motion. The Motion passed unanimously.

3. Correspondence – None.

4. Town Council Meeting Report - Due to Covid-19 4 reports were delivered to PLUC on June 3, 2020

- **2/18/20 Grand County Council Special Meeting
Joint Meeting With Moab City And Town Of Castle Valley Councils.** Adopting proposed joint resolution between Grand County and Moab City in support of the State Legislature's ratification of the Equal Rights Amendment during the 2020 Legislative Session. Passed unanimously with County Council motion carries 6-0, Moab Council motion carries 4-0, and Town of Castle Valley motion carries 4-0.
- **4/15/2020 Town Council Meeting**
Executive Reports: BPA was asked about new construction on Miller. This is being done under a 2007 building permit before the Town put expirations or square footage caps into effect. There are some other rumored "pocket permits".
Administrative Matters & Procedures: regarding the Council's Top 5 Ordinance Priorities - project on hold due to potential reductions in revenues from the effects of COVID-19.
New Business: There was discussion about Congressional aid via the CARES Act (all cities in Utah, including SLC, are too small to qualify but ULCT is pursuing a change). There was discussion about whether or not to hire a PLUC clerk; the Council decided to go ahead and advertise the position.
- **4/23/20 Special Town Council Meeting**
Recommendation and Approval to hire Susan Curtis for the position of Planning and Land Use Commission Clerk.
- **5/20/2020 Town Council Meeting**
Administrative Matters & Procedures: Lee Stoddard has resigned from the PLUC to pursue other activities. Jocelyn reports we have one good applicant for the vacancy, so far.
New Business:
Council passed Resolution 2020-3 Delegating Authority In The Absence Or Vacancy of the Mayor. Budget discussions for FY 2020 & FY 2021. No doubt the budget will undergo amendments in the next fiscal year depending on effects of COVID-19. Pamela Gibson was nominated to fill a vacancy on the Roads Committee, and was appointed.
- **PLUC Discussion on Town Council Reports:** Anderson asked how to find out about older permits that are still active? Thomson responded it would require manually looking through files

and added the county archive process does result in deletion of some older documents.

5. Building Permit Agent Report

- **Permit Activity:**

March

3/16	#042 Honeyman/Schroeder	electric permit
3/16	#042 Honeyman/Schroeder	septic permit
3/16	#298 Bonny/All Smiles	TDP renewal (late)

April

4/7/20	#046 Hutchinson	electrical service installation
4/7/20	#042 Honeyman	residence building permit
4/18/20	#322 Shotwell	CO for garage

May

5/15	#046 Kline*/Patrick/Stace	septic permit
5/30	#042 Sherwood/Cathy/P	building permit

*Kline is no longer owner. Corey Shurtleff became owner last year, then in fall of 2019 was sold to Neil Hutchinson; Grand County database not updated yet.

- **Updates on Recent Applications - None.**

6. Procedural Matters

- **Discuss items to address in coming months regarding amendments to existing ordinances based on survey input, PLUC and TC input and other criteria.**

Items Presented: Thompson provided a table of ordinances with difficulty rating on each ordinance. Anderson read his email input on ordinances he recommended for review.

Discussion:

Livestock Limits: Hawkins started discussion stating revised language level of effort is difficult and should not wait for budget to start working on revised language. Rau and Thompson agreed and Thompson suggested a small committee of 2 PLUC and 1 public person come up with revised animal numbers and present at July PLUC meeting as a discussion starter. Hawkins, Thompson, and Campbell will serve on the committee with Thompson as lead.

Aging in Place: Rau reported a group had already been working on aging in place and perhaps could expand the group; recommended local group do informal work outside PLUC until more substantial plans and/or would impact ordinances.

Dark Sky: Rau commented Town Council was reviewing and not sure of current status of review

Fencing Ordinance: Rau commented should begin work on revised wording for July PLUC meeting and volunteered to work on revised language to eliminate references to commercial agriculture, and related references in 85-3.

Rentals: Rau, Anderson, Thompson, Duncan, and Hawkins group discussion on current activity seen and effect of COVID-19. Duncan commented no complaints have been coming in and not much in violations seen by residents at this time. Anderson suggested to raise minimum rental period to 3 months; Duncan commented survey showed most ok with 25 days and offenders would continue even if raised to 3 months. Anderson suggested developing another way to handle violations rather than having mayor responsible for all follow-up

Conditional Use Permits (CUPs): Rau commented ordinance is complicated and to change ordinance would require legal review, state assistance might be available, perhaps need to tighten ordinance or get rid of it. Thompson commented that a lot of paperwork is required by applicants, recommendations at land use conference last year indicated if standards were added to ordinance, might not need as many CUPs. Discussion continued on home-based businesses and impact on infrastructure and traffic. Rau commented there was enough interest to start work on revised language. Group will share ideas via email and discuss again at July meeting.

Shipping Containers: Thompson recently had questions from public on shipping containers, and will ask County if they could be considered a portable shed, which are covered in County

language. County has separate process for containers converted to dwelling. Thompson will work on revised wording for ordinance.

Summary/Action Items for July PLUC Meeting:

1. Thompson/Team - Livestock Limits: small committee of 2 PLUC and 1 public person come up with revised wording. Hawkins, Thompson, and Campbell will serve on the committee with Thompson as lead.
 2. Rau - Fencing Ordinance: Rau volunteered to work on revised language.
 3. PLUC - Conditional Use Permits (CUPs): PLUC will share ideas via email on revised ordinance wording.
 4. Thompson - Shipping Containers: Thompson will work on revised wording for ordinance.
- **Discuss participation in Utah Land Use Legislative Update Webinar on June 4**
Discussion: Rau, Thompson, Anderson plan to attend. Campbell asked if public could attend and Thompson offered to forward email with information for Campbell to try to attend.

NEW BUSINESS

7. Discussion and possible action re: Master Draft of the 2020 General Plan Update.

Rau requested approval for master draft with a few small edits, asked PLUC if any issues with current master draft, and none were presented. Anderson made motion to send to Town Council and Thompson seconded, all voted in favor and motion passed unanimously.

UNFINISHED BUSINESS – None.

CLOSED MEETING – None.

ADJOURNMENT

Thompson moved to adjourn the Meeting. Hawkins seconded the Motion. Anderson, Hawkins, Rau, and Thompson approved the Motion. The Motion passed unanimously.

Rau adjourned the Meeting at 7:29 P.M.

APPROVED:

Bill Rau

Bill Rau, Chairperson

2/1/2020

Date

ATTESTED:

Susan Curtis

Susan Curtis, PLUC Clerk

7-1-20

Date