



**DRAFT AGENDA
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY**

Date: Wednesday, December 7, 2022

Time: 6:30 PM

Place: CASTLE VALLEY COMMUNITY CENTER - 2 CASTLE VALLEY DRIVE

Electronic Meeting Due to COVID-19

Electronic Meeting Determination

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. § 54-2-207(4), Ryan Anderson, Chair of the Town of Castle Valley Planning and Land Use Commission, issues this Determination supporting the decision to convene an electronic meeting of the Planning and Land Use Commission via Zoom conference call without a physical anchor location. Due to the COVID-19 pandemic, Meetings at the anchor site may present substantial risk to public health and safety. Taking into consideration public health orders limiting in-person gatherings, the average "at risk" age of Town residents and the limited space in the Town building, the Planning and Land Use Commission will continue to hold meetings by electronic means. This determination expires 30 days after the day on which the Chairman has made the determination. The public can join the Zoom conference call Meetings or submit comments through emails.

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 REGULAR MEETING

Determination and Roll Call

1. Adoption of Agenda
2. Open Public Comment
3. Approval of Minutes Regular Meeting 11.2.2021
4. Reports - Correspondence: TBA
 - Town Council Meeting(s) - Thompson
 - Building Permit Agent Report - Thompson
 - Procedural Matters: TBA

NEW BUSINESS

5. Approval of 2023 PLUC Meeting Dates
6. Discussion & Approval of Expiring Conditional Use Permits

UNFINISHED BUSINESS

7. NONE

CLOSED MEETING - If Needed

8. 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.

DRAFT MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION
TOWN OF CASTLE VALLEY

Date: Wednesday, November 2, 2022

Time: 6:30 PM

Place: Electronic Meeting Due to COVID-19

Electronic Meeting Determination

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. § 54-2-207(4), Ryan Anderson, Chairman of the Town of Castle Valley Planning and Land Use Commission issues this Determination supporting the decision to convene an electronic meeting of the Planning and Land Use Commission via Conference Call without a physical anchor location. Due to the COVID-19 pandemic Meetings at the anchor site may present substantial risk to public health and safety. Taking into consideration public health orders limiting in-person gatherings, the average "at risk" age of Town residents and the limited space in the Town building, the Planning and Land Use Commission will continue to hold meetings by electronic means. This determination expires 30 days after the day on which the Chairman has made the determination. The public can join the Conference Call Meetings or submit comments through emails.

Commission Members Present: Ryan Anderson, Colleen Thompson, Marie Hawkins
Clerk: Jessica Maw

CALL TO ORDER REGULAR MEETING -

Chairman Ryan Anderson called to order the Regular Meeting at 6:37 PM.

1. Adoption of Agenda:

Thompson moves to adopt agenda, Hawkins seconds. Motion passes unanimously

2. Open Public Comment: None

3. Approval of minutes – Fix date to 2022. Item 3 needs a numeral three. New business – second paragraph, last sentence “Julie asks Ryan to declare...” should be “would not accept financial remuneration.” Thompson moves to approve with corrections, Hawkins seconds for purposes of discussion but abstains. Motion passes unanimously.

4. Reports:

- Correspondence: None
- Town Council Meeting(s) – Given by Thompson. July, variance for lot 260.1 denied by variance officer. August, council accepted recommendation with conditions from PLUC for non-conforming CUP for movie filming on Homestead Lane. September, road committee was disbanded due to lack of interest. Burn window is open again, details on fire department website.
- Building Permit Agent Report - Given by Thompson.
- Procedural Matters: None

NEW BUSINESS

5. Discussion and Possible Action re: Future PLUC Business –
Ryan suggests there are some things PLUC could be talking about.

Marie has a wealth of background with the upcoming survey. Ryan would like to see if we can make a timeline, discuss how the process can go smoother to be less work spread out that can get done quicker. Also we should be thinking about any other business PLUC could be doing to improve life in the valley.

Colleen has started a list of things she comes across as BPA such as unclear language in the ordinance. Ordinance amendments can be expensive due to required public notices, so we could do them in clusters. Ryan states we could put them on the agenda to discuss, table the item, then once we have a number of them to adopt at once.

UNFINISHED BUSINESS

6. None

CLOSED MEETING – none

ADJOURNMENT - Hawkins moves to adjourn. Motion passes unanimously. Chair Ryan Anderson adjourns the Regular Meeting at 7:07 PM.

3. Executive Reports

Water Agent and Water Committee: There was discussion about the single bid on a monitoring well. John Groo wants to work with Jocelyn and bidder Danny Prickett to see if they can refine the design to reduce the cost, as a result of some research John did recently.

OB reports that Castle Creek is experiencing an increase in E. coli, indicating we might consider a reduction in recreation, such as swimming in Quaky Pond.

Fire District: Chief Ron Drake is getting mixed messages from state agencies regarding open burning procedures. Open burning may be OK till the end of November. He suggests for permits, trying the DAQ first.

5. Administrative Matters & Procedures

- County Floodplain Manager Bill Hulse contacted Road Supervisor Dorje and Mayor Jazmine regarding a resident inquiry into flood insurance. Currently the only flood insurance available to residents is very costly, and they do not have NFIP (National Flood Insurance Program) insurance available because Castle Valley isn't a participating community. He suggested that we look into participating because it is his understanding that recent changes to the program's mapping may make it easier for CV to participate. The Town Council would like the PLUC to research this and provide a recommendation whether or not we should participate. PLUC member Jeff Whitney previously served as the Floodplain Manager.
- SITLA Lease update: Bryan Torgerson of SITLA will come to the December Town Council meeting. We have no other news.
- Jocelyn is wading through the complicated learning process to see if a Community Development Block Grant could be used to improve the Upper 80 crossings.
- Jenny Haraden is retiring December 2 as the Castle Valley Librarian. The

county is advertising for a replacement.

NEW BUSINESS

6. Discussion and Possible Action re: County COVID level at Medium Town Building closing protocol.

There was discussion about whether to keep the same trigger points or revisit? Jazmine is inclined to let the staff decide. The new trigger for closure is High. One public comment pointed out that the hospital currently has masking as optional for non-symptomatic visitors.

7. Discussion and Possible Action re: Town Council Meeting Dates for 2023.

Council approved the meeting schedule for 2023. This will be available on the town website.

8. Discussion and Possible Action re: Request for proposal bids for the Vault Toilet.

There is one bid for \$25,000 which we have on hand. However, that doesn't cover everything—the total cost is \$5000 more. Town crew can do the excavation and related bits. Tory suggested accepting by the December deadline; the contractor can't start until 2024 anyway, so that gives us more time to pursue grants, while locking in the price. Half of the money is due on approval of the contract, and the balance on completion. Council approved.

10. Discussion and Possible Action re: Contributing to the Fire District Generator for the well on Lot 13.

This would be a propane generator for backup power, so the Fire Department would have access to water during power outages. There was discussion that it would behoove the town to contribute. Waiting for news on cost. There was discussion about the requirement for disconnecting from the grid when using backup power.

—submitted by Colleen Thompson

2023 Meeting Schedule - Town of Castle Valley

Due to COVID meetings will be held virtually on Zoom unless
otherwise posted on Agendas

Regular Town Council Meetings

Held at 6:30 P.M. on the 3rd Wednesday of each month.

January 18

February 15

March 15

April 19

May 17

June 21

July 19

August 16

September 20

October 18

November 15

December 20

Planning & Land Use Commission Meetings

Held at 6:30 P.M. on the 1st Wednesday of each month.

January 4

February 1

March 1

April 5

May 3

June 7

July 5

August 2

September 6

October 4

November 1

December 6

Town of Castle Valley Home/Premises & Nonpermanent CUP renewals for 2023 (as of 12/5/22)

						Renew	Biz lic	Haz list
	HPO CUPs							
43	Lazaris Lane West	Leta Vaughn	Home Occupation	Architectural desi/drafting & Handyman services	Red River Dwellings	√	√	√
53	Lazaris Lane East	Andrea Martin	Home Occupation	Landscaping, excavation, fire mitigation, etc.	Abajo Earthworks, LLC	√	√	√
54	Lazaris Lane East	Deb/George Holling	Home Occupation	Fudge production for wholesale & online sales	Farmhouse Fudge Inc.	√		
54	Lazaris Lane East	Deb/George Holling	Home Occupation	Computer Modeling	Electric Drivetrain Tec	√		
124	Pace Lane West	Colleen Smith	Premises Occupation	on-line vest sales	PatchVest.com	√	√	
153	Buchanan Lane East	Egmont Honer	Premises Occupation	Design/sales of electronic precision instruments	Metric Works LLC	√	√	
157	Buchanan Lane East	Jeff Johnston	Premises Occupation	Construction	JRJ Construction LLC	√	√	
161	Buchanan Lane West	Jazmine Duncan	Home Occupation	On-line sales	The Attic Shelves	√		
161	Buchanan Lane West	Jazmine Duncan	Home Occupation	Home office	Skate Moab LLC	√	√	
164	Buchanan Lane West	Mitch Stock	Home Occupation	Construction office	Round Mtn. Builders, LLC	√	√	√
219	Miller Lane West	Mitchell May	Premises Occupation	Office	Synergy	√		
280	Pope Lane East	Erik Secrist/Darin Menlove	Premises Occupation	Cheesemaking/ag wholesale	Castle Valley Creamery	√		
328	Castle Valley Drive	David Erley	Home Occupation	Consulting	Castle Rock Consulting	√	√	
373	Homestead Road	Randy Jorgen	Premises Occupation	Sculpture		√		
387	Castle Creek Lane	Jason/Ali Matz	Premises Occupation	Landscaping, construction, welding	Castle Rock Property Mgmt	√		√
387	Castle Creek Lane	Alison Fuller	Home Occupation	herbal products	Sister Root Medicinals	√		
391	Castle Creek Lane	Sam Welch	Premises Occupation	Gun engraving	Sam Welch Gun Engraving	√	√	√
411	Cliffview Drive	Kelly Michaud	Home Occupation	massage therapy	Shift Structural Integration	√		
413	Cliffview Drive	Michael Dunton	Premises Occupation	Sculpture workshop	Michael Ford Dunton Studio	√		√
418	Cliffview Drive	Paul Smyth	Premises Occupation	Psychotherapy	Paul A. Smyth, Ph.D.	√	√	
436	Rimrock Lane	Ken & Alice Drogin	Premises Occupation	Plant nursery & irrigation supplies	Canyon Nursery	√	√	√
	Biz License Only (no CUP)							
424	Amber Lane	Scott Osumi	Special contract	B&B	Castle Valley Inn	n/a	√	
	Nonpermanent CUPs							
54	Lazaris Lane	HF Holdings Inc.	Nonpermanent CUP	Exclusionary fence		√		
55	Lazaris Lane	HF Holdings Inc.	Nonpermanent CUP	Exclusionary fence		√		
328	Castle Valley Drive	David Erley	Nonpermanent CUP	Windmill	Pond aeration	√		
	Discontinued CUPs							
166	Buchanan Lane West	Steve Walker (renter)	Home Occupation	Entertainment & event consulting	Radio Contraband			
373	Homestead Road	Kaaron Jorgen	Home Occupation	Portraiture				
373	Homestead Road	Randy Jorgen	Home Occupation	Editor, writer				
400	Cliffview Drive	Dave Wagstaff	Premises Occupation	Construction	Dave Wagstaff Construction			

Highlighted entries scheduled for fire extinguisher inspection on 12/9/22

CV Home/Premises CUPs—Haz materials list for FD, as of 12/5/2022

Lot	Street	Name	Biz type	Biz name	Notes
43	Lazaris Lane West	Leta Vaughn	Architectural desi/drafting & Handyman services	Red River Dwellings	Small containers of paint thinner
53	Lazaris Lane East	Andrea Martin	Landscaping, excavation, fire mitigation, etc.	Abajo Earthworks, LLC	Max 10g diesel fuel 5g unleaded fuel
164	Buchanan Lane West	Mitch Stock	Construction office	Round Mtn. Builders, LLC	16g gas 50g roofing 40g paints 2g solvents 2g various oil 20g propane 20 tubes various glues 10g bleach 5g 30% vinegar 15g concrete sealer. All in separate shed or safely outside.
387	Castle Creek Lane	Jason/Ali Matz	Landscaping, construction, welding	Castle Rock Property Mgmt	Haz: "same as last year" Most recent available is 2017, attached
391	Castle Creek Lane	Sam Welch	Gun engraving	Sam Welch Gun Engraving	MEK 1 qt solvent acetone 1 qt solvent lacquer thinner 1 qt solvent
413	Cliffview Drive	Michael Dunton	Sculpture workshop	Michael Ford Dunton Studio	1 pt acetone 1 pt denatured alcohol occasional 1-3g gasoline
436	Rimrock Lane	Ken & Alice Drogin	Plant nursery & irrigation supplies	Canyon Nursery	8g gasoline 27g diesel

Castle Rock Property Management's Oil & fluid consumables and waste management practices.

Castle Rock Property Management does not do any regular services on any of our equipment on site. Regular oil changes and maintenance services are provided by Moab and Grand Junction professionals. Any waste that is created on site is stored in EPA approved containers and taken to Moab for recycling. All flammable and corrosive products are stored in steel boxes away from any open flame.

Consumables:

18 Gal. Gasoline
18 Gal. Diesel Fuel
2 G. Engine Oil
1 G. Anti-freeze
1 49.5 lb. Oxyacetylene tank
1 Size L Oxygen tank
2 40 Cubic ft. CO2 Tanks
5 G. Hydraulic Fluid
1 G. Bar Oil
Tube Grease
Personal household amounts of:
PVC glue & primer
Spray lubricants
Oils & stains
Paints & Coatings < 10 G.

Waste & Hazardous Material:

- Not stored in excess of 5 G.
- All oil destined for legitimate recycling & stored in EPA approved container and comply with the requirements of 40 CFR 264 and/or 265 [40 CFR 279.22 (A)]

Storage of Waste Materials:

- Kept properly stored and closed when not being added or removed
- Container kept in good working condition without leaks
- Properly labeled
- Stored in secondary containment system compliant with 40 CFR 264.175
- Secondary containment system has sufficient capacity and contains total volume of the primary storage container.