



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

Date: Wednesday, May 4, 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, 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.

**PLEASE NOTE, WE HAVE TRANSITIONED TO ZOOM
** 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 REGULAR MEETING

Determination and Roll Call

1. Adoption of Agenda
2. Open Public Comment
3. Approval of Minutes Regular Meeting 4.6.2021
4. Reports - Correspondence: TBA
 - Town Council Meeting(s) - Thompson
 - Building Permit Agent Report - Thompson
 - Permit Activity
 - Updates on Recent Applications
 - Procedural Matters:
 - TBA

NEW BUSINESS

5. None

UNFINISHED BUSINESS - None

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.



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

Date: Wednesday, April 6, 2022^{[L][SEP]}

Time: 6:30 PM^{[L][SEP]}

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, Julie Baird, Colleen Thompson, Marie Hawkins

Absent: Jeff Whitney

Others Present: Russ Cooper, George Holling, Norm & Peggy Llewellyn, Jasmine Duncan, Jocelyn Buck

Clerk: Jessica Maw

CALL TO ORDER REGULAR MEETING -

Chairman Ryan Anderson called to order the Regular Meeting at 6:31 PM.

1. Adoption of Agenda:

Thompson moves to adopt agenda. Baird seconds. Motion passes unanimously.

2. Open Public Comment: None

3. Approval of Minutes Regular Meeting 12.1.2021: Thompson indicates "role" should be "roll," first item under New Business should be #5 (missing number), and under agenda item 6, "Thompson motions to open discussion" should say "Thompson moves to open discussion." Baird moves to approve the minutes with the suggested edits, Thompson seconds. Motion passes unanimously.

4. Reports:

- Correspondence: None
- Town Council Meeting(s) - given by Thompson and included in meeting packet
- Building Permit Agent Report - given by Thompson and included in meeting packet
 - Updates on Recent Applications – given by Thompson and included in meeting packet
- Procedural Matters:
 - "Two Acknowledgements" updated to reflect changes to ordinance language after IADU language was added. PLUC reviews changes, but updates are handled administratively.

- PLUC meeting draft agenda and packets will be posted the Friday evening prior to the monthly meeting, so the deadline to get items in to the clerk will be the Friday prior to the PLUC meeting at 5:00, with the exception of BPA and Town Council meeting reports by Colleen. Final agenda will be posted by the deadline of Tuesday at 6:30 (24 hours before the PLUC meeting).

NEW BUSINESS

5. Discussion and Possible Action re: a Non-routine Building Permit Application for a Roofed Deck on Lot 54 - involves George Holling, who is present. Colleen reads the summary of the application (included in the meeting packet) into the record. Colleen explains there was an original application from 2008. Ordinarily this application would not be approved because it already exceeds the current 7,000 sq. ft. roofed cap. However, George has an unexpired 2008 zoning approval for a greenhouse up to 1800 sq. ft. George has offered to surrender that approval in exchange for 232 sq. ft. roofed deck.

George indicates if he leaves the deck with no roof, the deck is compliant. This request is only asking for a few sheets of metal roofing that would match what is currently on the front porch. Colleen says as BPA, the fact that it might match or not is irrelevant to our determination. We have a cap on roofed coverage square footage. The issue is whether to allow the exchange of the greenhouse square footage for the reduced square footage. Colleen states we do have on file an application that is signed by Bill and George, we only included an unsigned copy in the meeting packet. Ryan says Colleen has done extensive review into this matter.

Julie assumes that if we were to approve this, it would be contingent on a similarly signed agreement such as what's included in the packet. Colleen has proposed language for an agreement that could be used and would like Julie to review and weigh in. George would just like to be clear in the language that this doesn't affect the pending permit for the barn, which he does still intend to build. Colleen indicates this is the last project with pending permits, the barn has already been approved by the town. Julie reviews the language Colleen has drafted, and suggests using the language "Nothing in this agreement shall impact Grand County permit #6117" in order to not affect the barn permit. George states he would be okay with this.

Baird moves to approve zoning approval for roof decking contingent on execution of agreement that we have drafted and agreed on tonight. Hawkins seconds. Motion passes unanimously.

UNFINISHED BUSINESS

8. Closed Meeting – none

ADJOURNMENT - Baird moves to adjourn, no second required. Motion passes unanimously.

Chair Ryan Anderson adjourns the Regular Meeting at 7:45 PM.