



**MINUTES**  
**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, 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, Jeff Whitney

Absent: Marie Hawkins (excused)

Others Present: Jazmine Duncan

Clerk: Jessica Maw

**CALL TO ORDER REGULAR MEETING -**

Chairman Ryan Anderson called to order the Regular Meeting at 6:30 PM.

1. Adoption of Agenda:

Whitney moves to adopt agenda, Baird seconds. Motion passes unanimously.

2. Open Public Comment: None

3. Approval of Minutes Regular Meeting 4.6.2022: Ryan indicates date needs to be changed from 2021 to 2022. Baird moves to approve as amended, 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. Ryan asks if the heights on the permit report are accurate. Colleen says one is a typo, the other is right at the height limit and the applicant needs to be sure they don't make grade height changes, which could add to the overall height of the building. Colleen notifies PLUC that the owners of a property on Pope Lane have submitted a request for variance of their setback that backs up to BLM land, she will be sending PLUC section 7 of ordinance 85-3 that discusses the

variance application process as a refresher because we don't deal with them often. Colleen recommends getting the book that has information from the state level that might be helpful for PLUC to better understand the process.

- Procedural Matters:
  - Ryan informs the PLUC that Jocelyn doesn't have us all checked off for watching the 10 minute training video. PLUC members should check with Jocelyn to be sure she has your certificate. Colleen and Ryan also attended a training update on changes at the state legislative session, though not much pertained to Castle Valley. Be sure to pick up copy of the book. There is a tight timeframe to get the variance request reviewed, and we will be discussing at the June meeting

### **NEW BUSINESS**

5. None

**UNFINISHED BUSINESS** - none

**CLOSED MEETING** – none

**ADJOURNMENT** - Baird moves to adjourn, Thompson seconds. Motion passes unanimously.

Chair Ryan Anderson adjourns the Regular Meeting at 6:47 PM.