

MINUTES
REGULAR MEETING OF THE PLANNING AND LAND USE COMMISSION

Date: Wednesday, October 5, 2016

Time: 6:30 PM

Place: #2 CV Drive, Castle Valley Community Center

Present: Ryan Anderson, Mary Beth Fitzburgh, Marie Hawkins, Harry Holland, Bill Rau

Absent: None

Others Present: None

Clerk/Recorder: Faylene Roth

CALL TO ORDER

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

1. Open Public Comment. – None.

2. **Approval of minutes.**

Regular Meeting of September 7, 2016.

Anderson moved to approve the Regular Minutes of September 7, 2016, as presented.

Fitzburgh seconded the Motion. Anderson, Fitzburgh, Hawkins, Holland, and Rau approved the Minutes. The Motion passed unanimously.

Special Meeting of September 14, 2016.

Fitzburgh moved to approve the Minutes of the Special Meeting of September 14, 2016, as presented. Anderson seconded the Motion. Anderson, Fitzburgh, Holland, and Rau approved the Minutes. Hawkins abstained. The Motion passed with four in favor and one abstention.

3. **Reports.**

Correspondence – None.

Town Council Meeting – Fitzburgh.


Fitzburgh reported that the State water engineers have requested more current data from the Town before making their decision about whether to close the Castle Valley aquifer to water right appropriations outside the Town boundary without Town approval. According to Fitzburgh, the state engineer will most likely not make a decision until after the Moab Water Study is completed. The Castle Valley Water Study will be focus on incorporating more current data in advance of additional study for siting a municipal well.

Fitzburgh also reported that the Council is considering developing a leash law as part of the current Animal Ordinance. The Town is also seeking cooperative agency status with the U.S. Forest Service and will provide updates as it develops. She also reported that a repeater tower at Fire Station #1 for the wireless internet service to be provided by Royce's has been approved by the Fire Commissioners.

County Resource Management Plan (CRMP) Report – Rau

Rau said he had received no updates regarding the CRMP.

Permit Agent - Roth



The September Building Permit Report showed one permit was issued for a garage addition to a residence on Lot 425. Roth added that another building permit was issued today for a residence on Lot 361, one of the upper 80 lots.

Procedural Matters

Annual Conditional Use Permit (CUP) and Business License Renewals.

Roth presented copies of the annual CUP and Business License renewal letter and form.

PLUC Members adjusted the dates for the current year. Roth will mail the renewal requests on October 19, 2016. The return date for renewals was set at November 21, 2016, with a cancellation date of December 31, 2016, for any permits not renewed.

They agreed that a simple business name change for a permit user would be allowed at the time of renewal if there were no changes in the nature of the business.

Roth provided a Retention Schedule for documents and communications for which the PLUC is responsible. Fitzburgh advised PLUC Members to be sure that the PLUC Clerk is copied on all communications so that she can properly archive the required items.

PLUC Members reviewed the following document: *A Resolution Establishing a Procedure for the Adoption of Planning and Land Use Commission (PLUC) Minutes* which was approved by the PLUC on December 2, 2009. They suggested the following changes: use of Minutes as the PLUC Report to the Town Council, use of term *Pending Minutes*, approval of red-lined changes to the Minutes that occur at the PLUC Meeting, availability of approved Minutes within three business days of approval.

Roth will determine whether there is a PLUC Resolution Record Book in the office and will research the proper procedure and recording for PLUC-generated Resolutions and later amendments.

NEW BUSINESS

4. Discussion and possible action re: updating Ordinance 2011-1 to adopt the most recent building codes used by Grand County.

PLUC Members asked Roth to contact the Grand County Building Department for more information on how their Ordinance is worded to ensure that the most current State-approved versions of the international building codes are adopted.

Fitzburgh moved to table Item 4. Anderson seconded the Motion. Anderson, Fitzburgh, Hawkins, Holland, and Rau approved the Minutes. The Motion passed unanimously.

UNFINISHED BUSINESS

5. Discussion and possible action re: amendments to Ordinance 85-3 to establish regulations for solar panels (tabled).

Fitzburgh moved to untable Item 5. Hawkins seconded the Motion. Anderson, Fitzburgh, Hawkins, Holland, and Rau approved the Minutes. The Minutes passed unanimously.

Anderson reported that, based on conversations he had over the past month, the 4-5 kW size for solar arrays seems to be in the average range for residential installations. He noted, however, that his personal survey of installations within Castle Valley reveal a wide range of sizes including some in the 11-18 kW range. He learned, he said, that some residents were applying this higher capacity to heating. As a result, he wondered whether the Ordinance should be limiting size.

Fitzburgh responded that larger systems would still be accommodated through nonroutine permits which would allow the Town to have input in the design and placement of the

