

**TOWN OF PORTAGE  
WEDNESDAY NOVEMBER 1, 2023 @ 6:00 PM  
PLANNING & ZONING COMMISSION MEETING MINUTES**

Attendance: Richard Beck, Jennifer Richard, Norma Lasa, Terra Bell, Chelsie Nelson, Laura Nelson, Michael Hedgecock

Absent: Jennifer Smith

Visiting: Max Huggins, Martina John, Susan Bell, Ridge Nelson, Brian Carver, Evelyn Hedgecock

**Call to Order: 6:00 PM by Chairperson Bell**

**Prayer: Member Beck**

**Pledge: Member Chelsie Nelson**

**1. Approve October 4, 2023 Planning & Zoning Minutes**

**Motion by Member Chelsie Nelson: “I motion that we approve the minutes from Wednesday, October 4, 2023 with the change of “own” to “town.”” Seconded by Member Beck. All aye. Motion carries.**

**2. Public Comments limited to three (3) minutes per person.**

2.1 Susan Bell: Story about how existing town ordinances came about. She believes our ordinances are too much like “big city” ordinances and they do not fit our town. She also commented that the number of dogs a household owns is less important than the responsibility they show as dog owners.

**3. Discussion of updating Portage Town General Plan with BRAG Representative Brian Carver**

3.1 Brian Carver described the general process for updating a General Plan. He listed required and suggested elements to be considered and included. He described a typical timeline and listed analytical resources he has access to through BRAG that he can provide to assist.

3.2 Each commission member accepted responsibility for one section of the General Plan and agreed to review that section in detail and propose pertinent changes before the next meeting.

Member Beck: Transportation

Member Chelsie Nelson & Chairperson Bell: Zoning & Future Land Use

Member Richard: Funding Sources

Member Laura Nelson: Recreation and Trails, Park Rec

Member Hedgecock: Economic Development

Member Lasa: Sensitive Lands

Brian Carver: Demographics, current conditions.

**4. Planning Commission assignments and updates.**

4.1 Member Beck reported on progress with editing the draft of Ordinance 107 – Animal Regulations.

4.2 Chairperson Bell reported on Town Council's decision regarding the Fannesbeck fence. Town Council recommended that Ordinance 104.11 regulating "solid" vs "see-through" be updated for clarity.

**5. Standing agenda items: Discuss and vote on Codes/Ordinances-Table of Contents, Terms, Index, and Section :101-119. Removal of outdated or inapplicable Ordinances.**

**Motion by Member Chelsie Nelson: "I motion that we adjourn the meeting." Seconded by Member Beck. All aye. Motion carries.**

Minutes by Richard Beck

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Terra Bell, Chairperson

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Richard Beck, Secretary