**TOWN of PORTAGE**

**Planning and Zoning**

**March 6, 2019**

**Agenda**

Notice is hereby given that the Planning and Zoning Commission of Portage will hold its regular Planning and Zoning meeting on Wednesday February 6, 2019 at the Portage Town Hall located at 25880 N 9000 W Portage, Utah. This meeting shall begin promptly at 7:00 pm.

A work meeting will also be held prior to the regular meeting on this date starting at 6:00 pm.

**The Agenda shall be as follows:**

**6:00 pm Call to Order Work Meeting -** The Planning and Zoning Commission will be discussing, table of content, sections 101 thru 106. Dependant on time.

**7:00 PM Call to Order**

**Opening Ceremony**

1. Review and approval of minutes from February 6, 2019 Planning and Zoning meeting.
2. Trent Vantassell, will be attending meeting. He is interested in buying property from Steve Huggins listed as the Steve Huggins phase two subdivision (Steve will not be in attendance) the land will be approximately 8 acres 240’ running East to West and 1/4 mile running North to South.

There is a question on roads (easements) and etc., Council Member Lesley Smith (Roads) has been contacted and a copy of her reply will provide. There will also be some copies of the parcel of land and cemetery road for location clarification road detail.

1. Master plan update: Final official copies will be presented.
2. Discussion and Decision on preparing a resolution to be presented to the Town Council for their approval stating: (example below)

If the hard copy of the Master Plan and or the copy of the ordinances is not returned when a Town Council member or a Planning Commission member; vacates their position, that person will be responsible for the cost of printing new copy or copies.

We will have a list with the number of the copy and the individuals name on file.

Also I will have an example of what to put on the front of the binders. We will discuss and vote whether or not to do this.

1. Discuss adding the following property to the next Town Council meeting for discussion and vote. Lesli Hinz and Maro Travino.
2. Look over a Town of Portage non-compliance or violation letter. No vote look over will add to next months meeting.
3. Review the Cache County sensitive lands plan example. Discuss adding a plan/outline to the Town of Portage codes/ordinances. No vote on this matter until further notice.
4. Disscussion and decision on Codes/Ordinances sections 101-106 including table of content.
5. Lesli Hinz building permit disscussion and decision.

**Adjournment**

**Posted this 4th day of March 2019**

**/S/ Katherine Munns; Portage Town Clerk/Recorder**