

**Town of Portage Planning and Zoning Meeting Minutes**  
**From Wednesday March 1, 2023**  
**Portage Town Hall**  
**25880 N 9000 W Portage, Utah 84331**

**Attendance:** Norma Lasas, Lisa Bingham, Ed Rogers, Richard Poppe, Chelsie Nelson, Richard Beck,.

**Visiting:** Martina John, Jade Marble, Casey Coombs, Becca Beck, Terra Bell and Mayor Max Huggins

**Opening Ceremony**

**Prayer:** Member Bingham      **Pledge of Allegiance:** Member Poppe

**Call to Order: Chairman Poppe @ 6:00 P.M.**

- Approve Feb 1,2023 Planning & Zoning minutes
  - I motion to accept the minutes by Member Rogers that we add a ? on item #5**
  - Seconded by Member Lasas. All aye. Motion approves.**
- Discuss and possible vote on elections for chair and vice chair- Member Poppe stated he didn't mind being the chairman but if someone would like to do it that's okay.
  - I motion to nominate Member Nelson as vice-chair by Member Rogers Seconded by Member Lasas. All aye. Motion approves.**
  - I motion to nominate Member Poppe as chair by Member Beck Seconded by Member Rogers. All aye. Motion approves.**
- Discuss and possible vote on Stateline Subdivision-Jade Marble/Vance Smith-.
  - **Jade Marble presented the subdivision plat map.**
  - **Committee reviewed the plat, the subdivision will be located on 8800 west.**
  - **The fire hydrant is okay and the water and feasibility study is okay.**
  - I motion that we approve the Stateline subdivision and recommend it to the town council by Member Nelson. Seconded by Member Rogers. All aye. Motion approves.**
- Discuss and possible vote on increasing setbacks along road 25800 N and collector road 8800 W- the planning commission discussed changing the setback of the frontage setbacks, now the setback in 30 feet and Member Lasas would like to change it to 50 feet. Member Poppe stated that the setbacks have nothing to do with widening the road. Member Rogers stated that we do need to plan for the future. Member Rogers suggested that we table it for the next meeting.
- Information gleaned at Town Council on available number of water meter connection-Member Lasas reported that our water system can service 173 water connections and we currently have 135 water connections, we have 38 connections available.
- Discuss and possible vote on short term rentals with Laura Nelson and RV resolution-the commission tabled it for next month.
- Discuss and possible vote on Ordinance 110-the commission tabled it for next month.

- Ordinance 107-Apiary, Aviary and Dog/Kennel needs to be sent to Town Council for approval-the commission tabled it for next month.
- Minutes: Proper recording keeping per Utah League of Cities and Towns-Member Lesa reported that the meetings are government and it has to follow the open meeting act. Member Rogers stated that he would be willing to do the meetings for March and then we could take turns doing minutes. Member Beck disagreed and agreed to do the minutes for the next 3 months to see how it goes.
- Public Comments limited to (3) three minutes per person
  - **Mayor Huggins stated the commission needs to check their emails and get back to people.**
  - **Martina stated that the recorder should be doing the minutes.**

**Motion to adjourned @ 7:10pm by Member Beck. Seconded by Member Rogers. All aye. Meeting adjourned.**

Minutes by Clerk/Recorder: Gina Marble

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Clerk/Recorder Gina Marble