

Town of Portage Planning and Zoning Meeting Minutes
From Wednesday November 4, 2020
Portage Town Hall
25880 N 9000 W Portage, Utah 84331

Attendance: Council Member/Chairman Martina John, Committee Members: Norma Lasa, Lisa Bingham, Darrell Bell, Chelsie Nelson and Clerk Katherine Munns

Absent: Committee Members: Cathe Runyan, Ed Rogers

Visiting:

Opening Ceremony

Prayer: Member Bingham

Pledge of Allegiance: Member Bell

1. **Review** and approve the October 7, 2020 minutes of the Portage Planning and Zoning meeting:

Chairman John: Called for a motion on the minutes when anyone was ready; I make a motion that we approve the October 7, 2020 minutes as they are written by **Member Bell**, second by **Member Lasa** **Chairman John:** called for vote; **all ayes**

Motion passed

2. **Member Lasa:** Brought some research using Deweyville because; they have 400-500 people and are similar with dairy farming and etc. She provided some informational documents, read a definition of a duplex. **Member Bingham** asked about a Mother in law apartment with a separate entrance. **Member Bell** stated that a lot of homes are setup so the living room area has everything including Kitchen and bath.

Several members commented about; maybe consider a duplex a single family home if it's family living there. This will be added to next month's agenda.

Member Bell found that duplexes generally have separate utility meters.

Member Lasa quoted our ordinances: only one dwelling per lot, lot size and off street parking requirements. She then moved on to tiny homes. Discussion on size and etc. was had; this will be added to next month's agenda. **Chairman John:** reminded the commission that we need to do what is safe and healthy for the town as noted in our General/Master Plan, she also has concerns about EMS being able to gain access to the homes and patients.

After a long drawn out discussion, nothing was decided or voted on. Everyone was give "homework" they need to bring to next month's meeting, Section 115.3 charts 102 Term and Definitions, and adding a remodeling section will also be added to next month's agenda.

Member Bell is going to look through papers he thinks we did go over some of this.

Agenda item #4. **Member Lasa** suggested that we create an ordinance 107.9 that would have all the information concerning dogs and kennels in one spot (section 107.0 Animal and Fowl Regulations.)

Chairman John suggested adding a max number of dogs allowed in a kennel. **Member Lasa** our ordinances already have a minimum of 2.5 acres, she also recommended ~~not~~ kennels allow in the residential zone which is the 16 block area. She then quoted #26. In 102.2 terms: Kennel and 115.3 Charts Kennels. **Member Bingham** Service animals.

Discussion about setbacks, service dogs, noise ordinance; **Clerk Munns** maybe add nuisance dogs also. Move to next month. Add 107.9 Kennel to; section 107.0 ANIMAL AND FOWL REGULATIONS of the ordinances.

3. **Chairman John:** The Town Council recommended a few changes to:
Section 103.0 Building Permits – Site Plan Required

103.1 Zoning Administrator – Authority and Duties

The third paragraph: P & Z countered with the change below.

The ~~zoning administrator~~ is hereby authorized to enforce ~~this Ordinance~~ and all provisions thereof and shall do so by any legal means available, including but not limited to the following:

Change

Member Nelson stated that she though the paragraph should read;

The **Town Council member of the Planning and Zoning Commission** is hereby authorized to enforce **these ordinances** and all provisions thereof and shall do so by any legal means available, including but not limited to the following:

Member Bingham challenged that Chairman John didn't have to be the chairman and that quoting: Mayor Tree said at Town Council that you needed to spell that out Mayor Tree just doesn't remember doing it. Member Bingham was directed to section **110.0 PLANNING COMMISSION**, by **Chairman John** who then read the change that was made 1-9-2019. One member shall be from the Town Council and shall serve as the chairman.

No Motion was taken on section 103.1

103.2 Amendments to Zoning Ordinances Number two.

Remove

~~The Planning Commission shall review the amendment application and submit its recommendations in writing concerning the proposed amendment to the Town Council within 30 days from receipt of the amendment application. If the Planning Commission fails to make a recommendation at the end of 30 days, it shall be presumed that the proposed amendment is approved.~~

Change

The Planning and Zoning Commission shall recommend adoption of a proposed amendment where the following findings are made:

Motion

Member Nelson: I propose we accept the changes under 103.2 number two; delete the two paragraphs and have: The Planning and Zoning Commission shall recommend adoption of a proposed amendment where the following findings are made. Second **Member Bell chairman John called for a vote All ayes**

Motion passed

Section 103.3 Building Permits – Site Plan Required

After an hour of discussion and only making it through 103.1, 103.2 and 103.3. No votes were taken. **Proposed** changes will be noted in; Section 103.0: 103.1, 103.2, 103.3.

Section 103.0 and the other agenda items not discussed this month will be gone over at a later advertised meeting.

Note:

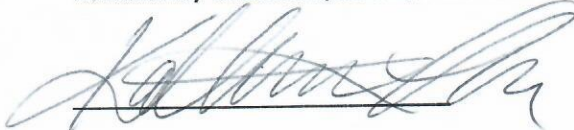
The proposed changes will not be official until a properly advertised public hearing is held, where the final votes will be cast

Motion to adjourn: Member Bell, second Member Nelson. All ayes

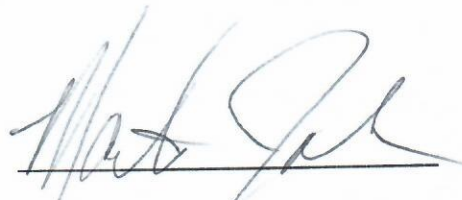
Motion passed

Adjournment at: 8:36 P.M.

Minutes by Chairman/Council Member: Martina John



Clerk/Recorder Katherine Munns



Chairman/Council Member Martina John