

Town of Portage Planning and Zoning Meeting
Wednesday January 1, 2020
Portage Town Hall
25880 N 9000 W Portage, Utah 84331
Minutes

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

Absent: Committee Member Trevor Seibert

Visiting: Mariah Huggins

Opening Ceremony

Prayer: Member Nelson **Pledge:** Member Bingham

1. Skipped item one: December 4, 2019 minutes

2. Motion amending: Member Bell: I make a motion to amend the number 1 item on the November 6 (,2019) minutes, to approve September 4 change that to October 2.

Motion Member Bell, Second Member Lasa.

Chairman John: called for a vote, all ayes

Motion passed.

3. Up-date on: Ben Gudmunson's house re-model:

Member Nelson: I thought he wasn't buying it.

Chairman John: No he bought it.

Clerk Munns: presented the committee with copies of all of the tests and inspections that were done by Mr. Gudmunson on the home. All members felt satisfied that Mr. Gudmunson has done all that they asked of him.

Chairman John: goes on to explain that Mr. Gudmunson has his permit to do his septic system and told me that both the County and Health departments said that we should go ahead and that he was good to get his building permit. I told Ben that I would need something in writing from the health department and would contact the county. I received in writing from the health department and called the county for conformation, their building inspector will take it from here and to go ahead and issue a building permit for his re-model if the council agrees.

I did learn a lot of things, Ben had to stop demoing the house as he is fixing it up to re-sale it and he is not a licensed contractor.

There was more discussion including about splitting the parcel.

Member John called to move on to the next agenda item.

4. Mariah Huggins: building permit, Mrs. Huggins presented the committee with her information lot layout with setbacks, home design, and letter from the health department; she stated that because of the

holidays Mark was unable to get the permit for the septic finished but that he will have it after the New Years.

Member Bell: Asked about how far away from the well she had to go.

Mariah Huggins: Provided a lot of detailed information about the distance and how every lot will be different dependant on ground saturation, soil type and topographical layout.

Member Bell: Said we know now for the future that we tell them that they need to talk to Mark at the health department and bring the information to us.

Member John: That the committee has talked about this before and that is why she wants to add this to the Water Protection Zone in the ordinances.

Member John: made a note on Mrs. Huggins building permit about the setbacks distances so the permit is ready for town council next week.

Mariah Huggins: wanted to pay her water fees, she was informed that we cannot take any form of payment and she will need to come and make a payment to the treasure Debbie Lucas and other information regarding her permit.

Motion: Member Bingham motioned to approve the building permit for Mariah Huggins Second Member Bell

Chairman John called for a vote: all ayes

Motion passed

Committee member stated: that there needs to be numbers not dots or bullets on the agenda items. This will be looked into and corrected.

1. Item number 1 on agenda: December 4, 2019 minutes Chairman John called for a motion when everyone ready.

Motion Member Runyan: I move that we accept the minutes of the Portage Planning and Zoning meeting on December 4, 2019 Second Member Bell.

Chairman John: called for a vote, all ayes

Motion Passed

5. Moved guide line list for building permits to next month.

Member Bell: what is this?

Chairman John: I have been taking notes as the health department and county have been telling me how to do things. I have been making a list/general plan for us to follow. So we can look at it and say ok we need to do this, this and this.

Member Bell: so building permits and re-models?

Member John: yes

Member Nelson: yes because that re-model caught us off guard.

6. Re-visit RV resolution minor changes.

Chairman John: asked Clerk Munns if this was the very last one I sent her.

Clerk Munns: pretty sure it is.

Member Runyan: went over her changes that she sent out. Corrections were noted and Chairman John will get the resolution corrected and ready to send to Town Council.

She also had some question on resolutions and ordinances.

Chairman John: asked if everyone was good with the minor changes. Everyone said yes.

Motion: Member Runyan I move that we ^{accept} ~~except~~ RV resolution with the noted changes and advance it to the Town council second Member Bingham

Chairman John: called for a vote all ayes

Motion passed

7. Letters for violations: After a lot of discussion we are taking this matter to Town council.

Mention of the meeting schedule as it was the start of a new year everyone agree they like the way it works: first Wednesday start at 6:00 P.M.

8. Discuss and vote on: Codes/Ordinances-Table of Content and Sections: 101 - 118.

All changes to individual ordinance sections shall be made available to the committee via a non-editable electronic copy with the option to add notes.

Motion to adjourn Member Runyan Second Member Bell all ayes

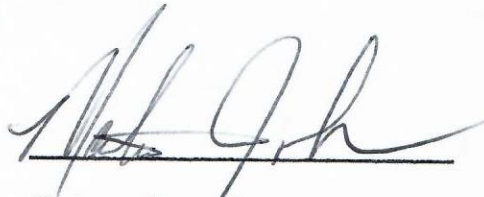
Motion passed

Adjournment at: 7:07 P.M.

Minutes by Chairman/Council Member: Martina John



Clerk/Recorder Katherine Munns



Chairman/Council Member Martina John