

Portage Town Planning Commission Meeting

Meeting Minutes

May 6, 2026, 6:00 PM

25880 North 9000 West Street, Portage, UT 84331

Present at the Meeting

Commission Members Present: Chairman Councilmember Bell, Commissioner Beck, Commissioner Chelsie Nelson, Commissioner Laura Nelson.

Staff Present: Recorder/Clerk Gina Marble

Call To Order

The meeting was called to order by the Chairman Bell.

Opening Ceremony

Prayer

Commissioner Beck offered the opening prayer.

Pledge Of Allegiance

Commissioner Chelsie Nelson led the Pledge of Allegiance.

Approve April 1, 2026 Planning & Zoning Minutes

The Commission reviewed minutes from February 2026, and April and March meetings were cancelled due to lack of quorum. October 2026 minutes were also identified as needing approval but were unavailable for review.

Commissioner Beck moved to approve the minutes for Wednesday, April 1st, Wednesday, March 4th, and Wednesday, February 4th, all 2026. Commissioner Chelsie Nelson seconded. Motion Passed unanimously.

Public Comments

Commissioner Beck reported receiving a phone call from Jared White regarding placement of an AT&T cell tower east of 8800 West. The caller indicated AT&T seeks an alternative to the existing tower due to high lease rates. Commissioner Richard noted concerns about tower proximity and questioned the necessity given existing infrastructure.

Planning Commission Chair Councilmember Bell mentioned another individual seeking to place a 40x60 pole barn at 25975 North 9000 West (Jen Smith's property) for vehicle storage.

Action Item - Wynn John Subdivision Presentation

Wynn John presented a proposal to subdivide parcel 1 into three equal lots, each with 200-foot frontage and approximately 2+ acres. The property was previously divided between family members, with this representing the final phase of estate settlement following his father's death and subsequent family negotiations.

The Commission discussed requirements for future road access, noting the need for 60-foot easements between parcels for potential through streets. However, since no formal transportation plan exists for the area, current requirements focus only on standard utility easements.

Commissioner Chelsie Nelson indicated preliminary approval contingent upon receiving official survey documentation with precise frontages and acreages. Wynn John agreed to engage Hanson Surveyors and return next month for final approval.

Action Item - Martina John Document Review Of Parcel Division And Lot Line Adjustment

Martina John presented a proposal to create two 200-foot parcels from existing farm ground, with a minor lot line adjustment from an adjacent parcel to ensure proper frontage. The Commission discussed compliance with 200-foot minimum frontage requirements in rural residential zones.

Concerns arose regarding a remaining irregular parcel that would not meet current frontage standards. The Commission determined this would require either a variance or alternative configuration. Martina John indicated flexibility in approach and willingness to pursue variance if needed.

No formal action taken pending receipt of professional survey documentation.

Action Item - Andrew Naugle Subdivision

Andrew Naugle (participating by phone from North Carolina) requested approval to subdivide his property into three parcels to facilitate sale of the residence while retaining land for investment purposes. The property is located across from the Simonsons.

Commissioner Chelsie Nelson advised optimizing the subdivision configuration given minimum requirements of $\frac{3}{4}$ acre lots with 100-foot frontage for in-town properties. Andrew Naugle agreed to engage a surveyor and return with formal documentation.

Standing Agenda Items: Discuss And Vote On Codes/Ordinances

Commissioner Laura Nelson presented preliminary research on cul-de-sac regulations and road planning considerations. She emphasized the need to establish formal transportation planning guidelines before future subdivisions create access complications.

The Commission agreed to place this topic on next month's agenda for comprehensive discussion after Commissioner Laura Nelson completes additional research and drafts recommendations for public input.

Adjournment

Commissioner Chelsie Nelson moved to adjourn the meeting. Commissioner Beck seconded. Motion Passed unanimously. The meeting was adjourned at 6:55 p.m.

The undersigned, duly acting and appointed clerk for Portage Town Corporation, hereby certifies that the foregoing is a true and correct copy of the Town Planning Commission meeting minutes held on the 6th day of May 2026. Dated this the 3th day of June 2026.

Gina R Marble, Portage Town Clerk