**Town of Portage Planning and Zoning Meeting Minutes**

**From Wednesday January 6, 2021**

**Portage Town Hall**

**25880 N 9000 W Portage, Utah 84331**

**Attendance:** Council Member/Chairman Martina John, Committee Members: Norma Lasa, Darrell Bell, Chelsie Nelson, Cathe Runyan, Ed Rogers. Clerk Katherine Munns

**Absent:** Committee Members: Lisa Bingham

**Visiting:** Jeremy and Teresa Woolley, Dan and Christy Thomas

**Opening Ceremony**

**Prayer: Member** **Runyon**  **Pledge of Allegiance: Member Bell**

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

**1.** **Review** and approve the November 4, 2020 minutes of the Portage Planning and Zoning meeting:

**Chairman John** called for a motion to accept the minutes when ready.

**Motion** to approve the November 4, 2020 minutes by **Member Runyon** second **Member Lasa**

**All ayes**

**Motion passed**

**2. Jeremy and Teresa Woolley** presented all the documentation needed for their new home building permit application; all documents were reviewed by the members of the committee. Located in Portage (Residential zone) at 8875 W. 26000 N. parcel 08-039-0077. Then explained concerns about property lines. The County shows that her property line goes into Juanita’s property, and Laura’s line should go into the Woolley’s property.

**Male Member** Has Anyone done a survey?

**Teresa Woolley** That is our next step.

**Chairman John** Is the garage attached? It says it is a shed.

**Teresa Woolley** Yes, it is an attached garage.

**Chairman John** Do you have a Visability test?

**Teresa Woolley** Yes here it is.

**Chairman John** called for a motion when ready.

**Member Nelson** motioned to approve Jeremy and Teresa Woolley’s building permit as presented second **Member Bell. All ayes. Motion passed.**

1. Discuss and vote changing length of time for notification regarding agenda items, this was discussed in depth.

**Chairman John** called for a motion when ready.

**Motion** to change the time required for agenda items from 48 hours to one (1) week by **Member Rogers** second by **Member Nelson All ayes**

**Motion passed**

1. **Dan Thomas** presented all the documentation needed for their new shed building permit application; all documents were reviewed by the members of the committee. Located in Portage (Residential zone) at 25875 N. 8800 W. parcel # 08-039-0043.

**Chairman John** Is their square footage

**Dan Thomas** 35 x 20

**Chairman John** Water or Power?

**Dan Thomas** No

**Chairman John** noted that the property was owned by Slash T Property LLC, this was corrected on the permit.

**Chairman John** called for a motion when ready.

**Motion** to accept the building permit for a shed for Slash T Property LLC. **Member Nelson** second **Member Bell All ayes**

**Motion passed**

1. Motion to adjourn **Member Runyon** second **Member Rodgers**

**Chairman John** called for a vote when ready. **All ayes**

**Motion passed**

**Adjournment @ 6:30 P.M.**

Minutes by Chairman/Council Member: Martina John

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Clerk/Recorder Kori Williams Chairman/Council Member Martina John