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

 **From Wednesday July 7, 2021**

**Portage Town Hall**

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

**Attendance:** Chairman Max Huggins, Norma Lasa, Chelsie Nelson, Ed Rogers, Lisa Bingham, Darrell Bell, and Clerk Kori Williams

**Visiting:** Mariah Huggins, Brandi Wadman, Nikki Patterson, Lance Patterson, and Martina John

**Opening Ceremony**

**Prayer: Member** **Nelson** **Pledge of Allegiance: Chairman Huggins**

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

1. Review and approve the June 2, 2021 minutes of the Portage Planning and Zoning meeting:

**Move to approve the minutes by Member Rogers. Seconded by Member Bingham. 4 aye. 1 nay. Motion passed.**

2.Crafton Communications, Kaitlin Butler, ref upgrading the cell tower in town. Information only for P&Z Board.

* **Upgrading cell tower in town, no permit needed just making the P&Z Board aware.**

3.Samuel Patterson, Renovation/Building Permit. Proposal and possible vote to approve.

* **Less than 200 Sq. foot addition to home.**
* **All setbacks fit within requirements**
* **Due to size of addition, there is no fee for permit.**

 **Motion that we send the Building Permit Request to Town Council for approval based on the documentation we just saw, for Samuel Patterson by Member Bingham. Seconded by Member Nelson. All aye. Motion passes.**

4. Brent East, electrical permit for property at 25945 n 8900 W (the house north of the Val Gibbs residence). Also wants to live in a RV behind the house for a year. Proposal and possible vote.

* **RV Resolution states that a person can only live up to 120 days in their RV.**
* **East does not own the property so is not eligible for permit.**

 **Motion that we reject Brent East’s Permit for living on the property in an RV for a year by Member Nelson. Seconded by Member Bingham. All aye. Motion passes.**

5. Gordon and Karin Cummins update.

6. BRAG update, ref acquired Master Plan.

7. Brandi Wadman, subdivision questions ref splitting a lot for a family member. Provide her information regarding ordinances.

8. Public Comments, 3 minutes per person.

**Motion to adjourned @ 7:00pm by Member Bell. Seconded by Member Rogers. All aye. Meeting adjourned.**

Minutes by Clerk/Recorder: Kori Williams

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Clerk/Recorder Kori Williams Chairman Max Huggins