Minutes of the Ogden Valley Planning Commission Meeting for January 28, 2020 in the Weber County Commission Chambers, commencing at 5:00 p.m.

 **Present:** John Lewis, Chair; Bob Wood, John Howell, Chris Hogge, Shanna Francis

 **Absent/Excused:** Jeffry R. Burton and Steve Waldrip

 **Staff Present:** Rick Grover, Planning Director;Courtlan Erickson,Legal Counsel; Angela Martin, Lead Office Specialist**,**

Kary Serrano, Retired

* **Pledge of Allegiance**
* **Roll Call:**
1. **Minutes: Approval of the May 28, 2019, July 2, 2019, and July 30, 2019 meeting minutes**

Chair Lewis moved to approve the May 28, 2019, July 2, 2019 and the July 30, 2019 meeting minutes. Commissioner Wood, Howell, Hogge and Francis all voted aye. (Motion carried 5-0)

1. **Training: Open and Public Meetings Act – Courtlan Erickson**
2. **Approval of the 2020 Planning Commission Rules of Order:**

**Here is the language that we would propose to be added as a new paragraph to the end of section D.3 of the Rules of Order (Approval of Minutes from Prior Meetings):**

**As an alternative procedure, the Commission may approve minutes through email communication, when requested by staff or by any member of the Commission.  When such a request is made, the secretary shall send the draft minutes to all Commission members.  After all members who were present at the meeting have responded, and after a majority of those members have given their approval, the Chair may declare the minutes approved.  Otherwise, the minutes shall be placed on the next meeting agenda for approval.  If minutes get approved through email communication, the approval shall be stated on the record at the next meeting.**

Courtlan Erickson gave a presentation on the Rules of Order with the proposed changes. There was a discussion by the Planning Commissioners and staff and it was noted that there was a lot of information and well received.

Commissioner Wood made a motion to approve the Rules of Order with the updated information to approve minutes through email communication as presented. Commissioners Howell, Hogge, Francis, Wood and Chair Lewis all voted aye.

(Motion carried 5-0)

1. **Public Comment for Items not on the Agenda**

Brian Dixon said he was looking for property in the Ogden Valley. Mr. Grover explained to him to come into the Planning Office and Staff would help him with whatever questions he has.

**5. Remarks from Planning Commissioners**

Commissioner Francis asked if the Planning Commissioners could just call and give staff the corrections. Staff replied yes that would be fine.

1. **Planning Director Report,** Mr. Grover thanked the Ogden Valley News for all their help in getting articles in the paper in a timely matter.

**7. Remarks from Legal Counsel,** There was none

 **Meeting Adjourned: The meeting adjourned at 6:45 pm**

 **Respectfully Submitted,**

 **Angela Martin**

 **Angela Martin, Lead Office Specialist**

**Weber County Planning Commission**