

MINUTES OF WOODLAND HILLS PLANNING COMMISSION MEETING HELD DECEMBER 6, 2023

The planning commission Chairman, Wayne Frandsen, called the public meeting to order on December 6, 2023, at 7:05 pm. Commissioners present for the public meeting included Commissioners Larry Henry, John Stout, Lori Thomas, Severin Johnson, John Wallace and Chairman Wayne Frandsen. The pledge of allegiance was led by Commissioner Lori Thomas and the invocation was offered by Commissioner Larry Henry. Chairman Frandsen opened the public meeting for public comments however, none were offered.

Item 5 on the agenda was approval of the planning commission minutes for the October 18, 2023 meeting. Commissioner Henry made a motion followed by a second by Commissioner Stout to approve the minutes. All voted in favor the action.

There was a general discussion of ten items which were the subject of a previous public hearing. Voting was unanimous in all instances.

6. Amending Code Code 9-1-1B: Motion made by Commissioner Thomas and seconded by Commissioner Henry to recommend approval to city council
7. Amending City Code 10-2-1 Definitions amending the definition of the Building Inspector; Motion made by Commissioner Stout and seconded by Commissioner Henry
8. Amending Code Code 10-4-5D (A): Motion made by Commissioner Johnson and seconded by Commissioner Thomas to recommend approval to city council
9. Omitting City Code 10-8-2(B)3: Motion made by Commissioner Thomas and seconded by Commissioner Henry to recommend approval to city council
10. Amending City Code 10-9-2 Permitted Building and Uses: Motion made by Commissioner Henry and seconded by Commissioner Stout to recommend approval to city council
11. Amending City Code 10-9-3 Area, Yard and Height Regulations: Motion made by Commissioner Stout and seconded by Commissioner Henry to recommend approval to city council
12. Amending City Code 10-11-2A Accessory Building 200 square feet: Motion made by Commissioner Henry and seconded by Commissioner Stout to recommend approval to city council.

13. Amending City Code 10-11-2B Accessory Building Over 200 square feet: Motion made by Commissioner Henry and seconded by Commissioner Stout to recommend approval to city council
14. Moving city Code 10-11-10 Keeping of animals to City Code 5-6A-5 General Regulations Relating to animals adding a letter (N): Motion made by Commissioner Henry and seconded by Commissioner Thomas to recommend approval to city council
15. A review of the preliminary plat, Phase B for Bell View subdivision: Removed from the agenda a no one is present from Bell View to make the presentation.
16. Conditional Use Permit License for Panthera Sales Center: Motion made by Commissioner Stout and seconded by Commissioner Johnson to recommend approval to city council.

Meeting adjourned at 7:55 pm on motion and second with unanimous vote.

Wayne B. Frandsen, Chairman, Planning Commission

Five PDF pages follow that give greater detail on the suggested ordinance changes taken from the on line PDF Packet for the meeting.

Proposed Amendments to City Code

City Code 9-1-1B

B. Building Official. The mayor, with the advice and consent of the city council, shall appoint a qualified person to serve as the City of Woodland Hills Building Official to perform the duties of the building official as set forth in the City Code, International Building Code, International Residential Code, and other adopted construction codes. The Building Official may in writing delegate the duties of the Building Official to building inspectors, plan examiners, and other assistants, upon approval of the mayor.

Lori 1st
Larry 2nd

City Code 10-2-1 Definitions: Amending the Definition of Building Inspector

BUILDING INSPECTOR OFFICIAL: The person authorized by the city to issue certificates of occupancy and to perform all inspections on building code compliance for all structures - newly constructed or renovated. The building inspector-official and zoning enforcement officer may be the same person. The Building Official may in writing delegate the duties of the Building Official to building inspectors, plan examiners, and other assistants upon approval of the mayor.

1st - John
2nd - Larry

City Code 10-4-5 D Required Drawings and Information

Section 1:

In addition to drawings required by the provisions of the building code, the application for a building permit shall be accompanied by:

- A. A site plan for the construction project submitted shall contain the following information unless specifically waived by the ~~Planning Commission~~ Building Official and Zoning Enforcement Officer, in whole or in part:
1. The name, address, and contact information of the applicant; and the construction manager/general contractor for the construction project.
 2. Date, north arrow, and scale on the plat. (No more than 1" = 20'; supplementary site plans at a larger scale are encouraged).
 3. Existing zoning of the property, lot size, and dimensions
 4. All lot and/or property lines are to be shown with dimensions, including building setback lines and easements.
 5. Street name(s) adjacent to the property.
 6. Topographical details if the slope of the lot is greater than 10%
 7. Location of proposed retaining walls. Please note that all retaining walls over 4 feet or greater than a 2:1 slope requires engineering.
 8. The location and dimensions of all existing and proposed drives, sidewalks, curb openings, curbing, and parking areas including the total number of parking spaces (show dimensions of a typical parking space), recreation areas, common use areas, and areas to be conveyed for public use and purpose.
 9. Size and location of existing and proposed hydrants and utilities including proposed connections

1 - SILVERIN
2 - LORI

to public sewer (if applicable) or water supply systems. All lines shall be a minimum of 1 1/2" diameter.

10. Homes requiring a septic tank must submit a letter of approval along with a copy of the permitted design that has been signed and approved by the Utah County Health Department Private Wastewater Treatment Department.
 11. The following statement must appear on the site plan. "Actual construction will comply with applicable local ordinances and the state construction code."
- B. Construction plans and drawings, including:
1. Elevations
 2. Floor plans for each level, including the location and size of doors and windows;
 3. Foundation, structural and framing detail; and
 4. Electrical, mechanical, and plumbing design;
- C. Documentation of energy code compliance
- D. Structural calculations, except for trusses
- E. A natural hazard study for homes located in identified hazard areas.

Omitting 10-8-2B(3) Permitted Building Uses

~~(3) Hotels, motels, or other transient housing, which is defined as a dwelling unit that is used and/or advertised through an online platform, or other media, for short term occupancy for a period of less than three (3) months;~~

1st Larry
2nd Larry

Amend City Code 10-9-2 Permitted Buildings and Uses

Buildings and land shall be used and buildings shall be designed, erected, altered, moved or maintained in a public facilities district only for uses set forth as follows:

1 - Larry
2 - John S.

- A. Accessory buildings and uses: As defined in chapter 2 of this title and section 10-11-2 of this title, including public parking area, storage garage, and maintenance and heating facility. Except that in a public facilities district, the accessory building can be a standalone structure on the property.
- B. Civic: Churches, libraries, places for public assembly, memorials, monuments, cemeteries.
- C. Educational: Primary and secondary public, private, or parochial schools.
- D. Governmental: Municipal uses for administrative functions and uses by the general public, city offices, fire stations, emergency services, and mail facilities.
- E. Public utility facilities: Public sewage treatment, water treatment, well houses, pump houses, and similar uses.
- F. Recreational: Parks, recreation fields and playgrounds, public restrooms, pools and public gardens and golf courses.

Amend City Code 10-9-3 Area, Yard, and Height Regulations

1 - ~~Estoy~~
2 - Larry

- A. Area: The area or parcel of land for a permitted public facility shall be not less than required to provide a site adequate for the main and accessory buildings, off-street parking and other accessory uses, yards, and, or open spaces to accommodate the facility and maintain the character of the neighborhood, provided, however, churches shall have a minimum area of three (3) acres. The area or parcel of land for a permitted public facility shall be approved by the planning commission.
- B. Yard Regulations:
1. The front yard setback shall be not less than the required front yard setback for any adjacent district.
 2. The side and rear yards for each public facility building shall be not less than the criteria set forth in the following schedule when adjacent to any residential district:

Use	Side And Rear Yard (Feet)
Civic:	
Non assembly buildings	50
Assembly buildings	75
Educational: public, private, and parochial schools	75
Recreational: buildings	75

3. Driveways and parking areas serving the public facility may be located within the side or rear yard set forth in the above schedule, but driveways shall be located not less than ten feet (10') and parking areas not less than the side yard setback of the adjacent district, and play areas shall not be located closer than fifty feet (50') from any adjacent boundary line of a residential district, similar to adjacent district setbacks, especially including traffic site lines.
- C. Height Regulations: Chimneys, spires, cupolas, towers, flag poles, water tanks, monuments, and other mechanical appurtenances located upon or constituted as an integral part of a main building, shall not exceed a height of fifty feet (50') above finished grade, except for church spires which may rise to seventy feet (70') above finished grade.

Amend City Code 10-11-2A Accessory Building 200 square feet and under *1 Larry*
2 John S.

- A. Accessory Buildings: Accessory buildings of 200 square feet or less do not need a building permit. However, a site plan must be provided to and approved by the city. The following requirements apply to accessory buildings of 200 square feet or less.
- B. Setbacks and Configurations: Each property has yard setbacks including the front, side and rear yards. These setbacks can vary from zone to zone. Accessory buildings of under two hundred (200) square feet shall abide by the following setback requirements:

Setbacks and Configurations					
Zone	Public Facilities	R1-40	R1-80	R1-19	R1-1PUD and

		R1-1	R1-2		R2-PUD
Front yard	*	30	30	30	30
Side yard	*	10	10	5	5
Side yard abutting road	*	30	30	30	30
Rear yard	*	10	10	10	10
Rear yard abutting roads	*	20	20	20	20
From main residence	*	20	20	20	20
From other structures	*	20	20	20	20
Max. height of structure	*	24	24	24	24

* Setbacks and configurations should conform to adjacent district setbacks and configurations. A setback or configuration different from the adjacent property, or properties, to be determined by the planning commission and/or city council on a case-by-case basis.

C. Site Plan:

- A. The site plan may be drawn by hand, orientating it with a north point arrow and include the lot zone.
- B. The site plan should show the lot in relation to other adjacent lots which that surround the lot in question, to include including any road that abuts the lot.
- C. Show the dimensions of the lot, the footprint of the shed, its dimensions, and where it will be located on the lot relative to any other structures.

D. Additional Requirements:

- A. The site plan must comply with lot requirements.
- B. The site plan must comply with the latest adopted version of the international building code.
- C. The site plan with any electrical service to the accessory building must conform to the applicable electrical code.
- D. Woodland Hills fire safety ordinance dated June 25, 2005, Title 5, Chapters 3 and 4 will be followed with regards to each Accessory Building.

Amend City Code 10-11-2B Structures Over 200 Square feet

(77) Larry and Johns

- A. Accessory Buildings: Accessory buildings of more than 200 square feet do require a building permit. The following requirements apply to accessory buildings of 200 square feet or more.
- B. Setbacks and Configurations: Each property has yard setbacks including the front, side and rear yards. These setbacks can vary from zone to zone. Accessory buildings of more than 200 square feet shall abide by the following setback requirements:
- C.

Setbacks and Configurations					
Zone	Public Facilities	R1-40	R1-80	R1-19	R1-1PUD and
		R1-1	R1-2		R2-PUD
Front yard	*	30	30	30	30
Side yard	*	10	10	5	5

Side yard abutting road	*	30	30	30	30
Rear yard	*	10	10	10	10
Rear yard abutting roads	*	20	20	20	20
From main residence	*	20	20	20	20
From other structures	*	20	20	20	20
Max. height of structure	*	24	24	24	24

* Setbacks and configurations should conform to adjacent district setbacks and configurations. A setback or configuration different from the adjacent property, or properties, to be determined by the planning commission and/or city council on a case-by-case basis.

D. Additional Requirements:

- A. No occupancy of accessory building as a dwelling unit.
- B. The accessory building cannot be used as an operating business. Applicable to all accessory buildings:

Moving City Code 10-11-10 Keeping of Animals to City Code 5-6A-5 General Regulations Relating to Animals adding a letter (N)

1 - Larry
2 - Lori

(N) The commercial raising of livestock, other farm animals or household pets shall not be permitted. Domestic animals may be maintained upon the premises, but not to exceed fifty (50) fowl, twenty (20) rabbits, or two (2) large and four (4) small animals per acre. One-half (1/2) that amount is allowed on less than one (1) acre. Any exceptions to this must be approved by the Appeal Authority.

no MS farm sheep family
no new family
no less
don/city

Ditch behind Saka office
move to Vision Home