

MINUTES OF WOODLAND HILLS CITY, UTAH, PLANNING COMMISSION MEETING HELD ON OCTOBER 15, 2025

On October 15, 2025, the planning commission held its regularly scheduled public meeting.

Chairman Frandsen called the Planning Commission meeting to order at 7:05 pm. Present were Commissioners Larry Henry, Lori Thomas, Severin Johnson and Wayne Frandsen. Alternate Commissioner Simon Kirschman was excused as was Commissioner John Stout. Chairman Frandsen called on Commissioner Henry to offer the invocation and Commissioner Johnson to lead the pledge of allegiance.

The fourth item on the agenda was time for public comment. As there was none, the commission moved to the next agenda item, number five which was the approval of the September 17, 2025, planning commission minutes. Commissioner Johnson made a motion to approve the minutes, and Commissioner Thomas seconded the motion. All voted in favor of the motion.

The next item on the agenda, number 6, was a discussion and consideration for a zone change requested by Kristi Birchett. She wished to rezone her 2.18 acres of residential property from an R1-2 into one piece being an R1-1 and a second piece to an R1-19. Following some discussion Ms. Birchett agreed that if the rezone was approved, the second piece of property zoned R1-19 would not be less than .75 acres in size. Commissioner Johnson made a motion to recommend approval of the rezone request to the city council, which motion was seconded by Commissioner Henry. All voted in favor of the motion.

The next item on the agenda, item 7 was an update given by Chairman Frandsen relative to the new mailbox facility and the roundabout roadway, all pertaining to the Three Bridges project. The planning commission has been tasked with working on the design and building requirements for the mailboxes. Commissioner Stout and Chairman Frandsen will be taking the lead at this time with input from other Commission members, city council and others pertaining to the initial stages of the project.

The next item on the agenda, item 8, pertains to some amendments to city code in Title 11 to better clarify the process for recording a newly approved subdivision or phase, what the city code requirements are for recording before the improvements are done/completed or recording of the plat after the improvements are completed. This will be further discussed in upcoming commission meetings.

The next item on the agenda, item 9, was a discussion of the General Plan which the Community Development Committee is working on. The Committee has stated that they hope to have it finished by the end of November, after which it will be provided to the planning commission for their review, changes, amendments, etc. before being provided to the city council.

There being no further items for discussion, a motion was made by Commissioner Johnson and seconded by Commissioner Henry to adjourn. All voted in favor of the motion, and the meeting was adjourned.

Chairman Wayne Frandsen