MINUTES OF WOODLAND HILLS CITY, UTAH, PLANNING COMMISSION MEETING AND PUBLIC HEARING HELD ON SEPTEMBER 16, 2026

On September 16, 2026, the planning commission held a public hearing regarding changes to a number of city codes found in two Titles, Title 10 and Title 11. Chairman Frandsen called the public hearing to order at 7:06 pm. Commissioners present were Chairman Wayne Frandsen, John Stout, Severin Johnson, Mike Tingey, and alternative Commissioner Gaylon Briggs. Commissioner Lori Thomas was excused. Chairman Frandsen explained in summary what the proposed ordinances were that were being considered for change. There was no public present and no one zoomed into the meeting to give any public comment, Chairman Frandsen closed the public hearing at 7:08 pm.

Following, Chairman Frandsen opened the Planning Commissioner's meeting. Commissioner Stout offered an invocation and Commissioner Tingey led in the Pledge of Allegiance. Next on the agenda was item number 5 wherein Chairman Frandsen offered time for any public comments. As there was none, the public comment period was closed. Next on the agenda was item number 6, which was the approval of planning commission minutes for the August 19, 2026, meeting. Commissioner Stout made a motion to approve the minutes of the August 19, 2026, planning commission meeting. Commissioner Johnson seconded the motion. All Commissioners voted in favor of the motion.

The next item on the agenda was number 7 which was updating several of our city ordinances. Ordinance 10.2.1, 11.4.3, 11.4.4 and 11.5.3 all needed to be changed. Ordinance 10.2.1 needed to have the word Wall mentioned in the ordinance to be defined as a Structural Wall; Portions of Ordinance 11.4.3. and 11.4.4 got transposed between the two ordinances in error when the changes were initially made establishing the ordinance transfer to the planning commission from the city council; and ordinance 11.5.3 needed to be changed to allow for easements down the side of the property lines.

The next item on the agenda was number 8, which was received from the city council and is a request for a zone change submitted by Jena Sonntag. She has a 2.042 acre lot located at 125 E. Mountain Vale Way (lot 66 in Plat A). She wishes to have the property zoned R1-1 so that she can later subdivide the property into two 1 acre lots, her house being on one of the parcels. From a review of the information provided to the commission it appears that there are other one acre lots in the vicinity of her lot, so two more one acre lots would not be out of character if the rezone request were approved. The city council will hold a public hearing on the issue once the planning commission recommendation is returned to them. Following a brief discussion, Commissioner Stout made a motion to recommend approving the zone request to the city council. Commissioner Johnson seconded the motion. All voted in favor of sending a favorable recommendation to the city council to approve the rezone request.

Item number 9 on the agenda was a discussion of the city's R1-19, Mountain Villa Overlay Zone. Chairman Frandsen advised that there had been some recent confusion about the zone standard and it's particulars and found out that there was some confusion about and conflict in the ordinance itself and some changes did need to be made. As explained by Chairman Frandsen, the Commission concurred in the need to clarify and change the ordinance to avoid future misunderstandings as to it's content. Chairman Frandsen took some of the ideas expressed by the Commission members and advised that he would work on some revisions to the ordinance.

Item number 10 on the agenda was next discussed. Chairman Frandsen gave an update on the Round-a-bout construction. He advised that there would likely be no work on it this year as the County is still working on getting additional rights of way it needs to enlarge the round-a-bout. This will delay the mailbox plans as well.

Item number 11 was an update on the temporary mailbox facility. Chairman Frandsen stated that it too is placed on hold for the time being and will probably not be constructed until after the first of the year.

Item number 12 is an update on the General Plan. It has all been approved, but needs a few finishing touches before it is distributed.

Item number 13. Chairman Frandsen stated that Summit Creek wants to annex a piece of property currently in Elk Ridge city limits. Bucky Gay has discussed this with Elk Ridge City and they are agreeable to the proposal. There is a process that must be followed in doing this and the city is in the process of working with Summit Creek and Elk Ridge to get the annexation completed.

As there was nothing further on the agenda, Commissioner Johnson made a motion to adjourn at 8:30pm. All voted in favor of the motion and the meeting was adjourned.

Wayne Frandsen, Chairman