

**MINUTES OF A REGULAR MEETING
OF THE EPHRAIM CITY PLANNING COMMISSION
EPHRAIM CITY BUILDING, 5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, January 10, 2024
6:00 PM**

Commission Members Present: Planning Commission Chair Lisa Murray, Larry Smith, Chevi Sutton, Stephen Cornelsen, and Desiree Funk.

Commission Members Present via Zoom: None

Commission Members Absent: Darren Glathar, Jan Jonson, and Robbie Chaney.

Staff Members Present: City Engineer Bryan Kimball, City Planner Megan Spurling, and Community Development Clerk Guadalupe Corona

Others Present: Mike Ballard

Planning Commission Chair, Lisa Murray called the meeting to order at 6:00 p.m.

APPROVAL OF MINUTES

The Commission reviewed the minutes of the December 13, 2023, Planning Commission meeting.

Planning Commission Member Larry Smith moved to approve the minutes from December 13, 2023, with no changes. The motion was seconded by Planning Commission Member Chevi Sutton. All were in favor. The motion carried.

ACTION ITEM

Subdivision Final Approval: The Applicant is proposing to divide Assessor's Parcel S-782 into three (3) separate lots each measuring between 0.30 acres and 0.38 acres. Each of the lots would front onto 375 W or 450 S.

City Planner Megan Spurling explains there has been a delay as things needed to be fixed, which have been completed. This item came before the planning Commission Board in July of last year and is here for a final with some changes that were needed. They have made the following changes to the retention pond, the street, and signage which now meet the requirements. Board member Larry Smith asks regarding the lot sizes do not add up to the original acreage. She states they went off the calculations from the original staff report that was presented. She confirms the three lots add up to 1.026 acres and it may be updated. City Engineer Bryan Kimball states over the course of the purchases and development, there was a lot line adjustment with the parcel to the West. Megan Spurling states that Sanpete County has given the preliminary approval after reviewing it and all previous conditions have been met and they recommend final approval.

Discussion arises regarding the road around 400 West and 400 South. The retention pond is south of 400 South. City Engineer Bryan Kimball confirms there will be a road on 400 West. He states when the property was purchased an agreement was made with the City Council, the improvement of the frontage on the road would be included in the responsibility of Ephraim City as part of the negotiations.

Planning Commissioner Stephen Cornelsen made a motion to recommend approval to the Ephraim City Council for Ephraim City Crossing Phase 4 Final Plat, in recommendations with the staff report. With fixing of the minor typo with the total acreage to reflect 1.026. Planning Commission Member Chevi Sutton seconded the motion. All were in favor. The motion carried.

PLANNER'S REPORT

City Planner Megan Spurling states that Domino's has opened, a post on Facebook asks to use their app as there is some technical issues with their phone. Movement has been seen on the hotel as soon as documentation is uploaded for permits, Kenny Hardy's 2nd building will be issued a permit soon, Market Fresh Pharmacy will be moving out there. We have received a partial application for Travis Good.

Discussion is held regarding the drive-thru for Market Fresh Pharmacy, the owner has not decided if they would like to complete the road and do a drive-thru or a turn-around. A counseling office will be going under The Ephraim Eye Center and Insight Wellness will be moving under Douglas Dentistry. Stylish closed their storefront and a photography studio will be opening in that location, she will also be doing some contracting with other photographers.

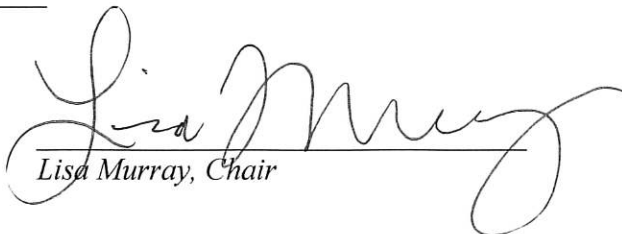
City Engineer Bryan Kimball informs the board about the quick turnaround time that has been presented with the new software Zipflow and making it easier for most applicants and has only been live for business licenses for about a month. He received feedback from a business owner, which received their business license in two days. Megan Spurling states Zipflow support has been very helpful with any questions and concerns, making it easier and user friendly for applicants. She states payment may be made online, scheduling their fire inspections, and sending notices via email. He informs the board there will be code updates coming; including the subdivision ordinance to meet the state code requirements before January 1, 2025.

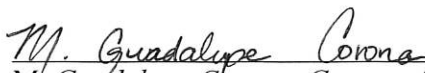
Larry Smith suggests we draft a Dark Sky Ordinance, maybe using the one Dr. Pugmire provided and possibly discuss it during the next meeting.

ADJOURNMENT

Planning Commission Member Desiree Funk moved to adjourn the meeting. Planning Commission Member Larry Smith seconded the motion. All were in favor. The motion carried.

Minutes approved on: 2/14/24


Lisa Murray, Chair


M. Guadalupe Corona, Community Development Clerk