

**MINUTES OF A REGULAR MEETING
OF THE EPHRAIM CITY PLANNING COMMISSION
EPHRAIM CITY BUILDING, 5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, October 22, 2025
6:00 PM**

Commission Members Present: Planning Commission Chair Lisa Murray, Board Members; Larry Smith, Chevi Sutton, Carol Jacobsen, Joe Howe, and Scott Swenson

Commission Members Present via Zoom: None

Commission Members Absent: Desiree Funk and Darren Glathar

Staff Members Present: City Engineer Bryan Kimball and City Planner Megan Spurling, and City Council Liaison Dennis Nordfelt. Community Development Clerk Guadalupe Kenison is excused.

Others Present: Cliff Peterson, Shalise Watkins-Zoom

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

APPROVAL OF MINUTES

The Commission reviewed the minutes of September 24, 2025, the Planning Commission meeting.

Planning Commission Member Joe Howe moved to approve the minutes from September 22, 2025. The motion was seconded by Planning Commission member Scott Swenson. All were in favor. The motion carried.

PUBLIC HEARING- ACTION ITEM:

Planning Commission Chair Lisa Murray opens the public hearing to review the proposed items: Code Amendment and Subdivision Amendment

Code Amendment- Ephraim City seeks to add clarity for those who wish to develop under the "large lot subdivision" requirements

Megan informs the board that this is being implemented since there are property owners that may own 40 acres and would like to build only one home. She states that when property is developed there are frontage improvements required when a home is being built, and it seems to be unrealistic to ask them to improve the frontage along the 10, 20, or 40 acres. This process is just adding some clarity to the ordinance. The frontage improvements would depend on the area the property is in, and the applicant must qualify. The process is only if it is 2 or fewer large lot subdivisions and must meet the minimum lot size requirements. This process is not intended to apply to multi-lot subdivisions, and you may not qualify if you are within, adjacent to, or abutting an existing platted subdivision. Discussion is held regarding the frontage improvements in the old code, the proposed updated version, and asking if wording regarding the frontage improvement requirements in front of a home.

Discussion on the language in the proposed code amendment is held after public hearing is closed. Bryan provides some clarity on the language. Discussion is held within the board members as to where improvements would be required. Megan and Bryan will take all the suggestions on clarifying all questions and wording and then email it to the board members for review.

Planning Commissioner Larry Smith made a motion to recommend the proposed code change to Ordinance ECO 25-0x as indicated in their packet materials in green, with the stipulation that staff add/edit clarifying language to make the intent and discussion of the planning commission to make clearer and close any loopholes that may remain. Planning Commission Member Carol Jacobson seconded the motion. The motion carried.

Subdivision Amendment- The applicant, Shalise Watkins, is requesting to combine parcel S-880x into Lot 13 in the Sunset Estate Subdivision to make one lot consisting of .82 acres. Parcel 880x will become a part of the Sunset Estates Subdivision.

Megan states there is one person in the public here for this agenda item, if we could discuss it and then go back to the first agenda item.

Megan informs the board that once a subdivision is recorded it is set, the applicants purchased the lot behind their home for the purpose of adding to their home. They would like to join it into one parcel. A map with the current property line is shown as well as an amended property line. Megan states it must be presented before the Planning Commission Board and City Council as the recorded subdivision is being amended. Larry asks if staff believe there is a reason this should not be granted. Megan and Bryan agree that all requirements have been met, and they agree it could be approved. Cliff Peterson, the surveyor for the Watkins, is in the audience and Shalise Watkins is attending the meeting via Zoom. Megan confirms the Watkins own the property that is being proposed to be added to their subdivision.

Planning Commissioner Scott Swenson made a motion to close the public hearing. Planning Commission Member Joe Howe seconded the motion. The motion carried.

Planning Commissioner Larry Smith made a motion to recommend the approval of Subdivision Amendment to combine parcel S-880x into Lot 13 in the Sunset Estate Subdivision to make one lot consisting of .82 acres. Planning Commission Member Joe Howe seconded the motion. The motion carried.

Bryan states this would also amend an easement that is part of the lot. It would vacate the easement and relocate it to the new property line.

PLANNER'S REPORT

City Planner Megan Spurling states the groundbreaking for the town homes on 750 South and is now open on the West side. One zoning permit has been issued and three more are pending for the ROSY FLEX Homes. Shaun Layton is preparing for his next phase on his townhomes. A couple more subdivision requests will come before the board soon. The first Business Owner Focus Group went well and had a good turnout.

Bryan confirms there has been a multi-family development who has applied for a permit, Megan confirms it is under review and they are making revisions to take place of the South Towne Theater. The theatre owners would like to keep the theatre on Main Street open and demolish and build in place of South Town.

Discussion is held regarding the citizens wanting to preserve the small-town atmosphere but at the same time wanting big city amenities.

ADJOURNMENT

Planning Commission Member Chevi Sutton moved to adjourn the meeting at pm. Planning Commission Member Carol Jacobson seconded the motion. The motion carried.

Minutes approved on: 12/10/25


Lisa Murray, Chair


M. Guadalupe Kenison, Community Development Clerk