

**MINUTES OF A REGULAR MEETING  
OF THE EPHRAIM CITY PLANNING COMMISSION  
EPHRAIM CITY BUILDING, 5 SOUTH MAIN, EPHRAIM, UTAH  
WEDNESDAY, March 11, 2026  
6:00 PM**

**Commission Members Present:** Planning Commission Chair Lisa Murray, Board Members; Larry Smith, Carol Jacobsen, and Desiree Funk.

**Commission Members Present via Zoom:**

**Commission Members Absent:** Chevi Sutton, Scott Swenson, Joe Howe, and Darren Glathar

**Staff Members' Present:** City Engineer Bryan Kimball, City Planner Megan Spurling, Community Development Clerk Guadalupe Kenison, City Manager Katie Witt, and City Council Liaison Jack Dalene are present.

**Others Present:** Mike Ballard was present via zoom. Cody Parry

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

### **APPROVAL OF MINUTES**

The Commission reviewed the minutes of January 28, 2026, the Planning Commission meeting.

**Planning Commission Member Desiree Funk moved to approve the minutes from January 28, 2026, with a minor change to Scott's last name. The motion was seconded by Planning Commission member Larry Smith. All were in favor. The motion carried.**

The Commission reviewed the minutes of February 25, 2026, the Planning Commission meeting.

**Planning Commission Member Carol Jacobsen moved to approve the minutes from February 25, 2026, with the suggested amendment. The motion was seconded by Planning Commission member Desiree Funk. All were in favor. The motion carried.**

### **PUBLIC HEARING ACTION ITEMS:**

*Planning Commission Chair Lisa Murray opens the public hearing to review the proposed items: CUP-Marz Kennel License, Rezone Request-CVG Ephraim South R2 to R1B, Parry General Plan Amendment, and Rezone Request-Parry R3 to C2.*

**CUP-Marz Kennel License: The applicant, HAU YI MARZ, is requesting a Conditional Use Permit to obtain a kennel license, to temporarily house and care for animals. The applicant would provide the needed care and then seek to find homes for the animals. The animals would be housed indoors and would receive all vaccinations and be spayed or neutered when appropriate.**

Megan informs the board members that our city code allows all homes to own four pets (cats or dogs) in any combination, if you choose to have more you must apply for a kennel license under a conditional use permit in any zone. The applicants want to help with the stray cat population in the community, their home is in the Commercial Zone with a large property. Megan reviews the conditions if this application is approved.

Jackson Marz explains to the board what his intentions are with the proposed conditional use permit, he states they would likely hold about two cats at one time. Jackson states they would trap the cats, get them spayed/neutered and then released.

Richard Wheeler, a neighbor to the Marz home, had concerns regarding waste disposal, flies, and smell. After hearing the proposal from Jackson, he no longer has the same concerns as he thought it would be for cats and dogs and that is not the case. He recalls as a different neighbor had 27 cats removed from the home, he states he's not concerned if it is a reasonable number of pets. Richard states other neighbors who are snowbirds may have concerns when they come home.

Megan agrees it sounds like it may not be a problem with the number of cats, she informs Richard that a condition on all business licenses is that if complaints are received, Ephraim City will address them with the applicant and reserves the right to re-evaluate the license.

**Rezone Request-CVG Ephraim South R2 to R1B: The applicant, Mike Ballard with CVG-Ephraim South LLC is requesting the Amendment to the Ephraim City Zoning Map to rezone property located near 250 W 490 S and 275 W 500 S to the R1B Zone for the purpose ensuring consistency with the established single-family residential development to the north. It will serve as a transitional zone between higher density residential and commercial zones. The property is currently zoned R2 and is a step down in density. This rezone requests aligns with Ephraim City's Future Land Use Map as low density residential.**

Megan explains the layout of the zones and projects going in, she states the R1B zone was done for the flex homes and shows the area the applicant would also want re-zoned to R1B Zone. She initially didn't feel it was a great fit; while working with the applicants they are wanting the lots to range in size. She states a subdivision amendment process would be required as these lots are in a previously recorded subdivision. She states the conditions of approval if it does get approved.

Joseph Gallagher is present and provides an overview of the purpose for the rezone request.

Megan informs the board that the applicant could've put duplexes in the same area and chose to do single-family instead. She confirms staff feel comfortable with this rezone request.

**Parry General Plan Amendment: The applicant, Cody Parry, is requesting an amendment to the General Plan to rezone parcel S-625x3 from R3 to C2. The Ephraim City Future Land Use Map shows this property remaining Medium Density Residential. If approval is granted for a General Plan Amendment, the applicant will request a rezone and would like to use the property to establish a RV Park for public use.**

Megan states the applicant owns the property and lives in a home on the property that is currently zoned C2, a portion of the property is zoned R3 and he would like it rezoned to C2. The applicant would like to create an RV Park; there were some concerns regarding access because entrance to it would be off Highway 89 and through the Dollar Tree parking lot. When the application was initially discussed the applicant only had emergency access to the property, for emergency vehicles if needed. To officially rezone the property, the applicant would need to have a recorded access easement from the other property owners. The applicant states there is an agreement in the works, however, would not like to purchase the access easement if this could not be approved. Megan states staff do not think an RV park is a bad idea, as there are requests from the community see the need, however staff are not comfortable with the location and the location of access with the bigger vehicles. The location off Highway 89 may pose operational challenges with large vehicles potentially impacting safety traffic and access. Megan states a general plan amendment and rezone are part of the same process needed.

Cody Parry provides an overview of his proposed project and the access. Cody states they do have a driveway close to the home that could also be used as access. Megan asks if easement access may be requested from the owners of Parkade Plaza as that is not a public access. Cody confirms they have agreed to provide access if the city approves this item. The Parry's would like to create something like a nice KOA and some outdoor recreation ideas; maybe some pickle ball courts.

Megan informs the board that under this application, the board would only be approving the general plan amendment and not the intended idea of the RV park. If the general plan amendment and rezone are approved, the applicant would need to apply for a conditional use permit before they start building, where

further requirements would be addressed. Megan confirms the neighbors were notified of the applications and proposed rezone. Jason and Eileen James are neighbors and just have a few questions but do not oppose the project.

Discussion is held regarding conditions of approval if the item is approved.

**Rezone Request-Parry R3 to C2: The applicant, Cody Parry, is requesting a rezone to the current Ephraim City zoning map, to rezone parcel S-625x3 from R3 to C2. The Ephraim City Future Land Use Map shows this property remaining Medium Density Residential. If approval to rezone the property is granted, the applicant would like to use the property to establish a RV Park for public use.**

Lisa states this is the rezone request if the general plan amendment is approved and the information is the same as the previous item.

Megan informs all the applicants that the Planning Commission Board is a recommending body and would either recommend it for approval with possible conditions of approval or denial to the City Council. The city council board will make the final decision.

*Planning Commissioner Larry Smith made a motion to close the public hearing. Planning Commission Member Carol Jacobsen seconded the motion. The motion carried.*

**Planning Commissioner Larry Smith made a motion to recommend approval of the Conditional Use Permit for the Marz Kennel License as stated in the staff report and include the conditions of approval in the report plus a limit of 10 total cats. Planning Commission Member Desiree Funk seconded the motion. The motion carried.**

**Planning Commissioner Carol Jacobsen made a motion to approve the recommendation for the rezone request for CVG Ephraim South LLC property located near 250 W 490 S and 275 W 500 S to the R1B Zone. Planning Commission Member Larry Smith seconded the motion. The motion carried.**

Desiree feels it's hard to vote as there are still a lot of pending questions regarding the Parry General Plan Amendment. Megan states that the rezone can still be approved if Mr. Parry would like even if it never developed into an RV park, any other factors can be sorted out with a conditional use permit. Cody Parry confirms he would still like the property rezoned. Megan confirms that part of the property where his home is located is already C2 zone. Larry states he was happy to hear from the neighbors, that the applicant would like to build something that could be an asset to the community, and does express the concern regarding the access however it is not what is being decided tonight.

**Planning Commissioner Larry Smith made a motion to recommend approval to the city council that the general plan be amended to rezone Parcel S-625x3 from R3 to C2. Planning Commission Member Carol Jacobsen seconded the motion. The motion carried.**

**Roll call vote is taken. Larry aye, Lisa nay, Carol aye, Desiree nay. There is a split vote.**

**Planning Commissioner Carol Jacobsen made a motion to recommend the approval for Cody Parry's rezone request for parcel S-625x3 from R3 to C2. Planning Commission Member Larry Smith seconded the motion. The motion carried.**

**Roll call vote is taken. Larry aye, Lisa nay, Carol aye, Desiree nay. There is a split vote.**

Bryan asks if the board members may provide some insight into their vote.

Larry states he understands that the RV park is not what is being approved, however with the general plan amendment, the rezone request and the stated goals he believes those will benefit the community. He does see issues that need to be resolved, feel they can be resolved at a future state of the process, and the

owners have done their due diligence and will do good job with it. Lisa agrees it's a good idea; she is concerned about changing the general plan where it calls to remain as medium density and changing it to commercial where it is encroaching on a residential neighborhood. Desiree agrees with Lisa, there are a lot of questions still and changing it to commercial means a lot of other things could happen there. Carol believes that it is appropriate to rezone it to the same zone that the home is in and understands there are things that the Parry's will need to resolve and understand it well.

## PLANNER'S REPORT

City Planner Megan Spurling informs the board members that there were some concerns about the water line project expressed on Facebook, however she does not like to engage in it. She sent an email with education and informative information to the board members, and Bryan discussed it detail in the City Council meeting back in October and the old line needed to be replaced and almost fully grant funded.

Bryan states this water line project was the next priority on the list and is covered at 93% by grants, it is being replaced to benefit the community not one single person or developer. It is the line for the primary water supply and feeds all the tanks and hydro.

Megan states they have received multiple calls regarding the removal of bags of clothing and donations located in the parking lot of the thrift store at the north side of Ephraim. She has contacted the property owners, and the city is unaware who requested the bin, the private property owners have been asked to take care of it. People have been advised not to take bags from the location as it is private property.

A Conditional Use Permit will come up to amend the original plat, some code updates for the road width to be consistent, as well as internal sidewalks for townhome developments to make it more defined and clearer.

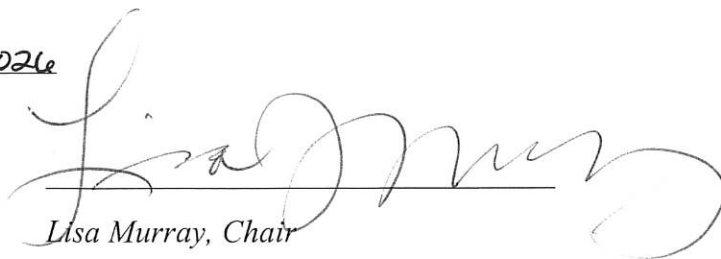
Larry Smith states he feels the legislative session was calmer than expected, he asks if there was anything that affected the Planning & Zoning.

Katie Witt states property taxes and rainy-day funds were a big issue, the concern with big cities stalk piling large amounts of money for projects. She confirms that is not Ephraim City and the city does need to set some money aside for the same. A taxpayer bill of rights initiative was addressed, anytime a tax increase was needed it would go to the vote of the people. Katie states she has previous experience with that type of initiative to be able to get the bare minimum for the city. She confirms that Senator Derrin Owens was great to work with and address her concerns and forwarded them to the sponsor of the bill.

## ADJOURNMENT

***Planning Commission Member Larry Smith moved to adjourn the meeting at 7:16 pm. Planning Commission Member Carol Jacobsen seconded the motion. The motion carried.***

Minutes approved on: May 14, 2026

  
Lisa Murray, Chair



M. Guadalupe Kenison, Community Development Clerk