

**MINUTES OF A REGULAR MEETING
OF THE EPHRAIM CITY PLANNING COMMISSION
EPHRAIM CITY BUILDING, 5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, May 13, 2026
6:00 PM**

Commission Members Present: Planning Commission Chair Lisa Murray, Board Members; Chevi Sutton, Larry Smith, Scott Swenson, and Desiree Funk.

Commission Members Present via Zoom:

Commission Members Absent: Carol Jacobsen, Joe Howe, and Darren Glathar

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

Others Present: Antonio Jimenez, Brianna Daniels, Liz Smith is present via phone.

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

APPROVAL OF MINUTES

The Commission reviewed the minutes of March 11, 2026, the Planning Commission meeting.

Planning Commission Member Larry Smith moved to approve the minutes from March 11, 2026, as amended. The motion was seconded by Planning Commission member Scott Swenson. All were in favor. The motion carried.

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

Planning Commission Member Scott Swenson moved to approve the minutes from March 25, 2026. The motion was seconded by Planning Commission member Larry Smith. All were in favor. The motion carried.

PUBLIC MEETING ACTION ITEMS:

Jimenez Duplex- The applicant, Antonio Jimenez, is requesting a Conditional Use Permit to construct a duplex at approximately 150 S 200 W.

Megan informs the board members that all multi-family requires a conditional use permit here in Ephraim, it is just to the east of the Hidden Creek Subdivision. She states the property is in the R2 zone, she reviews the conditions of approval, and the impact fees will be assessed as part of the zoning permit application. She states that staff are comfortable with this project as the lot size is big enough, it's in the correct zone, and approval is recommended. Antonio Jimenez is present. Larry Smith asks the applicant if he understands the conditions of approval and if he has any questions. Antonio states he understands the conditions.

Brianna Daniels, a neighbor to the proposed duplex is present and states she has seen him do really great work. She does express a concern for privacy, asks if a taller fence could be built together as there is a clear view into their backyard. Antonio and Brianna discuss the possibility of them splitting the cost if a higher than six-foot fence is installed. Megan informs them that a fence of seven feet may be installed without approval, however if it is desired to be eight feet it will need to go before the city council for approval.

Liz Smith is present via phone. She asks if there is a rule on how many people are allowed on the lot. Megan informs her of the occupancy requirements and what is allowed with a duplex.

Planning Commissioner Desiree Funk made a motion to approve the conditional use permit for a duplex at 150 S. 200 W. with the conditions of approval stated in the staff report. Planning Commission Member Larry Smith seconded the motion. The motion carried.

PUBLIC HEARING ACTION ITEMS:

Planning Commission Chair Lisa Murray opens the public hearing to review the proposed items:

Short Term Rental Ordinance-Ephraim City proposes to amend the Ephraim City code regarding short term rental requirements in Ephraim City.

Megan informs the board members this is the ordinance that was discussed a couple of meetings ago, of the current Ephraim City Code, and the proposed additions are reviewed. Megan informs the members that she was given access to a program at her last APA Conference; it shows all Airbnb's within the city. It does show about 30 short-term rentals, with not all being licensed. She informs the board members that business licensing will be addressed, and code enforcement will be applied to those not in compliance. Discussion is held regarding possible exceptions, ADU's, and proximity that will be allowed.

Scott Swenson asks what is local regarding the property manager. Megan informs them it is recommended to be on-site or within the county, someone that can be contacted in case of emergencies and available to come to the property. This being updated due to the issue that has come up for tenants and the city.

Green Space and Amenities Ordinances for Multi-Family Developments- Ephraim City proposes to amend the Ephraim City code regarding green space and amenities requirements for multi-family developments.

Megan reviews the proposed changes to the green space and amenities ordinance. Larry states he does not have a problem with the proposed changes but has a question regarding numbers, he asks if it will be 10 or more or fewer. He asks why it is not consistent with the ordinance previously discussed regarding Airbnb's. Megan states she can bring it up to the city attorney, Larry states it doesn't need to be changed as it will work. Discussion is held regarding wording and examples for greenspace to be useable and not just landscaping. Megan states she will suggest work be done on the landscaping ordinance next.

Planning Commissioner Desiree Funk made a motion to close the public hearing. Planning Commission Member Chevi Sutton seconded the motion. The motion carried.

Desiree asks if the word “useable” could be added to the verbiage regarding the amenities.

Planning Commissioner Scott Swenson made a motion to recommend the approval of the short-term ordinance as discussed. Planning Commission Member Chevi Sutton seconded the motion. The motion carried.

Planning Commissioner Desiree Funk made a motion to recommend the approval of the greenspace and amenities ordinance for multi-family developments with the addition of the languages “useable amenities and location to be approved by staff”. Planning Commission Member Larry Smith seconded the motion. The motion carried.

PLANNER’S REPORT

City Planner Megan Spurling informs the board members that Burger King & Costa Vida has paid their impact fees and hope to have it completed in the fall.

Single family subdivision will be coming in by Carol’s home, and a commercial subdivision is coming in at 750 South. Developments that are in progress now would like to be opened by the new temple open house.

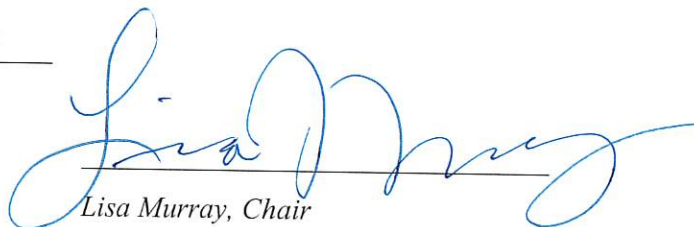
There are density changes being reviewed and there will be a request to the planning commission members to help with the open house with different booths, presentations, and time for Q&A for the community for July 7th from 6:30pm-8:00 pm.

Lisa asks if there is further information on the water situation, Megan informs the board members that situation is under discussion, and it is known that the splash pad will not be open this year. She informs them the wells are being run all day, it may not be a good year for a landscaping project.

ADJOURNMENT

Planning Commission Member Chevi Sutton moved to adjourn the meeting at 7:40 pm. Planning Commission Member Scott Swenson seconded the motion. The motion carried.

Minutes approved on: 6/10/26


Lisa Murray, Chair



M. Guadalupe Kenison, Community Development Clerk