

**Paragonah Town  
Planning Commission Meeting  
44 North 100 West, Paragonah Town Hall  
March 26, 2025 – 7:00 p.m.**

**Planning Commission Minutes**

**Attendance/Planning and Zoning Committee:** Nancy Dalton (Chairperson), Byron Jenkins, Kevin Guyton, Chuy Jimenez, Kris Lindsay

**Attendance:** Marge Cipkar-Board, Sharrah Brewster-Planning Commission Secretary, Jeremy Franklin

**Pledge**

1. **Call Meeting to Order:** Nancy Dalton
2. **Adopt Agenda:** Kevin Guyton moved to adopt the agenda. Byron Jenkins seconded the motion. All in favor.
3. **Approve Minutes of February 26, 2025 meeting:** Kris Lindsay moved to approve the minutes of February 26, 2025. Kevin Guyton seconded the motion. All in favor.
4. **Town Board Appointment of Planning Commission Chairperson:** Marge Cipkar announced the Town Board's decision to appoint Nancy Dalton as Chairperson for another 5 year term.
5. **Discuss CUP/approval for Taylor Lorance-Tay's Esthetics Business License:** Chuy Jimenez moved to approve the CUP with conditions of providing off street parking for clients. Kevin Guyton seconded the motion. All in favor.
6. **Open Public Hearing for Short Term Rental Ordinance:** Kris Lindsay moved to open public hearing to discuss short term rental ordinance. Chuy Jimenez seconded the motion. All in favor.
7. **Short Term Rentals & B&B ordinance review:** Review ordinance for short term rentals. Discuss changes and suggestions from the town attorney, Justin Wayment. The planning commission is not able to recommend the new ordinance to the board yet.
8. **Close Public Hearing for Short Term Rental Ordinance:** Chuy Jimenez moved to close the public hearing and table the ordinance to review and update with changes from the town attorney. Kevin Guyton seconded the motion. All in favor.

**9. Review and discuss amendments to the Setback Ordinance:** Review setbacks to make amendments to current ordinance.

**10. Discuss Transportation Plan:** Work on master road plan and placement of future roads.

**11. Discuss Annexation Policy Update:** Look into the Tier III area of the map and anything inside Tier III to decide what the town can annex into our boundaries at a future time especially to the East and South.

**12. Open Discussion:** None

**13. Set the Next Meeting Date:** April 30, 2025 w/ Public Hearing for Short Term Rentals Ordinance and Setbacks Ordinance.

**14. Adjourn Meeting:** Chuy Jimenez moved to adjourn the meeting. Kevin Guyton seconded the motion. All in favor.