

**Paragonah Town  
Planning Commission Meeting  
44 North 100 West, Paragonah Town Hall  
July 30, 2025 – 7:00 p.m.**

**Planning Commission Minutes**

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

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

**Pledge**

1. **Call Meeting to Order:** Nancy Dalton

2. **Declaration of Conflict of Interest:** Nancy declared a conflict of interest for #5 on agenda, the conditional uses ordinance amendments, due to owning a business in town.

3. **Adopt Agenda:** Kevin Guyton moved to adopt the agenda. Kris Lindsay seconded the motion. All in favor.

4. **Approve Minutes of June 25, 2025 meeting:** Kris Lindsay moved to approve the minutes of June 25, 2025. Kevin Guyton seconded the motion. All in favor.

5. **Review Conditional Uses Ordinance Amendments and set public hearing:** Finish reviewing conditional uses ordinance amendments and make a motion to hold a public hearing at next meeting August 27, 2025 and then send it to the Board for final approval.

Kevin Guyton moved to hold a public hearing regarding Conditional Uses Ordinance Amendments and then send it to the Paragonah Board for final approval. Byron Jenkins seconded the motion. All in favor.

6. **Bi-Annual Review of Business Licenses and Building Permits:** Reviewed. No new businesses or building permits besides those already listed.

7. **Short-term Rental Online Training Course-Intro, Lessons 1&3:** Reviewed online short term rental training. Next month review lessons 4&5.

8. **Work on Short Term Rental Ordinance:** Table further review until after online training.

9. **Open Discussion:** None

10. **Set the Next Meeting Date:** August 27, 2025

11. **Adjourn Meeting:** Kevin Guyton moved to adjourn the meeting. Byron Jenkins seconded the motion. All in favor.