

**Paragonah Town
Planning Commission Meeting
44 North 100 West, Paragonah Town Hall
October 30, 2024 – 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- P&Z Secretary, Roger Carter-Five County Local Admin Advisor

Pledge

1. **Call Meeting to Order:** Nancy Dalton
2. **Declaration of Conflict of Interest:** None declared
3. **Adopt Agenda:** Chuy Jimenez moved to adopt the agenda. Byron Jenkins seconded the motion. All in favor.
4. **Approve Minutes of September 25, 2024 meeting:** Chuy Jimenez moved to approve the minutes of September 25, 2024. Kevin Guyton seconded the motion. All in favor.

WORK ITEMS:

5. **Finish up Subdivision Ordinance:** Hold Public Hearing at next Planning Commission meeting Wednesday, November 20th. After Public Hearing, make a motion to present to the Town Board for adoption on December 11th.
6. **Discuss Short term Rental Ordinance:** Worked on new conditional use permit.
7. **Open Discussion:** Roger Carter from Five County is a resource set up to help small towns. He discussed required training for Planning Commission Chairpersons and Committee members. He also gave information on the following:
 - a. Training information about opening public meetings and ethics.
 - b. Transportation Plan-Not a requirement but Paragonah should have a map of road types, include future expansion and try to make roads unified in design standards.
 - c. Annexation Policy- Need updated map and policy plan.

8. **Next Meeting Date:** November 20, 2024

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