

**Paragonah Town
Planning and Zoning Committee Meeting
44 North 100 West, Paragonah Town Hall
February 28, 2024 – 7:00 p.m.**

Planning and Zoning 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, Royce Barton-Fire Dept., Mike Abbott-Board, Todd Robinson-Mayor, Daniel Jensen-Sunrise Engineering.

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 as presented. Byron Jenkins seconded the motion. All in favor.
4. **Approve Minutes of January 31, 2024 meeting:** Chuy Jimenez moved to approve the minutes of January 31, 2024. Kevin Guyton seconded the motion. All in favor.
5. **Planning and Zoning Chair's Report:**
 - a. Town Board approved Byron Jenkins to serve another 5 year term on the P&Z Committee.
 - b. Town Board adopted General Plan with minor corrections.
 - c. Work with town board on updating uniform zoning ordinances Chapter 12-5. setbacks stay as is. Work on small lots (non-conforming lots) add a 2nd tier to requirements.
6. **Jones Backyard Hatchery Conditional Use:** After discussion by the committee, Kris Lindsay moved to approve the conditional use permit for Jones Backyard Hatchery with no conditions. Chuy Jimenez seconded the motion. All in favor.

Work Items:

7. **Flood Damage Prevention Ordinance:** Zoom Meeting with State Floodplain Planners McKenzie Goodenough and Tracie Harrison to discuss wording and receive help with Paragonah's flood plan due in May 2024.

8. Updating Subdivision Ordinance: Presentation by Daniel Jensen-Sunrise Engineering. He is working with the town to update the subdivision ordinance to be finished by December.

9. Short Term Rentals:

Discuss short term rental requirements. Committee agrees there should be a health & safety inspection by the fire department. Committee members to bring ideas for the next meeting to improve the conditional use permit for short term rentals.

Next P&Z meeting will be March 27, 2024.

10. Adjourn Meeting: Kris Lindsay moved to adjourn the meeting. Byron Jenkins seconded the motion. All in favor.