

**Paragonah Town
Planning Commission Meeting
44 North 100 West, Paragonah Town Hall
March 25, 2026 – 7:00 p.m.**

Planning Commission Minutes

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

Attendance: Marge Cipkar-Board, Sharrah Brewster-P&Z Secretary, Sherri Carlson, Royce Barton, Mike Abbott-Board, Tina Ferguson, Dart Judd, Greg Judd, Roger Carter-FCAOG joined via zoom

Pledge

1. **Call Meeting to Order:** Nancy Dalton
2. **Declaration of Conflict of Interest:** None
3. **Adopt Agenda:** Chuy Jimenez moved to adopt the agenda. Kevin Guyton seconded the motion. All in favor.
4. **Approve Minutes of February 25, 2026 meeting:** Chuy Jimenez moved to approve the minutes of February 25, 2026. Kris Lindsay seconded the motion. All in favor.
5. **Open Public Hearing for Amending Title XV Zoning 153.090 maximum height of fences, walls and hedges:** Kevin Guyton motioned to open the public hearing. Chuy Jimenez seconded. All in favor.
6. **Close Public Hearing for Amending Title XV Zoning 153.090 maximum height of fences, walls and hedges:** Kevin Guyton motioned to close the public hearing after hearing no comment from attendees. Chuy Jimenez seconded. All in favor.
7. **Make Recommendation to Town Board on amending Title XV Zoning 153.090 maximum height of fences, walls and hedges:** Chuy Jimenez motioned to recommend updates to the Town Board to approve at their next Board Meeting. Kevin Guyton seconded. All in favor.
8. **Subdivision Training:** Nancy Dalton and Roger Carter from Five County (on zoom) reviewed training packet. The subdivision application and fee schedule needs to be online by October 1, 2026.

9. Subdivision Follow up tasks & recommendations:

- a. Review standards and requirements at the next meeting in April.
- b. Administrative land use authority team-planning commission and check with engineers who can be on call for the Town.
- c. Fee Schedule & Bonding Requirements- \$100 application fee and all other fees at actual cost.
*Chuy Jimenez motioned to recommend these fees to the Town Board for subdivision applications and all other fees related to the subdivisions process will be charged at cost. Kevin Guyton seconded. All in favor.
- d. Other- Chuy Jimenez motioned to accept a public notice announcement to work on subdivision application forms and fees at April Board Meeting.

10. Public Comments- fee schedule comments.

11. Set the Next Meeting Date: April 29th, 2026. Review 2 new business license & conditional use permits at April's meeting.

12. Adjourn Meeting: Kevin Guyton motioned to adjourn the meeting. Chuy Jimenez seconded the motion. All in favor.