

**Paragonah Town
Planning Commission Meeting
44 North 100 West, Paragonah Town Hall
April 29, 2026 – 7:00 p.m.**

Planning Commission Minutes

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

Attendance: Marge Cipkar-Board, Sharrah Brewster-P&Z Secretary, Mike Anderson, Aurie & Kent Neilson

Pledge

1. **Call Meeting to Order:** Nancy Dalton
2. **Declaration of Conflict of Interest:** None
3. **Adopt Agenda:** Byron Jenkins moved to adopt the agenda. Chuy Jimenez seconded the motion. All in favor.
4. **Approve Minutes of March 25, 2026 meeting:** Kevin Guyton moved to approve the minutes of March 25, 2026. Byron Jenkins seconded the motion. All in favor.
5. **Conditional Use Permits Discuss and Approve or Deny:**
 - a. Brittany Lister - Home Based Farmstead- Byron Jenkins moved to approve this Business License with conditions as listed on the application: Off Street parking. Chuy Jimenez seconded. All in favor.
 - b. Michael & Ellie Anderson - Home Based Online Business- Chuy Jimenez moved to approve this Business License with no conditions listed on the application. Kevin Guyton seconded. All in favor.
 - c. Tim & April Neilson - Gun Sales Business- Chuy Jimenez moved to approve this Business License with conditions as listed on the application: Meet ATF license requirements, bonded, insured, any ammunition securely stored and off street parking. Kevin Guyton seconded. All in favor.
6. **Discuss Amending Building Permit Exceptions Ordinance:** Work on amending exceptions to building permits. Public Hearing to be held at the next Planning Commission meeting May 27, 2026.

7. Work on Excavation Permit Application and Ordinance: Make assignments to committee members to review permits from other towns for review at the next meeting.

8. Work on Subdivision Application Forms: Review and amend the Subdivision application forms. The subdivision application and fee schedule needs to be online by October 1, 2026.

9. Public Comments: Report from April Town Board Meeting:

1. Request for qualified Engineers to help review subdivision process.
2. Fee schedule review.
3. Land Use Authority: Appointed team and Engineer.

10. Set the Next Meeting Date: May 27, 2026

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