

**Paragonah Town
Planning Commission Meeting
44 North 100 West, Paragonah Town Hall
May 27, 2026 – 7:00 p.m.**

Planning Commission Minutes

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

Attendance: Marge Cipkar-Board

Pledge

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

2. **Declaration of Conflict of Interest:** None

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

4. **Approve Minutes of April 29, 2026 meeting:** Chuy Jimenez moved to approve the minutes of April 29, 2026. Byron Jenkins seconded the motion. All in favor.

5. **Open Public Hearing for Amending Building Exceptions Ordinance 150.015:**
Chuy Jimenez moved to open the public hearing. Kevin Guyton seconded. All in favor.

6. **Public Hearing for Amending Building Permit Exceptions Ordinance 150.015:**
Work on amending exceptions to building permits. Addition to ordinance includes:

Add subsection (C) A building permit shall be required for any building project that involves the erection, construction, enlargement, alteration, repair, conversion, or demolition of any structure, electrical, plumbing, or mechanic system installed therein. The limited exceptions to the building permit requirement are:

- 1. Small, detached structures which are 200 or fewer square feet in area.**
- 2. Fences under six (6) feet in height and agricultural fence enclosures.**
- 3. Retaining walls under four (4) feet in height.**
- 4. Specific finish work such as painting, concrete sidewalks that are not directly related to the building/structure construction, addition, alteration or remodel.**
- 5. Minor electrical work such as repairing flush and snap switches, replacing fuses, and changing lamp sockets and receptacles.**

6. Minor plumbing repairs which involve only the working parts of a faucet or valve, the clearance of stoppages, the repairing of leaks or the replacement of defective faucets or valves.

7. Landscaping to include sprinklers, lawns, gardens, etc.

7. Close Public Hearing for Amending Building Permit Exceptions Ordinance

150.015: Kevin moved to close the public hearing. Kris Lindsay seconded. All in favor.

8. Approve Recommendation for Amending Building Exceptions Ordinance

150.015: Chuy Jimenez moved to approve ordinance addition of subsection (C) to existing Land Use Ordinance 150.015 Building Permit Required Exceptions and send it to Town Board for final approval. Kevin Guyton seconded. All in favor.

9. Work on Excavation Permit Application and Ordinance: Early grading-clearing lots and excavation should require separate permits.

10. Work on Subdivision Application Forms: Review and amend the Subdivision application forms.

11. Introduce Demolition Permit Application and Ordinance: Review at next meeting.

12. Review Draft Transportation Master Plan: Review at next meeting.

13. Public Comments: Updates from Nancy Dalton: FCAOG is working on an updated hazard plan to be completed in 6 months.

14. Set the Next Meeting Date: June 24, 2026

15. Adjourn Meeting: Kris Lindsay motioned to adjourn the meeting. Chuy Jimenez seconded the motion. All in favor.