

**Paragonah Town
Planning and Zoning Committee Meeting
44 North 100 West, Paragonah Town Hall
March 27, 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, Max & Liz Eager

Pledge

1. **Call Meeting to Order:** Nancy Dalton
2. **Declaration of Conflict of Interest:** None declared
3. **Adopt Agenda:** Kris Lindsay moved to adopt the agenda as presented. Byron Jenkins seconded the motion. All in favor.
4. **Approve Minutes of February 28, 2024 meeting:** Chuy Jimenez moved to approve the minutes of February 28, 2024. Kevin Guyton seconded the motion. All in favor.
5. **Discuss & approve Short-Term Rental Health & Safety Inspection:**
 - a. \$50 inspection fee approved by Paragonah Board.
 - b. Kevin Guyton moved to adopt the Short-Term Rental Health & Safety Inspection with corrections. Chuy seconded the motion. All in favor.
6. **PUBLIC HEARING:** Kevin Guyton moved to open the public hearing to discuss Eager Vacation Rental conditional use permit application. Byron Jenkins seconded the motion. All in favor.

Discuss Eager Vacation Rental application with Max and Liz Eager. Review short term conditional use permit and business license process. Go over conditional use rules concerning parking and sign placement.

7. **CLOSE PUBLIC HEARING:** Chuy Jimenez moved to close the public hearing. Kevin Guyton seconded the motion. All in favor.

8. Motion to Approve or Deny Eager Application: Chuy Jimenez moved to approve the Eager Vacation Rental conditional use permit with conditions as discussed during the hearing. Kevin Guyton seconded the motion. All in favor.

WORK ITEMS:

9. Short Term Rental Conditional Use Permit Ordinance: Make updates and adopt Conditional Use Permit and Business License packet/process for short term rentals. Chuy Jimenez moved to approve the Short Term Rental Conditional Use Permit Ordinance. Kevin Guyton seconded the motion. All in favor.

10. Flood Damage Prevention Ordinance and set Public Hearing Date: Set public hearing date for April 24, 2024 to take public comment on the flood ordinance. At the next P&Z meeting, make a recommendation to the Town Board to adopt the Paragonah Town Flood Damage Prevention Ordinance at their May 8, 2024 Town Board meeting.

11. Open Discussion: None

12. Next P&Z meeting will be held April 24, 2024.

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