



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943
www.jerome.az.gov

AGENDA

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME JEROME CIVIC CENTER 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, APRIL 21, 2026, AT 6:00 PM

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Kristen Muenz, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

Members of the public are welcome to participate in the meeting via the following options: By computer at <https://us02web.zoom.us/j/9286347943> or by telephone at **1 669 900 683**. **The Meeting ID is 928 634 7943**. A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. The network is Sparklight Yavapai Free Wi-Fi, and no password is required. **Please submit comments/questions at least one hour prior to the meeting** to Zoning Administrator William Blodgett at w.blodgett@jerome.az.gov.

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A. The Board will vote on the Minutes of the regular meeting of March 17, 2026.

3. OLD BUSINESS

A. The applicant is requesting a new shed for 776 East avenue.

4. NEW BUSINESS

A. The applicant is requesting to split lot 401-09-010F (876 Gulch Road) into two lots.

5. NEXT MEETING ITEMS

6. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Kristen Muenz, Deputy Town Clerk

Persons with a disability may request reasonable accommodations such as a sign language interpreter by contacting Town Hall at (928) 634-7943. Requests should be made as early as possible to allow enough time to make arrangements.



TOWN OF JEROME

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DRAFT MINUTES

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME

JEROME CIVIC CENTER
600 CLARK STREET, JEROME, ARIZONA

TUESDAY, MARCH 17, 2026, AT 6:00 PM

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

*** DUE TO A TECHNICAL ISSUE NO AUDIO IS AVAILABLE FOR THIS MEETING. ***

6:00PM 1. CALL TO ORDER

*Present were Chair Lance Schall, Vice Chair Jeanie Ready, and Commissioners Rebecca "Becca" Miller and Jera Peterson.
Staff present were Zoning Administrator Will Blodgett and Accounting Clerk Michele Sharif.*

6:01PM 2. APPROVAL OF MINUTES

A. Approval of the Minutes from the regular meeting of 02.17.2026

*Chair Schall introduced the minutes asking if there were any corrections necessary. There were none. Commissioner Peterson voiced that she would abstain from the vote due to being absent from the last meeting. Vice Chair Ready made the motion to approve the meeting minutes from February 17, 2026, receiving a second from Chair Schall.
With no other discussion the question was called and the motion carried with 3 ayes and 1 abstention.*

Motion to approve the Regular P&Z Minutes from February 17, 2026

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON						X
READY	X		X			
SCHALL		X	X			

6:02PM 3. OLD BUSINESS

A. New Shed review for 776 East avenue, tabled from February meeting for additional information.

*Chair Schall introduced the item.
Mr. Blodgett requested that the item be tabled to the next meeting as there are a few missing details and drawings needed to proceed with this item.
Chair Schall entered the motion to table the item as Mr. Blodgett requested.
Vice Chair Ready seconded the item.
Chair Schall called the question and the motion carried.*

Motion to table item to next meeting.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON			X			
READY		X	X			
SCHALL	X		X			

After the vote Commissioner Peterson had a couple of questions and was informed the item was tabled but that

her questions might be answered by listening to the audio from the prior meeting.

6:05PM 4. NEW BUSINESS

A. The Planning & Zoning Commission will elect a new Chair & Vice-chair.

There was a question from Vice Chair Ready inquiring if Chair Schall could be re-elected to his position again. Mr. Blodgett informed the commission that if they made a vote at the meeting and it was determined something needed to be fixed then they would take care of it at the next meeting.

There was a brief discussion amongst commissioners about if there was an interest in chair or vice chair. Vice Chair Ready entered a motion to elect Lance Schall as the Chair for another term and to elect Rebecca Miller as Vice Chair.

The motion was seconded by Commissioner Peterson.

Chair Schall called the question and the motion carried by unanimous vote.

Motion to elect Lance Schall as Chair and Rebecca Miller as Vice Chair.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON		X	X			
READY	X		X			
SCHALL			X			

6:14PM 5. NEXT MEETING ITEMS

A. The ZA will update the board regarding upcoming items.

Mr. Blodgett gave a brief update indicating he hoped that the tabled shed item should be ready by next meeting and that there were a half dozen other projects in different stages of ready. He updated the Commission about the zoning rewrite and is excited to bring something to them as soon as it's available.

6:16PM 6. ADJOURNMENT

Vice Chair Ready motioned to adjourn the meeting.

Commissioner Peterson seconded the motion.

Chair Schall called the question and the meeting adjourned at 6:16p.m.

Motion to adjourn at 6:16p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON		X	X			
READY	X		X			
SCHALL			X			

Approved: _____ Date: _____
 Chair Lance Schall, Planning & Zoning Commission Chair

Attest: _____ Date: _____
 Kristen Muenz, Deputy Clerk



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning & Zoning Tuesday, February 17, 2026

Item :
Location: 776 East Avenue
Applicant/Owner: Lurette Eric & Barber Cynthia
Zone: R1-5
APN: 401-07-099B
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend discussion / Approval

Background and Summary: The applicant is seeking approval to install a tool and storage shed adjacent to the existing residential structure. The Shed design incorporates the existing limitations and the slope-angle on which the property sits.

Building Background: Parcel number 401-07-099B (776 East avenue) is a new construction completed within the past few years. The house itself is not historic but all properties have an impact on the neighborhood aesthetic.

Purpose and Considerations: The purpose of the Site Plan review is to provide for the public health, safety and general welfare, and to protect the environment and the historical character of the Town of Jerome. The plan review will include examination of all proposed site work and excavation and grading regulations, with special regulation work on sites with extreme slope or unstable soils. Essential to this purpose is the review of possible impacts on surrounding properties. Sections 303.1.B.7 states under the heading "Projects requiring review by the Planning & Zoning Commission": 7. *Sheds and accessory structures.*

Section 303.2.A.2 requires compliance with the following considerations: *lot area, lot width, maximum lot coverage, yard requirements, off-street parking and loading, building height, accessory building height, any other property development standards specific to the zone.*

The property standards for Accessory structures in the R1-5 Zone are;

7. **ACCESSORY BUILDINGS**
 - a. Accessory buildings shall be considered in determining yard, lot and area requirements.
 - b. Accessory buildings shall not be used for human habitation.
 - c. Detached accessory buildings shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.
 - d. Detached accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof, as defined in "Accessory Building, Height of."

[Ord. No. 446]

Response: The applicant was granted a Variance for setbacks from the property line as the parcel configurations were set long before the adoption of modern Zoning codes. Historic preservation best-practices recommended the continuation of historic setbacks for the sake of the overall neighborhood's historic aesthetic. It will be determined if that Variance covers this issue as the footprint of the proposed shed is already established, however if so determined this approval may be conditional upon receiving a Variance for the setbacks. The total height of the building at it's peak is 14'6", which on a flat surface is too great. Due to the steep slope-angle the actual height is calculated using this method below in which the height calculations (off of the median) are below 14'. In the drawings provided by the applicant 8' of the shed is visible from street level and allowing the roof pitch to math that of the main structure.

$$\text{Slope} = \frac{9.5'}{30'} = 31.6\% \text{ Slope}$$

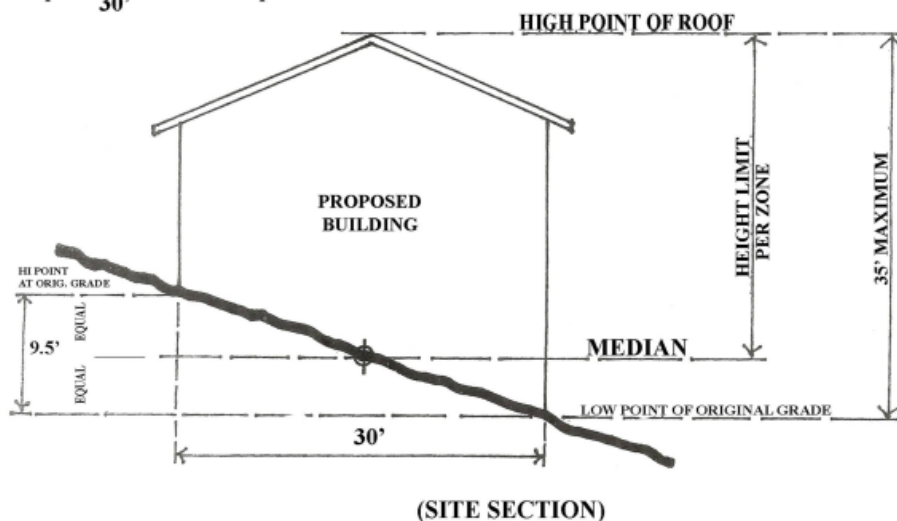


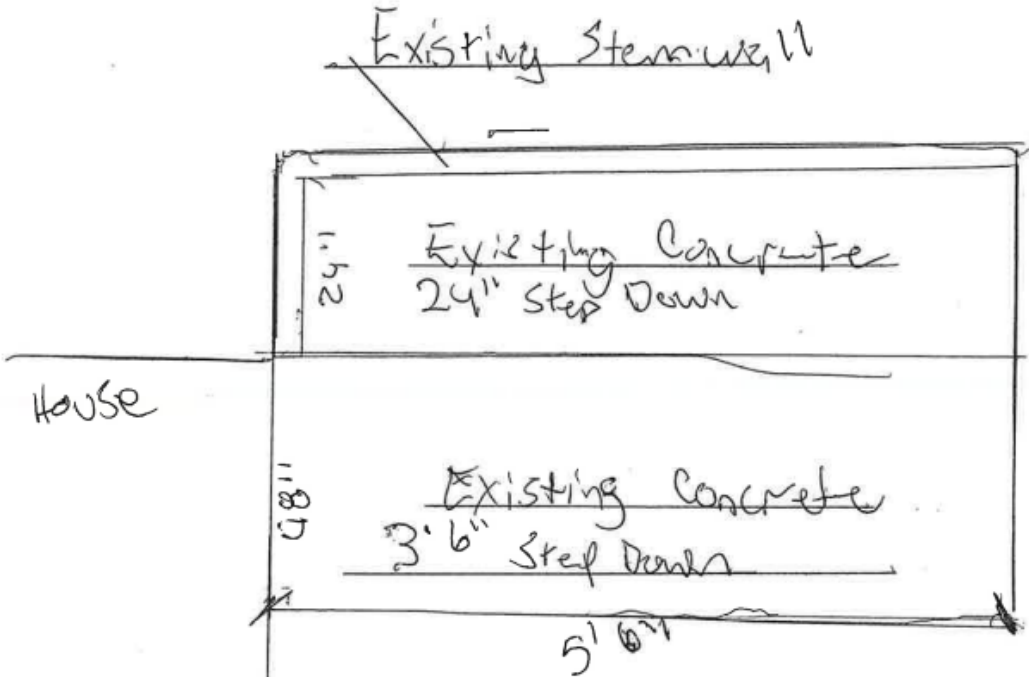
DIAGRAM 1
BB 1.98



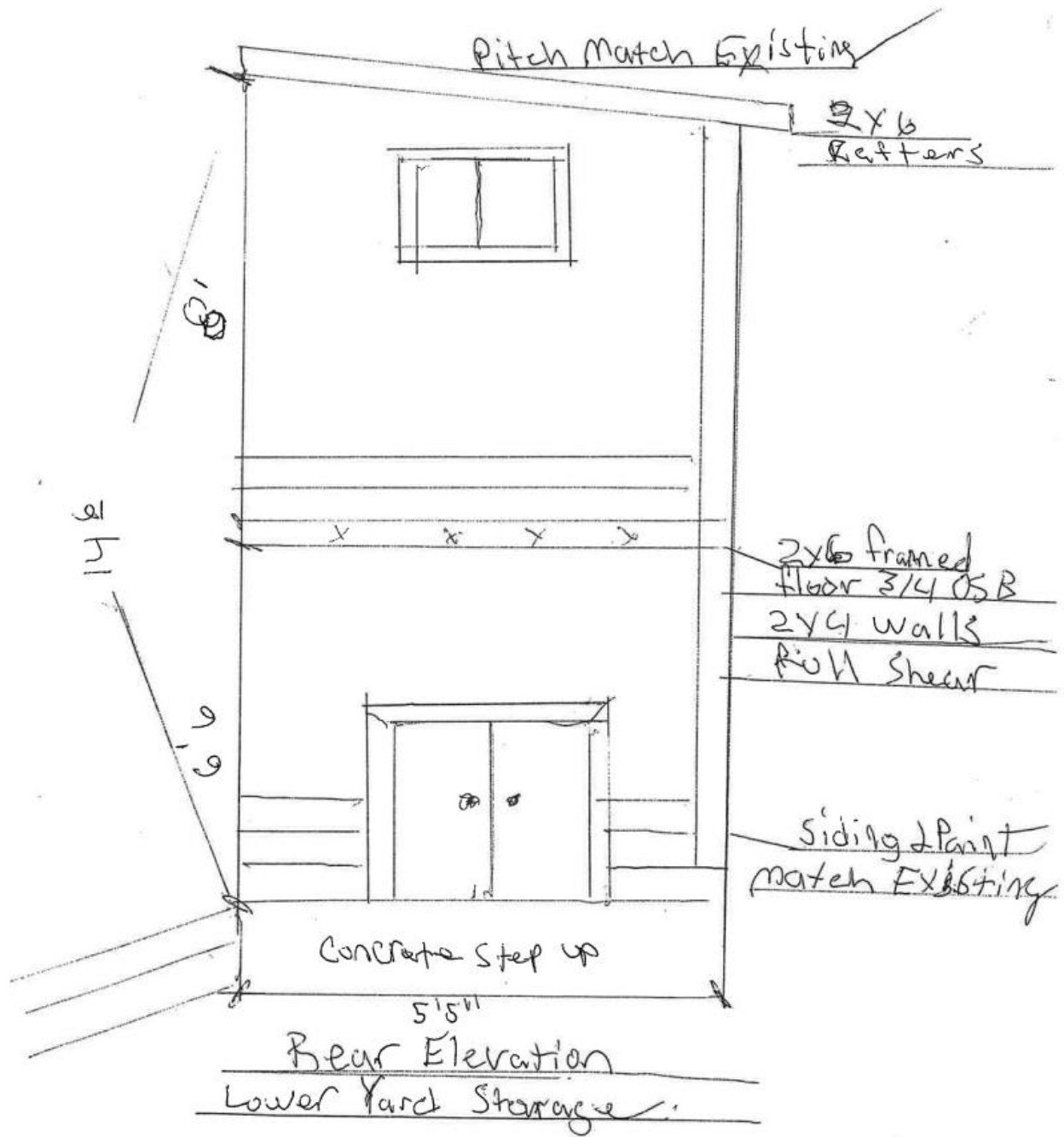
View of the frontage of 776 East ave. The location in the center of the photo is where the proposed shed is intended to be built, with a width of 5'6" starting adjacent to the main structure and extending 5 ½ ft ending near the wood RR ties in the photo.

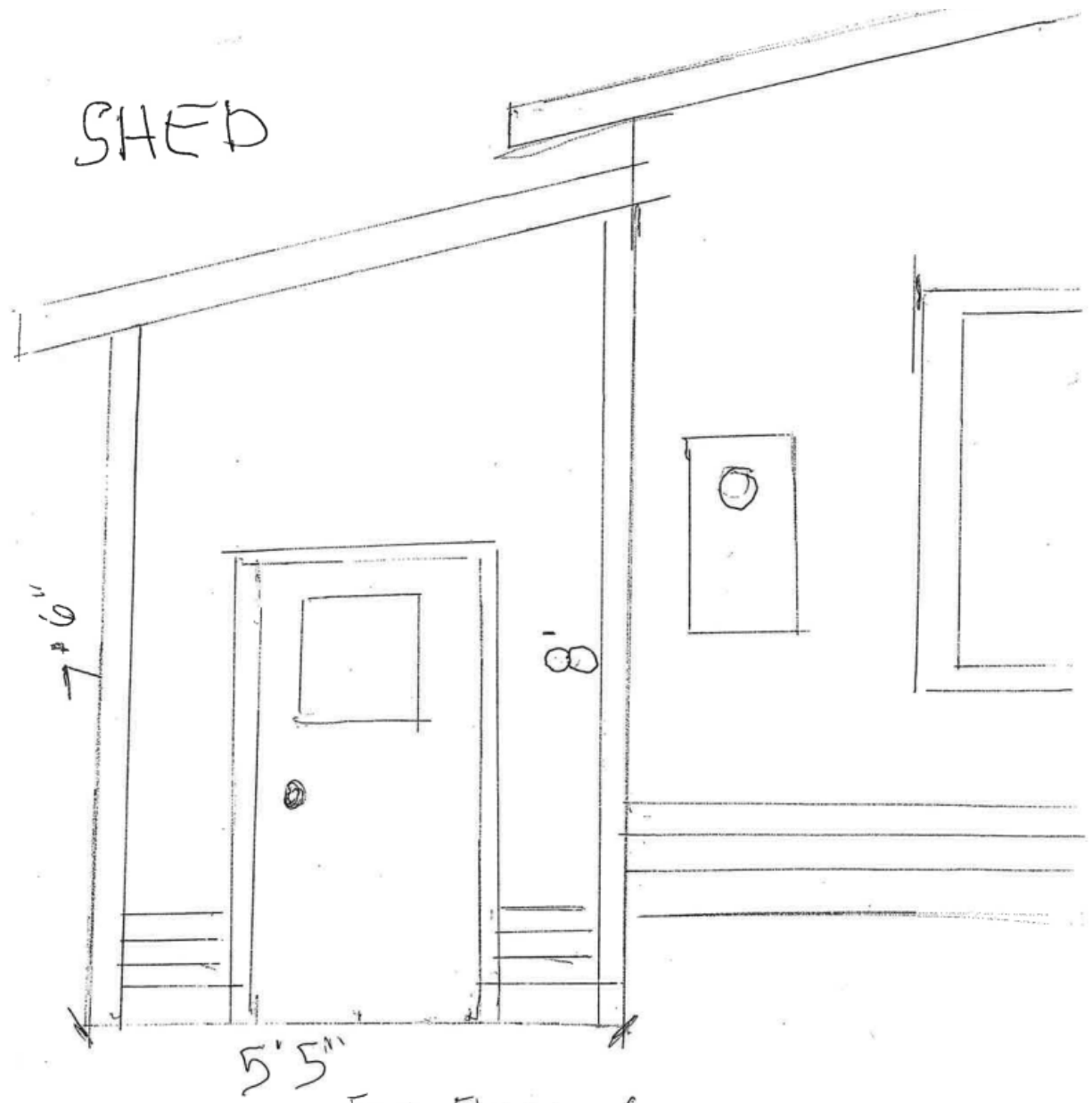
Plan-view of the shed location with the existing concrete “steps” that will serve as the shed foundation.





Drill concrete ~~fasten~~ with
1/2" x 6" Simpson T₁ Ties
Full Shear Wrap in Tyvek
Siding; Trim to Match Existing
Owner's





Front Elevations
siding + Paint to Match House

776 EAST 7 AVE
JEROME AZ

Application & Related Information



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning & Zoning Tuesday, April, 21

Item :

Location: 876 Gulch Road
Applicant/Owner: Stearman Craig A & Ivy K Living Trust
Zone: AR
APN: 401-09-010F
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend discussion / Approval

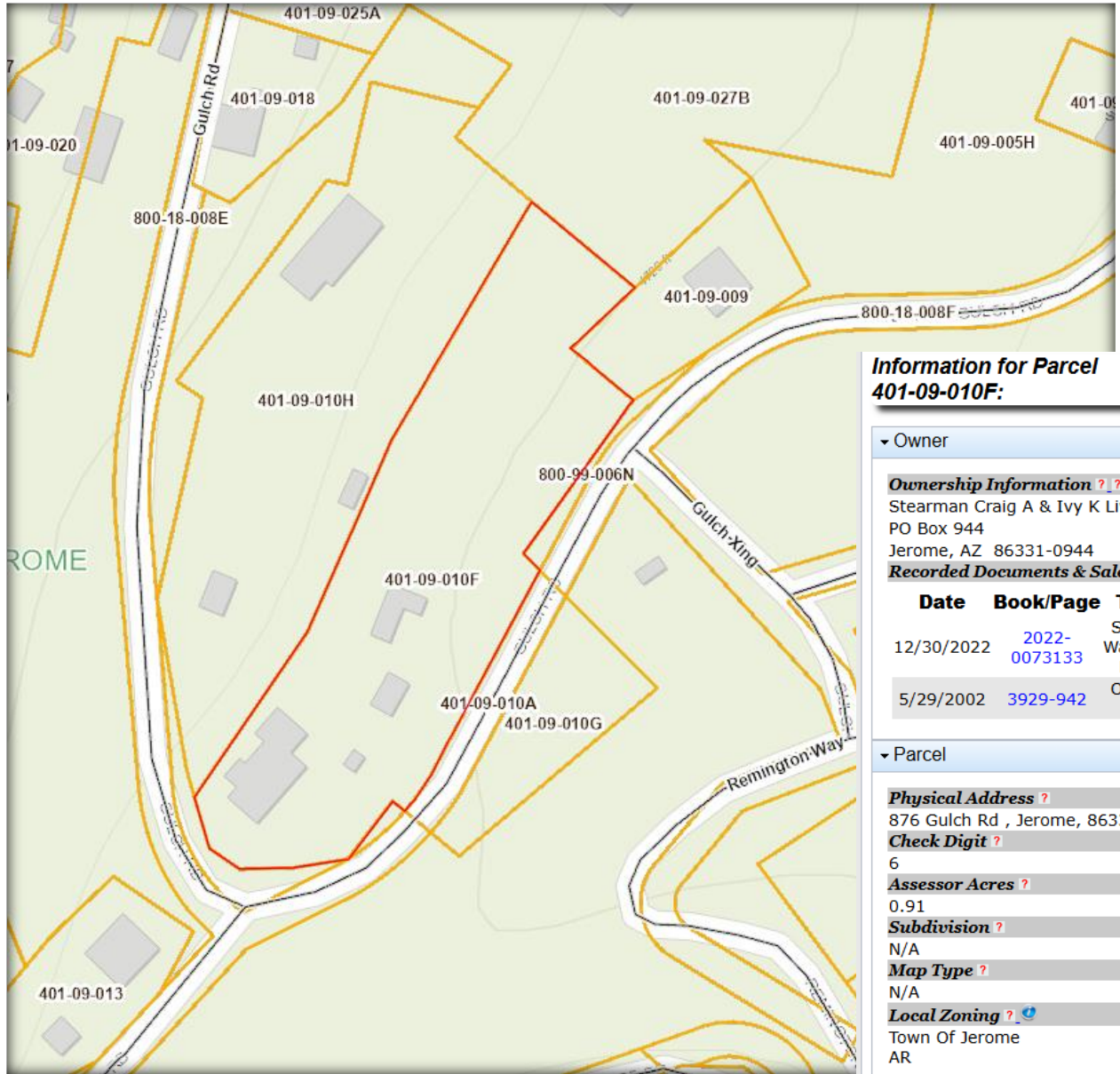
Background and Summary: The applicant/Owner of parcel 401-09-010F (876 Gulch Road) is seeking approval to divide the lot into two legal lots.

Building/Property Background: The House at 876 Gulch road is listed as being built in 1900. The 2007 inventory of historic properties includes this home (entry 221) which is included with this review. The 2007 inventory lists this property as being a contributor to Jerome's landmark status.

Regulations & Development Standards: The Town of Jerome's property standards for the AR zone (Section 503) that are applicable to a lot-division are as follows; 1) A minimum lot area of 10,000 Sq. Ft. 2) Minimum lot width of 100ft. 3) Minimum 850 sq. ft. for a primary structure. 4) No more than 40% of the lot may be covered by the primary structure and all accessory structures. 5) A front yard of no less than 20ft. 6) a Side-yard no less than 10ft, and where it abuts a street no less than 20ft.

Considerations: The current unmodified size of parcel 401-09-010F is 39,639 sq. ft. (0.91 Acres) which is well over the minimum area for the AR zone. From the recent survey conducted, the surveyor labels 4 parcels, A, B, C and D. Parcels C and D are the two parcels intended to result from the lot-division. Parcels A and B are not part of this project. Parcel C, in the new configuration is 14,287 Sq. Ft. and parcel D would measure out to 25,090 Sq. Ft. The primary structure on Parcel C is 1144 Sq. Ft. and while there are noted, a number of sheds and out buildings Yavapai County does not have those accessory buildings dimensions recorded. That said, the total of the accessory buildings combined with the primary structure does not exceed 20% of the lot coverage. Parcel D does not have any structures noted, primary or otherwise.

The yards and setbacks in this area are long established and this would not have a notable impact on existing and neighboring properties. Any new construction on Parcel D would have no issues conforming to the current Planning & Zoning requirements.



Information for Parcel 401-09-010F:

Owner

Ownership Information ? ?
Stearman Craig A & Ivy K Living Trust
PO Box 944
Jerome, AZ 86331-0944

Recorded Documents & Sales (2) ?

Date	Book/Page	Type	Cost
12/30/2022	2022-0073133	Special Warranty Deed	\$0
5/29/2002	3929-942	Other - Sale	\$0

Parcel

Physical Address ?
876 Gulch Rd , Jerome, 86331

Check Digit ?
6

Assessor Acres ?
0.91

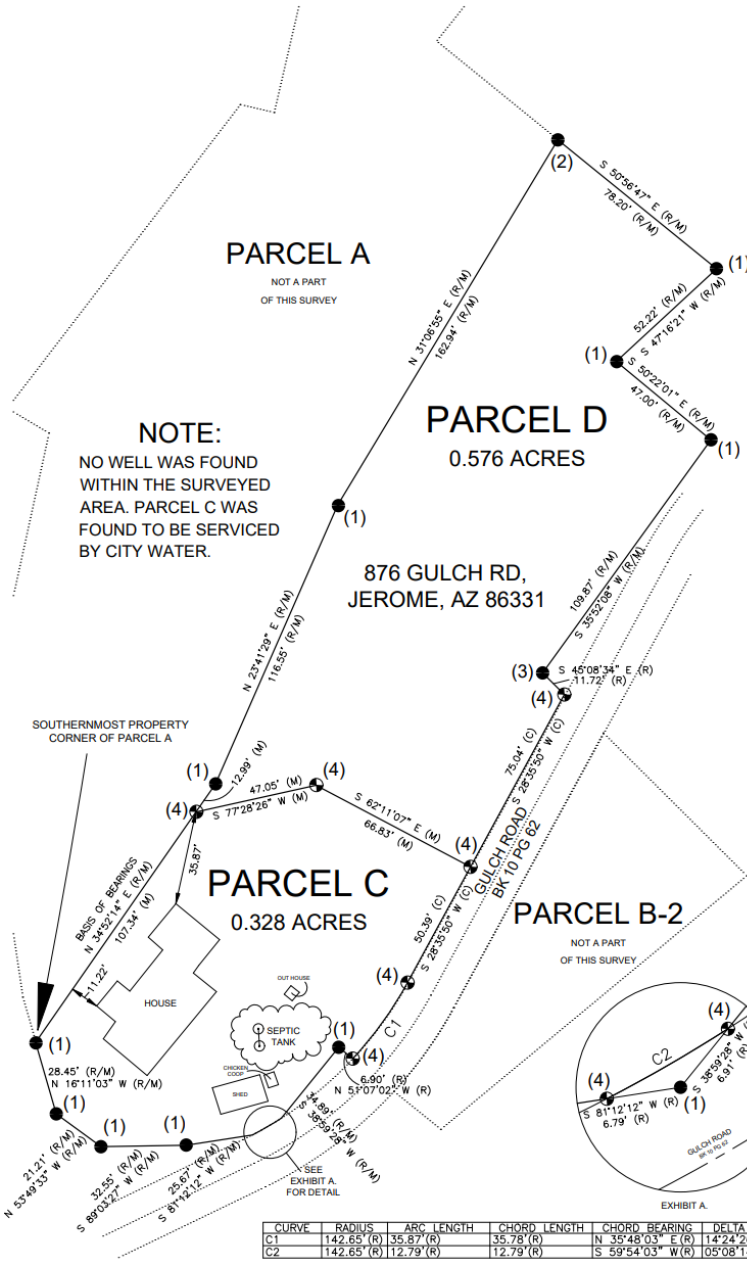
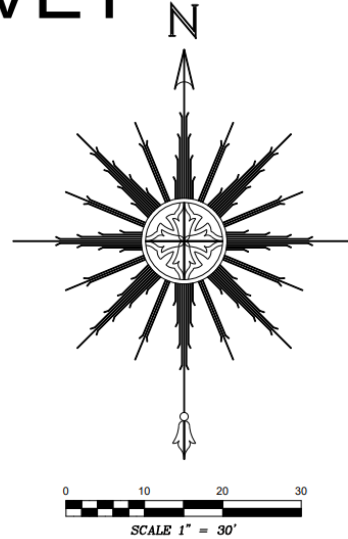
Subdivision ?
N/A

Map Type ?
N/A

Local Zoning ?
Town Of Jerome
AR

RECORD OF SURVEY

OF 401-09-010F
 A PORTION OF S26 T16N R2E
 RECORDED IN BOOK 67 PAGE 27
 YAVAPAI COUNTY, ARIZONA



NOTE:
 NO WELL WAS FOUND
 WITHIN THE SURVEYED
 AREA. PARCEL C WAS
 FOUND TO BE SERVICED
 BY CITY WATER.

MONUMENTATION

- FOUND MONUMENT AS NOTED
 - SET MONUMENT AS NOTED
 - CALCULATED POINT ONLY
- (R) RECORDED
 (M) MEASURED
 (C) CALCULATED
- (1) FOUND 1/2" REBAR CAPPED 19853
 - (2) FOUND 1/2" REBAR CAPPED 33873
 - (3) FOUND 2" OPEN PIPE
 - (4) SET 1/2" REBAR CAPPED 67585

DOCUMENTS USED

- BK 67 PG 27
- 2002 SURVEY OF 010F
- BK 10 PG 62
- 1989 SURVEY OF GULCH RD.
- INS # 2022-0073133
- 2022 DEED - PARCEL I

ALL EASEMENTS OF RECORD MAY
 NOT BE SHOWN ON THIS MAP.

RESULTS OF SURVEY

A PORTION OF LONE STAR, MS 1374,
 & NELLIE BLYE, MS 3203
 IN THE NW1/4 OF SEC 26, T16N, R2E,
 G&SRB&M, YAVAPAI COUNTY, ARIZONA



P.O. BOX 1245
 Cottonwood, Az. 86326
 PH: 928-649-0949
 Fax: 928-639-3801

JOB NUMBER: 26-0203 APEX JOB: 26-048


CLIENT STEARMAN	SHEET 1 OF 1	SECTION 26	TOWNSHIP 16N	RANGE 2E
Gila & Salt River Base & Meridian				

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	142.65' (R)	35.87' (R)	35.78' (R)	N 35°48'03" E (R)	14°24'26" (R)
C2	142.65' (R)	12.79' (R)	12.79' (R)	S 59°54'03" W (R)	105°08'14" (R)

I, ADAM M. HAYWOOD, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA; THAT THIS SURVEY WAS PERFORMED UNDER MY DIRECT SUPERVISION DURING THE MONTH OF MARCH, 2026; THAT THE SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT THE BOUNDARY FORMS A MATHEMATICALLY CLOSED FIGURE; THAT ALL MONUMENTS SHOWN ACTUALLY EXIST AS OF THE DATE HEROF; AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.



Application & Related Information

JEROME

 ARIZONA

2007 Town of Jerome Arizona
HISTORIC PROPERTIES SUMMARY SURVEY

PROPERTY IDENTIFICATION

For properties identified through survey: Site No. 221 Survey Area

Historic Name(s)
(Enter the name(s). If any, that best reflects the property's historic importance.)

Address Upper Gulch Road

City or Town Jerome vicinity County Yavapai Tax Parcel No. 401-09-010F

Township 16 Range 2E Section 23 Quarters Acreage 0.91

Block Lot(s) Plat (Addition) Year of plat (addition)

UTM reference: Zone Easting Northing

USGS 7.5' quadrangle map:

ARCHITECT not determined known Source

BUILDER not determined known Source

CONSTRUCTION DATE 1900 known estimated Source Co. Assessor

STRUCTURAL CONDITION

Good (well maintained; no serious problems apparent)

Fair (some problems apparent) Describe:

Poor (major problems; imminent threat) Describe:

Ruin/Uninhabitable

USES/FUNCTIONS

Describe how the property has been used over time, beginning with the original use.

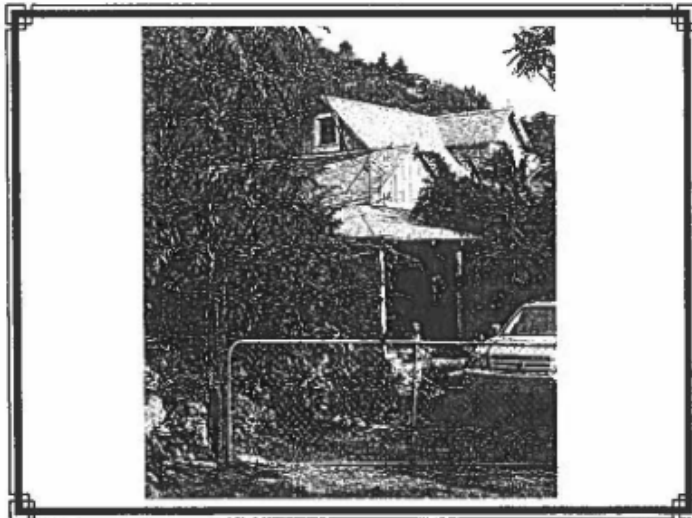
Residential


Sources Co. Assessor, 81 historic Survey.

PHOTO INFORMATION

Date of photo 2007
View Direction (looking towards)

North
Negative No. 401-09-010H





2007 Town of Jerome Arizona

HISTORIC PROPERTIES SUMMARY SURVEY

A. HISTORIC EVENTS/TRENDS. Describe any historic events/trends associated with the property.

B. PERSONS. List and describe persons with an important association with the building.

C. ARCHITECTURE. Style Vernacular/ Folk Victorian no style

Stories 2 w/, attic Basement Roof form Cross Gable w/, Gable Dormer.

Describe other character-defining features of its massing, size, and scale This Dwelling is a 1144 S.F., 2-Story w/, attic, multi Cornered irregular plan. There is a one story hip roof front and south façade porch.

INTEGRITY

To be eligible for the National Register, a property must have integrity, i.e., it must be able to visually convey its importance. The outline below lists some important aspects of integrity. Fill in the blanks with as detailed a description of the property as possible.

LOCATION. Original Site Moved: date original site

DESIGN. Describe alterations from the original design, including dates.

MATERIALS. Describe the materials used in the following elements of the property.

Walls (structure) Wood Walls (sheathing) Batten Board
 Windows Wood Describe window structure One and multiple panes o/, one dbl hung
 Roof Asphalt Shingles Foundation Conc., Masonry, Wood

SETTING. Describe the natural and/or built environment around the property. This property has Upper Gulch Road on the East and West sides of the property.

How has the environment changed since the property was constructed?

WORKMANSHIP. Describe the distinctive elements, if any, of craftsmanship or method of construction.

NATIONAL REGISTER STATUS (if listed, check the appropriate box)

Individually Listed; Contributor Noncontributor to Historic District
 Date Listed Determined eligible by Keeper of National Register (date

RECOMMENDATIONS ON NATIONAL REGISTER ELIGIBILITY (opinion of SHPO staff or survey consultant)

Property is is not eligible individually.
 Property is is not eligible as a contributor to a listed or potential historic district.
 More information is needed to evaluate.
 If not considered eligible, state reason:

FORM COMPLETED BY Gregory C. Hunt
 Name and Affiliation: D.A.P.A. Studio
 Mailing Address: P.O. Box 8 Cottonwood, AZ.

Date: Nov., Dec., 2007
 Phone #: 928-646-9205