



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, FEBRUARY 17, 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. Minutes of the regular meeting of 01/20/2026

3. NEW BUSINESS

A. New Shed for 776 East Avenue

4. NEXT MEETING ITEMS

A. Future meeting updates

5. 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

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TOWN OF JEROME

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MINUTES

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

TUESDAY, JANUARY 20, 2026, AT 6:00 PM

6:00PM (0:28) 1. CALL TO ORDER

Present were Chair Lance Schall, Vice Chair Jeanie Ready, and commissioner Jera Peterson. Commissioner Becca Miller was absent. Staff Present was Zoning Administrator Will Blodgett.

After roll was called Chair Schall stated for the record that a quorum was present to continue the meeting.

6:00PM (0:54) 2. APPROVAL OF MINUTES

Minutes of the regular meeting of the Planning & Zoning Commission from 12.16.2025

Commissioner Peterson questioned the level of detail in the draft minutes, noting they were less comprehensive than previously.

Mr. Blodgett explained that staff has shifted from transcript style minutes to a more summarized format, also pointing out that audio recordings of the meetings are available.

Commissioners Peterson and Schall expressed their support for this approach, also discussion that the approval of minutes confirms the accuracy of the summarized content, not the format.

Chair Schall entered a motion to approve the meeting minutes from the December 12th meeting receiving a second from Vice Chair Ready.

With 3 ayes the motion carried.

Motion to approve meeting minutes from December 12, 2025, Regular Meeting.

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

6:07PM 3. NEW BUSINESS

6:07PM (7:48) A. The applicant is requesting approval for a lot combination, combining lots: 401-07-128A and 401-07-127A (804 Hampshire) for Tom Lopez

Chair Schall introduced item 3A.

Mr. Blodgett presented a request for approval of a lot combination involving two parcels under common ownership. The smaller parcel is a non-buildable "sliver" lot that contains a historic garage, which is currently a nonconforming situation. Combining the parcels would bring the property into compliance by legally subordinating the garage to the primary lot. Discrepancies in the county mapping was noted but confirmed the survey accurately reflects the parcel boundaries. Board members found the request straightforward, raised no objections, and agreed the combination resolves a longstanding nonconformity.

Chair Schall entered the motion to approve the lot combination.
 Vice Chair Ready seconded the motion and with 3 ayes the motion passed.

Motion to approve lot combination.

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

6:10 (10:49) B. The applicant is requesting a Conditional Use Permit for conditional use in the AR zone to allow small events at the Powder-Box church (105 Douglas Rd.). This use is conditional and requires a CUP.

Mr. Blodgett presented a request for a conditional use permit for the Powder-Box church located in the AR zone, as proposed for use as a small event space. Although church use would normally be permitted, the application was required due to technical zoning considerations and the building's historic, legally nonconforming status. Mr. Blodgett emphasized the importance of allowing flexible, low impact uses to support preservation of historic properties and recommended approval. The proposed use is consistent with similar church-related functions, with an anticipated occupancy of approximately 28 to 35 people, subject to Fire Department determination.

Commissioners discussed parking, occupancy limits, noise, and event management. It was noted that parking impacts would be minimal, small events could be accommodated on site, and larger events would require special event permits, including provisions for off-site parking and shuttling. Amplified outdoor music would also require a special event permit and remain subject to the Town's noise ordinance. The applicant agreed the use would be low intensity, compatible with the neighborhood, and adequately regulated through existing permitting processes. No additional conditions were deemed necessary, and the Commission agreed to recommend approval as presented.

Chair Schall entered the motion to approve the item as presented.

Commissioner Peterson confirmed the address as 105 Douglas Rd and seconded the motion.
 With 3 ayes the motion carried.

Motion to approve request for Conditional Use Permit for 105 Douglas Rd. as presented.

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

6:43PM (43:16) C. The board will discuss the ZO framework and organization with a focus on examples from other municipalities.

The Commission discussed the overall organization and usability of the Town's current zoning ordinance, emphasizing the need for a clearer framework that is easier for staff, applicants, and the public to follow and understand. Mr. Blodgett and Commissioners agreed that while the existing ordinance framework is fundamentally sound, its organization, cross-referencing, and reliance on cascading provisions and extensive definitions make it difficult to use.

Suggestions included reorganizing sections for clarity, reducing cross-references, separating definitions into a standalone document, and aligning terminology with commonly accepted planning and professional definitions. Examples from other small municipalities were reviewed, with particular emphasis on ordinances that are searchable, well-structured, and accessible online.

The discussion also expanded to historic land use and residential zoning, noting that many historic buildings were originally constructed as multi-unit structures that do not align neatly with current zoning in place. They discussed the potential benefits of simplifying residential zoning, recognizing historic uses, and reducing reliance on exemptions by applying clear, flexible standards. The importance of precise definitions, particularly for terms such as attached structures, restoration, renovation, and reproduction, was emphasized to ensure consistency and long-term continuity. There was general agreement to

continue workshopping these concepts in future meetings, with staff providing updates and additional examples as the ordinance review progresses.

7:11PM (1:11:05) 4. NEXT MEETING ITEMS

The Zoning Administrator will update the board to future and ongoing projects.

Mr. Blodgett briefly discussed potential agenda items for upcoming meetings including continued work on the zoning ordinance review and the expectation of several additional applications. He indicated there are a few small-scale projects anticipated including a potential lot split.

7:12PM (1:12:00) 5. ADJOURNMENT

Chair Schall entered a motion to adjourn the meeting, seconded by Commissioner Peterson. By unanimous vote the meeting adjourned at 7:12p.m.

Motion to adjourn at 7:12p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER					X	
PETERSON		X	X			
READY			X			
SCHALL	X		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: Lerette 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 its 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.

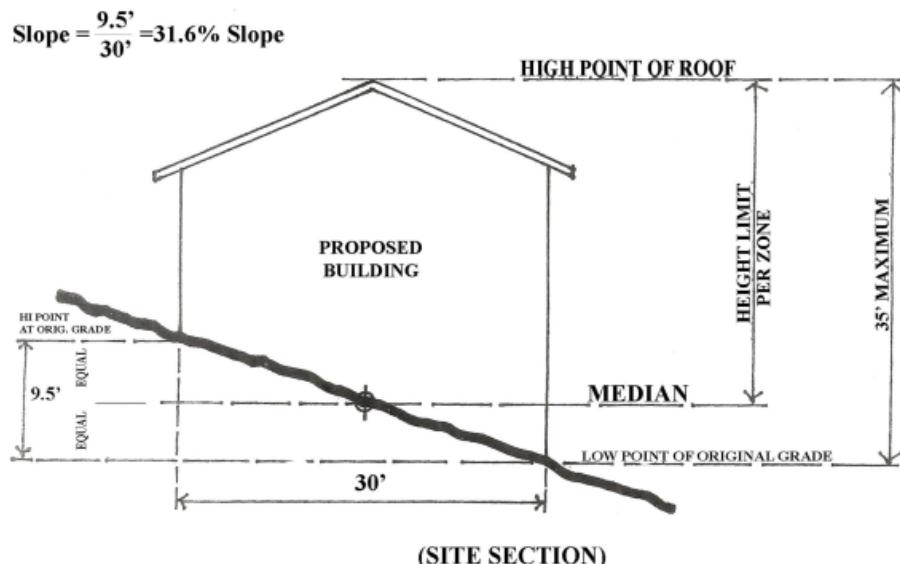


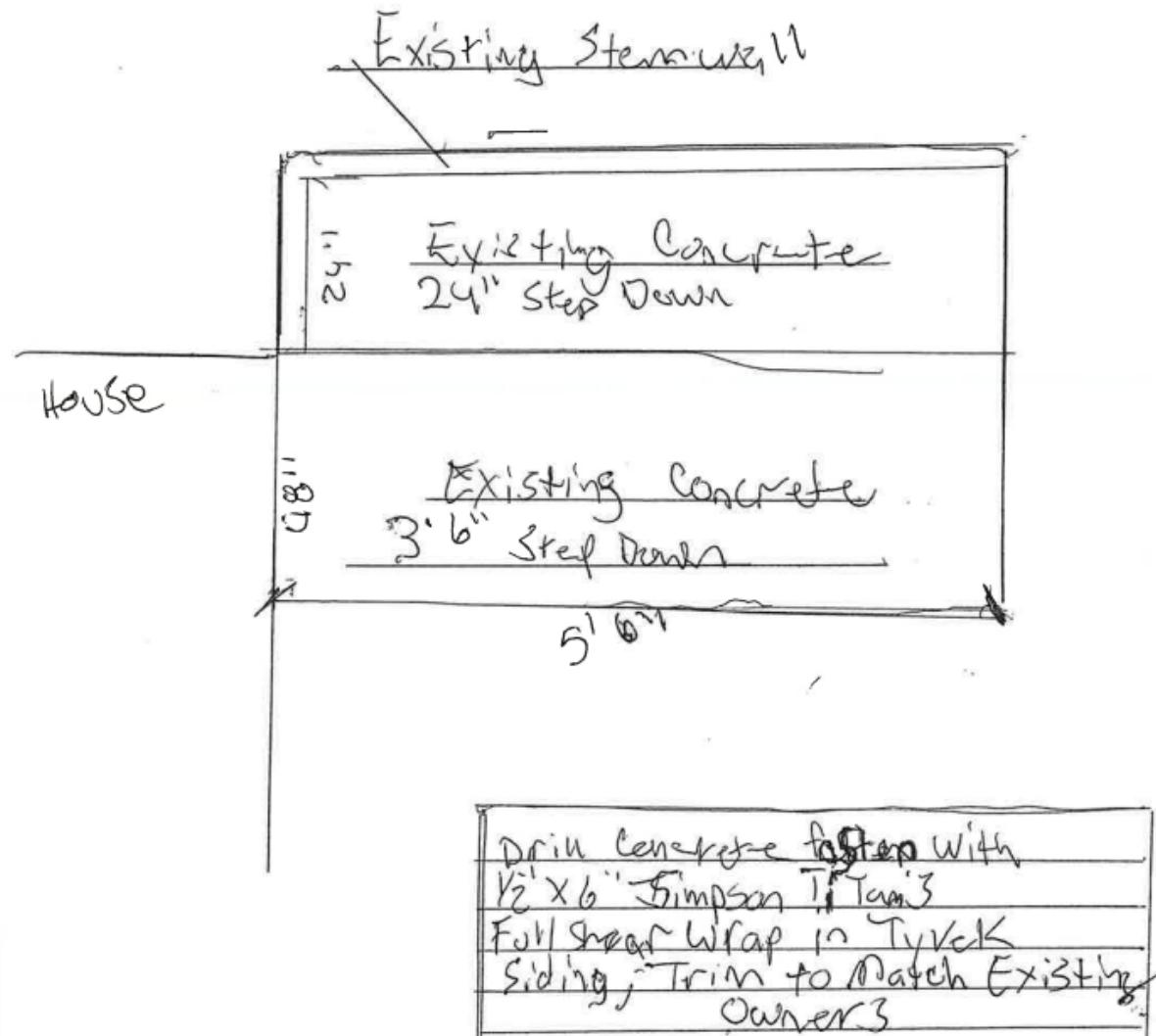
DIAGRAM 1
BB 1.98

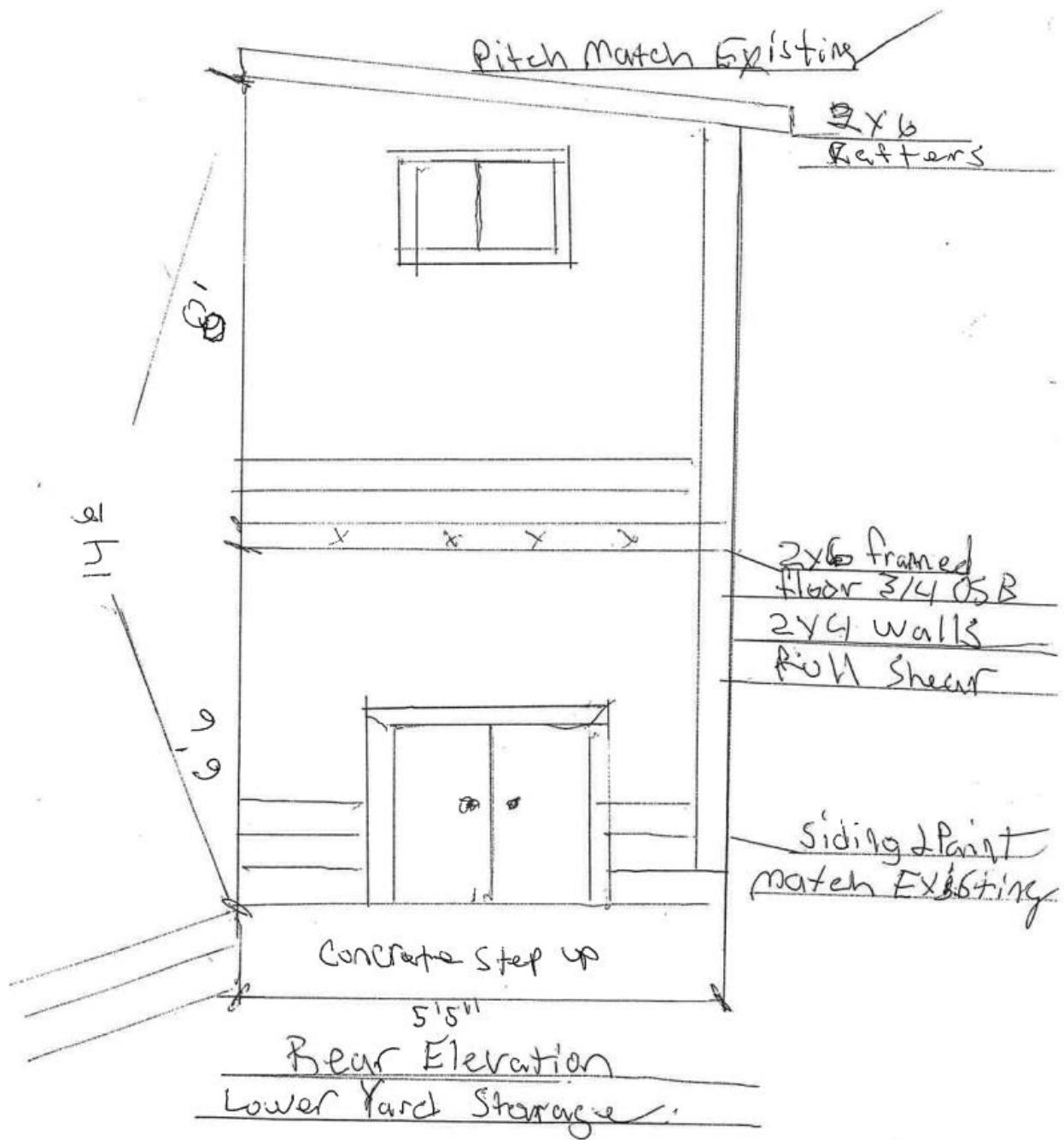


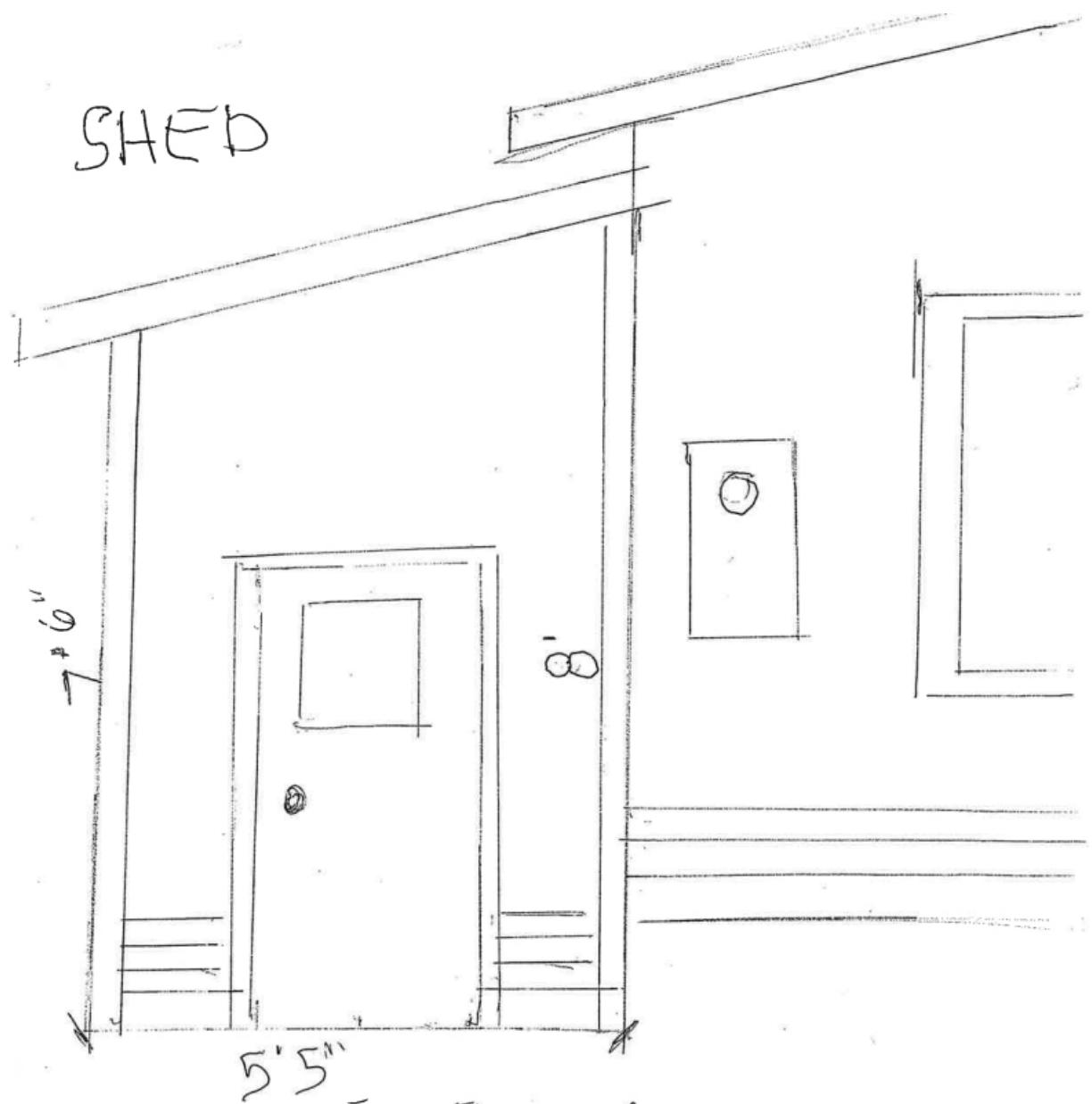
View of the frontage of 776 East ave. The location in the center of the photo is where the proposed shed is intended to be built, with a width of 5'6" starting adjacent to the main structure and extending 5 ½ ft ending near the wood RR ties in the photo.

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









Front Elevation

Siding & Paint to Match House

776 EAST AVE
JEROME AZ

Application & Related Information