



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, AUGUST 20, 2024, 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.** Approval of the minutes of the regular meeting of the Planning & Zoning Commission from June 18th 2024.

3. NEW BUSINESS

- A.** Site Plan Review for a concrete ramp for ADA accessibility into 27 Rich street.

4. NEXT MEETING ITEMS

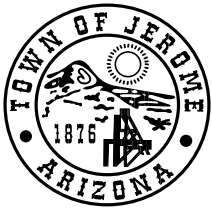
5. ADJOURNMENT

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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MINUTES
REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN
OF JEROME
JEROME CIVIC CENTER
600 CLARK STREET, JEROME, ARIZONA
TUESDAY, JUNE 18, 2024, AT 6:00 PM

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

6:03PM (0:14) 1. CALL TO ORDER/ROLL CALL –

Present were Chair Lance Schall, Commissioner Lori Riley and Commissioner Rebecca Miller. Staff present included Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz.

Mr. Schall states for the record that there is a quorum for the meeting, but all votes will need to be unanimous for them to be passed.

6:04PM (0:53) 2. APPROVAL OF MINUTES

A. Minutes from the regular meeting of the Planning & Zoning Commission from 05/21/2024.

Mr. Schall introduces the item and asks if anyone has any changes. Commissioners answer no.

Mr. Schall moves to approve the minutes from the May 21st meeting.

Ms. Riley seconded the motion.

Mr. Schall calls the question and the minutes from the May 21st meeting of Planning and Zoning commission are approved unanimously.

Motion to approve meeting minutes of May 21, 2024.

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

6:04PM (1:50) 3. NEW BUSINESS

A. Site Plan Review for a new Deck at 139 Juarez.

Applicant/Owner: Steve Cheifetz

Zone: R1-5

Address: 139 Juarez

APN: 401-07-186

Discussion/Possible Action

Mr. Schall introduces the item and defers to Mr. Blodgett for further introduction.

Mr. Blodgett starts by reading his summary of the project. He says the applicant is requesting approval to construct a deck on the back side of his property. It is intended to be accessible via a 2nd floor door that is already in place and will occupy the same location as the previous deck that was removed due to structural issues and degradation. He says the new deck construction will include a concrete slab to prevent previous issue(s) that impacted the first deck.

Mr. Schall says he can see where the old deck used to fit in the picture.

Mr. Blodgett says it will occupy the same footprint with 4' extensions to either side, and the first thing he did was check square footage regarding the expansion. He says it will add about 315 square feet and is not a significant enough addition to have concern regarding lot coverage. He adds the applicant still has 20' of yard with the new deck and will remain well within setback requirements.

Mr. Schall says he understands, adding sometimes there are concerns about where the easements go but this doesn't

look like there are any major problems.

Mr. Blodgett says the placement isn't problematic and the materials being used are pretty standard.

Mr. Schall notes the picture of the Trex in case we forgot what it looked like.

Mr. Blodgett shares that Barry will be required to do inspections for required compliances.

Mr. Schall says it will have to go before Design Review.

Ms. Riley comments the lot is so big there is no way to have to worry about coverage.

Mr. Blodgett says yes, he has a large lot with larger set back requirements but the placement of this is not going to be a problem.

Mr. Krmpotich asks if there is a requirement for a point of egress in case of fire.

Mr. Blodgett explains code requirements for mixed use and commercial properties that are not the same for residential.

Mr. Schall shares that he has balconies on his home that have no way off of them other than back through the house.

Ms. Riley comments if you look at most houses here, they don't have stairs coming off their decks.

There was additional discussion regarding egress requirements necessary for commercial and mixed use properties that are not necessary in residential.

Ms. Miller asks if the property can be seen from any street angle.

General consensus was you can't see it unless you are on specific roads or areas.

Mr. Schall asks if there are any more comments questions or conversations needed.

Other commission members had nothing additional to add.

Mr. Schall moves to approve the site plan review at 139 Juarez.

Ms. Miller seconds the motion.

Mr. Schall calls the question and the new deck for 139 Juarez is approved.

Motion to Approve the Site Plan for a New Deck at 139 Juarez.

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

6:11PM (8:50) 4. NEXT MEETING ITEMS –

Mr. Schall introduces item 4.

Mr. Blodgett shares he doesn't have anything for the commission yet. He says right now there is a lot of chaos in his role that he is working through and hopes to have more for the commission at the next meeting.

Mr. Schall asks if we have any upcoming building permits coming up.

Mr. Blodgett shares we have a lot of projects in town currently, but he is not sure if it will be on the next meeting or not. He says he has 4 packets pending currently but they are not ready to come before the board just yet.

6:14PM (10:17) 5. ADJOURNMENT –

Mr. Schall moves to adjourn the meeting.

Ms. Riley seconds the motion.

Mr. Schall calls the question, and the meeting is adjourned unanimously at 6:14p.m.

Motion to adjourn at 6:14 p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER						
READY						
RILEY						
SCHALL						
SHARIF						

Approved: _____ Date: _____

Lance Schall, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk



TOWN OF JEROME

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

Zoning Administrator Analysis Planning & Zoning Commission Tuesday, August 20, 2023

Item :

Location: 27 Rich Street
Applicant/Owner: Barbara Henley
Zone: C-1
APN: 401-06-080
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Approval

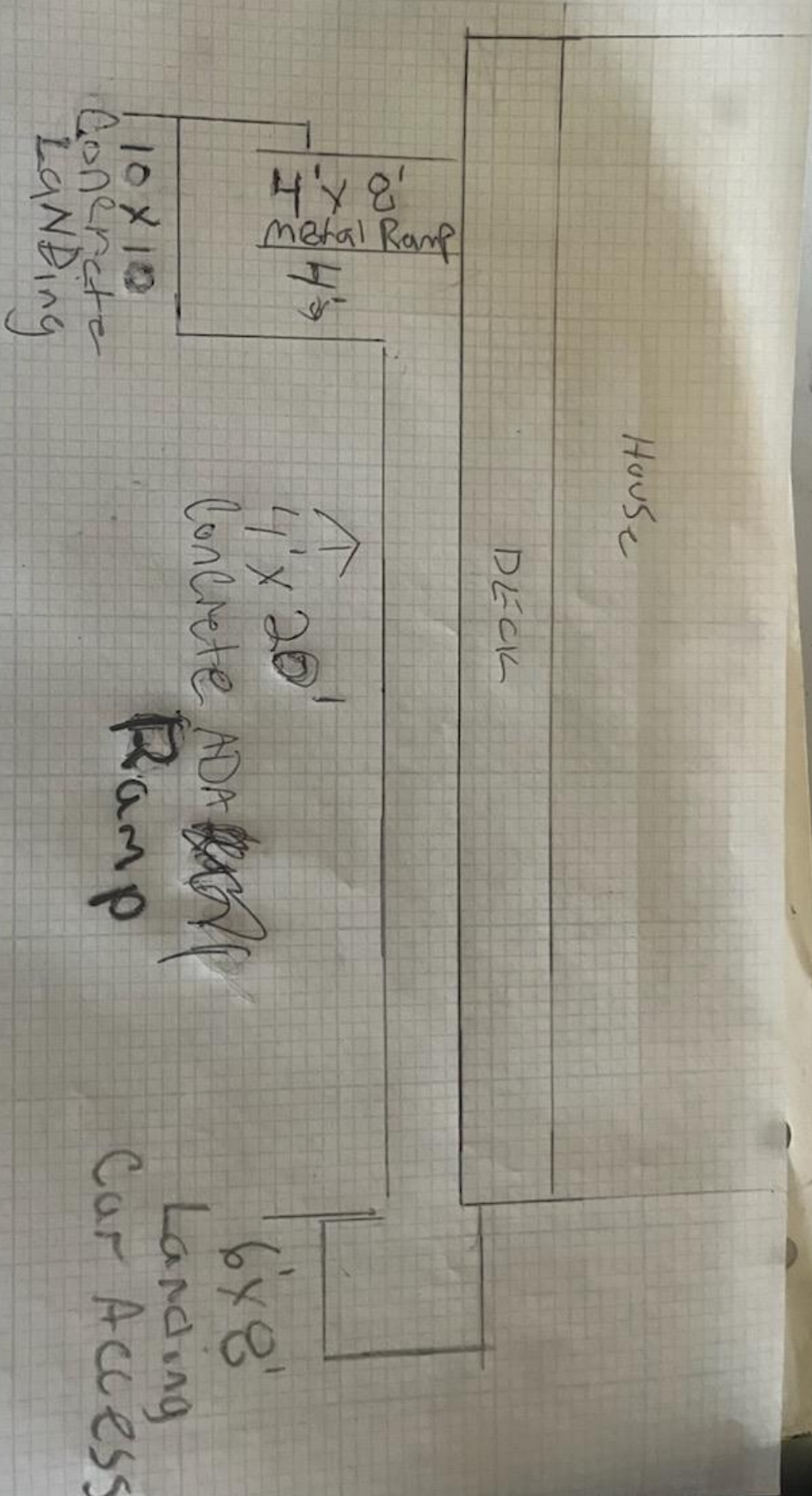
Background and Summary: The Applicant (Barbara Henley) is proposing to have a formed & poured concrete ramp added to the southwest (top) entrance to her property. This ramp is intended for wheelchair access (to which the applicant is currently bound) in order to allow access from the vehicle parking area to the entrance of the residence.

Building Background: The 2007 Historic Property survey has some ambiguity as to the primary build date. Yavapai County records suggest 1958 however the structure could be older. Regardless of this ambiguity the structure is a contributor to the Town of Jerome's Historic Landmark status. The 2007 property inventory records are included at the end of this analysis.

Purpose: 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 an examination of all proposed site work, and excavation and grading regulations, with special regulation of work sites with extreme slope or unstable soils. Essential to this purpose is the review of possible impacts on surrounding properties.

Property Standards: The Town of Jerome Zoning Ordinance in section 303.1.B.a says that "*Additions and alterations to Residential, Commercial or Industrial structures...*" will require review by the planning and zoning commission.

Response: The addition of poured concrete slabs and ramps for access to 27 Rich street will not have a significant impact on maximum lot coverage. Increased accessibility for both the applicant and for medical aid or first responders is a significant improvement. The contractor intends to upgrade railing and ensure ADA compliance. The building Inspector will issue a building permit and conduct inspections as per the requirements for such a project.



All Ramps will
 meet ADA Requirements
 of Code



View from the applicant's deck facing west/SW. The Concrete ramp will replace the steps visible above and drop to a landing below on the dirt portion beyond the steps before heading East (left) along the path with the railing visible.




View of the deck with entrance used by the applicant. The pathway to her parking is visible between the decking and landscaped portion of the yard and delineated by the pipe-railing. The concrete pathway will follow this path but add a landing area below the steps for a wheelchair to be able to make turns.



Detail view of the pathway from the applicant’s property to her parking area beyond. View facing Southeast.

Application & Related Information

JEROME

 ARIZONA

2007 Town of Jerome Arizona
HISTORIC PROPERTIES SUMMARY SURVEY

PROPERTY IDENTIFICATION

For properties identified through survey: Site No. 089 Survey Area G.W. Hulls

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

Address 27 Rich Street

City or Town Jerome vicinity County Yavapai Tax Parcel No. 401-06-080

Township 16 Range 2E Section 23 Quarters Acreage 0.

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 Father of Dick Peila not determined known Source 81 Survey

CONSTRUCTION DATE 19xx and 1978 known estimated Source Co. Assessor, 81 Survey

STRUCTURAL CONDITION

Good (well maintained; no serious problems apparent)

Fair (some problems apparent) Describe: Structural settling, needs paint and caulking, water damage

Poor (major problems; imminent threat) Describe:

Ruin/Uninhabitable

USES/FUNCTIONS

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

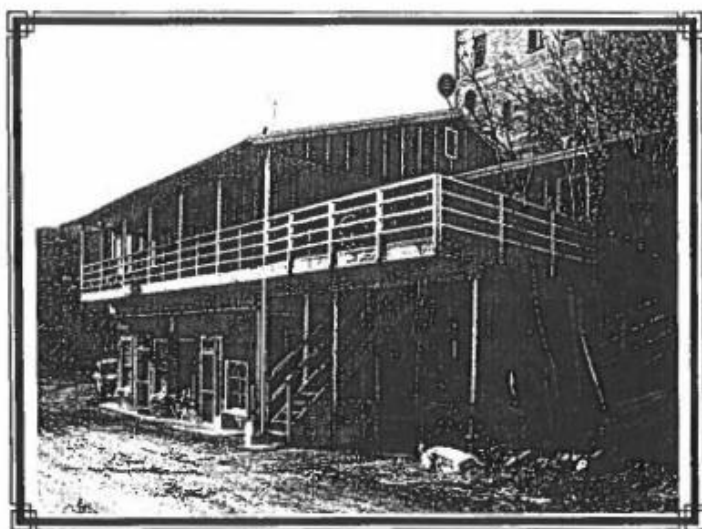
Retail and residential
Residential


Sources 81 Historic Survey, Co. Assessor

PHOTO INFORMATION

Date of photo 2007
View Direction (looking towards)

South
Negative No.





2007 Town of Jerome Arizona

HISTORIC PROPERTIES SUMMARY SURVEY

A. HISTORIC EVENTS/TRENDS. *Describe any historic events/trends associated with the property.* Fire results in upper level being reconstructed in 1978. The Peila family had a grocery store down stairs. (Jerome Fire Dept.).

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

C. ARCHITECTURE. Style Eclectic

no style

Stories Two Basement Roof form Front Hip

Describe other character-defining features of its massing, size, and scale Stucco veneer at lower level. Small addition on side at upper level. Large deck provides carport type parking at street level. Plywood veneer w/, vertical batten at 2nd level.

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) Stucco, Wood

Windows Wood

Describe window structure Dbl hung, fixed

Roof Asphalt shingles

Foundation Masonry, Concrete Wood

SETTING. *Describe the natural and/or built environment around the property.* Sets into base of hillside

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: DAPA Studio

Mailing Address: P.O. Box 8 Cottonwood, AZ. 86326

Date: Nov./Dec. 2007

Phone #: 928-646-9205

