



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, DECEMBER 17, 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. PETITIONS FROM THE PUBLIC - Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.

3. APPROVAL OF MINUTES

A. The Planning & Zoning Commission will review and vote on approval of the October 15th regular meeting minutes.

4. NEXT MEETING ITEMS

A. January will see more review items, including a potential re-zone, and a parcel combination.

5. ADJOURNMENT

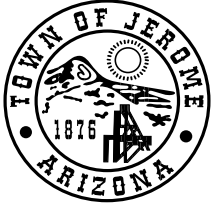
CERTIFICATION OF POSTING OF NOTICE

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, OCTOBER 15, 2024, AT 6:00 PM

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

6:05PM (0:22) 1. CALL TO ORDER

Present were Chair Lance Schall, and Commission members Rebecca "Becca" Miller, Jeanie Ready and newly reseated Jera Peterson.

6:05PM (0:46) 2. PETITIONS FROM THE PUBLIC

There were none

6:05PM (0:54) 3. APPROVAL OF MINUTES

A. The Commission will discuss and vote to approve or reject the minutes from the August 20th regular meeting.

Mr. Schall introduced the item. He asks if there were any questions, comments or if anyone found any errors that needed to be updated.

Ms. Ready remarked she didn't see anything and moved to approve the meeting minutes from the August 20th meeting.

Ms. Miller seconded the motion.

Mr. Schall called the question, and the meeting minutes were approved.

Motion to approve meeting minutes from August 20th Planning and Zoning Meeting.

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

4. NEW BUSINESS -

6:06 (1:38) A. The Commission will welcome Jera Peterson back to the Planning & Zoning Commission.

Mr. Schall introduced the item.

Ms. Peterson said welcome

Mr. Schall asked if there was a swearing in.

Mr. Blodgett said he believes her previous oath of office still stands but if he is incorrect in that, then he will agendize it as a housekeeping item for next month. He shared they also will need to elect a new Vice Chair since Mr. Sharif was appointed to Council back in June.

Mr. Schall remarked that was a good point, he had forgotten about that.

6:07 (2:29) B. The Zoning Administrator will update the commission about current and upcoming projects.

Mr. Schall introduced the item.

Mr. Blodgett shared that first he made for the board members a Planning and Zoning handbook. He did a quick review of its contents pointing out each section contains: General Plan, Zoning Ordinance, Zoning Map, Exterior Lighting Ordinance, Robert's Rules cheat sheet, Perdue University Glossary of Definitions, and lasty a document on everything you need to know about zoning in 75 minutes or less. He shared that the Design Review Board will also receive a version that focuses more heavily on the Historic Preservation Commission side of things. He offered if anyone else wanted a copy he would be happy to provide one. He shared we have people who are considering some new builds but had not had any engineering or architectural drawings submitted yet. He said maybe next month there will be some stuff to review but he is still unsure. He shared information on some potential renovations in the Town Hall building for storage

historic preservation storage and court use, however it would not likely be structural and therefore would not come before the planning and zoning board. He said if any it required structural changes then they would come before the board.

Mr. Blodgett shared that the Town has acquired a collection of historic documents recently and he is working on proper storage, restoration and digitization so that it can be made public.

Mr. Schall asked what the source of the data was.

Mr. Blodgett shared that it was a private collection that a gentleman was trying to sell. He then updated the board about repair work on a downslope near Mr. Richard Flagg's property.

There was some discussion about where certain businesses and buildings were previously located.

Mr. Schall remarked that it was all interesting information, and he hoped it would be preserved in way that lets us easily reference it.

Mr. Blodgett shared he has been offered assistance from the State Park, the Historical Society and SHPO. He said there are a lot of projects spinning right now but none that have any current traction.

Ms. Peterson asked if the collection came from one source or was it from different sources.

Mr. Blodgett answered it came from one source that he was aware of.

Ms. Peterson asked if the gentleman got it all from one source or was he collecting it.

Mr. Blodgett said he cannot trace a solid chain of custody but the data is good. He said if anyone wanted to see it to contact him and he would arrange for it.

6:19PM (14:13) 5. NEXT MEETING ITEMS –

Mr. Schall introduced item 5.

Mr. Blodgett said next meeting will be voting a new Vice Chair and any other housekeeping items that have been missed. He said it's hard to tell regarding reviews what will be ready, or what new applications will be submitted.

Mr. Schall asked if there was any input from the commission.

Ms. Ready asked about updating the Ordinance and was wondering if there is a way they can facilitate that process.

Mr. Blodgett answered that the process has started but they are not quite ready for a steering committee yet. He said the Town Manager, the prior Town Manager and himself are currently having meetings to get everything set in motion. He shared that it will likely be pushing a 2-year process.

Ms. Ready said she was just wondering if input from board members would help.

Mr. Blodgett said there would be a time to share all of that information, but for now to wait, adding he will eventually have a lot of work for the board members.

6:21pm (16:33) 6. ADJOURNMENT –

Mr. Schall introduced Item 6.

Ms. Ready moved to adjourn the meeting.

Ms. Peterson seconded the motion.

Mr. Schall called the question, and the meeting adjourned at 6:21p.m.

Motion to adjourn at 6:21 p.m.

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

Approved: _____ Date: _____

Chair Lance Schall, Planning & Zoning Commission Vice Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk