



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, 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.

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

4. NEW BUSINESS

A. The Commission will welcome Jera Peterson back to the Planning & Zoning Commission.

B. The Zoning Administrator will update the commission about current and upcoming projects.

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

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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, 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.

1. CALL TO ORDER 6:02 P.M.

*Present: Chair Lance Schall, Commissioners Becca Miller and Lori Riley, Commissioner Jeanie Ready joined via telephone
Staff present: Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz*

6:02 P.M. (0:40) 2. APPROVAL OF MINUTES

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

*Chair Schall explained that the minutes were amended to include the "x's" in the motion boxes for the last vote, on the second page. He showed the original draft and amended draft to the other commissioners present.
Ms. Muenz clarified that the drafted minutes included who had motioned and seconded the adjournment, and Mr. Schall corrected that he moved, not motioned. Ms. Muenz agreed and said that she had amended the minutes to simply reflect the votes in the boxes.
Mr. Schall moved to approve the minutes of June 18th with the amendments.
Ms. Miller seconded the motion.
Ms. Ready stated that she would abstain from the vote because she was not present at the June 18th meeting.
The motion carried, with three votes and one abstention.*

Motion to approve the Minutes of June 18th, 2024, with Amendments

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

6:04 (2:40) 3. NEW BUSINESS

A. Site Plan Review for a concrete ramp for ADA accessibility into 27 Rich Street.

*Mr. Schall introduced the item.
Zoning Administrator Will Blodgett explained that he had provided copies of additional drawings, which did not change his analysis but did add additional details. It also did not change the contractor's designs in the original drawings. It is a basic, straightforward project. The applicant at 24 Rich Street, which is just below Hotel Jerome, is 81 years old and wheelchair bound and the entry to her house has four stairs. Habitat for Humanity and her contractor are installing an ADA compliant ramp, and it will lead out to her current parking area. The parking area will be improved with the installation of pavers that are removable. Mr. Blodgett further explained that he has spoken with Marty (Boland) because the parking area is slightly over the town right-of-way, but they agreed that helping one of the town's citizens with a non-permanent measure using the pavers will help her get from her house to her vehicle without adding permanent changes to the right-of-way. It will be a change to the property, but the footprint will be minimally impacted. He explained the location of the ramp and said it will not significantly affect the lot requirement or setbacks in any way. Mr. Blodgett added that the applicant and the contractor will be responsible for acquiring a building permit and going through the Building Inspector for the proper inspections.
Mr. Schall said that it looked straightforward. He asked if the ramp would be on the uphill side of the home.
Mr. Blodgett confirmed that it was on the uphill slope between the property and the Hotel Jerome.*

Mr. Schall stated that he had just repaired a staircase at his own home, so he had carefully reviewed the code, including the ADA.

Mr. Blodgett said that because Habitat was involved, it would be ADA compliant.

Mr. Schall said that one ADA compliance people often forget is that the wheelchair rail has to be rigged so that you cannot get a wheelchair stuck.

Mr. Blodgett stated that the rails are included in the designs in the addendum.

Mr. Schall pointed out the details of the landing in the drawing. He said he did not see any problems with the design. Commissioners Riley and Miller agreed with Mr. Schall.

Mr. Schall asked if it would also go before Design Review.

Mr. Blodgett answered no, it would not be visible from the street, and it was more flatwork than an additional structure, so he could not find good reason to send it to Design Review.

Mr. Schall explained that the design was fixed by ADA regulations and Mr. Blodgett agreed that it would be ADA compliant and repeated it would not be visible to the general public, so he was not inclined to send it before review. Mr. Schall stated that he understood and agreed.

Ms. Riley said she had nothing to add but felt that we would be seeing similar projects more often.

Mr. Blodgett said that he was optimistic that if we did see this more often, now that Habitat for Humanity has changed their mission statement and would help people in Jerome, we would see more help for our aging residents.

Mr. Schall relayed a story about a resident who had been heating his room with a toaster oven.

He moved to approve the plan as presented for the ADA accessible ramp at 27 Rich Street.

Ms. Riley seconded the motion, and it was carried unanimously.

Motion to approve the plan as presented for the ramp at 27 Rich Street

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

6:10 (9:12) 4. NEXT MEETING ITEMS

Mr. Blodgett stated that he did not have a clear picture yet of what to expect for the next meeting.

5. ADJOURNMENT

Commissioner Miller moved to adjourn the meeting.

Ms. Riley seconded the motion, and it was carried unanimously.

Motion to adjourn at 6:12 P.M.

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

Brett Klein

From: William Blodgett
Sent: Tuesday, September 17, 2024 4:20 PM
To: Brett Klein
Subject: Fwd: Returning to Planning Zone

-Jera's willingness to return to Planning & zoning is welcomed as no other applicants have applied.

From: [REDACTED]
Sent: Thursday, July 25, 2024 1:33:20 PM
To: William Blodgett <W.Blodgett@jerome.az.gov>
Subject: Returning to Planning Zone

Good afternoon Zoning, Administrator, William Blodgett.
I, Jera Peterson, would like to return to my seat as commissioner on the planning and zoning board. I am requesting to join planning and zoning. Thank you

Sincerely,
Jera Peterson