



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 16, 2025, 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 approval of the minutes from the regular meeting of 10/21/25

3. NEW BUSINESS

A. No new Business

4. MEETING UPDATES

5. NEXT MEETING ITEMS

A. The ZA will update the board as to known, and possible future agenda 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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MINUTES

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

TUESDAY, OCTOBER 21, 2025, AT 6:00 PM

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

6:03PM (0:13) 1. CALL TO ORDER

Present were Chair Lance Schall, and Commissioners Jera Peterson and Rebecca "Becca" Miller. Vice Chair Jeanie Ready was absent.

Staff present were Zoning Administrator Will Blodgett and Accounting Clerk/Administrative Specialist Michele Sharif.

6:03PM (0:30) 2. APPROVAL OF MINUTES

A. Minutes from the regular meeting of 06/17/2025

Chair Schall introduced the minutes inquiring about if there were any corrections needed. There were none. Chair Schall made the motion to approve the minutes for the June 17, 2025, Regular Planning and Zoning Meeting. Commissioner Peterson seconded the motion. Chair Schall called the question, and the motion passed.

Motion to approve meeting minutes from June 17, 2025 Regular P&Z Meeting.

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

6:04PM (1:18) 3. NEW BUSINESS

A. Conditional Use permit for Residential use in the C-1 at 310 Queen Street.

Chair Schall introduced item 3. Commission discussed a conditional use permit for 310 Queen Street, where a residential use had been operating illegally in a commercial district due to the applicant's failure to complete prior requirements. The city planner explained that although residents had moved in before the permit was finalized, the focus now was on legalizing their occupancy rather than issuing fines. He acknowledged partial responsibility for allowing tenants to move in early and emphasized the importance of resolving the issue properly. The Commission agreed the situation had caused no harm, noting that the residential space had operated smoothly while the commercial portion remained unused. They concluded the discussion with lighthearted comments about a nearby parked car before moving toward a formal motion to approve the permit.

Commissioner Peterson made the motion to approve a conditional use permit for 310 Queen Street.

Commissioner Miller seconded the motion.

With a motion and a second Chair Schall called the question and the motion passed.

Motion to approve a conditional use permit for 310 Queen Street.

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

6:06PM (5:24) 4. MEETING UPDATES

A. The Zoning Administrator will provide updates to recent and upcoming meetings.

Mr. Blodgett gave the commission general updates and upcoming planning efforts. He explained that a Tucson-based planning group had just begun assisting with comprehensive zoning ordinance updates, aiming for completion within a year. He shared that the goal is to simplify regulations, create separate standards for historic and modern buildings, and make it easier for property owners to maintain and invest in historic structures. Commissioners agreed on the importance of clarity, avoiding excessive debate over minor wording, and ensuring opportunities for public and board input once draft revisions are more complete. Mr. Blodgett also provided a brief update and context on other smaller items around town, such as retaining wall repairs, parking restrictions near the Catholic Church, and future upgrades to the United Verde apartments. Commissioner Peterson asked, if there was not a project on the next meeting agenda, could the meeting instead be a work session.

Mr. Blodgett shared that deeper zoning discussions should wait until preliminary drafts from the planning consultants are ready.

6:20PM (17:48) 5. ADJOURNMENT

Chair Schall introduced the item.

Commissioner Peterson made the motion to adjourn the meeting.

Commissioner Miller seconded the motion.

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

Motion to adjourn at 6:21p.m.

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

Approved: _____

Chair Lance Schall, Planning & Zoning Commission Chair

Date: _____

Attest: _____

Kristen Muenz, Deputy Clerk

Date: _____