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# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, January 8, 2020 TIME: 6:00 pm  
PLACE: JEROME CIVIC CENTER 600 Clark St., JEROME, ARIZONA 86331

### MINUTES

#### ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 6:03 p.m.

Roll call was taken by Rosa Cays. Commission members present were Chair Lance Schall, Vice Chair Joe Testone, Commissioners Jessamyn Ludwig, Scott Hudson, and Henry Vincent.

Staff present were John Knight, Zoning Administrator, and Rosa Cays, Deputy Clerk.

6:04 (01:02) ITEM 2: PETITIONS FROM THE PUBLIC – *There were no petitions from the public.*

6:04 (01:14) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of December 4, 2019

#### Motion to Approve the Minutes of December 4, 2019

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			

#### 6:05 (1:50) ITEM 4: R-2 Rezone – table to a date certain

The Town of Jerome proposes to rezone properties from R1-5 to R-2 in and around the vicinity of 10, 18, and 21 North Drive; 884, 886, 888, 894, 896, 898, and 899 Hampshire Avenue; and a vacant lot identified as APN 401-11-002A on Hampshire Avenue.

*Mr. Knight explained the posting was not done in time to comply with the zoning ordinance and suggested addressing this item at the next P&Z meeting on February 5, 2020.*

*Chair Schall asked if timing would work for everyone involved.*

*Mr. Knight said timing would work.*

*Resident Carol Anne Teague asked if people would be notified.*

*Mr. Knight said people could be notified and also submit questions for the next agenda.*

*Mr. Knight and Chair Schall discussed logistics of posting. February 5 would work.*

*Resident Heather Doss asked who was responsible for postings.*

*Mr. Knight answered the zoning administrator is responsible.*

#### Motion to table until the February 5, 2020 meeting

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			



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## 6:08 (4:59) ITEM 5: Site Plan Review for Single-Family Home

APPLICANT: Matt Dougan

ADDRESS: 174 North Drive

ZONE: R1-5

OWNER OF RECORD: Celurius LLC (Terrill Currington)

APN: 401-11-012N

Applicant is seeking preliminary and final site plan review

### Discussion/Possible Action - P&Z Reso. 2020-2

Mr. Knight introduced Matt Dougan, architect of the project.

Mr. Knight explained that due to the holidays, changes at town hall, one item was overlooked in the site plan: the height of the building exceeded the height restriction set in the zoning ordinance. Although it is up to the board whether or not to address the change to the site plan at this time, it could also table this item for the next meeting. Mr. Knight pointed out that all other design elements in the site plan meet the town zoning requirements and will also be presented at the next Design Review Board meeting.

Chair Schall asked Mr. Dougan to show the changes made to the building height in the revised site plan.

Mr. Dougan presented to the commission changes made to the plans with the building height now set to comply with the zoning ordinance. Mr. Dougan distributed copies of the revised site plan with the revised, scaled drawing. Chair Schall and Mr. Dougan further discussed the site plan. Mr. Dougan pointed out the only change is that the loft is no longer in the plan. Setback and other elements remain the same.

Chair Schall asked if one element was skylights or solar panels. Mr. Dougan explained they were solar panels for future implementation.

### Motion to Approve P & Z Resolution No. 2020-2 with revised elevation

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone			X			
Vincent		X	X			

## 6:17 (14:25) ITEM 6: CUP for Residential in C-1 Zone

APPLICANT: Don Nord

ADDRESS: 128 First Street

ZONE: C-1

OWNER OF RECORD: Don & Paula Nord

APN: 401-10-006

Applicant is seeking a conditional use permit to have a duplex in the C-1 zone

### Discussion/Possible Action (Recommendation to Council) – P&Z Reso. 2020-3

Mr. Knight introduced. Zoning is C1 but mostly residential in that area. Applicant has previously received a Conditional Use Permit (CUP) for a single-family residence and wants to add second unit below and create a duplex. Appears all is in compliance with the zoning ordinance, including parking (three spaces).

Chair Schall asked a few questions about the map and access to parking.

### Motion to Approve Resolution No. 2020-3

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			



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## 6:24 (21:00) ITEM 7: New Mixed-Use Commercial Building (site of former Cuban Queen building)

APPLICANT: Josh Lindner & Windy Jones

ADDRESS: 324 Queen Street

ZONE: C-1

OWNER OF RECORD: Cuban Queen Bordello LLC

APN: 401-06-127

Applicant is seeking preliminary and final site plan review

### Discussion/Possible Action - P&Z Reso. 2020-4

Mr. Knight introduced item; applicant has short PowerPoint presentation, or commission can go straight to the item. Chair Schall asked to go straight to the item; can go to the presentation later if needed.

(23:26) Mr. Knight reminded commission of status of the project. Parking has been main issue. Applicant wants to proceed with project with intention of providing parking offsite through the proposed Parking Overlay District. A Memorandum of Understanding (MOU) was previously approved by the Council. Approval of P&Z Reso. 2020-4 includes a condition regarding the parking Chair Schall asked about three parking spaces on site plan. Mr. Knight explained they are used by tenants in building next to 324 Queen Street. Those parking spaces are actually owned by the town.

Mr. Knight explained the spiral staircase and its use as a supplemental fire escape to a public right of way. Fire chief and applicants have been discussing this as a viable option. Other fire accesses have been designed into the plan and meet zoning standards; this would be an additional fire access.

Chair Schall asked that the MOU be attached to the resolution.

### Motion to Approve Resolution 2020-4

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			

## 6:35 (32:10) ITEM 8: CUP for Residential in C-1 (site of former Cuban Queen building)

APPLICANT: Josh Lindner & Windy Jones

ADDRESS: 324 Queen Street

ZONE: C-1

OWNER OF RECORD: Cuban Queen Bordello LLC

APN: 401-06-127

Applicant is seeking a conditional use permit to allow a boarding house in the C-1 zone

### Discussion/Possible Action/Recommendation to Council - P&Z Reso. 2020-5

Mr. Knight explained that this is the CUP request that has been in limbo and is now back on the table.

Applicants want approval for a boardinghouse, which is classified by the zoning ordinance as a residential use in the C-1 zone.

Chair Schall said he would like to see the project developed into something more than a pile of rubble.

### Motion to Approve Resolution No. 2020-5

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			



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**6:39 (36:18) ITEM 9: Zoning Administrator Informational Items**

*Mr. Knight welcomed Rosa Cays as the new deputy clerk. No other items.*

**6:40 (37:12) ITEM 10: Potential items for next P&Z Agenda (Wednesday, February 5)**

*Ms. Ludwig asked about the status of the sidewalk encroachment policy.*

*Mr. Knight said the R-2 rezone will be on the agenda.*

**6:42 (39:14) ITEM 11: To and from P&Z members**

*No comments from the Commission.*

**ITEM 12: ADJOURN**

**Motion to Adjourn at 6:43 p.m.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hudson			X			
Ludwig			X			
Schall	X		X			
Testone		X	X			
Vincent			X			

*Approval on next page.*



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PLANNING AND ZONING COMMISSION  
DATE: Wednesday, January 8, 2020 TIME: 7:00 pm  
PLACE: JEROME CIVIC CENTER  
600 Clark St., JEROME, ARIZONA 86331**

*Respectfully submitted by Rosa Cays*

Approved: \_\_\_\_\_

Planning & Zoning Commission Chair

Date: \_\_\_\_\_

2/12/2020

Attest: \_\_\_\_\_

Deputy Clerk

Date: \_\_\_\_\_

2/12/2020

