



TOWN OF JEROME

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

Regular Meeting of the Planning and Zoning Commission Wednesday, March 17, 2021, 6:00 pm MINUTES

6:02 (0:13) Item 1: Call to order

[Zoning Administrator John Knight led the meeting and was also taking minutes, so the recording was not started until roll call was taken.]

The meeting was started when Mr. Knight called the roll at 6:02 p.m. Present were Vice Chair Chuck Romberger and commissioners Lance Schall, Mike Harvey, Jeanie Ready, and Lori Riley. Deputy Town Clerk Rosa Cays was absent, who ordinarily takes the minutes.

Mr. Knight turned the meeting over to Vice Chair Romberger.

6:03 (1:16) Petitions from the public – There were no petitions from the public.

Mr. Knight asked to rearrange the agenda and moved Item 3 to immediately follow Item 5. The items have been kept in numerical order in these minutes.

7:04 Item 3: Approval of Minutes – Regular meeting of February 17, 2021

Commissioner Harvey called a point of order and asked if abstentions needed to be noted. Mr. Knight said he would make a note.

Motion to Approve the Regular Meeting Minutes of February 17, 2021

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Harvey		X	X			
Ready						X
Riley						X
Romberger			X			
Schall	X		X			

6:03 (1:55) Item 4: Welcome new commissioners Jeanie Ready and Lori Riley

Mr. Knight introduced Commissioners Ready and Riley. He offered them the opportunity to say a few words.

Ms. Ready said she was excited to join the commission to do her civic duty and support the town. She said she would do her best and will rely on the other commissioners for guidance.

Ms. Riley said she felt the same way and that she had been considering volunteering for a while.

6:05 (3:41) Item 5: Election of new chair and vice chair

Mr. Knight explained the process and protocol for electing new commission chairs and pointed out that commissioners cannot serve more than two consecutive terms.

Commissioner Harvey nominated Commissioner Schall as chair, and Mr. Schall nominated Mr. Romberger to continue serving as vice chair.

Motion to Elect Lance Schall as Chair and Chuck Romberger as Vice Chair

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Harvey	X		X			
Ready		X	X			
Riley			X			
Romberger			X			
Schall			X			

Public Hearings:

6:11 (9:21) Item 6: Proposed text amendments regarding signs (continued from February 17, 2021)

Applicant: Town of Jerome

Amendments may include, but may not be limited to, Section 509 of the Town of Jerome Zoning Ordinance.

Discussion/Possible Action (recommendation to Council) – P&Z Reso. 2021-03

Mr. Knight announced that this was a public hearing continued from the February P&Z meeting. He referred to his staff report and said three issues needed to be addressed in the amendments: rotating barber poles, internal signs, and holiday lights, which is already addressed in the fire code as

"temporary wiring." Mr. Knight modified the redline version of the text with updated amendments, included in the agenda packet. He then went over the specifics of the three issues.

Vice Chair Romberger asked if an exception could be made for the retail shop Mooey Christmas.

Mr. Harvey said last time they were discussed, holiday lights could not cause a "traffic threat."

Commissioner Ready commented on the proposed new language in Section E, 11. Flags, and said clarity was needed, which was discussed and agreed upon. She also pointed out a minor typo in Section F, 4. d.

Mr. Harvey asked if flagpoles had been addressed. Mr. Knight said they were in a different section of the ordinance, which he briefly described. Mr. Schall informed Mr. Harvey that the flagpole ordinance followed the standards of the antenna ordinance.

Commissioner Riley repeated for clarification a flag on a pole versus a flag attached to a building, which Mr. Schall confirmed and elaborated on.

Motion to Adopt Resolution 2021-03 as amended per the discussion

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Harvey			X			
Ready		X	X			
Riley			X			
Romberger			X			
Schall	X		X			

Old (continued) Business: none

New Business: none

Informational Items (Current Event Summaries):

6:25 (24:22) Item 7: Updates of recent and upcoming meetings – John Knight, Zoning Administrator

a. **March 1, 2021 DRB meeting** – updated signage and paint for the Grapes building; replacement of wood windows for Nellie Bly; new pergola for 700 Holly Avenue (Dillenberg).

b. **March 9, 2021 Council meeting** – second reading of the transient lodging ordinance amendments; appointment of Lori Riley to P&Z; first reading of ordinance regarding administrative approvals and appeals; initiation of code amendment regarding tiny homes; and discussions about the following: Hotel Jerome, Jerome bee problem, and a code amendment for a telecommunications ordinance.

Mr. Knight talked about the highlights from the recent DRB and Council meetings. He informed the commission that a pergola does not qualify as a structure but as a landscape feature, so does not need a building permit. He also said that after the first reading of the ordinance regarding administrative approvals and appeals that the item was tabled (councilmembers said they wanted to wait until the design guidelines were in place), as was the code amendment for a telecommunications ordinance.

6:30 (29:40) Item 8: Potential items for Wednesday, April 21, 2021: no items currently scheduled.

Discussion/Possible Direction to Staff

Mr. Knight said no formal items or public hearings were scheduled at this point.

Mr. Schall asked if the Mexican Pool property was still moving forward; Mr. Knight said he expected it to be an item of discussion at an upcoming meeting and that the new owners wanted to do a conceptual review, possibly in April.

Mr. Schall also asked about the Clubhouse. Mr. Knight said he had not heard from the new owner.


Item 9: Adjourn 6:35 p.m.

Motion to Adjourn at 6:35 p.m.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Harvey			X			
Ready	X		X			
Riley		X	X			
Romberger			X			
Schall			X			

Approved: 
Lance Schall, Planning & Zoning Commission Chair

Date: 4/22/2021

Attest: 
John Knight, Zoning Administrator

Date: 4/22/2021