



TOWN OF JEROME

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

AGENDA

Regular Meeting of the Planning and Zoning Commission

Wednesday, August 18, 2021, 6:00 pm

CONDUCTED VIA ZOOM

Members of the public are welcome to participate in the meeting via the following options:

1. Zoom Conference
 - a. Computer: <https://us02web.zoom.us/j/9286347943>
 - b. Telephone: 1 669 900 6833 Meeting ID: 928 634 7943
2. Submitting questions and comments:
 - a. If attending by Zoom video conference, click the chat button and enter your name and what you would like to address.
 - b. Email j.knight@jerome.az.gov (Please submit comments at least one hour prior to the meeting.)

NOTE: FOR THOSE WITHOUT HOME INTERNET: A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. Bring your device and access the internet while sitting in your car. The network is **Sparklight Yavapai Free WIFI** and no password is required.

Item 1: Call to order

Item 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 commission. 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 state your name and please observe the three (3)-minute time limit. No petitioners will be recognized without a request. The commission'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.

Possible Direction to Staff

Item 3: Approval of Minutes – Regular meeting of July 21, 2021

Old (continued) Business: none

Public Hearings:

Item 4: Ordinance amendments related to temporary signs in the commercial and industrial zones (continued from July 21, 2021)

Applicant: Town of Jerome

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

Discussion/Possible Action – **P&Z Reso. 2021-12**

New Business:

Item 4: Preliminary Site Plan Review for a garage

Applicant/Owner: Cynthia Barber and Christina Barber

Zone: AR

Address: 875 Gulch Road

APN: 401-09-013

Applicants are seeking preliminary site plan review to construct an approximately 280-square-foot garage.

Discussion/Possible Action – **P&Z Reso. 2021-13**

Item 5: Preliminary Site Plan Review for a new home

Applicant/Owner: Mary (Liz) Gale

Zone: AR

Address: 148 Juarez Street

APN: 401-06-140C

Applicant is seeking preliminary site plan review to construct an approximately 2,800-square-foot house and garage.

Discussion/Possible Action – **P&Z Reso. 2021-14**

Item 6: Preliminary Site Review for a deck extension on a single-family residence

Applicant/Owner: Adam Downey/Thomas Bauers

Zone: R1-5

Address: 630 Main Street

APN: 401-07-151

Applicant is seeking preliminary site plan review to construct an approximately 220-square-foot rear deck.

Discussion/Possible Action – **P&Z Reso. 2021-15**

Informational Items (Current Event Summaries):

Item 7: Updates of recent and upcoming meetings – John Knight, Zoning Administrator

- a. **August 2, 2021, DRB meeting** – meeting cancelled due to lack of items.
- b. **August 10, 2021, Council meeting** – second reading of ordinance regarding beekeeping; discussion of updating fees for planning permits; discussion regarding creating a special events ordinance; discussion of special events ordinance; discussion of workforce housing; appointment of new P&Z commissioner.

Item 8: Potential items for Wednesday, September 15, 2021 – none currently scheduled.

Item 9: Adjourn

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 6 p.m. on _____

970 Gulch Road, side of Gulch fire station, exterior posting case

600 Clark Street, Jerome Town Hall, exterior posting case

120 Main Street, Jerome Post Office, interior posting case

Rosa Cays, Deputy Town Clerk, Attest

Persons with a disability may request reasonable accommodations such as a sign language interpreter by contacting Town Hall at (928) 634-7943. Requests should be made as early as possible to allow enough time to make arrangements. Anyone needing clarification on a P&Z Commission agenda item may call John Knight at (928) 634-7943.



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

Regular Meeting of the **Planning and Zoning Commission**
Wednesday, July 21, 2021, 6:00 pm
Place: Jerome Civic Center
600 Clark Street, Jerome, AZ 86331
MINUTES

6:00 (0:06) Item 1: Call to order

Chair Lance Schall called the meeting to order at 6:00 p.m.

Deputy Town Clerk Rosa Cays called the roll. Present were Chair Schall, Vice Chair Chuck Romberger, and Commissioners Jeanie Ready and Lori Riley. Also present was Zoning Administrator John Knight.

6:01 (0:46) Item 2: Petitions from the public – There were no petitions from the public.

6:01 (1:07) Item 3: Approval of Minutes – Regular meeting of June 16, 2021

Motion to Approve the Regular Meeting Minutes of June 16, 2021

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

Hearings:

6:02 (1:54) Item 4: Ordinance amendments related to temporary and off-premise signs in the commercial and industrial zones (continued from June 16, 2021)

Applicant: Town of Jerome

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

Discussion/Possible Action – P&Z Reso. 2021-12

Mr. Knight stated that this public hearing was left open and continued from the June P&Z meeting. He said P&Z and DRB seem to be in agreement on the amendments and summarized some of the comments made at recent meetings about painted historic signs around town; mannequins and skeletons as props but not advertising; enforcement of temporary signs; and changeable-copy signs no larger than 4 square feet. He said there is consensus to control temporary signs and recommended changing the length of time they can be displayed from 45 to 30 days, and to also require a permit. As for off-premise signs, he suggested leaving the code alone for now (prohibiting off-premise signs in the commercial district), and that the ones that already legally exist could be grandfathered in.

Chair Schall said he would be fine with this and advocated for resurrecting the district sign concept. Mr. Knight said better execution of district signs could be more effective and said they could look at this in the future. He moved on to discuss temporary signs and which signs would and would not contribute to the maximum sign footage.

Mr. Knight said members of both boards have suggested that A-frame signs should be allowed if they are on private property and no larger than about 4 square feet. He asked the commission if A-frame signs should be treated the same as other temporary signs and whether they would require a permit or continue to be allowed without a permit.

Ms. Riley said the A-frame signs often display menu of the day, so a 30-day limit **doesn't make sense**. She did say they should be kept off the sidewalk. Chair Schall agreed, and Ms. Ready said the sign should be taken in at the end of the business day. Discussion followed about where the signs could be displayed: private vs. public right-of-way, then it segued to vehicles advertising businesses, like the tour vans in town. Ms. Riley commented that the vans take up parking spaces throughout the business district. Mr. Knight said the town does not regulate signs on vehicles and that he would have to look into the parking regulations for tour companies, which are addressed in a separate section of the town code.

Chair Schall asked what happened to the P&Z approval of the rotating barber poles. Mr. Knight told him Council disallowed them; Ms. Cays said she believed it was because rotating signs in general were prohibited.

Ms. Ready asked for clarification on the decision regarding A-frame signs. Chair Schall said the wording for A-frames is all that needs work in the amendments.

Ms. Ready had a question about the redline document. Discussion ensued and the edit was explained.

Mr. Knight said he would include T signs in with the A-frame signs revision. Chair Schall and others said not to include T signs.

Motion to leave the hearing open and table it until the August 18, 2021 P&Z meeting

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

New Business:

6:26 (25:37) Item 5: Work session on affordable/workforce housing

Applicant: Town of Jerome

Work session to review the recent Verde Valley Housing Needs Assessment.

Discussion/Possible Direction

Mr. Knight apprised the commission of the recent affordable housing meeting in Cottonwood and shared key points from the PowerPoint presentation [in agenda packet] produced by Elliott D. Pollack and Company, a consulting business. He said Jerome is projected to lose population in the next 30 years; that he is seeing a strong trend of short-term rentals and vacation homes in Jerome; and there is a need for affordable housing now—and workforce housing. He said the population is also aging and the workforce in the Verde Valley is decreasing in the 15-59 age range. Mr. Knight said people in the region are paying a third of their income on housing and are considered “cost burdened.” He continued through the slideshow and shared some of the statistics gathered by Pollack and Company.

Discussion turned to housing in Jerome, lack of housing for workforce, and the high rents. Mr. Knight made the point of people wanting a simple life in Jerome, a place they can live and work in town. **He said this is changing and it's apparent in the difficulty businesses are having finding** employees: the financial incentive is not there for people to drive to Jerome from somewhere else to work. Higher-paying jobs are readily available where they live.

Ms. Ready said workforce housing is probably more important for Jerome than it is for other towns in the Verde Valley.

Ms. Riley said the Hotel Jerome could help relieve the housing issue. Mr. Knight said it was a potential solution but was not close to being built out for inhabitation. He said short-term rentals are obviously changing the housing landscape.

Mr. Knight then shared tools to help with affordable housing (see slideshow):

- Use of city-owned land
- Density bonuses
- Zoning/General plan policies
- Waiver of permit fees
- Flexible design standards
- Expedition of review process
- Reduced parking requirements
- Partnerships with private developers and NPOs

He said one step toward the town's General Plan, which encourages affordable housing, was rezoning a section of town to R-2, allowing duplexes in homes along 89A by the old high school on Hampshire Avenue.

Mr. Knight said accessory dwelling units (ADUs), or guesthouses, have great potential in Jerome but that care must be taken that ADUs do not turn into short-term rentals. He said the town was against this in the past because sheds were being turned into living spaces. Chair Schall and Ms. Riley acknowledged that this has happened. Chair Schall said other concerns are increased density, vacation rentals, and diminished property value.

Mr. Knight said decreased property value was a misconception. Discussion continued. Chair Schall said Jerome could allow smaller footprints.

Ms. Riley said **perhaps it's time to revisit** the history of boarding houses in Jerome. Chair Schall said it was a mistake to impose modern zoning and not overlay onto the existing zoning. Mr. Knight said that if the town were to enforce the all the duplexes in the R-1 zone, Jerome would likely lose a lot of its existing affordable housing.

Ms. Riley asked if the rezoned R-2 district extends down Dundee, which it does not. She said she was able to build an accessory building on her property if she did not install a kitchen. If she did, she would then have to split the property, which Mr. Knight claimed was not the case.

Mr. Knight said the definition of kitchen needs to be thought out and not depend on whether a stove is installed (hot plates and convection ovens suffice). He said the town could permit an accessory dwelling on the condition the owner files a deed restriction stating that they will not use it as a short-term rental for a certain period. This could increase affordable housing. Discussion followed about incentivizing property owners to set up deed restrictions. Ms. Ready asked how the town could be ensured the owner would not go against the deed restriction. Mr. Knight said he would do more research on this and check with the town attorney.

Ms. Riley said they would like to make her studio into an apartment one day, so they can rent it out to a property caretaker long term.

Mr. Knight clarified for Ms. Ready that the town cannot mandate a deed restriction, but it can make it desirable, which currently is the only way Jerome can restrict vacation rentals.

Ms. Riley and Ms. Ready stated how dire the situation is in Jerome.

Vice Chair Romberger said from another perspective, someone with a short-term rental is essentially increasing their income, therefore making their own property more affordable—so it decreases the problem.

Mr. Knight said the high school, Hotel Jerome, and vacant land are potential sites for workforce housing, as are empty apartments in the business district, but the parking situation prevents them from being occupied. The town might need to consider changing the parking requirement in the business district if it wanted to allow affordable housing in the C-1 zone.

Ms. Cays asked about the number of vacant and abandoned homes in Jerome. Mr. Knight said these too are potentially affordable housing but an expensive endeavor; he shared what Bisbee has done with neglected homes in their town.

Chair Schall said this is a common problem in many places, especially bedroom communities **where people don't care about the job market or the schools**. Discussion continued about the options for workforce housing in Jerome. Chair Schall said apartments in the commercial district would be the quickest solution if the parking requirements were amended.

Mr. Knight said if Council is open to it, he could reach out to the property owners to see if they would be interested in providing housing, although there could be larger issues, such as fire safety.

Talk returned to the high school as affordable housing, with ideas of how it could come to fruition, including a combination of long- and short-term rentals so that the mining company could justify the investment in a fire sprinkler system.

Informational Items (Current Event Summaries):

7:36 (1:36:06) Item 6: Updates of recent and upcoming meetings – John Knight, Zoning Administrator

- a. **July 6, 2021 DRB meeting** – new house at 224 Fourth Street (Lazaro); paint colors at 668 Verde Avenue (Vorves); new signage for Jerome Ghost Tours (Bailey); work session on commercial signage
- b. **July 13, 2021 Council meeting** – first reading of ordinance regarding beekeeping; begin process of updating permit fees; discussion regarding creating a special events ordinance; possible coordination with the University of Arizona to assist with workforce/affordable housing

Mr. Knight updated the commission on recent DRB and Council meetings and highlighted the items above.

7:39 (1:39:32) Item 7: Potential items for Wednesday, August 18, 2021: site plan review for a shed on Allen Springs Road (Barber); site plan review for deck at 630 Main Street (Bauers); site plan review for vacant lot on Juarez (Gale)

Discussion/Possible Direction to Staff

Mr. Knight said Jerome homeowner Thom Bauers wants a variance for his deck, as does the owner of a vacant lot in the AR zone on Juarez Street. Mr. Knight explained the variance process to the commission. Discussion followed about the most efficient way to approach these particular variances.

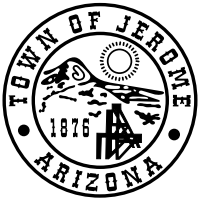
Adjourn

Motion to adjourn at 7:45 p.m.

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

Approved: _____ Date: _____
Lance Schall, Planning & Zoning Commission Chair

Attest: _____ Date: _____
Rosa Cays, Deputy Clerk



TOWN OF JEROME

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

Zoning Administrator Analysis Planning and Zoning Commission Wednesday, August 18, 2021

Item 4: Ordinance amendments related to temporary signs in the commercial and industrial districts (hearing continued from July 21, 2021)

Applicant/Owner: Town of Jerome

Amendments may include but are not limited to Section 509 of the Jerome Zoning Ordinance.

Prepared by: John Knight, Zoning Administrator

Discussion/Possible Action – P&Z Reso. 2021-12

Background and Summary: Both the Design Review Board (DRB) and Planning and Zoning Commission (P&Z) have expressed interest in updating the sign ordinance to address temporary signs in the commercial and industrial zones. This would result in changes to Section 509 of the zoning ordinance. Staff has included a preliminary redline document with the proposed changes.

At the July 21, 2021, P&Z hearing, the commission directed staff to adjust the ordinance to allow temporary A-frame signs without a permit. These signs would be allowed provided they are placed on private property and do not block pathways and stairways. Language has been added to the redline document to reflect these changes.

- April 21, 2021, P&Z meeting – the commission discussed possible changes to the ordinance.
- May 3, 2021, DRB meeting – the DRB discussed changes and agreed that amendments were needed.
- May 19, 2021, P&Z meeting – the commission initiated the process to amend the code.
- June 16, 2021, P&Z meeting – the commission held a public hearing and reviewed a redline version of the proposed changes. The item was tabled to July 13, pending DRB review.
- July 6, 2021, DRB meeting – the DRB discussed the ordinance amendments.
- July 21, 2021, P&Z meeting – the commission directed staff to amend the draft to allow A-frame signs without a permit.

Summary of proposed changes:

1. Definitions:

- a. **Changeable-copy signs** – New definition added for signs with changeable copy such as menu boards and whiteboards.
- b. **Mural/Painted sign** – New definition added identifying murals and signs painted on walls, to be considered part of the maximum sign area.
- c. **Mannequins/skeletons** – New definition added.
- d. **Sign area** – Expanded and clarified the definition of *sign area*.
- e. **Open/Closed sign** – Expanded the definition to include directional signs.
- f. **Temporary sign** – Expanded the definition to state that temporary signs are intended for a limited period of display.

2. Temporary commercial and industrial signs:

- a. **Permitting** – A new provision has been added to Section 509.G. that requires administrative approval of temporary signs such as banners. These are typically used to advertise a new business, promote a sale, or promote an event. As noted above, A-

frame signs on private property are exempt from the permitting requirement. Requiring permits for temporary signs allows town staff to identify the length of time the sign has been posted. It also provides an opportunity to educate the businessowners about the requirements for temporary signs.

- b. **Length of time** – The maximum time frame has been reduced from 45 to 30 days and allowed a maximum of two times per calendar year.
3. **Off-premise signs** – Off-premise signs would continue to be prohibited. Existing, legal, off-premise signs would be grandfathered.
4. **Changeable copy signs (menu boards, chalkboards, etc.)** – New standards are included that allow menu boards, chalkboards, whiteboards, and similar signs up to four (4) square feet in size without a permit.
5. **A-frame signs** – New standards are included that allow temporary A-frame signs up to four (4) square feet in size without a permit, provided they are located on private property. Note that the square footage is in addition to the square footage allowance for permanent and temporary signs.
6. **Directional and Open/Closed signs** – Section 509.G.9. allows exterior open/closed signs up to four (4) square feet in area. These signs currently require a permit and approval from the Design Review Board, but staff recommends these be allowed without a permit.
7. **Mannequins/skeletons** – These items would be prohibited if they display advertising copy or are used to distribute promotional flyers. A provision has also been added to the Section 509.E. that signs and other decorations such as mannequins/skeletons cannot block pedestrian pathways and handrails.
8. **Square footage allowances** – Under the draft ordinance, businesses would be allowed to have the following signs:

Sign Type	Description	Number/Size	Permit Process
Permanent sign	A sign physically attached to a building or other permanent structure.	Up to three signs (provided the business has access to two public streets) with a maximum size of sixteen (16) square feet and a total square footage up to thirty-two (32) square feet.	DRB
Temporary banner	A temporary sign that promotes a new business or advertises an event.	One banner is allowed for a maximum of thirty (30) days (twice per year) and a maximum size of eight (8) square feet.	Administrative permit
Changeable-copy sign	A temporary sign intended to display a menu or upcoming activities (such as ghost tours).	One changeable copy sign up to four (4) square feet in size.	No permit required
A-frame sign	A temporary sign used to direct traffic or advertise a business (often referred to as a sandwich board) and typically placed on the ground.	One temporary sign up to four (4) square feet in size.	No permit required
Directional sign	Sign typically used to direct pedestrian traffic or advertise if a business is open or closed.	One directional sign up to four (4) square feet in size.	No permit required

Recommendation: The zoning administrator recommends P&Z adopt the attached resolution, which recommends adoption of the proposed ordinance by the Town Council.

Attachments:

- Resolution 2021-12
- Redline of proposed changes to the sign ordinance



TOWN OF JEROME

Post Office Box 335, Jerome, AZ 86331 (928) 634-7943

P&Z Resolution No. 2021-12

Code amendments primarily related to temporary signs

WHEREAS the Town of Jerome would like to amend Section 509 of the Jerome Zoning Ordinance related to signage; and

WHEREAS the proposed amendments include, but are not limited to, regulating temporary signs, changeable copy signs, A-frame signs, and directional signs; and

WHEREAS on April 21, 2021, the Jerome Planning and Zoning Commission held a study session to discuss possible changes to the sign ordinance; and

WHEREAS on May 3, 2021, the Jerome Design Review Board held a study session to discussion possible changes to the sign ordinance; and

WHEREAS on May 19, 2021, the Jerome Planning and Zoning Commission adopted P&Z Resolution 2021-08 to initiate the process to amend the zoning ordinance related to signs; and

WHEREAS a notice for a public hearing was published in the *Verde Valley Independent* newspaper on May 30, 2021; and

WHEREAS on June 16, 2021, the Jerome Planning and Zoning Commission held a public hearing and provided public notice in accordance with Section 301.C. of the Jerome Zoning Ordinance; and

WHEREAS on June 16, 2021, the Jerome Planning and Zoning Commission opened the public hearing and tabled the hearing until July 21, 2021, to gather additional input from the Design Review Board; and

WHEREAS on July 6, 2021, the Jerome Design Review Board discussed the proposed amendments and provided additional input for consideration by the Jerome Planning and Zoning Commission.

WHEREAS on July 21, 2021, the Jerome Planning and Zoning Commission discussed proposed revisions to the sign ordinance, directed staff to revise the ordinance to address A-frame signs, and tabled the hearing until the next regular meeting; and

NOW, THEREFORE, BE IT RESOLVED by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the commission hereby recommends that the Town Council of Jerome amend Section 509 of the Jerome Zoning Ordinance related to temporary and off-premise signs.

ADOPTED AND APPROVED by a majority vote of the Jerome Planning and Zoning Commission on August 18, 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Lance Schall, Chair

Attachment – redline version of proposed text amendments

Redline excerpt of proposed amendments to sign ordinance for 8/18/2021 P&Z meeting

SECTION 509. SIGNS

A. PURPOSE

This section provides a set of standards for the design and construction of signs within the Town of Jerome. The purpose of this section is to encourage the preservation of historic buildings and artifacts, to protect the general public from damage and injury, to protect property values, to preserve the beauty and unique character of Jerome, to aid in the free flow of traffic within the town, and to promote the tourist industry, which is important to the economy of Jerome, and the Historic Overlay District. The section also recognizes free speech rights by regulating signs in a content-neutral manner.

B. DEFINITIONS

Within and for the purposes of this section, the following definitions, and only these definitions, apply.

1. Area -- Sign area is calculated as the area within a continuous perimeter that encloses the limits of text and graphics of a sign, together with any frame or other material or color forming an integral part of the display or used to differentiate the sign's message from the background against which it is placed. The area excludes the structure upon which the sign is placed and sign supports.
- 1.2. ~~Barber~~ Pole-pole – a type of sign used by barbers to signify the place or shop where they perform their craft. The sign includes a staff or pole with a helix of colored stripes (usually red, white, and blue). The pole may be stationary or may rotate, often with the aid of an electric motor.
- 2.3. ~~Clear~~ Vision-vision Triangle-triangle – A ~~triangle-triangle~~-shaped zone formed by the existing or proposed curb lines of two or more intersecting streets, roads, or alleys and a third line connecting said curb lines at a distance of thirty (30) feet in each direction from the point of the curb line intersection, in order to provide vehicular traffic an unobstructed view of cross traffic at intersections. In locations without curbs, the edge of the drivable surface of the street or road shall be treated the same as a curb.
4. Flying ~~Banner~~ banner – a flexible or rigid pole ~~to which~~ attached to one side of a flexible fabric, generally in the shape of a feather ~~or similar shape, is attached, and which is~~ used for the primary purpose of advertising or attention-getting by the public display of visually communicative images. Such banners are also known and sold under names ~~which~~ that include, but are not limited to, “quill sign,” “wing banner,” “banana banner,” “blade banner,” “flutter banner,” “flutter flag,” “bowflag,” “teardrop banner,” and others. The definition includes functionally similar display devices.
5. Mannequin/skeleton – a styled and three-dimensional representation of the human form.
6. Mural – See definition for Sign, Painted.
3. —
7. Organization – An organized body of people with a particular non-profit or for-profit purpose, such as a society, association, civic or charitable group.
- 4.8. Sign -- An object meant to convey a message through the use of words or symbols. A sign can be painted on one surface, or both multiple surfaces, be free-standing, or be signs supported by a pole, or pole or attached to a building. All exterior signs, whether public or private, are regulated by this ordinance.

9. Sign, A-frame – A temporary, movable, free-standing sign placed on but not permanently anchored in the ground. This definition includes T-frame signs and other similar temporary signs. A-frame signs are typically constructed of wood, cardboard, plastic, or other lightweight and rigid material, and are often referred to as sandwich boards.
10. Sign, Balloon –~~Balloon sign shall mean~~any sign painted onto or otherwise attached to or suspended from a balloon, whether ~~such balloon is~~ anchored or affixed to ~~a building or any other~~ portion of the premises or tethered to and floating above any portion of the premises.
11. Sign, Banner – A sign made of lightweight fabric or similar material with no enclosing framework that is mounted to a building or structure and does not flutter or move (see also definition for *flying banner*).
12. Sign, Business Door Identification – A nameplate sign of a business name on an entry door, not exceeding 2 by 12 inches.
5. —
6. —~~Area – A rectangular area calculated by drawing horizontal and vertical lines from all sign extremities excluding those which are essentially sign supports.~~
- 7.13. Sign, Canopy – A sign mounted ~~on~~ or painted on a canopy or awning.
14. Sign, Changeable-Copy – A sign, or portion thereof, with characters, letters, or illustrations that can be changed or rearranged manually without altering the face or surface of the sign. Examples include whiteboards, chalkboards, and menu boards.
15. Sign, Directional – An exterior sign that indicates whether a business is open or closed or directs people to a particular entrance of a building.
- 8.16. Sign, Free-~~S~~tanding – A sign not attached to or supported by a building.
17. Sign, Gas-~~G~~enerated – Gas-generated signs or signs illuminated by gas-generated lighting.
- 9.18. Sign, Height – The vertical distance from the ground directly under the sign to the ~~lowest~~ highest point of the sign.
- 10.19. Sign, Interior – Signs within a building not accessible from outside. Interior signs are not regulated by this ordinance.
11. —~~Sign, Gas Generated – Gas generated signs or signs illuminated by gas generated lighting, other than those existing on June 14, 1977, are prohibited.~~
20. Sign, Nameplate - A sign typically used to identify the business or residents of the premises.
- 12.21. Sign, Off-premise – A permanent or temporary sign not located on the premises of the business ~~which~~ that it advertises.
- 13.22. Sign, On-premise – A permanent or temporary sign located on the premises of the business that it advertises~~A sign, the content of which relates to the premises on which it is located~~, referring exclusively to the name, location, products, persons, accommodations, services, or activities of or on those premises, or the sale or lease of those premises.
14. —~~Sign, Nameplate – A sign which is limited to the name and/or business of the residents of the premises, not exceeding two inches by twelve inches (2" x 12").~~

- ~~15. — Sign, Business Door Identification — A nameplate sign of a business name on an entry door, not exceeding two inches by twelve inches (2" x 12").~~
23. Sign, Open/Closed – See definition of *Sign, Directional*.
24. Sign, Painted – A sign painted directly on the building façade.
25. Sign, Permanent – A sign permanently attached to a structure or affixed to the ground. Includes *Wall Signs, Free standing Signs, Projecting Signs, Painted Signs, and Barber poles*. Permanent signs are intended to advertise or call attention to any item, business, activity, or place; are visible from outside a building; and are intended to be in place for longer than thirty days.
- ~~16.~~26. Sign, Projecting – A building-mounted sign which that projects from and is supported by a wall of a building.
- ~~17. — Sign, Wall — A sign attached flush to the exterior surface of a building, or permanently applied to a window of a building. The sign must not project above the roof. Light sources aimed at the wall sign may project further.~~
- ~~18. — Sign, Historical/Historical Period — A sign in use in Jerome during the period between 1876 and 1953.~~
- ~~19.~~27. Sign, Service – An interior sign whose purpose is not to advertise the business displaying the sign, but to inform or provide for the safety of the public. Signs such as credit card placards, directional signs, and “No Smoking” signs, and menu boards are examples of service signs.
- ~~20. — Sign, Open/Closed — A sign indicating that a place of business is open or closed.~~
- ~~21.~~28. Sign, Temporary – A sign not permanently attached to a structure or to the ground. Examples of temporary signs include garage sale signs, temporary sale signs, contractor signs, banner signs, A-frame signs, T-frame signs, candidate signs, and real estate signs. Temporary signs shall only be displayed for a limited period. The definition of temporary sign does not include flags.
- ~~22.~~29. Sign Walker – A person (or persons) waving “sales theme signs” with arrows at entrances to major highways or at corners of high traffic intersections directing customers to a sale. Also called sign twirlers, sign holders, human billboards, and sign events.
30. Sign, Wall - A sign attached flush to the exterior surface of a building, or permanently applied to a window of a building. The sign must not project above the roof. Light sources aimed at the wall sign may project further out from the wall.
- ~~23. — Organization — An organized body of people with a particular purpose, such as a society, association, civic or charitable group, or similar, whether non-profit or for-profit.~~

[Ord. No. 457; Ord. No. 472]

C. APPLICABILITY

The provisions of this section shall apply to all signs placed or maintained within the Town of Jerome with the exception of the following:

1. Non-illuminated names of buildings, dates of erection, monument citations, commemorative tablets, and the like, when carved into stone, concrete, metal, or any other permanent type construction and made an integral part of a permitted structure or made flush to the ground.
2. Signs required by law or signs of a duly constituted governmental body, such as traffic signs, warning signs, or no trespassing signs.

3. Signs placed by a public utility for the safety, welfare, or convenience of the public, such as signs identifying high voltage, public telephone, or underground cables.
4. Notices regarding parking, directions, or trespassing on private property.
5. Signs upon a vehicle, provided that any such vehicle is actively used for bona fide delivery or other business purposes.

[Ord. No. 457]

D. PERMITS

1. A sign permit shall be required before a permanent sign may be placed, constructed, re-constructed, or altered within the Town of Jerome with the exception of the following:
 - a. A-frame signs which are on private property (see additional standards regarding A-frame signs).
 - b. Changeable-Copy Signs.
 - c. Directional Signs.
 - d. Exterior temporary signs in the residential districts.
 - ~~a.e.~~ Name-plate signs and business door identifiers not exceeding ~~two~~ 2 inches by twelve inches (~~2" x 12"~~).
 - ~~b.f.~~ Repainting or maintenance of signs, provided there is no change in size, shape, wording, composition, or color.
 - ~~c.~~ On-site menu boards, either in a wall-mounted case or window display.
 - ~~d.~~ Exterior temporary signs.
 - ~~e.g.~~ Signs not permanently affixed to a window and located entirely within an enclosed building.
2. An application for a permanent sign permit shall be filed with the ~~Zoning~~ zoning ~~Administrator~~ administrator on a form prescribed by the ~~Zoning~~ zoning ~~Administrator~~ department. ~~The application and shall be accompanied by the required number of copies required by the Zoning Administrator. eight identical copies of the sign plans.~~ Each copy shall be on one or more sheets of paper measuring ~~not more~~ no larger than ~~twenty-four~~ 24 inches by ~~thirty-six~~ 36 inches (~~24" x 36"~~) drawn to scale, which shall show the following:
 - a. Signature of the applicant.
 - b. The name and address of the sign owner and sign erector.
 - c. Drawings showing the design, dimensions, color, material, and structure of the sign.
 - d. A drawing or photograph of the building facade indicating the proposed location of the sign, and all other existing signs maintained on the premises and regulated by this ordinance.
 - e. Proposed method of lighting the sign.
 - f. Any additional information ~~which~~ that the Design Review Board may require in order to decide on the application.
 - g. Payment of a non-refundable, one-time filing fee in an amount established by a schedule adopted by resolution of the Council and filed in the offices of the ~~Town~~ town ~~Clerk~~ clerk. Applicant may re-submit a modified plan without paying an additional fee. Payment of the filing fee shall be waived when the applicant is an ~~agency~~ agent of the town, county, state, or federal government.

3. Plan Review

The ~~Zoning~~zoning ~~Administrator~~administrator shall review and accept completed plans in accordance with the provisions of Section 303. These plans shall be placed on the agenda of the next Design Review Board meeting.

4. Design Review

The Design Review Board shall, in accordance with the provisions of Section 304, deny, approve, or conditionally approve any application for a sign permit. Upon approval of an application by the Design Review Board, the ~~Zoning~~zoning ~~Administrator~~administrator shall be instructed to issue the sign permit.

5. The Design Review Board may waive the requirements of this section in order to allow the preservation or restoration of signs or commercial graphics ~~which are~~ determined to be of historical significance.

[Ord. No. 457; Ord. No. 472]

E. REGULATIONS APPLICABLE TO SIGNS IN ALL ZONES

1. The design, color, shape, materials, and style of permanent signs shall be subject to review and approval of the Design Review Board.

2. All signs shall be constructed, designed, or attached to structures in conformance with the building code adopted by the Town of Jerome.

3. No sign or mannequin/skeleton shall be constructed or placed in the clear vision triangle, erected or lit in such a manner as to interfere in any way with the flow of traffic on the public right of way, or present a traffic hazard.

4. No sign or mannequin/skeleton shall be constructed or placed in such a manner as to interfere with pedestrian traffic on public or private walkways, stairs, and/or handrails.

~~4.5.~~ Free-standing signs shall not exceed four (4) feet in height.

~~5.6.~~ Organizations as defined herein are allowed temporary signs without a permit or review for temporary special event banners or signs. Banners for special events must be removed within three (3) days of the close of any event and may not be hung on Town property without permission of the Town of Jerome. The ~~Town~~town ~~Manager~~manager may approve special event banners to be hung on ~~Town~~town property for recurring events. Banners to be hung on ~~Town~~town property for ~~first~~first-time events shall be approved by the ~~Town~~town ~~Council~~council.

~~6.7.~~ Lighting shall be directed at the sign from an external, incandescent light source and shall be installed so as to avoid any glare or reflection into any adjacent property, or onto a street or alley so as to create a traffic hazard. These restrictions shall apply to internally lighted signs, which may be allowed if constructed of metal or wood. No internally lit signs that are constructed of acrylic or plastic are allowed. No sign that flashes or blinks shall be permitted outside. No visible bulbs, neon tubing, or luminous paints shall be permitted as part of any sign.

~~7.8.~~ Any existing nonconforming, permanent sign legally constructed or permitted prior to the adoption of this ordinance may be continued in use; if such a sign is damaged, it may be restored or repaired. If a new sign is constructed, it must conform to the provisions of this chapter.

~~8.9.~~ Signs shall be removed ~~upon~~within thirty (30) days of business relocation or closure.

~~9-10.~~ If any sign becomes a danger to the public or becomes deteriorated or is abandoned, the property owner; or owner of the sign shall be notified to remove or repair the sign. If ~~he/she~~they does not comply within ten (10) days, the ~~Zoning~~zoning ~~Administrator~~administrator shall have the sign removed and the cost assessed to the owner of the property on which such sign is located.

11. Painted Signs. Painted signs shall be subject to review by the Design Review Board. The maximum number and area of painted signs shall be subject to the same restrictions and standards as other permanent signs.

~~10-12.~~ Flags. Unless otherwise required by state law or specified in this ~~Article~~article, no more than two (2) flags may be displayed on a flagpole, from a flag bracket, or on a flag stanchion. Examples of flags include, but are not limited to, the insignia of any nation, organization of nations, state, province, county, city; ~~;~~ any religious, civic or fraternal organization, or educational institution. The area of each flag shall not exceed sixteen (16) square feet and the height of the flag shall be no taller than the building to which it is attached. For the purpose of determining the area of a flag, only one side of the flag shall be counted. Flags may be externally illuminated. A sign permit is not required for a flag.

[Ord. No. 457; Ord. No. 472]

F. REGULATIONS APPLICABLE TO SIGNS IN RESIDENTIAL ZONES

1. One nameplate sign not exceeding ~~two-2 inches~~ by ~~twelve-12 inches~~ (~~2"x12"~~) indicating the names of the occupants or business, and one set of numbers ~~four-4 inches~~ 4 by ~~twelve~~ 12 inches (~~4"x12"~~) indicating the street address shall be allowed for each dwelling unit without a permit.
2. One non-illuminated sign not exceeding eight (8) square feet in area shall be allowed on premises only to identify a home business and requires a permit and review by the Design Review Board. A two-sided sign is one sign.
3. No sign shall extend above the eaves line of a building or extend higher than ten (10) feet above the ground directly below it.
4. Temporary signs shall be permitted in the residential zones without a permit, subject to the following provisions:
 - a. The sum area of all temporary signs does not exceed five (5) square feet in size.
 - b. If the temporary sign pertained to an event (such as an open house or garage sale), the sign shall be removed within three (3) days of the completion of the event or activity ~~which~~that is being advertised.
 - c. Signs shall maintain a minimum setback from the right of way of ten (10) feet, unless there is a primary structure on the lot ~~which is~~ located closer to the right of way ~~than~~en ten (10) feet, in which case the sign may be placed at the same setback as the primary structure.
 - d. The maximum height of a temporary sign is four (4) feet.
 - e. Signs shall not be illuminated.

[Ord. No. 457; Ord. No. 472]

G. REGULATIONS APPLICABLE TO SIGNS IN COMMERCIAL AND INDUSTRIAL ZONES

1. No more than two (2) permanent signs are permitted for any one business except that a business having frontage on and physical access from two (2) or more streets will be allowed a total of three (3) signs.
2. The maximum area of all permanent signs shall not exceed 32 square feet.
- ~~2.3.~~ The area of any single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.
- ~~3.4.~~ No sign shall extend above the roof of the building to which it is attached.
- ~~4.5.~~ The bottom of any projecting sign shall be no lower than eight (8) feet above the ground directly below it.
- ~~5.6.~~ No part of any projecting or free-standing sign may project over any roadway.
- ~~6.7.~~ One (1) set of address numbers not exceeding four (4) inches (4") by twelve (12) inches (12") in total area shall be allowed in addition to normal sign allowances.
- ~~7.8.~~ Temporary signs, which are promotional in nature and intended to advertise a specific event, activity, or business, such as "sale" signs are allowed in addition to other signs. Examples of temporary signs include, but are not limited to and banner signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:
 - a. The sum area of all temporary signs shall not exceed eight (8) square feet.
 - ~~a.b.~~ A maximum of one (1) temporary sign may be placed on the property.
 - ~~b.c.~~ No business may display a temporary sign more than ninety-sixty (60) (90) days per calendar year, or thirty-fourty-five (30) (45) consecutive days.
 - d. If the temporary sign pertained to an event (such as an open house or garage sale), the sign shall be removed within three (3) days of the completion of the event or activity which is being advertised.
 - e. Temporary signs shall maintain a minimum setback from the right of way of five (5) feet, unless there is a primary structure on the lot which is located closer to the right of way than five (5) feet, in which case the sign may be placed at the same setback as the primary structure.
 - f. The maximum height of a temporary sign is four (4) feet.
 - g. Temporary signs require administrative approval from the zoning administrator. Applications shall be submitted on a form prepared by the zoning administrator and shall demonstrate compliance with the standards of this section.
 - h. ~~Signs shall not be illuminated.~~ Application for a temporary sign shall include payment of a non-refundable, one-time filing fee in an amount established by a schedule adopted by resolution of the Council and filed in the offices of the town clerk. Payment of the filing fee shall be waived when the applicant is an agent of the town, county, state, or federal government.
 - i. Temporary signs shall not be illuminated.
- ~~e.~~
- ~~d.~~ No permit is required for temporary signs.

Examples of temporary signs:

 - *Chalkboards or signs that change daily for menu specials*

- ~~Signs for special events that have limited use, such as Art Walk announcements~~
- ~~Sandwich boards / A-Frame signs (allowed in vestibules and on private property, but not on public sidewalks)~~
- ~~Banners~~
- ~~"Sale" and other exterior product advertising~~

9. A-frame signs are allowed without a permit provided they meet the following requirements:

- a. They do not exceed four (4) square feet in size.
- b. They do not exceed four (4) feet in height.
- c. They are located entirely on private property owned by the business that they are advertising.
- d. They are not left outside during non-business hours.

10. Changeable-copy signs are allowed without a permit provided they do not exceed four (4) square feet in size and are attached to the façade of a building. A maximum of one sign per business is allowed.

~~8.11. Exterior Directional signs indicating open and closed~~ are permitted in addition to normal sign allowances. No more than two (2) directional signs are allowed with a maximum total area of ~~These signs should be no more than four (4) square feet in area.~~ Directional signs do not require a permit. Such an exterior open/closed sign requires a permit and approval from the Design Review Board.

~~9.12. Standard copyright signs~~ Service signs offering information on incidental services or recommendations, e.g., VISA, MasterCard, WiFi, etc., are permitted in addition to normal sign allowances; provided:

- a. They conform to all provisions contained in this section.
- b. They are inside a window.
- c. There is no more than one (1) sign per incidental service per public entrance to the business.
- d. ~~No sign's area shall~~ Each sign does not exceed ~~sixteen (16)~~ square inches in area.

[Ord. No. 457; Ord. No. 472]

H. PROHIBITED SIGNS

1. Abandoned signs
2. Billboards
3. Digital or electronic signs with changeable copy
4. Flying banners
5. Flashing or blinking signs
6. Gas-generated signs
7. Inflatable and balloon signs
8. Mannequins/skeletons displaying, wearing, or holding any advertising content such as flyers, business cards, or other promotional materials.
- ~~8.9.~~ Moving and rotating signs – including rotating barber poles

- ~~9~~10. Off-premise signs in the commercial or industrial zoning districts
- ~~10~~11. Signs attached to or painted on trees, rocks or other natural features
- ~~11~~12. Signs emitting any sound designed to attract attention
- ~~12~~13. Signs in the clear vision triangle
- 14. Signs in the right-of-way
- ~~13~~15. Signs blocking pedestrian pathways, stairs, or handrails
- ~~14~~16. Signs painted on fences
- ~~15~~17. Sign walkers
- ~~16~~18. Signs with visible bulbs, neon tubing, or luminous paints

[Ord. No. 472]



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning and Zoning Commission Wednesday, August 18, 2021

Item 5: Preliminary site plan review for a garage
Location: 875 Gulch Road
Applicant/Owner: Cynthia Barber and Christina "Alex" Barber
Zone: AR
APN: 401-09-013
Prepared by: John Knight, Zoning Administrator
Discussion/Possible Action – P&Z Reso. 2021-13

Background and Summary: The applicants request preliminary site plan review to construct an approximately 280-square-foot garage. Note that the application includes a request for a variance to the front setback. This will be addressed separately by the Board of Adjustment (BOA). The current request is for preliminary review only. If the BOA approves the variance, the applicant will need to return to the Planning and Zoning Commission (P&Z) for final site plan review.

The proposal is for a one-story garage on an existing foundation. A garage previously existed in the same location, and the applicants intend to replace it with a similar size and design to what was previously there. The applicants have requested a variance request to allow a five (5)-foot front setback adjacent to Allen Springs Road. This setback is consistent with other accessory structures and garages constructed in the Gulch (see attached photos provided by the applicant).

Ordinance Requirements:

Section 303.1.G. Site Plan Review

Site plan review may be accomplished by either the Zoning Administrator or the Planning and Zoning Commission in accordance with the provisions of this section. Once submitted, the Zoning Administrator shall have fifteen (15) days from the date of submission of a site plan application to review said plan for completeness. If Planning and Zoning Commission review is required, a completed site plan shall be submitted for review by the commission at the next available meeting, if received by the submission deadline. The Zoning Administrator may request design review recommendation on the site plan. The Zoning Administrator or Planning and Zoning Commission shall approve, conditionally approve or deny said plan. Once denied, the original plan shall not be resubmitted.

Response: Under this section of the ordinance, the Planning and Zoning Commission has the authority to approve, conditionally approve, or deny the site plan.

Section 503.D. Property Development Standards for AR and Section 510.D. Parking

Item	Code Standard	Proposed
Square footage of accessory building	n/a	n/a
Lot coverage (includes all structures)	40% max.	14%*
Front yard	20 feet min.	5 feet (applicant has requested a variance from BOA)
Side yard	10 feet min.	10+ feet
Rear yard	20 feet min.	20+ feet
Accessory Building height	14 feet max.	14 feet
Max. wall height	n/a	n/a
Parking	n/a	n/a

* Footprint of 1,216 sq. ft. (280 sq. ft. garage + 936 sq. ft. house)/8,880 sq. ft lot = %

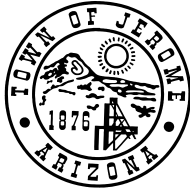
Response: The proposal appears to meet all standards, except for the front setback.

Other considerations: In addition to BOA review of the variance, the application will be forwarded to the Design Review Board (DRB) for their review and approval. This will be scheduled for DRB review after the final site plan is approved by P&Z at a future meeting.

Recommendation: Staff requests that the commission conditionally approve the site plan subject to review and approval of the variance by the BOA.

Attachment

- P&Z Resolution 2021-13
- Plans and application information



TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

P&Z Resolution No. 2021-13

Approving preliminary site plan review for a garage

Whereas the Town of Jerome has received an application from Cynthia Barber and Christina Barber for construction of a 280-square-foot garage at 875 Gulch Road (APN 401-09-013); and

Whereas the property is in the AR zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for an approximately 280-square-foot-garage at 875 Gulch Road is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The building height shall not exceed fourteen (14) feet above the existing average grade.
4. **Setbacks** – Minimum side setbacks of ten (10) feet and a minimum rear setback of twenty (20) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Lot Combination** – Although the County has assigned a single parcel number to the property, the survey identifies two legal lots. Prior to issuance of a building permit, the applicant shall provide evidence showing the lots have been combined into a single parcel.
7. **Engineering Reports** – Prior to issuance of a building permit, the applicants shall provide geotechnical and/or soil engineering reports, as required by the Building Inspector, demonstrating the site is suitable for the improvements proposed.

P&Z Resolution No. 2021-13

8. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
9. **Drainage** – The building permit submittal shall indicate both existing and proposed drainage. This includes, but is not limited to, how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, detention basins, and gravel catchments to help dissipate hydraulic energy. Roof drains shall not be directed over any public sidewalks.
10. **Grading** – Grading shall comply with the requirements of Section 303.3 of the Zoning Ordinance. Grading plans shall include, but not be limited to, adequate dust control measures, erosion control/drainage, and fencing to protect sensitive features (such as trees to be saved).
11. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 503).
12. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
13. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Lance Schall, Chair



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

File #:

Town Use

General Land Use Application – Check all that apply

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input checked="" type="checkbox"/> Other: <u>Variance</u>
<u>\$200</u> | <input type="checkbox"/> Other: _____ |

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>Cynthia Barber</u>	Owner: <u>Cynthia & Christina Barber</u>
Applicant mailing address: <u>PO Box 333</u>	Property owner mailing address: <u>Same</u>
<u>Jerome</u>	
Applicant role/title: <u>Owner</u>	
Applicant phone: <u>928-274-3508</u>	Owner phone: <u>928-202-6887</u>
Applicant email: <u>cbarber@gmail</u>	Owner email: <u>christinaabarber@gmail</u>
Project address: <u>875 GULCH ROAD</u>	Parcel number: <u>401-09-013</u>
Describe project: <u>Garage - ON same site as historic garage. Existing driveway slab & stem wall</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Cynthia R Barber Date: 7/12/21

Property Owner Signature: Cynthia R Barber Date: 7/12/21
Christina R Barber 7/12/21

For Town Use Only	
Received from: <u>Cynthia Barber</u>	Date: <u>7/28/2021</u>
Received the sum of \$ <u>350.00</u> as: <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Credit Card	
By: <u>K. M.</u>	For: <u>Variance / DRB / Site Plan</u>
Tentative Meeting Date/s - DRB: _____ P&Z: _____	

Cynthia Barber
PO BOX 333
Jerome, AZ 86331
928-274-3508
cidrbarber@gmail.com

Proposal to rebuild a garage/barn/shed at 875 Gulch Road

The building would be a 280 square foot, 14' x 20' garage/barn/shed with a poured concrete slab floor, wood framing and trusses. We will use cinder block and corrugated metal siding with a corrugated metal roof. The building will be used as a garage and for a storage shed. We have no plans to run any electrical or sewer to the garage/barn/shed. We have designed the building with three 2' x 4' windows on the Southwest side for lighting and heat during winter. On the North side of the building, a 4' x 4' window and a standard sized door are for ventilation and easy access to the building. It is designed to be similar in size and footprint to the building that was originally on the 875 Gulch Road property, (this building design is very similar to the Jerome Fire Department Building at the end of the Gulch Road).

The building would be constructed on the exact location of the previous garage/barn/shed. There is an existing slab and stem wall that runs the length of what is left of the structure. The existing concrete floor will have rebar and 6 inches of new concrete poured over the old slab. There is an existing driveway leading to the garage. Because there is no roof left on the remaining structure, we must apply for a variance. The new structure does not fit the set back requirements laid out by the Planning and Zoning Ordinances, yet it would deprive this property of the same privileges enjoyed by the properties of the same classification in the same zoning district (pg 43, section A-6 of The Jerome Town Zoning Ordinance).

The property at 875 Gulch Road technically has double frontage on the Gulch Road and Allen Springs Road. Set back requirements state that the building must be 20 feet from

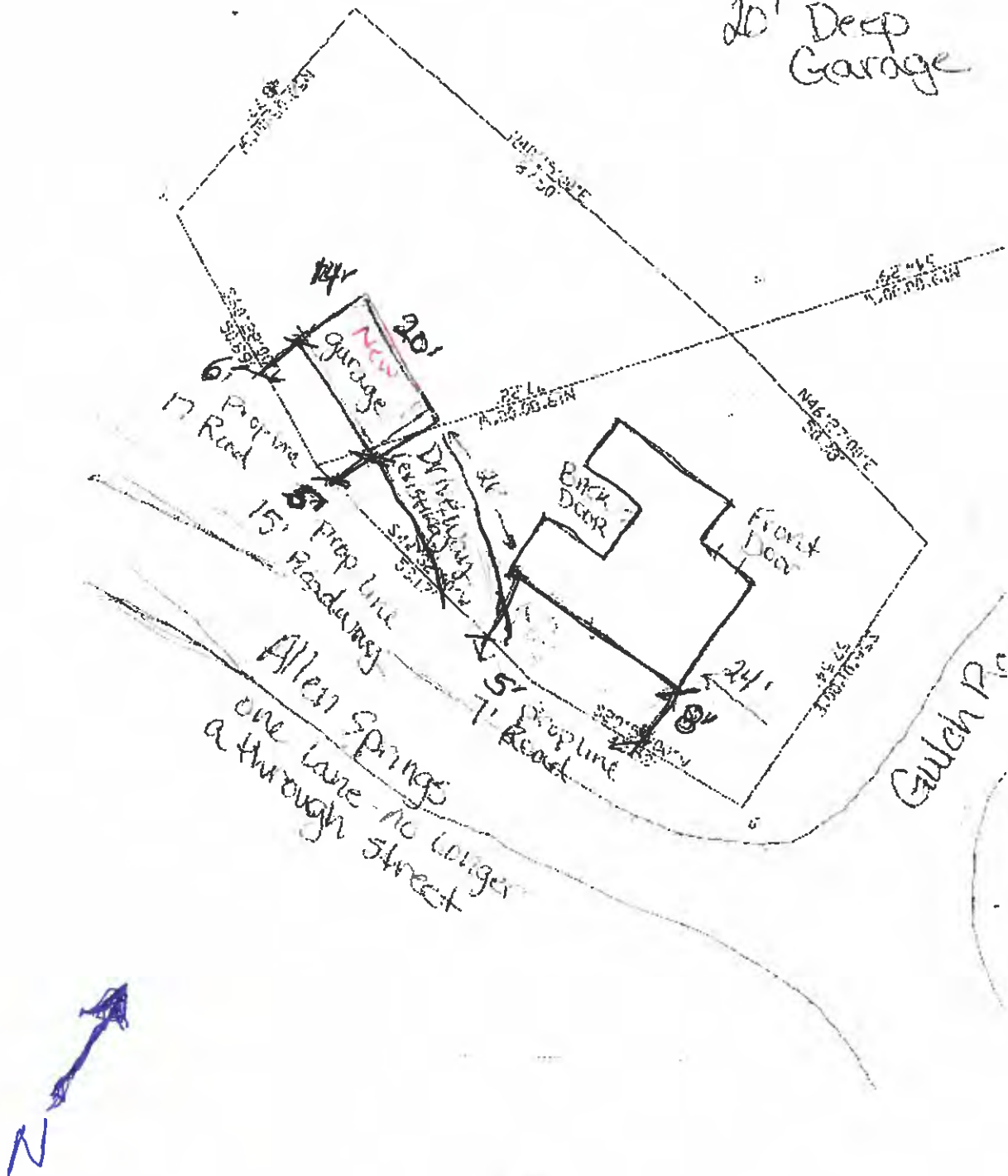
any roadway. Allen Springs Road is no longer a passable roadway to the public. The house sits 24 feet from the Gulch Road and 5 feet from Allen Springs Road. The garage/barn/shed would be 15 feet back from Allen Springs Road with a 5 foot setback from the property line.

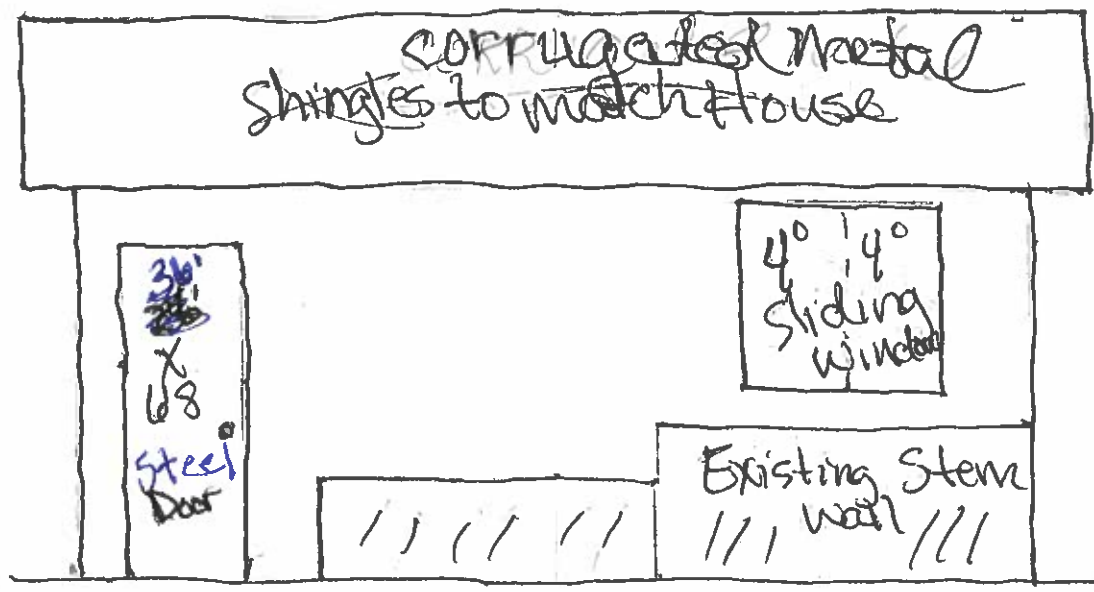
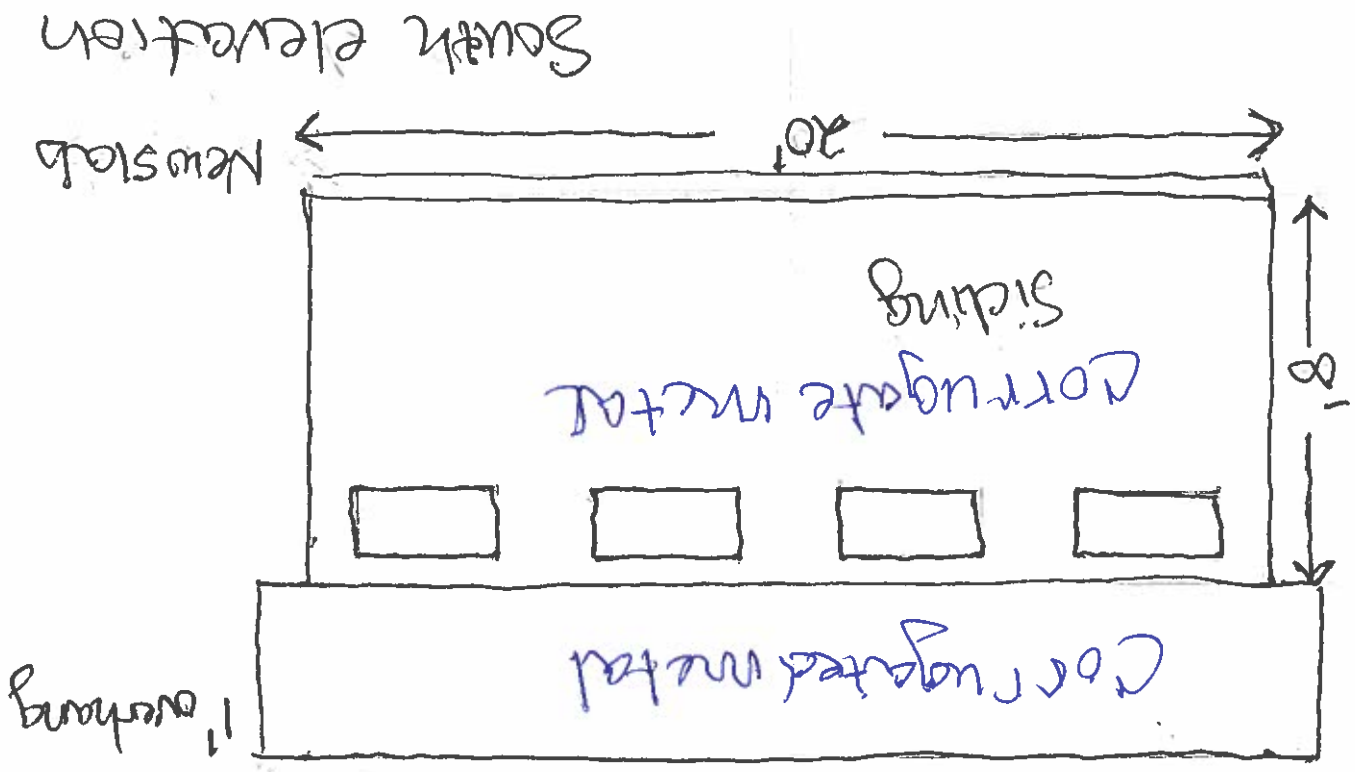
I have attached photos of the original building and more about the actual proposed building plan. Please note that the set back criteria established by zoning ordinance for the Gulch neighborhood does not match the actual buildings in the Gulch. There are ten structures (see attached photos) that have a 5 foot setback in the Gulch. A 5 foot setback would actually fit the neighborhood. Whenever possible, the Town of Jerome has encouraged the saving, rebuilding, and preservation of outbuildings. I would appreciate your help preserving my piece of Jerome History.

Parcel # 401-09-013

875 Gulch Rd
Christina & Cynthia Bart

14' wide x
20' Deep
Garage

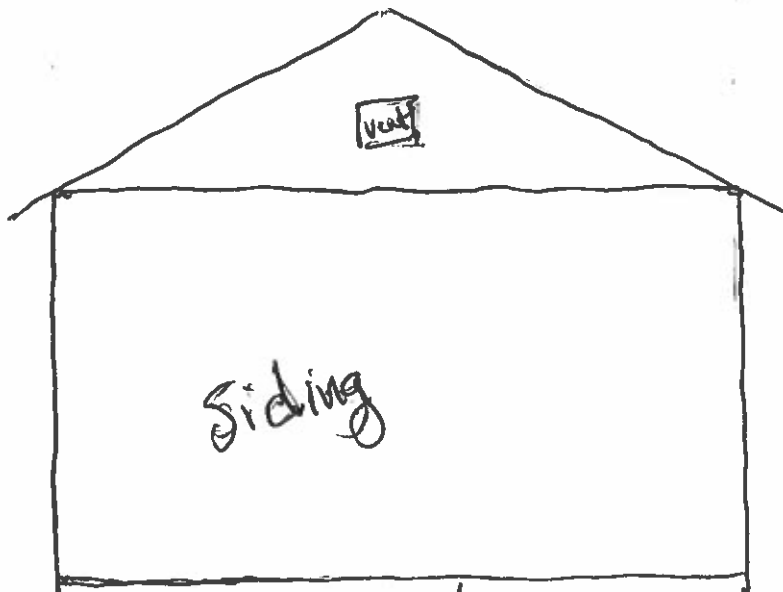
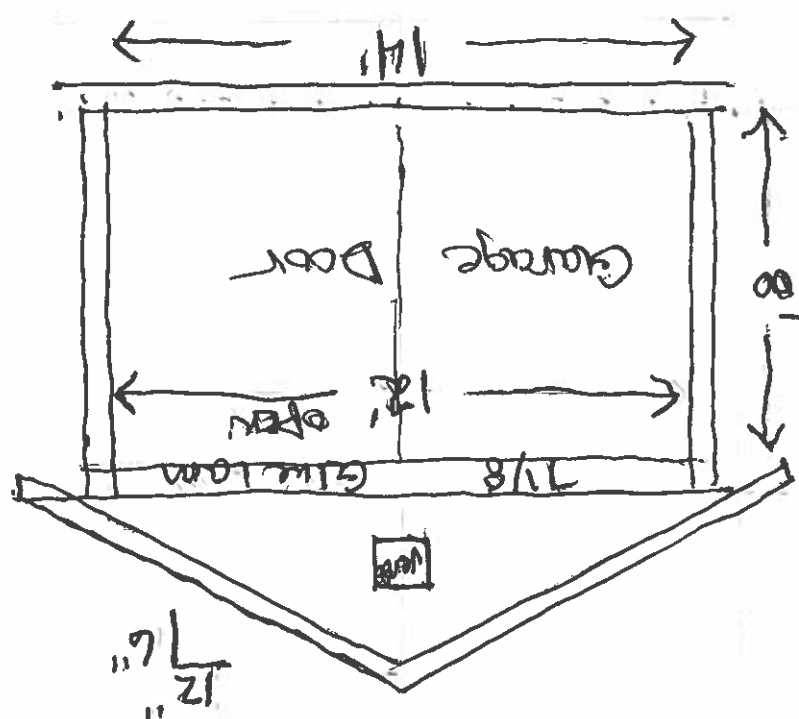




Scale 1/4" = 1'

Scale 1/4" = 1 foot

East Elevation



West Elevation

↓ New 6" Concrete Slab
5/8" Rebar tied in 2' grid

New Structure
where old structure
was.

Buildings with a 5' setback

Grinch Rd
89A

891 -
5' Jane's
studio

71 Studio
5' Jane's
studio

garage -
5' Jane's
studio

930
Jims Studio
5' setback

875 Grinch House
5' setback
Rebuild garage should be 5' setback

970 Grinch Rd
Fire Station
5' setback

N
↑

89A



Existing home

Allen Springs Road on the left. Garage location is just to the left of the house.



Existing access to garage pad





garage

Old picture of 875 Gulch



It was the main housing for the UVCC miners and to do with how high up the status he had. There were the houses to denote the

GULCH, 1912. The Gulch was a thriving area of town in 1912, with two general stores, a dance hall, an elementary school, and a smelter. Jerome was covered with pine, oak, and manzanita trees in the late 1880s. After the trees were gone (see photograph below), Jerome had a tremendous erosion problem and was seeded with ailanthus (or paradise) trees on Cleopatra Hill in 1964.



garage →



housing below Jerome's main building, though many of



GULCH, 1941. This relatively late photograph of the Gulch shows the complete absence of trees in Jerome at the time. The trees had all been either harvested for building, burned, or prevented from growing by the reportedly high sulfur content in the soil deposited from the mines. In 1917, a reported 60 homes were destroyed by fire in the Gulch.

garage & house

115

page out of images of America
Jerome

by Midge Steuber and the JHS



687 Gulch Rd

Bottom plate treated 2x4

Framing:

2x4x8 walls

Double 2x8 Ridge Rafter

2x6 Roof Rafters

1/2" 4x8 OSB

2x6 Facia

Siding Corrugated Metal

Roof corrugated metal

{ color to match the house

3/8 or 1/2" x 4x8 Rough saws siding
to match look and color of house

? Paint to match house

Alternative

corners

1x3 same as
house

Doug
Fir

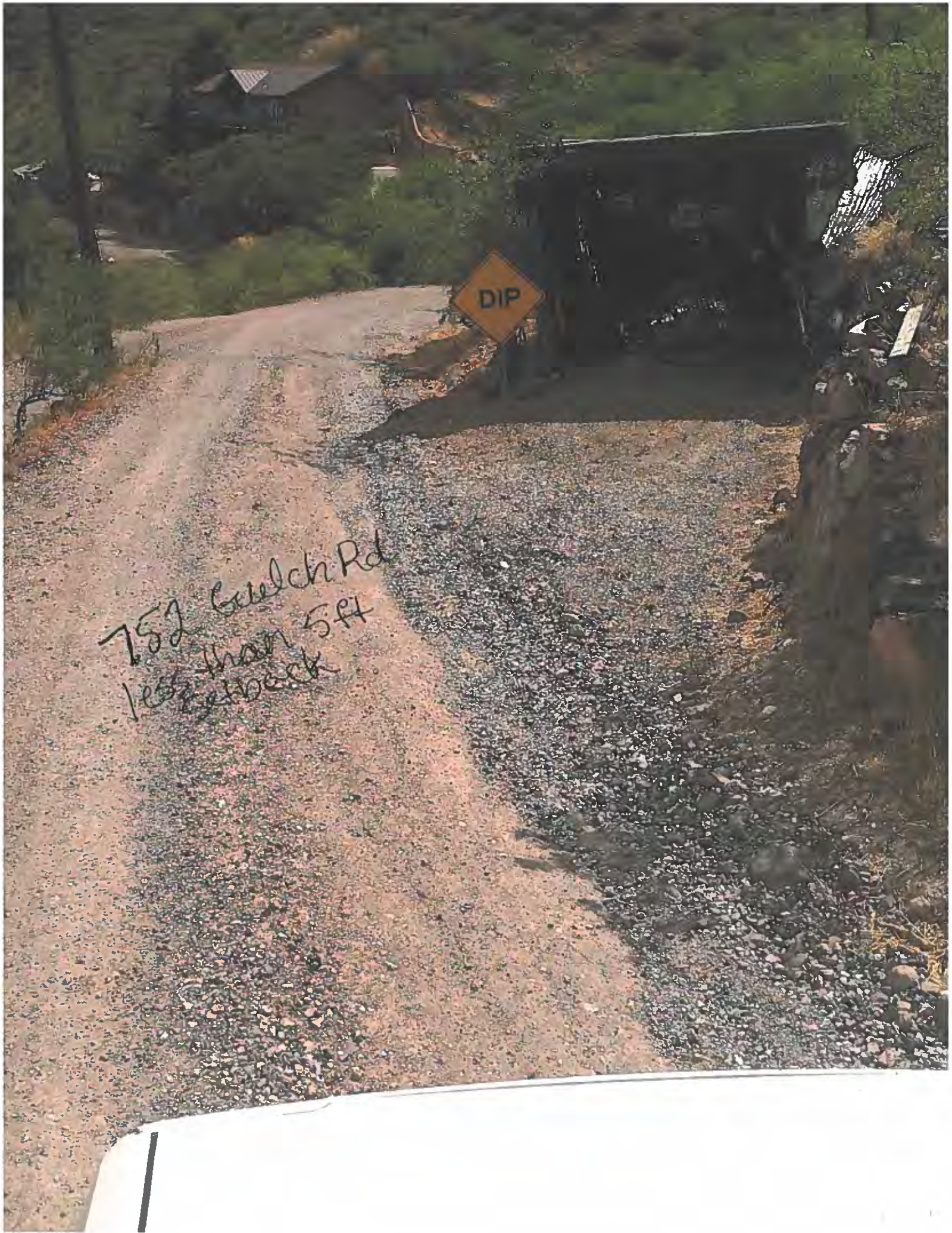
687. Gulch Rd



Below Jones House
on 5 ft off Roadway



752 Gulch Rd
less than 5 ft
back





Approx. 5 foot
Studio's



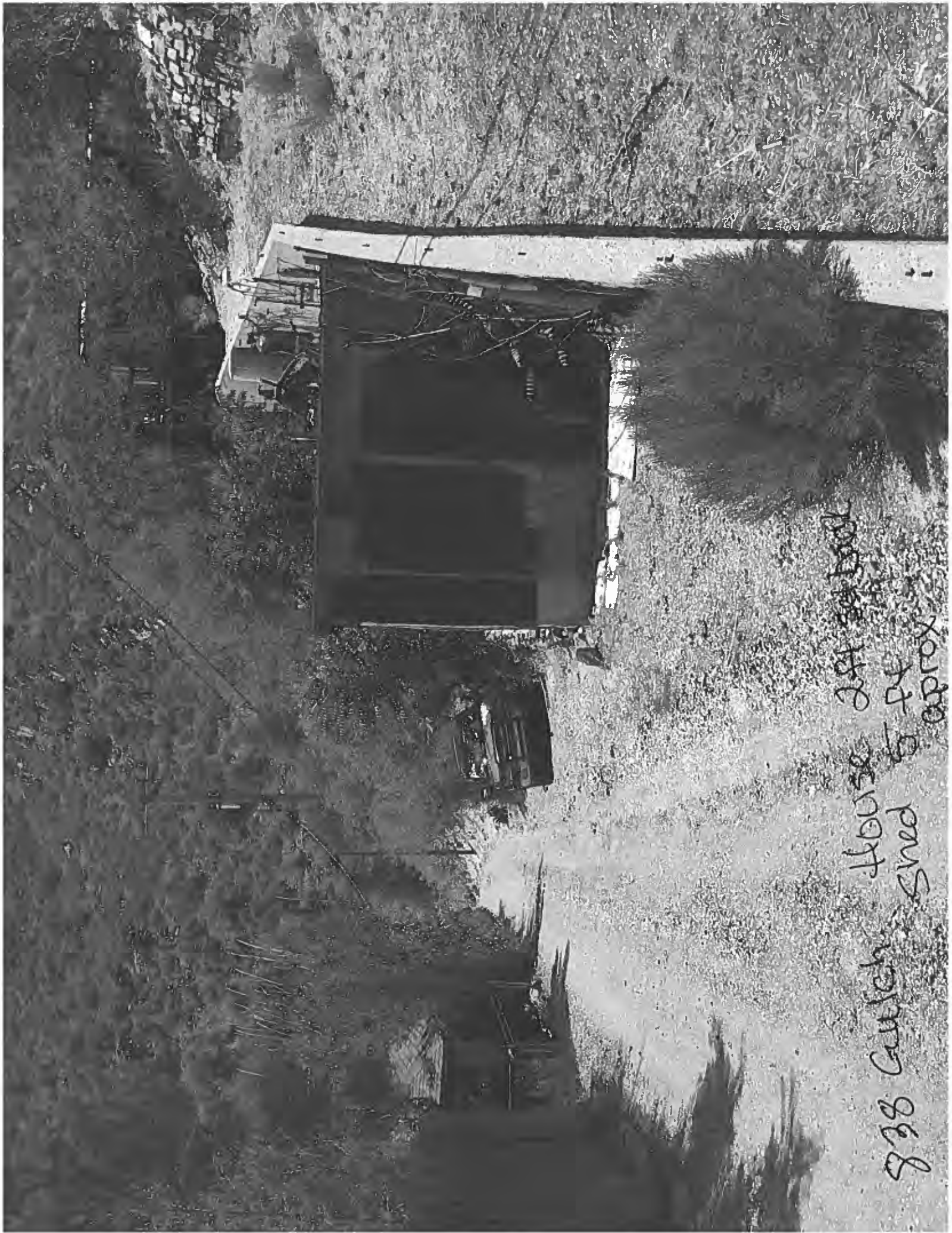
feet 5-8. 2000 ft

820 Gulch Rd

Gulch Road

← 1000' Long Highway St set back

838 Gulch House 24 x 24
Shed 5 ft x 5 ft approx

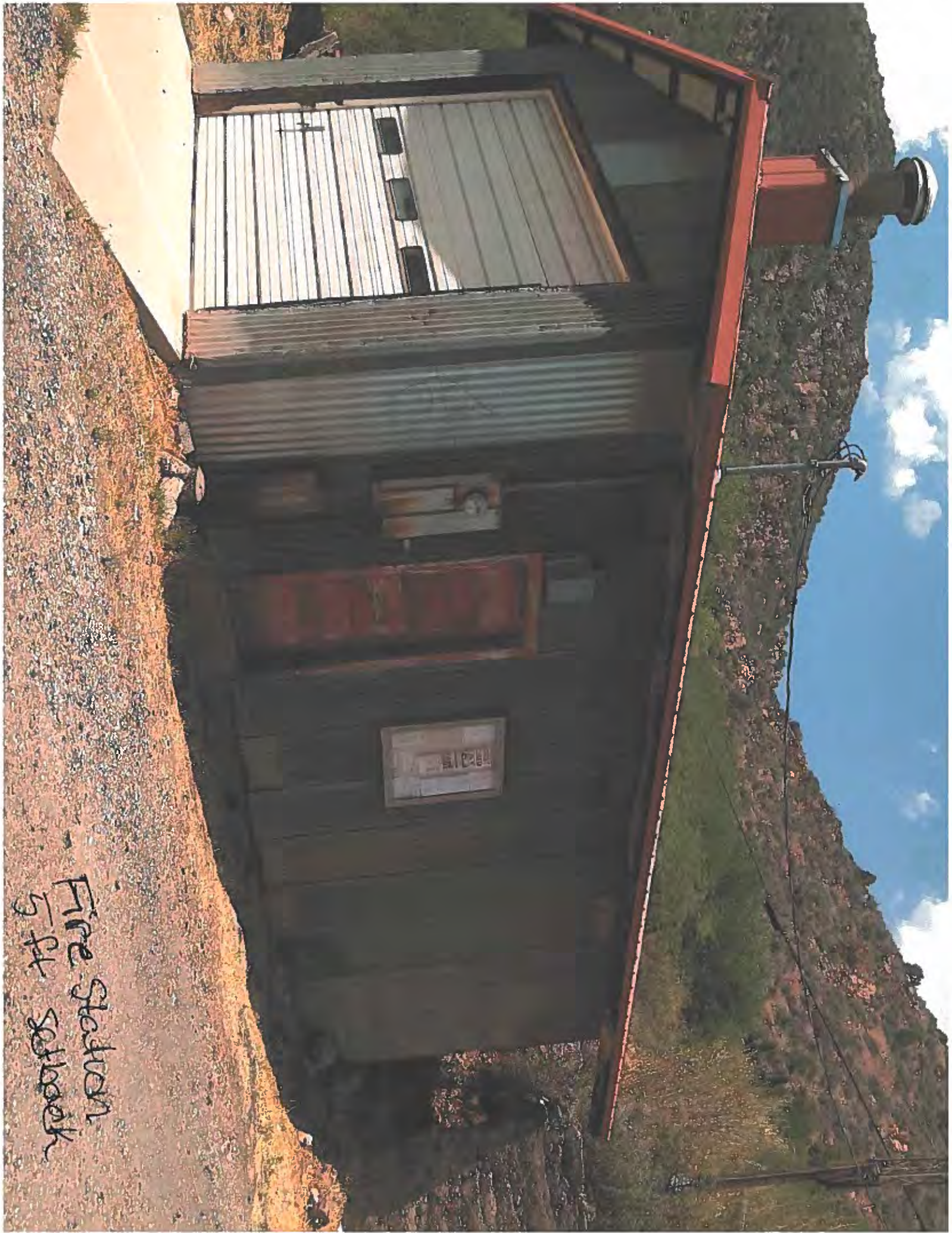


838
S. Rd.



931 186
+88





Fire Station
5 ft school

**NO
THRU
TRAFFIC**
Residents
Only

Your GPS is WRONG!

**SPEED
LIMIT
5**

Gulch Fire
Station

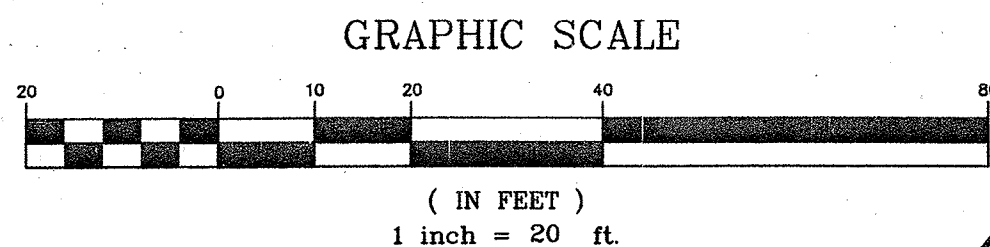


****Notes****

1. Slanted dimensions indicate record data.
2. This Map does not purport to verify ownership or identify Easements or other Encumbrances affecting any of the property shown.
3. Owner Grantee of Record per document recorded in Book 3477, of Official Records, Page 255 on 4/6/2008: Christina R. Barber and Cynthia R. Barber.
4. Assessor's Parcel Number per Yavapai County on 4/6/2008 is: 401-09-013.
5. A title report was not provided and plotting of easements was not a part of this survey. A competent title company representative or land attorney should be consulted.

***** LEGEND *****

- ⊕ - FOUND GLO BRASS CAP
 - ⊞ - FOUND 2" IRON PIPE IN CONCRETE
 - ⊙ - FOUND 1" DRILL STEEL BAR NO IDENTIFICATION
 - - SET 1/2" REBAR W/PLASTIC CAP STAMPED "LS 33873"
 - - FOUND AS NOTED
 - * - AFFIXED ALUMINUM WASHER STAMPED FOUND AND ACCEPTED "LS 33873"
- R1 - BK. 3477 OFFICIAL RECORDS, PG. 255
R2 - RECORD DATA FROM No. THREE, M.S. 1285
M.S. - MINERAL SURVEY
XXX-YY-ZZZ - ASSESSOR'S PARCEL NUMBER
{COR X} - PARCEL 1 BK. 3477 OFFICIAL RECORDS, PG. 255
[COR X] - PARCEL 2 BK. 3477 OFFICIAL RECORDS, PG. 255

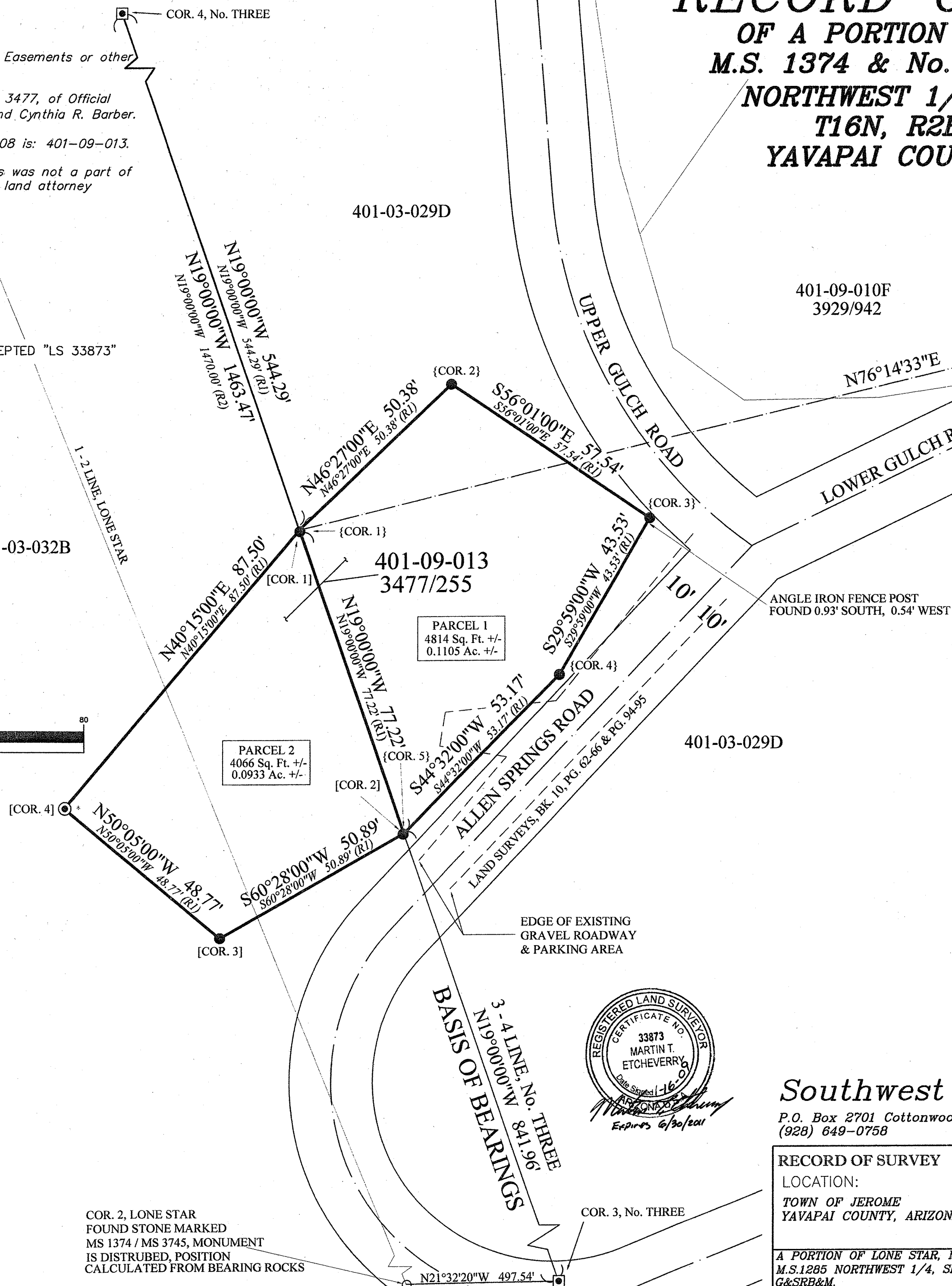


No.THREE
M.S. 1285

This Plat was prepared for the benefit of a specific user and for a specific purpose pursuant to an agreement with the Client and as such, may be misleading as to purpose by others. Therefore, use by others is prohibited without the express written consent of the undersigned and no liability will be accepted by the undersigned for its use by others. This document should only be reproduced in total to maintain the integrity of the intended purpose.

This Plat was prepared from the field notes of actual surveys made under my direct supervision during the month of April 2008 and is True and Correct to the best of my knowledge and belief.

COR. 2, LONE STAR
FOUND STONE MARKED
MS 1374 / MS 3745, MONUMENT
IS DISTURBED, POSITION
CALCULATED FROM BEARING ROCKS



RECORD OF SURVEY
OF A PORTION OF LONE STAR,
M.S. 1374 & No.THREE, M.S. 1285
NORTHWEST 1/4, SECTION 26,
T16N, R2E, G&SRB&M,
YAVAPAI COUNTY, ARIZONA

LONE STAR
M.S. 1374

FEE No. _____
FILED AND RECORDED AT REQUEST OF
SOUTHWEST GEOGRAPHIC SERVICES
A.D. _____
AT _____ O'CLOCK _____ M
BOOK _____
PAGE _____
RECORDS OF YAVAPAI COUNTY ARIZONA
County Recorder _____
Deputy Recorder _____



Southwest Geographic Services

P.O. Box 2701 Cottonwood, Az. 86326
(928) 649-0758

RECORD OF SURVEY	DRAWN BY: C.C.	CHECKED BY: M.T.E.
LOCATION:	SCALE: 1 INCH = 20 FEET	
TOWN OF JEROME YAVAPAI COUNTY, ARIZONA	DATE: JANUARY 15, 2009	
A PORTION OF LONE STAR, M.S.1374 & No.THREE, M.S.1285 NORTHWEST 1/4, SECTION 26,T16N, R2E, G&SRB&M.	JOB No.: 08-BARBER SHEET: 1 of 1	

Existing home

Allen Springs Road on the left. Garage location is just to the left of the house.



Existing access to garage pad





TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning and Zoning Commission Wednesday, August 18, 2021

Item 6: Preliminary site plan review for a new house
Location: 148 Juarez Street
Applicant/Owner: Mary (Liz) Gale
Zone: AR
APN: 401-06-140C
Prepared by: John Knight, Zoning Administrator
Discussion/Possible Action – P&Z Reso. 2021-14

Background and Summary: The applicant requests preliminary site plan review to construct an approximately 2,800-square-foot house with garage. Note that the application includes a request for a variance to the front setback. This will be addressed separately by the Board of Adjustment (BOA). The current request is for preliminary review only. If the BOA approves the variance, the applicant will need to return to the Planning and Zoning Commission (P&Z) for final site plan review.

The proposal is for a two-story home with a garage. Two parking spaces are provided in the garage and an additional two spaces are provided adjacent to the garage. The home has an average height of approximately 23 feet, 6 inches and meets all coverage and setback standards (except for the front setback). Note that the variance request is to allow for a five (5)-foot front setback. This is consistent with other homes previously constructed on Juarez Street.

Ordinance Requirements:

Section 303.1.G. Site Plan Review

Site plan review may be accomplished by either the Zoning Administrator or the Planning and Zoning Commission in accordance with the provisions of this section. Once submitted, the Zoning Administrator shall have fifteen (15) days from the date of submission of a site plan application to review said plan for completeness. If Planning and Zoning Commission review is required, a completed site plan shall be submitted for review by the commission at the next available meeting, if received by the submission deadline. The Zoning Administrator may request design review recommendation on the site plan. The Zoning Administrator or Planning and Zoning Commission shall approve, conditionally approve or deny said plan. Once denied, the original plan shall not be resubmitted.

Response: Under this section of the ordinance, the Planning and Zoning Commission has the authority to approve, conditionally approve, or deny the site plan.

Section 503.D. Property Development Standards for AR and Section 510.D. Parking

Item	Code Standard	Proposed
Square footage of building	850 square feet min.	2,800 square feet
Lot coverage	40% max.	26%*
Front yard	20 feet min.	5 feet (applicant has requested a variance from BOA)
Side yard	10 feet min.	10+ feet
Rear yard	20 feet min.	20 feet
Building height	25 feet max.	23 feet 6 inches
Max. wall height	35 feet max.	28 feet
Parking	2 spaces	4 spaces
Accessory buildings	5-foot min. setback	n/a

* Footprint of 1,680 sq. ft./6,534 sq. ft = 26%

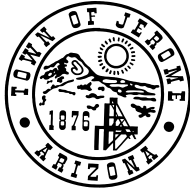
Response: The proposal appears to meet all standards, except for the front setback.

Other considerations: In addition to BOA review of the variance, the application will be forwarded to the Design Review Board (DRB) for their review and approval. This will be scheduled for DRB review after the final site plan is approved by P&Z at a future meeting.

Recommendation: Staff requests that the commission conditionally approve the site plan subject to review and approval of the variance by the BOA.

Attachment

- P&Z Resolution 2021-14
- Plans and application information



TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

P&Z Resolution No. 2021-14

Approving preliminary site plan review for a new home

Whereas the Town of Jerome has received an application from Mary (Liz) Gale for construction of a 2,800-square-foot house with garage at 148 Juarez Street (APN 401-06-140C); and

Whereas the property is in the AR zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for construction of an approximately 2,800-square-foot house with garage at 148 Juarez Street is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The building height shall not exceed twenty-five (25) feet above the existing average grade. No single wall shall exceed thirty-five (35) feet in height.
4. **Setbacks** – Minimum side setbacks of ten (10) feet and a minimum rear setback of twenty (20) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Lot Combination** – Although the County has assigned a single parcel number to the property, the survey identifies multiple legal lots. Prior to issuance of a building permit, the applicant shall provide evidence showing the lots have been combined into a single parcel.
7. **Engineering Reports** – Prior to issuance of a building permit, the applicants shall provide geotechnical and/or soil engineering reports, as required by the Building Inspector, demonstrating the site is suitable for the improvements proposed.

P&Z Resolution No. 2021-14

8. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
9. **Drainage** – The building permit submittal shall indicate both existing and proposed drainage. This includes, but is not limited to, how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, detention basins, and gravel catchments to help dissipate hydraulic energy. Roof drains shall not be directed over any public sidewalks.
10. **Parking** – A minimum of two (2) off-street parking spaces shall be provided. These can be provided in a garage or may be uncovered.
11. **Grading** – Grading shall comply with the requirements of Section 303.3 of the Zoning Ordinance. Grading plans shall include, but not be limited to, adequate dust control measures, erosion control/drainage, and fencing to protect sensitive features (such as trees to be saved).
12. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 503).
13. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
14. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Lance Schall, Chair



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

File #: _____

Town Use

General Land Use Application – Check all that apply

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input checked="" type="checkbox"/> Other: <u>Variance</u> | <input type="checkbox"/> Other: _____ |
- \$200

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>MARY GALE</u>	Owner: <u>MARY E. GALE</u>
Applicant mailing address: <u>P.O. BOX 606 CLARKDALE, AZ 86324</u>	Property owner mailing address: <u>SAME</u>
Applicant role/title: <u>OWNER</u>	
Applicant phone: <u>928 300 2947</u>	Owner phone: _____
Applicant email: _____	Owner email: <u>lizgafermail@gmail.com</u>
Project address: <u>149 JIVARFEST</u>	Parcel number: <u>1401-06-1401</u>
Describe project: <u>REQUESTING PRELIMINARY SITE PLAN REVIEW AND A VARIANCE TO ALLOW CONSTRUCTION OF A SINGLE FAMILY HOME - ON A NARROW LOT.</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: _____ Date: 7/28/21

Property Owner Signature: _____ Date: 7/28/21

Received from: <u>Mary Gale</u>		Date: <u>7/28/2021</u>	
Received the sum of \$ <u>300.00</u>	as: <input checked="" type="checkbox"/> Check No. <u>9784</u>	<input type="checkbox"/> Cash	<input type="checkbox"/> Credit Card
By: <u>K. M.</u>	For: <u>Variance & Site Plan</u>		
Tentative Meeting Date/s - DRB: _____		P&Z: _____	

July 28, 2021

Town of Jerome
Planning and Zoning Board

Re: Request for a Variance for 148 Juarez Street Jerome, AZ 86331

To Whom It May Concern:

I am requesting that you consider granting a variance of the setbacks for the property of 148 Juarez Street. The property is located at the end of Juarez Street and it measures 125' in length and is 50' deep. It is zoned AR, as are the other houses on the street, with prescribed setbacks of 20' front/back and 10' on the sides. The current setbacks make it unlikely to build a habitable structure as it leaves a space of 105' in length and 10' in depth. This would be a very long and skinny house. Upon surveying the neighborhood it is evident that the other houses on Juarez street are not set back 20' from the street. Please review the following pictures of said houses with the estimated set back noted.

Please review the drawings that show a proposed 5' setback on the front, a 20' setback on the rear and 10' setback for both sides. With this setback for the property a habitable single family home can be built in the custom of other houses on the street.

I appreciate your consideration of this matter.

Kind regards,



Mary E. Gale (Liz Gale)



This is the Porchowski House with the survey marker showing the edge of the property. The house is set back less than 13' from the ROW



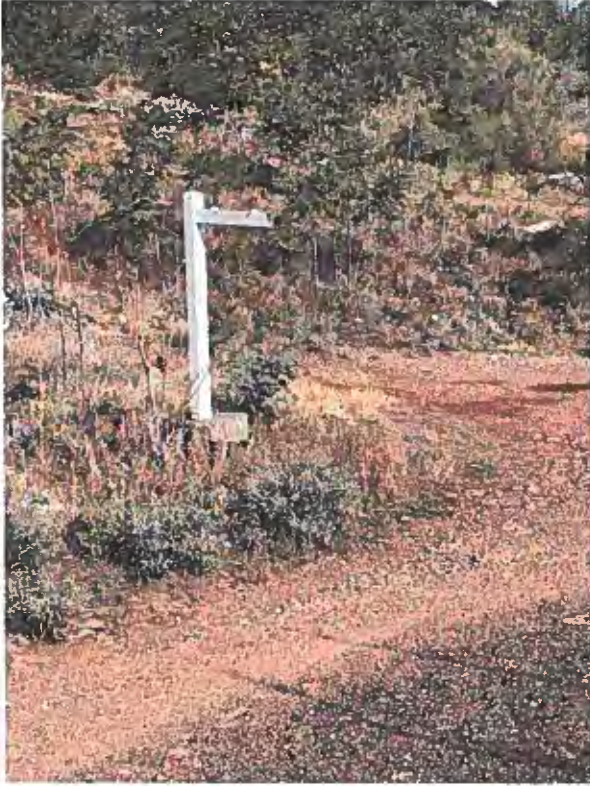
This is formerly Phils house which has a negative set back from the street and in the ROW .



This is the Cheifetz family home. It is likewise set back 5' to 10' from the ROW

This is formerly Rose and Walter's place, now owned by the Cheifez family that shows a previous variance approved of a 5' setback.

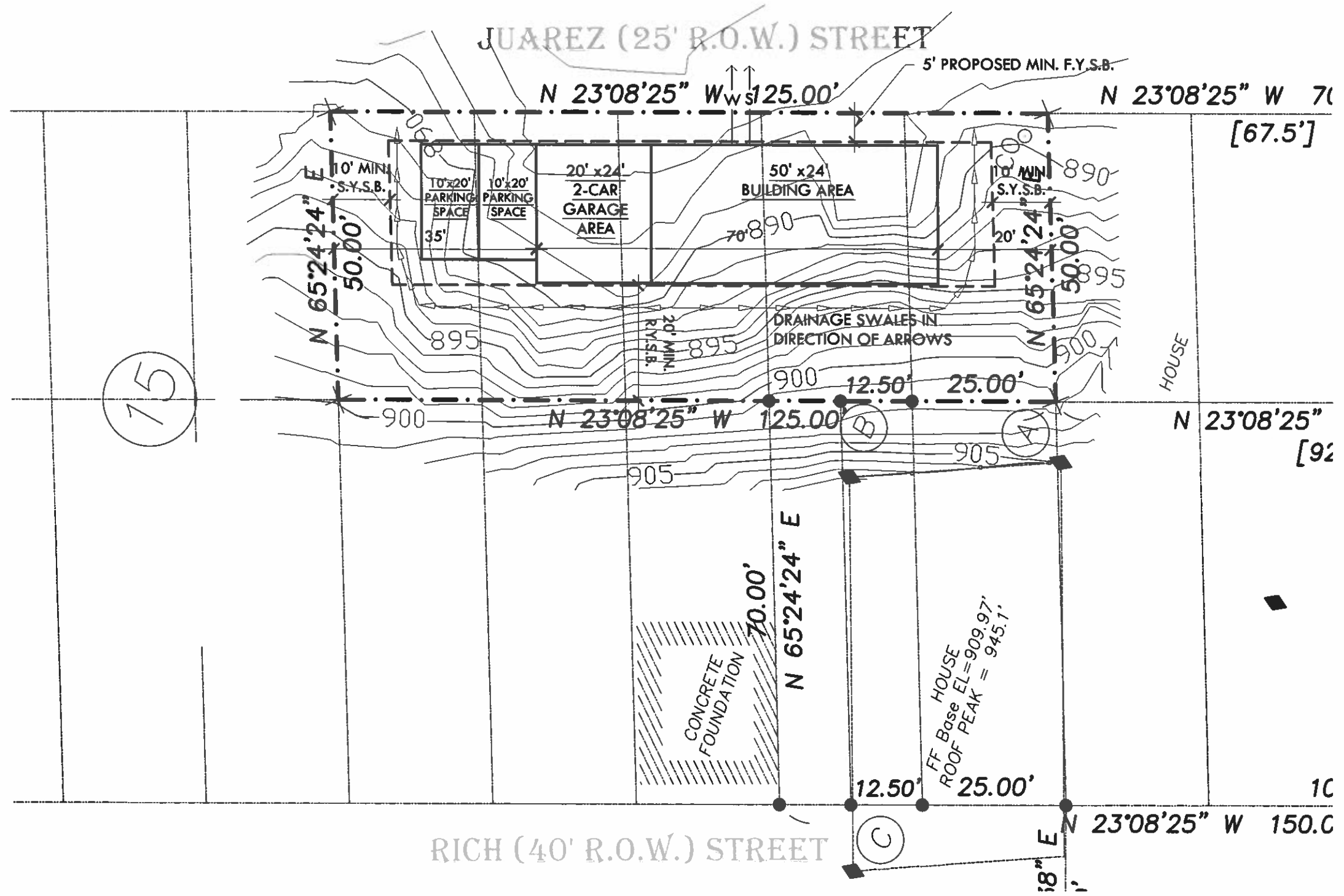




This is a picture of the property from the road



This shows the property from the street below Jay Kinsella's House
The property is 125' long and 50' Deep. With current set backs of 20' on the front and back, 10' setback on the sides the space left on which to build is 105' x10'
The average 2000 sq foot house measures 28' deep and 50' wide.

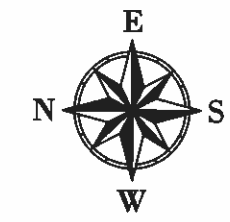


PROJECT INFORMATION

ADDRESS	= 148 Juarez St.
PARCEL #	= 401-06-140C
LOTS	= 23, 24, 25, 26 & 27
LOT SIZE	= .15 Acre or 6,534 Sq. Ft.
ZONING	= AR
MAIN BUILDING SETBACKS	= Front 5' Sides 10' Rear 20'
MAX LOT COVERAGE %	= 40%
MAX BLDG HEIGHT	= 25'

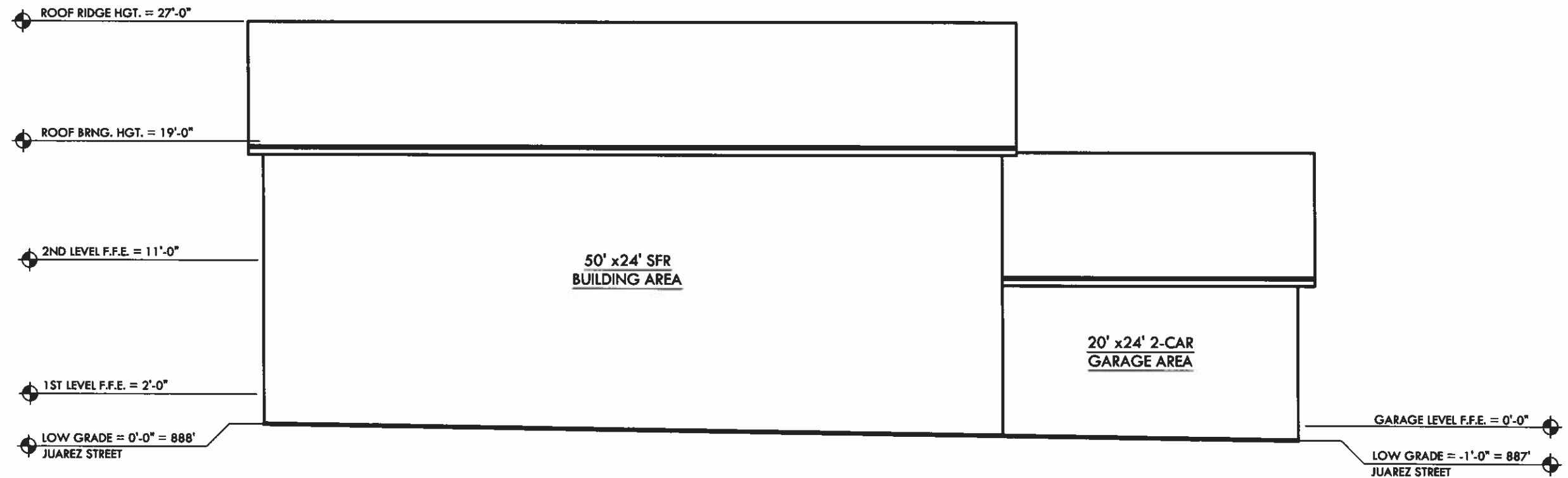
SQUARE FOOTAGES OF A POTENTIAL RESIDENCE

1ST LEVEL	= 1,200 Sq. Ft.
2ND LEVEL	= 1,200 Sq. Ft.
GARAGE	= 480 Sq. Ft.
TOTAL NEW SQUARE FEET	= 2,880 Sq. Ft.



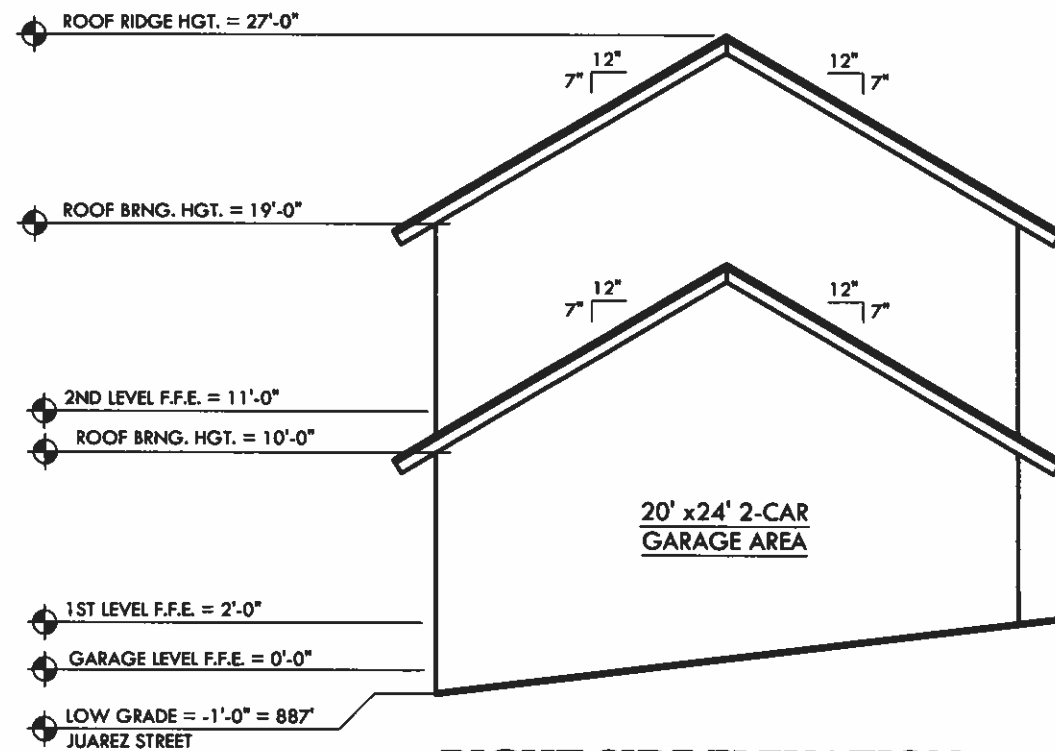
SITE PLAN
1" = 20' SCALE

PROJECT OWNER: MARY ELIZABETH GALE	PROJECT ADDRESS: 148 JUAREZ ST. JEROME, AZ. 86331	SCALE: AS NOTED	SHEET TITLE: SITE PLAN
		DATE: 7-28-21	



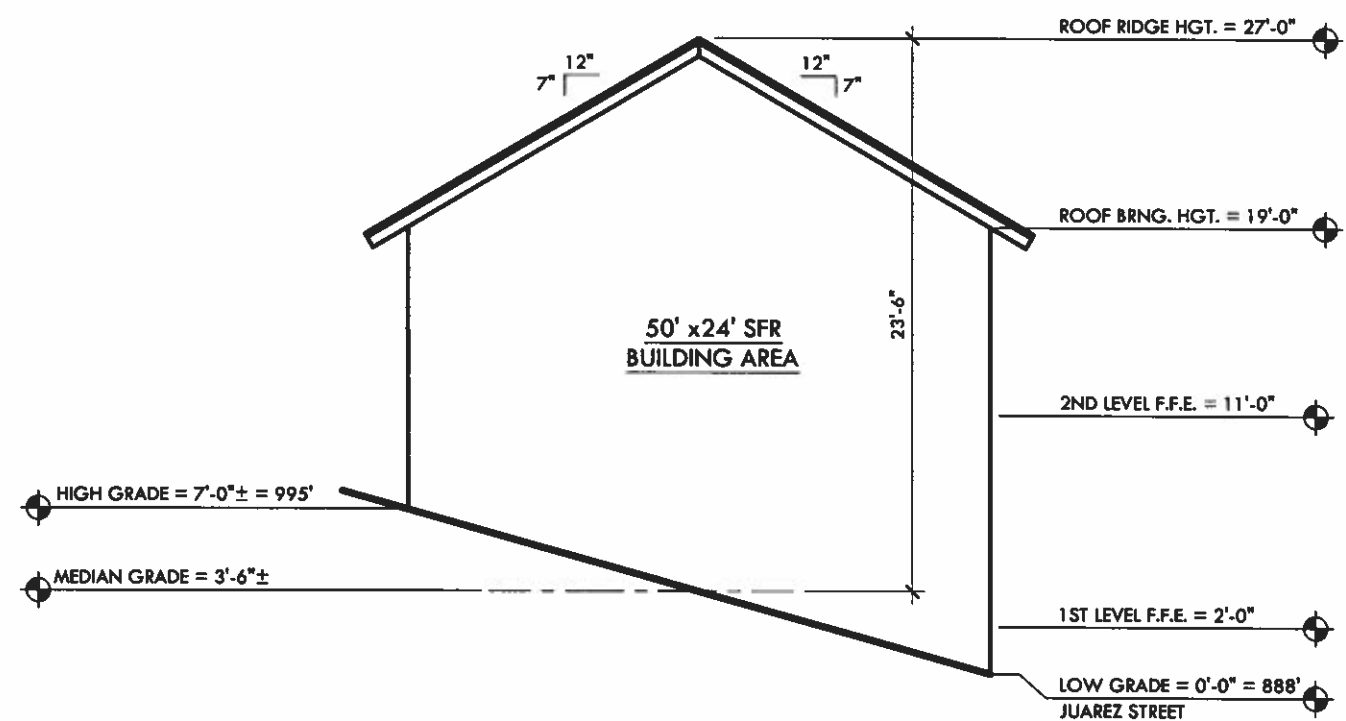
STREET/FRONT ELEVATION

1/8" = 1'-0" SCALE



RIGHT SIDE ELEVATION

1/8" = 1'-0" SCALE



LEFT SIDE ELEVATION

1/8" = 1'-0" SCALE

PROJECT OWNER:

MARY ELIZABETH GALE

PROJECT ADDRESS:

148 JUAREZ ST.
JEROME, AZ. 86331

SCALE:

AS NOTED

DATE:

7-28-21

SHEET TITLE:

BUILDING
ELEVATIONS

Surveyor's Notes

(1) This plat was prepared for the sole benefit of Elizabeth Gale. It was prepared for specific users and for a specific purpose pursuant to an agreement with the client and as such its purpose may be misleading to others. For these reasons, use by others is forbidden without the express written consent of the certifier signed hereon.

(2) The Surveyors Certification is subject to a limitation of liability. The General Public are on notice that this Results of Survey is subject to a limitation of liability not to exceed the price of the original proposal dated 6/08/2021 between Capstone Professional Services Corporation, an Arizona Corporation and Elizabeth Gale. By reliance the acceptance of these terms is effectuated. Copies of the original proposal are available upon request.

(3) Bracketed dimensions represent record dimensions as defined in legend. All un-bracketed dimensions represent measured dimensions.

(4) All measured bearings and distances shown hereon are grid values based upon the projection definition shown hereon. The projection was defined such that grid distances are nearly equivalent to ground distances in the project area. The basis of bearings is Geodetic North. However, measured grid bearings shown hereon (or implied by grid coordinates) do not equal geodetic bearings due to meridian convergence.

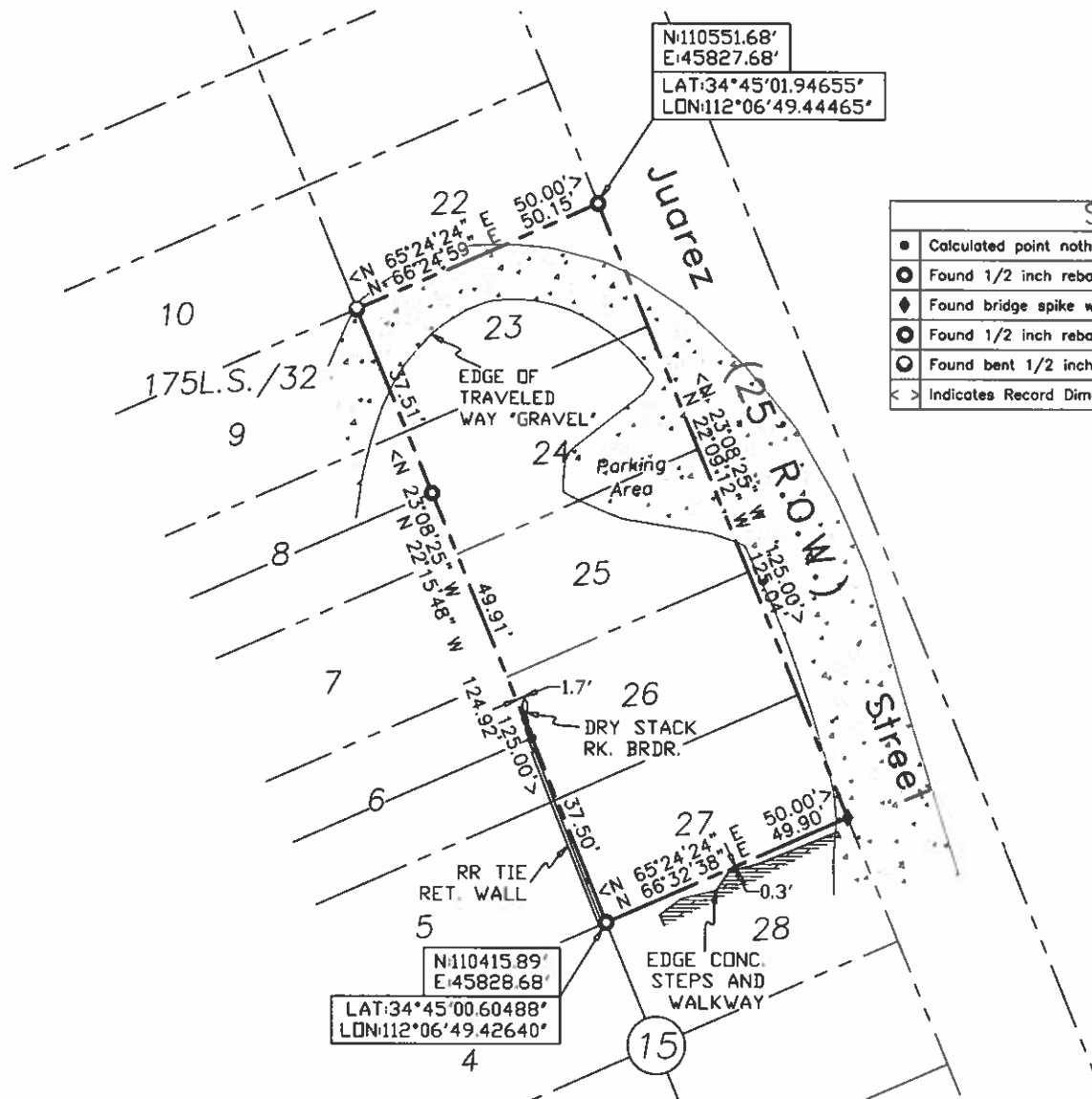
(5) This survey is subject to all conditions, restrictions, reservations, easements, rights of way and all other matters which may be revealed by a current title report.

RESULTS OF SURVEY of Lots 23, 24, 25, 26 & 27, Block 15, G.W. Hulls Plat of Jerome, recorded in Book 2 of Maps and Plats, Page 18, in the Office of the County Recorder, in the County of Yavapai, in the State of Arizona, being a portion of Section 23, Township 16 North, Range 2 East of the Gila and Salt River Meridian

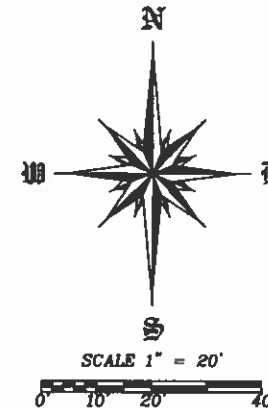
COORDINATE SYSTEM DEFINITION
 LINEAR UNIT : INTERNATIONAL FEET
 GEODETIC DATUM : NAD83 (2011)
 VERTICAL DATUM : N/A
 SYSTEM : CAPSTONE-VLDP
 ZONE: VERDE VALLEY

PROJECTION:
 TRANSVERSE MERCATOR
 LATITUDE OF GRID ORIGIN : 34°40'N
 LONGITUDE OF CENTRAL MERIDIAN: 112°00'W
 NORTHING AT GRID ORIGIN: 80,000.00 FT
 EASTING AT CENTRAL MERIDIAN: 80,000.00 FT
 CENTRAL MERIDIAN SCALE FACTOR: 1.000185 EXACT

ABBREVIATIONS USED:
 LS - LAND SURVEYOR
 N - NORTHING COORDINATE
 E - EASTING COORDINATE
 LAT - LATITUDE - NORTH
 LON - LONGITUDE - WEST
 TYP - TYPICAL
 BRDR - BORDER
 RET - RETAINING
 RR - RAILROAD
 RK - ROCK
 CONC - CONCRETE
 W - WEST
 E - EAST
 NNNLS./NN - BOOK/PAGE OF LAND SURVEYS



SYMBOL LEGEND	
•	Calculated point nothing found or set
○	Found 1/2 inch rebar with aluminum cap stamped "LS 27253"
◆	Found bridge spike with aluminum washer stamped "LS 32224"
◇	Found 1/2 inch rebar with aluminum washer stamped "LS 32224"
○	Found bent 1/2 inch rebar affixed brass tag stamped "LS 32224"
< >	Indicates Record Dimensions per Book 107 of Land Surveys, Page 61

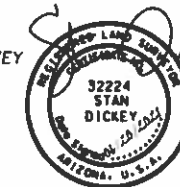


The Basis of Bearings for this survey is Geodetic North as determined from GPS observations. See Surveyor's Note 4 above.

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION, DURING THE MONTH OF JUNE 2021, IN CONFORMANCE WITH THE ARIZONA BOUNDARY SURVEY MINIMUM STANDARDS ADOPTED IN FEBRUARY OF 2002.

STAN DICKEY
 LS 32224



DATES OF SURVEY: 6/11/2021

	NAME	DATE
DESIGN	S. DICKEY	6/11/2021
DRAWN		
CHECKED		
REVISED		
DWG. NAME	21-06112-GALE.DWG	

RESULTS OF SURVEY

of Lots 23, 24, 25, 26 & 27, Block 15, G.W. Hulls Plat of Jerome, recorded in Book 2 of Maps and Plats, Page 18 in the Office of the County Recorder, in the County of Yavapai, in the State of Arizona.



PROFESSIONAL SERVICES CORPORATION
 116 WEST SALT MINE ROAD
 CAMP VERDE, ARIZONA 86322

JOB NUMBER: 21-06112 APN: 401-06-140C

CLIENT	SHEET	SECTION	TOWNSHIP	RANGE
GALE	1 of 1	23	16N	2E
Gila & Salt River Meridian				

PROJECT OWNER:
 MARY ELIZABETH GALE

PROJECT ADDRESS:
 148 JUAREZ ST.
 JEROME, AZ. 86331

SCALE:
 AS NOTED
 DATE:
 7-28-21

SHEET TITLE:
 SURVEY PLAN



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Planning and Zoning Commission Wednesday, August 18, 2021

Item 7: Preliminary site plan review for a deck extension
Location: 630 Main Street
Applicant/Owner: Adam Downey/Thomas Bauers
Zone: R1-5
APN: 401-07-151
Prepared by: John Knight, Zoning Administrator
Discussion/Possible Action – P&Z Reso. 2021-15

Background and Summary: The applicant requests a preliminary site plan review to rebuild an existing deck and construct an extension to the deck within one (1) foot of the rear property line. This will require a variance and be addressed separately by the Board of Adjustment (BOA). The current request is for preliminary review only. If the BOA approves the variance, the applicant will need to return to the Planning and Zoning Commission (P&Z) for final site plan review.

The proposal is to rebuild the existing deck and extend it an additional five (5) feet toward the rear property line. The existing deck is approximately twenty-two (22) feet by five (5) feet. The new deck would be approximately twenty-two (22) feet by ten (10) feet. The deck boards will be replaced with a composite decking.

Ordinance Requirements:

Section 303.1.G. Site Plan Review

Site plan review may be accomplished by either the Zoning Administrator or the Planning and Zoning Commission in accordance with the provisions of this section. Once submitted, the Zoning Administrator shall have fifteen (15) days from the date of submission of a site plan application to review said plan for completeness. If Planning and Zoning Commission review is required, a completed site plan shall be submitted for review by the commission at the next available meeting, if received by the submission deadline. The Zoning Administrator may request design review recommendation on the site plan. The Zoning Administrator or Planning and Zoning Commission shall approve, conditionally approve or deny said plan. Once denied, the original plan shall not be resubmitted.

Response: Under this section of the ordinance, the Planning and Zoning Commission has the authority to approve, conditionally approve, or deny the site plan.

Section 502 (General Provisions) and 505 (R1-5) Property Development Standards

Item	Code Standard	Proposed
Square footage of accessory building/structure	n/a	280 square feet
Lot coverage (includes all structures)	60% max.	33%*
Setbacks	5 feet min.	5+ feet on sides and 1 foot at rear (applicant has requested a variance from BOA)
Max. deck height	27 feet max.	9 +/- feet

* Footprint of 1,151 sq. ft. (896 sq. ft. garage home + 255 sf. ft. decks)/3,485 sq. ft lot = 33%

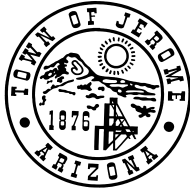
Response: The proposal appears to meet all standards, except for the rear setback.

Other considerations: In addition to a BOA review of the variance, the application will be forwarded to the Design Review Board (DRB) for their review and approval. This will be scheduled after the final site plan is approved by P&Z at a future meeting.

Recommendation: Staff requests that the commission conditionally approve the site plan subject to review and approval of the variance by the BOA.

Attachment

- P&Z Resolution 2021-15
- Plans and application information



TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

P&Z Resolution No. 2021-15

Approving preliminary site plan review for a deck extension

Whereas the Town of Jerome has received an application from Adam Downey (applicant) and Thomas Bauers (owner) for construction of an approximately 220-square-foot rear deck at 630 Main Street (APN 401-07-151); and

Whereas the property is in the R1-5 zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for construction of an approximately 220-square-foot rear deck at 630 Main Street is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The deck height shall not exceed twenty-seven (27) feet above the existing grade.
4. **Setbacks** – Minimum side setbacks of five (5) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
7. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 505).

P&Z Resolution No. 2021-15

8. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
9. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Lance Schall, Chair



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

File #:

Town Use

General Land Use Application – Check all that apply

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input checked="" type="checkbox"/> Other: <u>Variance</u> | <input type="checkbox"/> Other: _____ |

\$200

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>Adam Downey</u>	Owner: <u>Tom Bauers</u>
Applicant mailing address: <u>Po Box 1071</u>	Property owner mailing address: _____
<u>Jerome, AZ 86331</u>	
Applicant role/title: <u>Contractor</u>	
Applicant phone: <u>928 963 6708</u>	Owner phone: <u>928 202 0622</u>
Applicant email: <u>adowney108@gmail.com</u>	Owner email: <u>thomas.bauers@outlook.com</u>
Project address: <u>630 Main St Jerome, AZ</u>	Parcel number: <u>401-07-151</u>
Describe project: <u>Deck Extension and Rebuild</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Adam Downey Date: 7/28/21

Property Owner Signature: Thomas R. Bauers Date: 8/10/21

For Town Use Only	
Received from: <u>Adam Downey</u>	Date: <u>8/3/2021</u>
Received the sum of \$ <u>100.00</u> as: <input type="checkbox"/> Check No. _____ <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: _____	For: <u>Site Plan / BOA</u>
Tentative Meeting Date/s - DRB: _____	P&Z: _____

Note: \$200 already paid - SK

Bauers Deck Project

Project Overview

The Bauers residence was built with a Ten Foot Setback from the property line on the East side of the property. The existing deck extends Five feet beyond the house. The new deck will extend off existing framing to a total width of Ten feet.

Length and height of the deck will not change only the width.

The new deck addition will total 220 square feet. We will replace all deck planking with 2x6 composite decking boards in a light green/gray color (Foggy Wharf, Trex Brand). All hand rails and pickets will be replaced with the same material as well.

Existing deck has 2x6 floor joists that span no more than Five Feet and are sixteen inch on center. New joists are to be sistered off existing joists extending no more than Ten Feet. Four new Pillar points will be added.

Total deck height will be 109 inches above the stone patio. The railing will be an additional 36 inches above the deck planking for a total height of 145 inches.

The project will take no longer than four weeks to be completed and will require four employees.

The new deck addition will not have lighting or electrical work; no utility lines will be moved.

The new deck addition will not extend beyond existing stone patio.

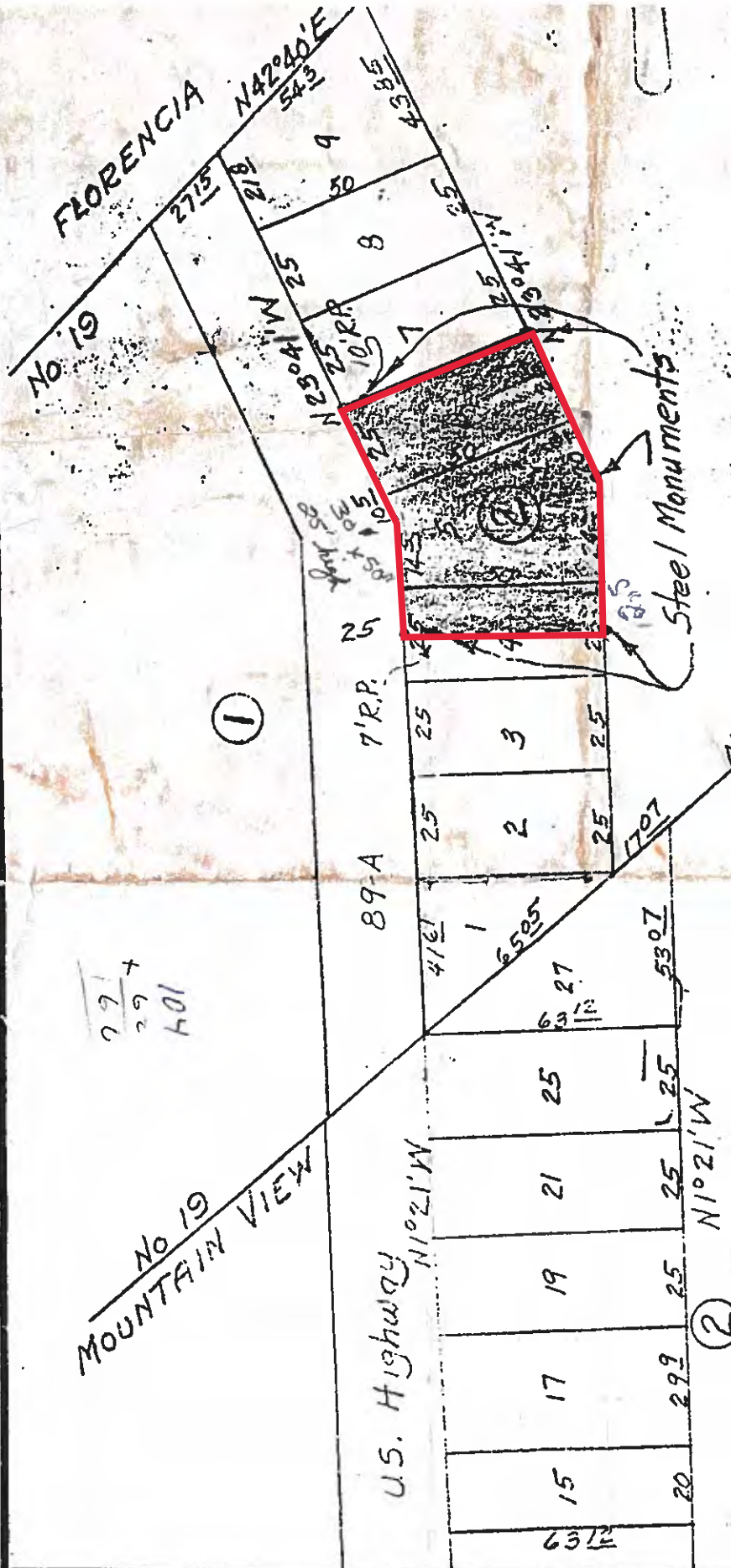
Justification of Variance

Tom Bauers has leased the property adjacent to the proposed deck addition for many years.

There will be no dispute between property owners as Tom has written permission to extend his new deck to the property line.

Owners of adjacent property have given signed permission to build to the property line with no dispute.

NORTH



John McDonald
634-7943
TOWN
HALL

J.O. 4386

SKETCH OF LOTS IN BLOCK 2, MOUNTAIN VIEW LODGE AND BLOCK 2 IN NO. 19 LODGE CLAIMS, JEROME, ARIZONA. FROM RECORDS

Scale: 1" = 40'

Hand-drawn plat map of Block 2, Jerome Hooker, showing Lots 1 through 6 and Lot 27. The map includes dimensions, bearings, and area calculations. Lot 6 is highlighted with a red border.

Lot 6 (Red Border):

- Top boundary: $49.89' (m)$, $50' (R)$, $N. 68^{\circ} 25' 35" E. (12)$
- Right boundary: $25' (R)$, $37.06' (R)$
- Bottom boundary: $50' (R)$, $0.083 Ac. \pm$
- Left boundary: $10.5' (R)$, $14.5' (R)$, $50' (R)$

Other Lots and Dimensions:

- Lot 5:** $10.5' (R)$, $14.5' (R)$, $50' (R)$
- Lot 4:** $50' (R; m)$, $50' (R)$
- Lot 3:** $50' (R)$, $50' (R)$
- Lot 2:** $50' (R)$, $50' (R)$
- Lot 1:** $4.21' (R)$, $50' (R)$
- Lot 27:** $63.10' (R; m)$, $N. 89^{\circ} 27' 44" W. (m)$

Area Calculations:

- Lot 6:** $0.083 Ac. \pm$
- Lot 27:** $0.133 Ac. \pm$

Other Labels:

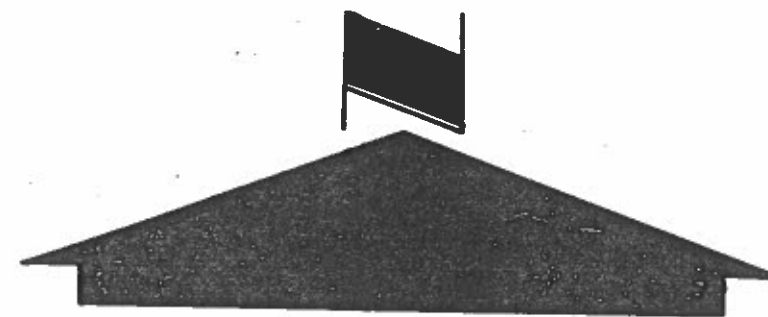
- Main Street:** $NORTH (m) - 103.71' (R; m)$
- South Boundary:** $36.70' (R; m)$, $62.90' (R; m)$, $50' (R)$
- North Boundary:** $49.89' (m)$, $50' (R)$

N. 21° 32' 59" W. (m)
35.50' (R; m)

Indicates Set
1/2" Rebar w/ Tag
"Mingus RLS 23301"
(TYP.)

27.00' (R; m)
NORTH (m)

10" from base
7" 9" to leading edge of color change



RESULTS OF SURVEY
LOTS 1, 2, 3, 4, 5 & 6, JEROME #19 CLAIM
; LOT 27, BLOCK 2, JEROME HOOKER
TOWN OF JEROME,
YAVAPAI COUNTY, ARIZONA



Mingus Associates

P.O. BOX 1447
COTTONWOOD, ARIZONA 86326
(602) 634-3624

MCP

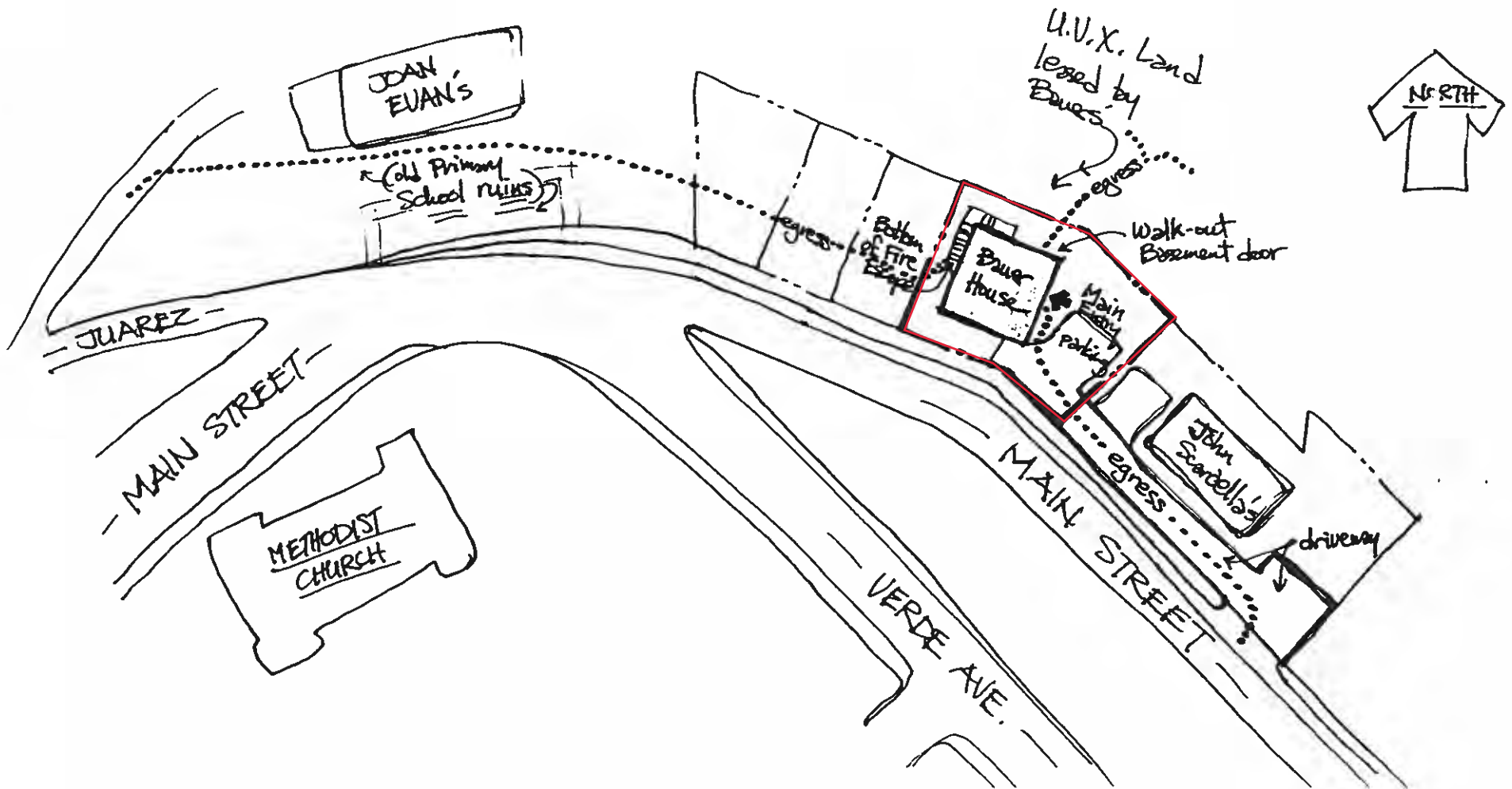
PROPOSED BAUER RESIDENCE

VICINITY MAP

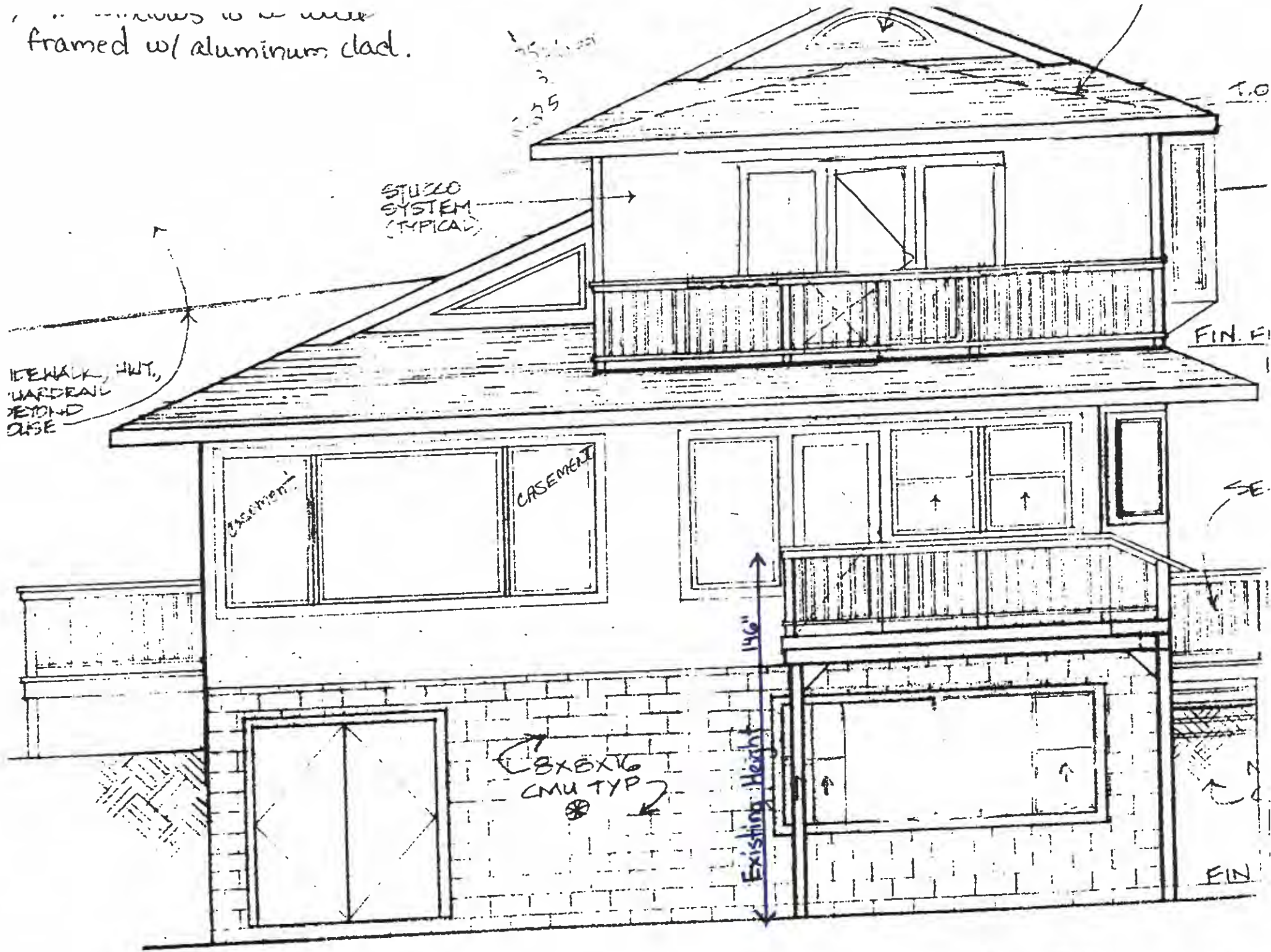
1" = 50'

10-30-96

w/ ROUTES OF EGRESS
BY FOOT IN CASE OF
EMERGENCY



... windows w/ aluminum clad.
framed w/ aluminum clad.



STUCCO
SYSTEM
(TYPICAL)

IDEAL WALK, HANDRAIL
BEYOND CASE

CASEMENT

CASEMENT

8'x8'x16
CMU TYP

Existing Height
146"

FIN. F

FIN

BARCHETT

EXISTING WALL

Property Line

5' SET BK. TYP.

Existing

Deck to Property Line
1' 2" from New
Property Line

6'

16' 3"

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

10'

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

16' 3"

From House to
edge of Property Line of Ratio making 13'
8' 8" Another 51'

10' SET BK. TYP.

12'

20'

20'

50'

↑

STREET

14.907A

GRACIELA PARKING

Existing Deck Dimensions 22.3' x 5'

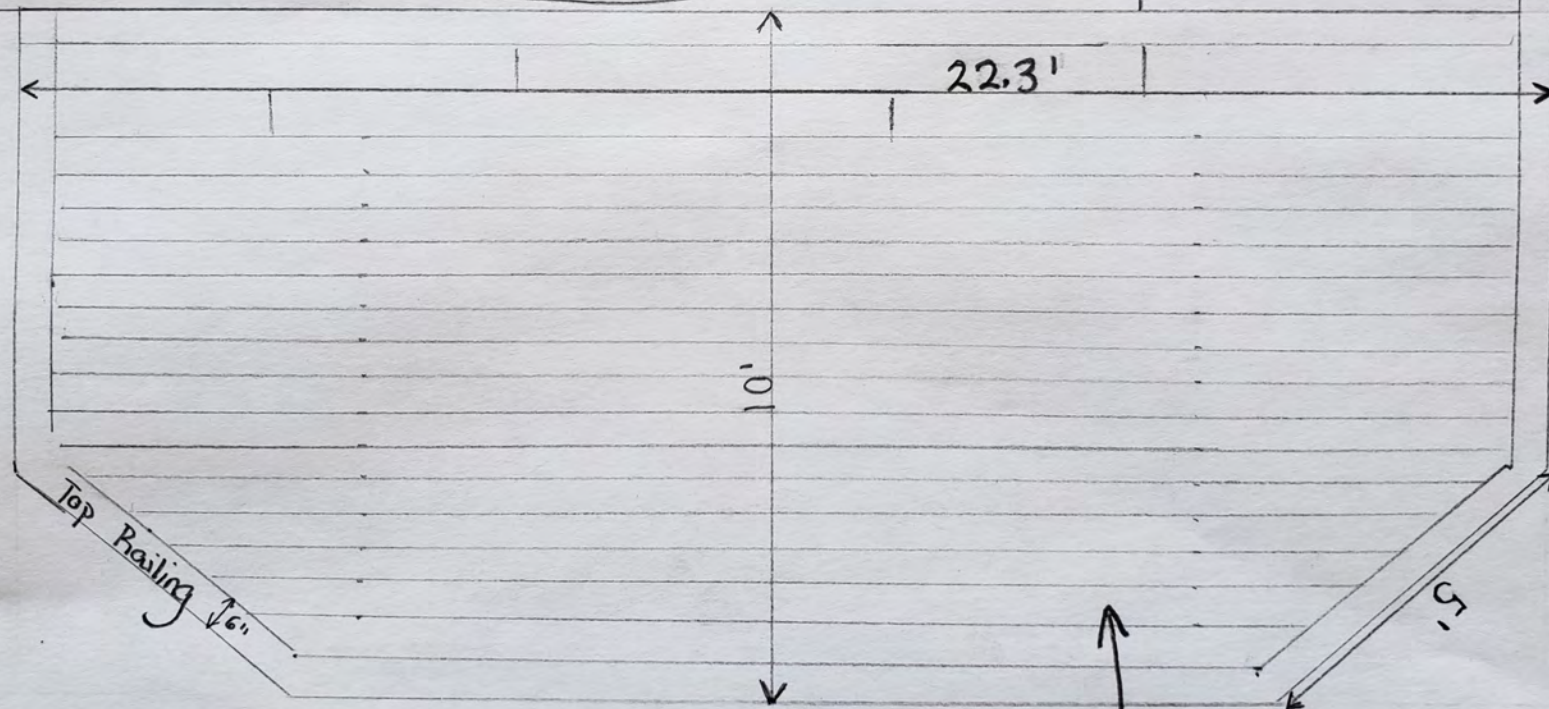
New Deck Dimensions 22.3' x 10'

6/9/21

Back
Stairway

House

Top View



Scale $\frac{1\text{cm}}{\text{---}} = 1\text{ft}$

New Deck

Existing deck that extends 5' from house



Existing deck and patio - note that patio extends across rear property line.



Looking back toward house



String is the approximate location of the rear property line



VERDE EXPLORATION, LTD.

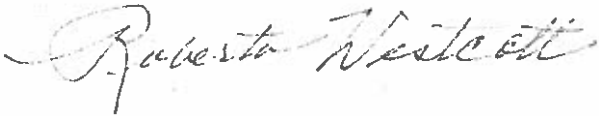
PO Box 384
Clarkdale, Arizona 86324

PHONE 928-634-5657
westcott@wildapache.net

June 12, 2021

To Whom It May Concern:

Thomas Bauers has approval from Verde Exploration, Ltd. to extend his deck close to the property line, following Town and County codes.

A handwritten signature in cursive script that reads "Roberta Westcott". The ink is dark and the signature is fluid, with the first and last names being more prominent than the middle name.

Roberta Westcott

Property Manager

Lease

Date 6-11-2021

LESSOR: VERDE EXPLORATION, LIMITED, A Delaware Corporation

LESSEE: THOMAS BAUERS PO BOX 752 JEROME 86331

Lessor hereby leases to Lessee, on the terms and conditions hereinafter provided, the surface rights, to a depth of 1000 feet, certain parcel of land situated in or near the town of JEROME, Yavapai County, Arizona, particularly described as follows:

APPROX. 3,000 SF adjacent to back side of lessee's parcel, 401-07-151. CLAIM #19, near FLORENCIA

as platted and shown on a map of said district on file in the office of Lessor at Jerome Arizona.

TO HAVE AND TO HOLD, the above described premises unto Lessor for the term commencing on 9-1-19 and ending on 8-31-21, unless sooner terminated, as hereinafter provided.

259. 8
270. 8-

I.

The rent for the leased premises is the sum of \$ 529.00, payable in 1 installments of \$ 529.00 in advance, at the office of the Lessor in Jerome, Arizona.

II.

LESSEE AGREES:

1. That he will promptly pay, before delinquent, all taxes, assessments and water, gas, electric and other charges assessed against said premises, or any improvements erected thereon during the term of this lease, or as long as he shall occupy said premises.

2. To comply with all laws, regulations and ordinances respecting the use and occupancy of said premises, and any rules and regulations from time to time prescribed by Lessor respecting such use or occupancy.
3. To insure and keep insured, any improvements upon said premises against loss by fire, such insurance to be payable to Lessor and Lessee as their interests may appear.
4. To keep the premises free from garbage, ashes or litter, and in a neat and sanitary condition during the term thereof.
5. That he will not sublet the leased premises in whole or in part, or assign this lease or any interest therein, without the written consent of Lessor.
6. That he will not erect any building or structure or change, alter, or remodel any building or structure on the leased premises during the term of this lease without the written consent of Lessor; and in the event such permission is obtained, any work done shall be done under the supervision of Lessor, and Lessee shall keep the premises free and clear of liens and encumbrances.
7. That he will, and does hereby, release Lessor from any and all liability for personal injuries or property loss sustained by him, his family, tenants or guests while on or about said premises, by reason of the condition of said premises or any operation or business carried on by Lessor, or any cause whatsoever.
8. THAT UPON THE EXPIRATION OF THIS LEASE, OR ITS CANCELLATION BY LESSOR, HE WILL REMOVE FROM THE PREMISES ANY BUILDINGS OR STRUCTURES PLACED BY HIM UPON SAID PREMISES; IT BEING UNDERSTOOD THAT THE FAILURE OF LESSEE TO EXERCISE SUCH RIGHT OF REMOVAL AND ACTUALLY REMOVE ANY STRUCTURES WITHIN THIRTY DAYS AFTER THE TERMINATION OF THIS LEASE OR LESSEE'S ABANDONMENT OF THE LEASED PROPERTY, SHALL VEST THE OWNERSHIP OF ANY SUCH STRUCTURES IN LESSOR. IN REMOVING ANY STRUCTURES BY HIM ERECTED AS HEREIN PROVIDED, LESSEE SHALL LEAVE THE BUILDING OF LESSOR IN REASONABLY GOOD AND TENANTABLE CONDITION, AND AT HIS OWN EXPENSE, PERFORM ALL WORK NECESSARY TO ACCOMPLISH THIS RESULT.

III

IT IS MUTUALLY UNDERSTOOD AND AGREED:

1. That the Lessor shall have access to the leased premises, and every part thereof, at all reasonable times for the purpose of examination thereof.

2. That as one of the conditions of this lease, Lessor reserves the right to cancel and terminate the same upon giving thirty days notice in writing to Lessee; which right shall be at the option of Lessor without the necessity of giving any cause for such cancellation. Notice of such cancellation may be given by posting same on the leased premises, or by mailing a copy thereof to Lessee at Jerome, Arizona.
3. That in the event of the neglect or failure of Lessee to pay when due any installment of rent, or to make any other payment, as herein provided or fully to perform any covenant herein contained by him to be performed, Lessor may at its option, in addition to any other remedy, forthwith terminate this lease and reenter and retake possession of the leased premises; it being further understood that Lessor shall have the right to pay any tax, assessment, insurance premium, or other charge against the leased premises, in which event Less shall promptly repay Lessor for such disbursement.

IV.

IT IS UNDERSTOOD AND AGREED that Lessee may erect on the leased premises, at his own expense, and subject to all of the condition hereof, the following described building or structure:

to be used solely for the purpose of yard & gardening

VERDE EXPLORATION, LIMITED

By Roberta Westcott
Lessor

Thomas A. Bauer
Lessee

VERDE EXPLORATION, Ltd.

PO Box 384

Clarkdale, AZ 86324

Phone: 928-634-5657

~~Fax: 928-649-5196~~

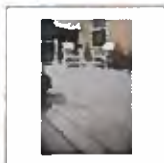
westcott@wildapache.net

Gallery

Videos



Trex Sample



and
offers.

E >

January