



TOWN OF JEROME

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

MINUTES

Regular Meeting of the Planning and Zoning Commission Wednesday, October 20, 2021, 6:00 pm CONDUCTED VIA ZOOM

6:00 (0:24) 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. Commissioner Jera Peterson was not present, though notified the commission in advance. Also present was Town Manager/Clerk Candace Gallagher.

6:01 (1:02) Item 2: Petitions from the public – There were no petitions from the public.

6:01 (1:18) Item 3: Approval of Minutes – Regular meeting of September 15, 2021

Motion to approve the minutes of the September 15, 2021 regular P&Z meeting

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

Old (continued) Business: none

Public Hearings:

6:02 (2:19) Item 4: Ordinance amendments related to temporary signs in the commercial and industrial zones

Applicant: Town of Jerome

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

Discussion/Possible Action

Chair Schall officially opened the public hearing. He then explained that in a message from Ms. Gallagher, she stated that this item was not included on the last council meeting agenda, but rather than remove it from the P&Z agenda, it was retained so it could be continued to the next P&Z meeting.

Motion to continue the public hearing to the next P&Z meeting

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

6:04 (3:55) Item 5: Rezone from AR to C-1

Applicant/Owner: Cameron Sinclair and Bethany Halbreich/Half Kingdom Holdings LLC

Zone: AR/C-1

Address: 300 Queen Street

APN: 401-06-128G

Applicants are seeking to rezone approximately 6,000 square feet of their property from AR (Agricultural Residential) to C-1 (General Commercial).

Discussion/Possible Action – P&Z Reso. 2021-17

Chair Schall introduced the item. After reviewing the information provided by the applicants, he said he did not have any issues with the request to rezone the lot. Chair Schall noted it could be beneficial to the town for several reasons and that it could help in developing the parking in that area. He said the focus of this item is the rezoning request despite the other information provided in the application.

Vice Chair Romberger recused himself since the applicants are currently leasing a portion of his property (House of Joy).

Commissioner Riley asked for clarification on the rezoning. Chair Schall said it was the AR zone they wanted to change to make the entire lot a C-1 zone. Chair Schall made a few other comments about the project and thought it could benefit the stores along Hull Avenue due to the proximity and make this part of town a more viable commercial area.

Commissioner Ready agreed with Chair Schall that to unify the parcel into one zone made sense.

(10:15) Applicant Cameron Sinclair spoke about the parcel and its history. He said the previous owner had acquired a conditional use permit (CUP)

to build a residence with the understanding that the whole lot was in the C-1 zone, although it was not. He clarified that he and Ms. Halbreich also applied for a CUP, which was approved, knowing the lot was split. They plan to apply for another CUP should the rezone be approved to keep everything "above board" and avoid what happened in the early 2000s and late 1980s.

Chair Schall said he was aware of the CUP and speculated if it would carry through the rezoning. Mr. Sinclair said he has talked to a legal team and that because the house is already under construction, they have the right to continue building; they simply want to be sure they have all paperwork in place so as not to raise any questions in the future.

Chair Schall said the rezoning is on the agenda, but the CUP is not, so it would need to be addressed at a future meeting. Ms. Gallagher said she had made a note of it. Chair Schall closed the public hearing at 6:19 p.m.

Motion to approve P&Z Resolution 2021-17

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

New Business:

6:19 (19:13) Item 6: Final Site Plan Review for a garage

Applicant/Owner: Cynthia Barber and Christina Barber
Address: 875 Gulch Road

Zone: AR
APN: 401-09-013

Applicants are seeking final site plan approval to construct an approximately 280-square-foot garage. Request for a variance was approved by the Board of Adjustment on September 21, 2021.

Discussion/Possible Action – P&Z Reso. 2021-18

Chair Schall reminded the commissioners that this was preliminarily reviewed and approved by P&Z, then the Board of Adjustment. He asked if anyone had questions.

Vice Chair Romberger suggested revising the ordinance and changing the setbacks so that they're consistently required to be a minimum of 5 feet and not worry about front, side, and back yards.

Ms. Riley asked if this should apply to all of Jerome. Vice Chair Romberger said yes, essentially, that it would be better to make it the general rule rather than to "pick and choose" who gets approved. Chair Schall said it made sense to streamline but that the fire department may not want to encourage minimal setbacks of 5 feet for safety reasons. He said it was a discussion for another time.

Motion to approve P&Z Resolution 2021-18

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

6:23 (23:05) Item 7: Final Site Review for a deck extension on a single-family residence

Applicant/Owner: Adam Downey/Thomas Bauers
Address: 630 Main Street

Zone: R1-5
APN: 401-07-151

Applicant is seeking final site plan approval to construct an approximately 220-square-foot rear deck. Request for a variance was approved by the Board of Adjustment on September 21, 2021.

Discussion/Possible Action – P&Z Reso. 2021-19

Chair Schall reminded everyone that this project was preliminarily reviewed and approved by P&Z, then the Board of Adjustment.

Motion to approve P&Z Resolution 2021-19

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

Informational Items (Current Event Summaries):

6:24 (24:13) Item 8: Updates of recent and upcoming meetings

- September 21, 2021, BOA meeting** – variances for 875 Gulch Road, 148 Juarez Street, and 630 Main Street.
- October 4, DRB meeting** – 875 Gulch Road and 630 Main Street

Ms. Cays briefly shared the updates of recent and upcoming meetings.

6:25 (25:28) Item 9: Potential items for Wednesday, November 17, 2021 – continuation of public hearing on sign ordinance amendments

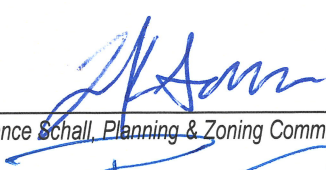
Ms. Cays said the public hearing for the amendments to the sign ordinance and Mr. Sinclair's CUP application would be on the next agenda.

Item 10: Adjourn

Motion to adjourn at 6:26 p.m.

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

Approved: _____


Lance Schall, Planning & Zoning Commission Chair

Date: _____

12/16/2021

Attest: _____


Rosa Cays, Deputy Town Clerk

Date: _____

16 Dec 2021