

## MINUTES

### Regular Meeting of the Planning and Zoning Commission

Tuesday, Jan 17, 2023, 6:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

#### 6:03 (0:05) Item 1: Call to order

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

Present were Vice Chair Schall, Commissioners Jera Peterson, Lori Riley, and Chuck Romberger. Absent was Chair Jeanie Ready. Staff present included Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz.

#### 6:03 (0:50) Item 2: Petitions from the public - There were no petitions from the public.

#### 6:04 (0:59) Item 3: Approval of Minutes – Regular meeting of November 15, 2022

The minutes of the P&Z regular meeting of November 15, 2022 were approved as presented.

#### Motion to approve the minutes of the regular meeting of November 15, 2022

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

Old (continued) Business: none

#### New Business:

#### 6:05 (1:56) Item 4: Seeking approval for Remodel

Applicant/Owner: Janet Bustrin (Copperstar Remodeling)

Zone: R1-5

Address: 538 School Street

APN: 401-06-092

Applicant is seeking approval for remodels to the home at 538 School Street.

#### Discussion/Possible Action

ZA Will Blodgett read a brief analysis of the proposed project. The contractor, Scott Hudson, is working for property owner Janet Bustrin. They would like to gut 2 lower-level bedrooms, pour new foundation of approximately 30 feet, install new floor joists, new 2x6 stud framing, windows, updated electrical, hardy siding, and then new drywall, paint, flooring, etcetera once that work is completed. Mr. Blodgett then read some background history of building, which was built in 1900, is a 2-story home supported on the east end by a concrete retaining wall. Clapboard siding sheaths all sides including the gable ends. Remodeling has replaced all windows with sliding aluminum or other types of units and the roof is composite shingle. Mr. Blodgett then explained that the purpose of the site plan review is to provide for the public health, safety, and general welfare and to protect the environment and historical character of the town of Jerome. The plan review will include site work, excavation, regulations, slopes, and soils, also a review of potential impact on surrounding properties. He said that most of this does not apply, as this is not new construction, and the majority of the work is on the interior. However, some of the work is structural, which is why it is being reviewed. Mr. Blodgett explained that the work will not result in the addition of dwelling space and thus, no additional parking spaces will be required. The foundation work will replace the existing foundation work, which is crumbling. After the foundation is poured, new floor joists will be installed, followed by framing and the installation of windows. Mr. Blodgett pointed out sketch maps included in the packet, and gave a brief explanation of the items by page.

(8:02) Commissioner Jera Peterson said that she had a question. She asked, is the brown part going to be dealt with? She said she had walked past the building and saw rubble underneath that area and wondered if that was where the work would take place.

Mr. Blodgett said that was located on the exterior and, if we look at the exhibits, the foundation work on page 3 is only on the second bedroom, which is more towards the interior of the structure.

Ms. Peterson replied that when she looked at the house, there was some rubble-type structure and wondered if it would be worked on.

Contractor Scott Hudson responded that the front side of home has been rebuilt, and that part of the foundation had been redone, so he wasn't sure what she was referring to.

Ms. Peterson pointed to an area on the front of the building, and said that when you look behind the brown [siding], there were rocks. That is fine?

Mr. Hudson answered, yes.

Ms. Peterson asked, so you're basically just dealing with the first level.

Mr. Hudson confirmed this, and said the entire home had been redone except for that level.

Mr. Blodgett apologized that there weren't more exterior photos in the packet.

Commissioner Lori Riley asked if the foundation in the center had collapsed.

Mr. Hudson explained that originally it had been of wood with rocks underneath, and the rocks moved.

Ms. Riley agreed that needed to be taken care of.

Mr. Schall commented that the address said School Street, which had thrown him off.

Mr. Hudson said that the building was on Main Street, but it had 2 addresses.

Ms. Riley asked, how can it have 2 addresses?

Ms. Muenz explained that was not uncommon for buildings in that area.

Mr. Schall said that it did not bother him, he was just wondering. He explained that historically, some of those houses were apartments that may have been accessed from the top floor.

Ms. Peterson asked if this house has access from School Street.

Mr. Schall replied that it did have a staircase. He then pointed out a typo on the agenda that showed the contractor as Copperstone Remodeling.

Mr. Hudson clarified that it was supposed to be Copperstar.

Ms. Riley agreed that the hand-written application did say Copperstar.

Mr. Blodgett explained that was a typo on his end, and thanked the commissioners for catching it.

Mr. Schall said that other than the clarifying questions from the commissioners, he does not see any issues. We're not changing the footprint, we are not looking for easements, not changing the parking requirements, and the building is not getting taller.

Ms. Peterson asked if there were any issues with neighbors because that is one of the things to be considered.

Mr. Schall asked Ms. Peterson, for instance, if it was a change of use, the neighbors might complain?

Ms. Peterson responded that we should consider if it is going to disrupt the neighborhood; however, this seemed pretty straightforward.

Mr. Schall asked if there were any other questions or issues.

Ms. Riley commented that it did seem like something that needed to be done.

Mr. Schall responded that it would not be the first house in Jerome that had a rock foundation. He made a motion to approve the remodel and improvement as presented.

Ms. Riley seconded the motion, and the item was approved.

#### **Motion to approve the remodel at 538 School Street**

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

#### **Meeting Updates:**

##### **6:17 (14:27) Item 5: Updates of recent and upcoming meetings**

- **Tue Dec 13 Council regular meeting-** Second reading of Ordinances #485, #486 and #487, regarding Water reduction, special event permits, and exemptions from Town Code respectively. Removed from the table resolution #647, which would designate 2<sup>nd</sup> street a one-way street. Had follow-up discussion about the Hotel Jerome project and approved the ARAVAIPA race/event in May. Considered the appointment of an ad hoc water committee, then held an executive session.
- **Tue Nov 29 DRB regular meeting** – Approved new paint for 405 Hull Avenue (Flagg) and 665 Main Street (Bingaman) and approved a new fence construction at 841 Gulch Road (Keller).

Mr. Blodgett read a summary of recent meetings, which included approval of a Special Event held by Aravaipa Running.

Mr. Schall asked if that was the foot race that came through town.

Ms. Muenz confirmed that it was, and was called the Cocodona250.

There was discussion as to the race's route, and Ms. Riley expressed concern about the racers coming down her road early in the morning.

Ms. Muenz replied that she was not positive on the full route, but the route map was available in the council meeting packet.

Mr. Schall commented that the other way to get the route is to enter the race.

##### **6:20 (17:00) Item 6: Potential items for Februarys Planning & Zoning meeting, Tuesday Feb 21, 2023 – TBD**

Mr. Schall asked if there were any potential items yet.

Mr. Blodgett answered, not at this time.

Mr. Schall commented that the commission try to be efficient, while giving everyone enough time to speak.

**Item 7: Adjourn**

**Motion to adjourn at 6:21 p.m.**

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

Approved: Jeannie Ready Date: 3-21-23  
 Chair Ready, Planning & Zoning Commission Chair

Attest: Kristen Muenz Date: 3/21/2023  
 Kristen Muenz, Deputy Town Clerk