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TOWN OF JEROME

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

REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, November 6, 2019 TIME: 7:00 pm
PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 7:03 p.m.

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

Staff present were John Knight, Zoning Administrator and Joni Savage, Deputy Clerk.

7:03 (01:34) ITEM 2: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

7:04 (01:50) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of October 2, 2019

Motion to Approve the Minutes of October 2, 2019

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

7:06 (03:20) ITEM 4: Continued Items from Previous Meetings (none)

Chair Schall questioned the necessity of this line item.

7:05 (03:34) ITEM 5: Site Plan Review for new home

APPLICANT: Lori Leachman & Andrew Farber

ADDRESS: 18 North Drive

ZONE: R1-5

OWNER OF RECORD: Lori Leachman & Andrew Farber

APN: 401-11-007C

Applicant is seeking Preliminary and Final Site Plan Review to construct a single-family home

Chair Schall stated the Zoning Administrator had notified him prior to the meeting to inform him that he neglected to post this on the property soon enough, so we need to postpone.

John Knight asked him to table it until the December 4th meeting.

Motion to Table Until the December Meeting

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



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7:06 (04:24) ITEM 6: Sidewalk Encroachment Policy

APPLICANT: Town of Jerome

The Town Council has asked the Planning & Zoning Commission and the Design Review Board to provide input on a sidewalk encroachment policy

Mr. Knight presented the policy he is working on. He asked for input and the Commission gave him ideas. Chair Schall thinks hostess stands should go before the Design Review Board.

7:27 (24:45) Commissioner Ludwig spoke about a temporary A frame sign placed on the sidewalk. She doesn't understand how we can prohibit an A-frame and not a hostess stand. They should be subject to the same rules. She believes a hostess stand causes more congestions than an A-frame sign. Both items should be subjected to the same review.

7:30 (28:10) Chair Schall said this is a good start and suggested the commission send Mr. Knight an email with any further suggestions.

7:35 (33:05) ITEM :7 Education Items

- **Tiny Homes** – information and discussion on possible development of “Tiny Homes” in Jerome
Mr. Knight presented his information regarding tiny homes.

7:44 (44:37) ITEM 8: Zoning Administrator Informational Items

Mr. Knight addressed the following items and the Commissioners asked him questions.

- **Update 10/08/2019 Council Meeting**
 - o Sign Ordinance – 2nd Reading (adopted by Council with minor changes)
 - o Residential Parking Permit Ordinance Update – Council members meeting w/Police Chief and will return to Council with recommendations for changes
 - o Parking Overlay Zone – Council in general support and directed staff to return with more information. Scheduled for Nov. 12th Council Meeting
- **Zoning Administrator Informational Items**
 - o Composition of Design Review Board (DRB Liaison position) – discussion and direction to discuss at Joint Meeting for further discussion. Note – this has been re-agendized for the Nov. 12th Regular Council meeting.
 - o Sidewalk Encroachment Policy – Council asked for input from P&Z and DRB
- **Update on October 15th DRB Meeting**
 - o Tomlinson Deck (750 Verde Av.) – approved
 - o Chinander (860 Hampshire Av.) 6' Fence – approved
 - o Foli (665 Verde Av.) Garage rebuild – approved
 - o Hotel Jerome (502 Main St.) Window install – approved
 - o Misany (804 Hampshire Av.) Possible Demo – discussion only
- **Misc. Items**
 - o Zoning Administrator Work Program/Goal Setting Joint Meeting item (Monday, Nov. 18th at 5pm)
 - o R-2 Map Rezone Workshop – Nov. 26th at 6pm at Town Hall
 - o Holiday Decorations possible new Ordinance – discussion tentatively scheduled for Nov. 12th Council meeting)
 - o Jerome Winery CUP – scheduled for Nov. 12th Council (recommended for approval by P&Z on Oct. 2nd)
 - o Tiny Homes – discussion at Nov. 12th Council on possible project on Freeport-McMoRan property (or Clarkdale “Cemetery Site” owned by the Town)



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7:56 (53:14) *John McDonald spoke about the cemetery property located in Clarkdale.*

7:56 (54:15) ITEM 9: Potential items for next P&Z Agenda (Wednesday, December 4th)

- R-2 Map Rezone
- Parking Overlay District/In-Lieu Fee

Mr. Knight continued speaking.

7:57 (55:20) ITEM 10: To and from P&Z members

- Discussion to/from Board members

There were no comments from the Commission.

ITEM 11: ADJOURN

Motion to Adjourn at 7:59

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

Approval on next page.



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Respectfully submitted by Joni Savage on December 4, 2019

Approved: *[Signature]*
Planning & Zoning Commission Chair

Date: 12/4/2019

Attest: *[Signature]*
Planning & Zoning Commission Vice Chair

Date: 12/4/2019