



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, December 5, 2018 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

AGENDA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Planning & Zoning Commission will attend either in person or by telephone, video or internet conferencing. The Planning & Zoning Commission may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

ITEM 1: CALL TO ORDER/ROLL CALL

ITEM 2: P&Z DISCUSSION OF RIGGINS RULES

ITEM 3: APPROVAL OF MINUTES: Minutes of October 3, November 7 and Nov. 26, 2018 Discussion/Possible Action/ Possible Direction to Staff

ITEM 4: 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 step to the podium, 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.

ITEM 5: COMMISSION DISCUSSION OF REZONING R1-5 TO R-2 Discussion/Possible Direction to Staff

ITEM 6: FINAL PLAN REVIEW 160 NORTH DR., JEROME

APPLICANT: Jerald Pate

ADDRESS: 160 North Dr.

OWNER OF RECORD: Jer Rome Holdings, LLC

ZONE: R1-5

APN: 401-11-012H

Applicant will have final plans for residential project that received preliminary approval from P&Z, minutes are provided in the packet from the P&Z meeting indicating Commission approval of preliminary plans.

Discussion/Possible Action/Possible Direction to Staff

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943 FAX (928) 634-0715

ITEM 7: P&Z REVIEW OF ZONING ORDINANCE SECTION 304.F DESIGN REVIEW, INSERTING A REFERENCE TO SOLAR DESIGN GUIDELINES ADOPTED BY COUNCIL 2015.

As requested by Design Review Board and Town Council

Discussion/Possible Action/Possible Direction to Staff

ITEM 8: P&Z REVIEW OF ZONING ORDINANCE 509 IN REGARD TO SIGNS

Town Council did not adopt proposed text amendments in regard to temporary sign, based on public input at the final Council reading. Council suggests P&Z consider input received from public and review proposed text amendments.

Discussion/Possible Action/Possible Direction to Staff

ITEM 9: PROPOSED MEETING SCHEDULE 2019

Zoning requests review of 2019 meeting schedule. November meeting will fall on public holiday, consider alternate dates.

Discussion/Possible Action/Possible Direction to Staff

ITEM 10: FUTURE AGENDA ITEMS

Discussion/Possible Direction to Staff

ITEM 11: ADJOURN

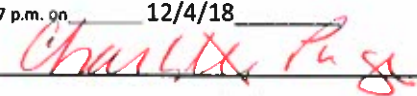
Discussion/Possible Action

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on 12/4/18

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


Charlotte Page, Zoning Administrator, Attest

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the Deputy Town Clerk Joni Savage at (928) 634-7943. Requests should be made as early as possible to allow sufficient time to make arrangements. Anyone needing clarification on a P&Z Commission agenda item may call Jerome Town Hall at (928) 634-7943 and ask to speak with Charlotte Page, Zoning Administrator.

The Riggins Rules

Suggested Do's and Don't's for the Conduct of Public Hearings and the Department of Members of Boards, Commissions and Other Bodies.

By Fred Riggins, Former Chair of the Phoenix, Arizona Planning Commission (as published in the "[Planning Commissioners Journal](#)" Number 13/Winter 1994)

Language modifications by the Town of Jerome 2013.

1. Don't accept an appointment or nomination to a Board, Commission, or Council unless you expect to attend 99.9999 percent of the regular and special meetings, including inspection trips, briefings and public functions where your presence is expected.

If your participation fails below 85 percent during any six-month period, you should tender your resignation. You aren't doing your job. You aren't keeping well enough informed to make intelligent decisions, and you are making other people do your work for you and assume your not inconsiderable responsibility. Your effectiveness and the regard given to your opinions by other members will be in direct ratio to your attendance.

2. Do create a good impression of city government. Remember that this is the first important contact that many of the people in the audience have had with the administration of their city and for some, this is the most important matter in which they have ever been involved. Many will never be back again and many will never have another such contact and experience. Your performance will create in their minds the picture, which they will always carry with them of "the way the city is run." Make it as pleasant and comforting a picture as possible.
3. Do be on time. If the hearing scheduled at 7:30, the gavel should descend at the exact hour, and the hearing begun, if there is a quorum. If you have to wait ten minutes

for a quorum and there are 100 people in the room, the straggler has wasted two full working days of someone's time besides creating a very bad beginning for what is a very important occasion for most of those present

4. Don't dress like a bum. The people in the audience think you are a very important person. Don't disappoint them by your appearance, conduct, and attitude.
5. Don't mingle with friends, acquaintances, unknown applicants or objectors in the audience before the meeting and during a recess period, if it can be politely avoided. You will invariably create the impression with the uninformed that there is something crooked going on, especially when you vote favorably on the case of the applicant you were seen conversing with. When the other person's case comes up and you deny it, he or she says, "Well, it's easy enough to see that you've gotta know the right people if you ever expect to get anywhere around here." Save your socializing for some other time and place.
6. Don't discuss a case privately and as a single member of a body with an applicant or objector prior to the filing and prior to the hearing if it can be politely avoided. In the event that it is not avoidable, and many times it is not, be very non-committal, don't be too free with advice and by all means explain that you are only one member of the body. That you have not had an opportunity to study the matter thoroughly, that you have not seen the

staff recommendation, and that you have no way of knowing what opposition there may develop or what will occur at the public hearing.

Be certain that the person concerned understands that you cannot commit yourself in any manner, except to assure them that he or she may expect a fair and impartial hearing. Even if the case looks pretty good to you it is wise to be pessimistic about the chances of securing approval. If you give them encouragement and any advice and he or she is then denied, they will hate you until your dying day and tell everyone in town that they did just exactly what you told them to do and then, like a dirty dog, you voted against them.

7. Do your homework. Spend any amount of time necessary to become thoroughly familiar with each matter that is to come before you. It is grossly unfair to the applicant and to the City for you to act on a matter with which you have no previous knowledge or with which you are only vaguely familiar. And you will make some horrible and disturbing decisions.
8. Don't indicate by word or action how you intend to vote during the portion of the hearing devoted to presentations by the applicant, presentations by any persons appearing in objection, and comments by members of the staff.

During this period your body is the judge and the jury and it is no more appropriate for you to express an opinion as to the proper decision, prior to hearing all of the testimony, than it would be for a judge or any member to announce his or her firm conviction in the middle of a court trial regarding the guilt or innocence of the defendant. This is not clearly understood by a majority of persons sitting on hearing bodies.

It is not too difficult to phrase one's questions or comments in a manner that implies that you are seeking information

rather than stating an irrefutable fact and that your mind is closed to further argument

One does not say, "I happen to know that the applicant has no intention of placing an apartment building on this site. In fact, it has been sold subject to zoning and the purchaser intends to put a mobile home park here if he or she can get a special permit." Rather than this, one could say, "We have been furnished with some information which indicates that perhaps your plans are not too firm regarding the development you propose. In fact, there are some who are concerned about a rumor that the property is being sold and that the new owner planned to put a mobile home park at this location, if he or she can secure the necessary permit. Would you care to comment on this concern of the neighborhood and tell us if there is any truth in this rumor?" The same result is accomplished, the information is brought out and made part of the public record and you don't look as if you are leading the attack to secure the defeat of the applicant's request.

9. Don't fail to disqualify yourself if either directly or indirectly you have any financial interest in the outcome of the hearing, and let your conscience be your guide where it could be said that moral, ethical, political, or other considerations, such as personal animosity, would not permit you to make a fair and impartial decision.

In disqualifying yourself, do not state your reasons inasmuch as the mere statement of your reasons can be construed as exerting influence on your fellow members. To avoid all accusations of undue influence, it is generally wise to leave the room and ask that the record show that you did so and that you did not indicate by word or action whether you were in favor of, or opposed to, the matter under discussion.

10. Do rotate the seating in some regular manner each successive meeting to prevent a "strong" member from gradually dominating a "weak" and indecisive member always seated next to him or her. This will also prevent the forming of little cliques or a not infrequent grouping of members to the left of the Chair who always oppose those to the right of the Chair, regardless of the merits of the case, to the great detriment of the applicant, the City and other interested parties.
11. Do be polite and impartial. Be as helpful as possible to the nervous, the frightened and the uneducated, and patient with the confused.
12. Do be attentive. Those appearing before you have probably spent hours and hours rehearsing their arguments. The least you can do is listen and make them think that you are as interested as you should be. Refrain from talking to other members, passing notes and studying unrelated papers.
13. Don't interrupt a presentation until the question period, except for very short and necessary clarifying remarks or queries. Most applicants have arranged their remarks in a logical sequence and the thing about which you are so concerned will probably be covered if you force yourself to be quiet for a few minutes. You can wreck his or her whole case by a long series of unnecessary questions at the wrong time. That applicant will be your enemy forever.
14. Don't permit more than one person at the podium or microphone at any one time.
15. Don't permit a person to directly question or interrogate other persons in the audience. All questions should be addressed to the Chair and to the hearing body. When this person has finished his or her discussion and stated the questions to which he or she would like to have answers, then the Chair will permit those who care to make an answer to come forward and do so, but only voluntarily. Do not permit anyone to demand answers to all and sundry questions, especially if it is obviously done for the purpose of harassment.
16. Don't use first names in addressing anyone at all during the course of the hearing. This includes audience, applicants, members of your particular body, even if the person concerned is your brother or your best friend.

Nothing, repeat nothing creates a more unfavorable impression on the public than this practice. It is poor "hearing manners," destroys the formality of the occasion, and makes the uninformed certain that some sort of "buddy-buddy deal" is about to be consummated. If you just can't bring yourself to call someone Mr. or Ms., use the third person form and call them "the applicant," or "the person who is objecting," or "the gentleman (or lady)," who is appearing here in connection with this case.
17. Do show great respect for the Chair, always addressing the Chair as "Mr. or Ms. Chair," "The Chair," or "Chair Jones," and always wait to be recognized before continuing. This will set an example for applicants and others wishing to be heard and will contribute a great deal toward the orderliness of the proceedings.
18. Don't be critical of attorneys who sometimes feel impelled to give unnecessarily lengthy presentations on behalf of their clients. Avoid the strong temptation to make matters as difficult as possible for them. They are just trying to make a living and must convince their clients that they are really earning the rather substantial fee that they feel their service merits.
19. Don't indulge in personalities and don't permit anyone else to do so.

20. Don't try to make the applicant or any other person appearing before you look like a fool by the nature of your questions or remarks. This is often a temptation, especially when it is apparent that someone is being slightly devious and less than forthright in his or her testimony. But don't do it. If you must "expose" someone, do it as gently and kindly as possible.

21. Don't become involved in altercations. Some persons seem to come to hearings with the express purpose of "telling those people down there how the cow ate the cabbage." If you answer their irrelevant rantings, you are immediately involved in a fight.

Don't answer or try to defend yourself. You are there to hear testimony and make decisions based thereon, not to head up a debating society. Remember, you are the judge and jury. In most cases, it is sufficient to say, "thank you for coming here and giving us the benefit of your thinking. I am sure that the members of this body will give your remarks serious consideration when they are making their individual determinations on the merits of this case. Is there anyone else who wishes to be heard?"

22. Do invite interested parties to come forward where they can see when an applicant is discussing or talking from a diagram, site plan, or exhibit that is not visible to the audience.
23. Do not permit people to speak from the audience. If it is important enough for them to speak at all, it is important for them to be recognized, come forward, give their name and address, and say what they care to, if their remarks are pertinent.
24. Do not permit people to leave the podium or the microphone and approach closer to the hearing body except in unusual circumstances, usually to show a small exhibit or to explain some detail. This ordinarily breaks down into a small

mumbling session at one end of the dais with one or two members of the hearing body, the others are uncertain about what is going on. The conversation usually does not get recorded, cannot be heard by the audience, and is almost impossible to control from the Chair.

25. Don't become involved in neighborhood quarrels or wind up as the referee even if you are a veritable Solomon. No matter how fair or impartial you should be, both sides will be mad at you. Stick to the merits of the case and rule out-of-order testimony which is irrelevant, personal hearsay, and not pertinent to the matter being heard.
26. Don't be vindictive and "punish" the applicant for some real or imagined affront to you or your Body on some previous occasion, perhaps bearing no relation to the present hearing. It must be assumed that he or she is there legally, he or she has a right to be heard, and he or she has a right to a fair and impartial hearing on the merits of his or her present case without reference to something which they might or might not have done in the past or will perhaps do in the future.
27. Don't try to be a hero to those in need and the financially and socially distressed. Be sympathetic, but objective, and don't get carried away with such a strong desire to help that you throw the rule book out the window. Ninety-nine times out of a hundred you will do them some kind of questionable service at the expense of their neighbors or the City and your kind-hearted action will come back to haunt you much sooner than anyone could have imagined. Stick to the rules.
28. Don't assume the role of benefactor to those who have become involved in bad business deals or other self-imposed difficulties.

29. Do not fail to give a reason when making a motion for approval or denial of an applicant's request. If you fail to do this, the applicant, any objectors, a reviewing body of higher authority, or the courts may well assume that your decision was an arbitrary one not supported by the facts and should be reversed. Always mention the staff recommendation.

30. Do not take staff recommendations lightly. These recommendations are made after much study by professional people with years of experience in their field and are based on pertinent laws, ordinances, regulations, policies, and practices developed by you and your predecessors. The recommendations of a good staff in possession of all the facts will almost always produce a technically correct recommendation.

Your job is to temper this recommendation with information developed during the hearings, which was not available to the staff. It is not unusual for the staff to voluntarily reverse or change the details of its recommendation during the course of a hearing. Always announce the staff recommendations prior to hearing any testimony and always make appropriate mention of it in the final decision.

31. Don't forget that the staff is there to help you in any way possible. It is composed of very capable professional people with vast experience. Lean on them heavily. They can pull you out of many a bad spot if you give them a chance. Or they may just sit and let you stew, if you do not give them the respect, which is their due. Remember that their usual practice is to remain silent unless they are specifically asked to comment. Most of them consider it presumptuous and unprofessional to inject any unsolicited comments into the hearings. Always ask them to comment prior to the final vote.

32. Don't try to answer technical questions even if you are sure that you know the answer. You probably don't and will wind up looking like a fool. Refer these matters to the staff. That is one of the things they are there for. They have intimate day-by-day working experience with all the pertinent ordinances and can nearly always give a timely, up-to-the-minute, professional dissertation on any subject in their field. And besides, it acknowledges their expertise and helps create an image of competency, which is most helpful in assuring the public that their case has received more than a cursory glance and an arbitrary decision.

Lay members of a hearing body who "explain" ordinances to the audience usually wind up their less than accurate remarks with the pretty lame comment, "That's the way I understand it and if I am wrong, I would appreciate it if the staff would correct me." The staff usually does correct them, and ordinarily at some length. Don't try to show how smart you are because you're not.

33. Don't try to ease your conscience and toss the applicant a bone by granting them something less than he or she asked for, something he or she doesn't want, and something he or she can't use. In all cases where it is appropriate, give them what he or she asked for or deny it. To do otherwise will only encourage applicants to ask for the "moon and the stars" in the hope that they will, at the worst, get the minimum requirements. A reputation for approving or denying applications as filed will result in much more realistic requests and make your job much easier.

34. Do vote by roll call, except for routine administrative matters. This is wonderful character training for each member of the body and emphasizes the "moment of truth" when he or she must look the applicant in the eye, make his or her own individual decision, and say "aye" or "nay" in a loud clear voice, all alone, with no one to hide behind. The alternate

voting method is difficult for the Secretary to record, doesn't mean anything on a tape recording, is many times quite confusing and gives cowards an opportunity to change their minds and vote twice when they are caught in the minority.

35. Don't show any displeasure or elation, by word or action, over the outcome of a vote. This is very bad hearing manners and won't lead to the maintenance of a friendly cooperative spirit among members of the Body. It will lead to the creation of little cliques whose members vote in a block and become more interested in clobbering each other than in making fair and equitable decisions.
36. Do discourage any post-mortem remarks by applicants, objectors, or members after the final vote and decision are announced, especially those afterthoughts designed to reopen the case. It will invariably result an unpleasant wrangle. Just say, "I'm sorry, but the final decision has been made. If you wish to submit additional testimony, it will be necessary for you to state your reasons by letter and the Body will decide at a subsequent meeting whether or not they wish to reopen the case. The next case on the agenda will be _____."
37. Do not hesitate to continue a case or take it under advisement if more information or greater deliberation is truly necessary, but do not use these administrative actions merely to avoid or delay making a decision before a hostile applicant or audience.
38. Do sit down and have a long soul searching session with yourself if you find you are consistently "out in left field," that no one seems inclined to second your profound motions, and that you are quite often a minority of one. You might be theoretically right, and probably are, but give some thought to what is practical, and just. Don't be "stiff-necked" in your opinions. Give a little.
39. Don't select Chair on a seniority basis alone and don't pass the office along from member to member as a reward and honor. The nicest person in the world, the hardest working, the most interesting and your most valuable member can be indescribably horrible as the Chair. This is just one of those facts of life which is hard to explain, but unfortunately, all too true.

As occasion presents itself, give prospective Chairs a chance to preside, head up a sub-committee, report on special projects, and otherwise prepare themselves and demonstrate their abilities and leadership under pressure.



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, October 3, 2018 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER, 600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Margie Hardie called the meeting to order at 7:02 p.m.

Roll call was taken by Charlotte Page. Commission members present were Chair Margie Hardie, Vice Chair Lance Schall, Jane Moore, Henry Vincent and Scott Hudson.

Staff present were Charlotte Page, Interim Zoning Administrator, and Joni Savage, Deputy Clerk/Minute Taker.

7:02 (00:00:30) ITEM 2: APPROVAL OF MINUTES: Minutes of September 5, September 13, 2018

Following are the changes requested for the September 5 minutes:

Item 2: Chair Hardie abstained because she had not been present at the August 1, 2018 meeting. Added per request of Chair Hardie October 3, 2018.

Item 5: Chair Hardie asked that the changes in their entirety be added to these minutes. However, since they had not been discussed at the September 5, 2018 meeting they are attached to these minutes as proposed Ordinance No. 442.

Item 7: Chair Hardie asked that the changes in their entirety be added to these minutes. However, since they had not been discussed at the September 5, 2018 meeting they are attached to these minutes as proposed Ordinance No. 443.

Item 8: Chair Hardie couldn't understand what Ms. Moore had meant on page 6. "Ms. Moore would like the definition..." It was clarified Ms. Moore meant to say subordinate and the sentence was adjusted for clarity.

Item 11: Chair Hardie had wanted to be consistent in saying four (4) absences within one year. The correction was made to the minutes.

Following are the changes requested for the September 13 minutes:

Item 2: Mr. Hudson clarified that an average 8' ceiling home inside would be 14' outside, not 16'.

Item 2: "Chair Hardie said her concern is the ultimate use which could become." She asked for a completed sentence. After listening to the recording again this is verbatim and is added to the minutes of September 13 as such: Chair Hardie said, "My concern is the ultimate use, the ultimate use which is, could become, and the thing is this, once you've created a guest house, you don't have, and Charlotte put in here "having no cooking facilities," well 'come see, come sigh.' But, if you build a guest house, it's fairly habitable and then one day it could be turned into a vacation rental."

Approval of the Minutes of September 5 and September 13, 2018 with revisions.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson		x	x			
Moore	x		x			
Schall			x			
Vincent			x			

7:07 (00:09:00) ITEM 3: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

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

7:08 (00:09:10) ITEM 4: REVIEW AND P&Z DISCUSSION OF ZONING ORDINANCE SECTION 104, 105 & 106 IN REGARD TO MEMBER ABSENCES

Chair Hardie said she gave her changes to Ms. Page and she would like to use her sample. '=

Vice Chair Schall stated he would like to include that if a member is present telephonically or over the internet they would not be considered absent.

Chair Hardie said, "At the top of the Agenda it states, 'members will attend either in person or by telephone, video or internet conferencing.' That's okay, there won't be any confusion." She doesn't want it in (ordinance) because it is not needed.

Ms. Page added, "The agenda is not the Town Code or Zoning Ordinance."

Chair Hardie responded it is covered. She would like it to read like this. She added, "I spoke to Candace and she approved my changes." Chair Hardie read: "A Commission member who is absent four (4) regular, (not regular and special, just regular. I don't think we should penalize people for special meetings) Commission meetings from March 1st to Feb 28th shall be deemed to have vacated his or her appointment without further action being taken by the Commission or Town Council."

Vice Chair Schall and Mr. Hudson both agreed it was the same description they had already decided upon.

Chair Hardie summarized the differences and read her changes again.

There was some discussion but in the end it was decided to use the phrase Chair Hardie suggested.

Motion to approve the changes to ordinance as noted for recommendation to public hearing.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson		x	x			
Moore			x			
Schall	x		x			
Vincent			x			

7:15 (00:16:50) ITEM 5: REVIEW AND P&Z DISCUSSION OF ZONING ORDINANCE IN REGARD TO DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS FOR ACCESSORY BUILDINGS

Ms. Moore referred to page one (1) of the draft amendment, after reading the definition of the accessory building she is wondering about the statement, "Footprint will be no more than 2/3rds the area of the foot print of the main structure with a maximum footprint of 600 square feet." She wonders if the 2/3rds should be left there and does it make it too difficult.

Chair Hardie doesn't think it is needed. She believes it is pretty well defined.

Mr. Vincent said, "My opinion all along is this issue came to us to restrict the height of accessory buildings. I believe the additional verbiage is trying to micromanage. The ordinance provides for setbacks and lot coverage. This amendment should simply limit the height of the accessory building and we shouldn't have spent eight (8) hours beating this thing to pieces. We agreed on 14 feet and we don't need to spend anymore time on this than we already have."

Chair Hardie said she has read all of the different definitions and rules that they came up with and she likes what they came up with. We came to the conclusion that 14 feet would be a sufficient height. She re-wrote the definition and she read it: "A building or structure which is visually subordinate to, and the use of which is incidental to that of the main building, structure or use on the same lot or parcel. Accessory buildings or structures shall not be used for human habitation." She wants the 600 square feet maximum size put into the development standards not in the definition.

Mr. Hudson added that a decent size garage is 700 square feet and if it is still subordinate to the house and you have the room he thinks someone should be able to build that. He thinks the 600 square feet should be stricken.

Vice Chair Schall agreed with Mr. Hudson and gave an example, what if you had a house with two floors at 600 square feet each with a 400 square foot attic. You could only have a 400 square foot garage. He added, "Don't design an ordinance to one neighborhood in Jerome." He does not want to limit a garage size. He added that he doesn't have a problem with a 25' tall accessory building. The height limitations are written into the ordinance.

The Commission discussed the specifications and changes that had been discussed before.

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

Chair Hardie referred to page 38 of the Zoning Ordinance regarding accessory, under F. Review Procedures and Criteria, I. that is under the DRB: It already says accessory features must be okay to change building and structures. She wants the text change to remove "accessory features" and use "accessory buildings and structures."

Ms. Page pointed out there that they also review accessory features. So, we either add accessory buildings separate or separate the two concepts.

Chair Hardie asked what accessory features were.

Ms. Page noted it was listed in the ordinance but went on to say walkways, stairways, lighting and antennas. She suggested that accessory buildings be separated from accessory features. The Commission agreed with that.

Chair Hardie said, "Now we're on to the part in each of the zones." She referred to Ms. Page's packet Page 1, where she has made small changes to the definition. She then referred to the definition Accessory Building, Height of, "to keep our goal clear, we could come back to changing that. Right now, this particular change to the ordinance is just in regard to accessory buildings. I thought maybe we could do that later on, at another time." She explained to the Commission she was talking about the changes in red Ms. Page had made.

Ms. Moore thought it should be done now at the same time.

Chair Hardie thought it would be difficult to describe.

Ms. Moore said it all had to do with accessory buildings.

Chair Hardie then agreed to leave that change in red. She high-lighted all of the changes Ms. Page had made to the ordinance to the Commission. She suggested that anywhere "Accessory Building" is in the text "and Structures" should be added. On page 3 under b. they decided to remove "one (1) story or." They discussed "five (5) feet" and determined that was not a change, it was already in the ordinance.

Mr. Vincent said, "It seems to me if we simply strike the language pertaining to 2/3's and 600 square feet, I think we can all agree on this thing and get it done." He would like to finish this.

Chair Hardie said we're just reviewing, but we are done. She would like her definition reviewed.

Ms. Page referred to the General Provision page 53 "detached accessory building" definition. She read the definition on page 53 and explained why she had added this in other areas. She read the amended definition: "Accessory Building – A building or structure which is visually subordinate to and the use of which is incidental to that of the main building, structure or use on the same lot or parcel. Accessory buildings shall not be used for human habitation."

Chair Hardie directed her to add "and structures" after buildings. She said "Guest House" does not belong in the definitions and explained her reasons in detail. She believes that both "Guest House" and "Guest Room" should be deleted.

Mr. Vincent suggested they stay on task and bring up "Guest House" at another time.

Mr. Hudson suggested leaving "Guest Room."

They discussed this for some time.

Vice Chair Schall suggested to remove "within an accessory building" from the Guest House definition.

Chair Hardie made a motion to forward for public hearing amendment to the ordinance regarding accessory buildings which included, a new definition, new property development standards, a 14-foot height restriction and delete "Guest House" from the Zoning Ordinance definitions.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	X		X			
Hudson			X			
Moore		X	X			
Schall				X		
Vincent			X			

Vice Chair Schall explained he doesn't want to limit the height to 14 feet and he wouldn't eliminate "Guest House" from the definitions either.

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

7:58 (00:59:00)

Chair Hardie made a motion to move on to Item 7.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	X		x			
Hudson			x			
Moore			x			
Schall			x			
Vincent		X	x			

8:50 (01:50:00) ITEM 6: REVIEW AND P&Z DISCUSSION OF ZONING ORDINANCE SECTION 509 SIGNS (Draft Text Amendment: Signs – Lighting, Real Estate, Other Minor Clarifications)

Chair Hardie asked for changes or comments. She referred to number 7. on the first page "Sign, Height." She didn't understand the changes.

Ms. Page explained them to her.

Mr. Vincent said that if no one had a problem with the sign being eight (8) feet off the ground we should move on. The sign has a square foot limit.

Ms. Page explained she was trying to be consistent with the verbiage. No sign could be larger than 16 square feet.

Chair Hardie continued to go through the document asking questions about wording and changes Ms. Page had made. On page 4, Section E. Number 6. She would like that to read: Organizations may apply for a temporary Sign Permit from the Zoning Administrator for special event banners or signs.

Vice Chair Schall referred to Number 7. Lighting shall be directed at the sign from an external incandescent light source... He would like incandescent to be struck. The commission agreed with that.

Mr. Hudson argued an external light would have to be incandescent otherwise people could use fluorescent or LED. However, the commission decided to eliminate incandescent.

Chair Hardie referred to Number 10. One (1) real estate sign located on the property it refers to will be permitted upon the application and payment in accordance with Section 509.2, asked why she had deleted that. If it is not on the Town Fee list, then go ahead and delete that.

Motion to move the sign ordinance amendments on to public hearing with the changes made.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore	X		x			
Schall			x			
Vincent		X	x			

7:59 (01:00:00) ITEM 7: REVIEW AND P&Z DISCUSSION OF ZONING ORDINANCE SECTION 304 DESIGN REVIEW, IN REGARD TO CERTIFICATES OF NO EFFECT

Chair Hardie stated this came about because a member of the DRB asked to expedite certain applications so that they would not have to be reviewed. She said, "I for one disagree with the concept, I have various multiple reasons why." She asked for discussion.

Ms. Moore said it was her understanding that the Zoning Administrator thought this might help.

Chair Hardie said, "No it was simply a DRB individual felt they were being over-loaded with inconsequential (didn't finish) this is what I heard."

Mr. Vincent said, "My impression has been that Ms. Page also has suggested that she have the ability to let you fix your steps without coming in front of the boards."

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

Ms. Moore rebutted by saying, "You can already do that."

Mr. Vincent said his thinking is if it is inconsequential and a citizen has to come before the board you (Ms. Page) can expedite the process and it falls under the criteria of a Certificate of No Effect.

Ms. Page said it would be nice to have a documented list of what needs to be reviewed and by who and what needs a building permit. She read from the Building Code, she would like a hand-out she could use at the front desk. She believes a Certificate of No Effect would be issued when someone required a Building Permit, but no review before Design Review.

Chair Hardie believes it is a good idea and that the Town administration could figure out what is required, but none of that is P & Z. That is the building department that decides on that. "Our book is pretty clear on what we're allowed to approve and works with the building department. As far as Certificate of No Effects, I found the majority of what was listed is 90% repairs. Repairs are already allowed without any other approvals from the Town. In the Zoning Ordinance under exclusions it states all of the things you can do without coming before P & Z. On page 21 in the Zoning Ordinance, under "Structure Alteration" "...excepting those changes which may result from providing minor repairs and building maintenance." It says it right there."

Mr. Vincent asked for an example from Ms. Page.

Ms. Page gave the example of the deck material being replaced with Trex® the size of the deck was not being changed. She stated paint colors. Window replacement, the building inspector wants tempered glass in some situations. This would have nothing to do with P & Z or DRB. However, it would give us a way to track these changes that people make.

Chair Hardie is concerned about what Ms. Page had written. She referred to page one (1) of Ms. Page's documents and read: The Zoning Administrator shall review applications for Certificates of No Effect with regard to protecting the historic character of the subject property and the historic status of the Town of Jerome. If accepted these documents and submitted details shall be filed with the property files. "Now I'm not directing this at you, but I don't know who would come in here and make decisions on the historic character of the subject property or the historic status of the Town of Jerome. I don't have any qualifications that would allow me to make those decisions."

Ms. Page said the intent is if it does have an effect on the historic nature then (she was interrupted). She explained it would be a very specific list of items.

Chair Hardie continued to list reasons why she did not feel that the Certificate of No Effect is appropriate.

Ms. Page explained again why she thought the Certificate of No Effect would be beneficial. If there was a conflict between my decision and the applicant, then it would go on to the DRB.

Vice Chair Schall explained how if the Certificate of No Effect was not appropriate she would send it on to the DRB and this is already the case.

Ms. Savage gave another example: An applicant had received approval from DRB for placement of their sign. They changed their mind about the location and they had to go before DRB again. Why couldn't Ms. Page have approved it and filed the Certificate of No Effect saying she had given them approval for the location change? However, the way the Zoning Ordinance is, the applicant had to go back before DRB. The Certificate of No Effect is not meant to make more work for anyone, this has been explained many times.

Ms. Moore believes that Chair Hardies concern is it will make more work.

Chair Hardie stated, "It is going to make more work." She explained that repairs would go to DRB if Ms. Page said no. She asked Ms. Page, "Anything that would ordinarily go before DRB is not what you want to deal with? Right, you're not interested in taking over much of what DRB does, is that correct?"

Ms. Page explained, "I think paint is the primary example. They (applicants) don't want to wait until the next meeting."

The Commission seemed to agree that the DRB should not review paint colors.

Ms. Moore stated she believes this will add more work for the Zoning Administrator.

After further discussion see additions in red and deletions:

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

1. **Exterior** projects eligible for Building Permits that do not require P & Z or DRB review.
2. In-Kind repair or replacement: roofs, doors, windows, broken glass, trim repair, stairwells, porch, repainting similar colors on historic properties.
3. As written.
4. Repairs to deck boards, planking only or replacing wood with ~~Trex~~ **manufactured wood**.
5. **Repair** ~~Stabilizing~~ deteriorated or damaged masonry, wood or metal.
6. As written.
7. As written.
8. Removed
9. **Repair for damage**.
10. **Approved minor changes to a sign such as re-location**.

Ms. Page wants to see what kind of support DRB gives her.

Chair Hardie gave direction to staff, see if this is listed anywhere else, like exclusions and repairs not being necessary. Take this list to DRB and see what their opinion is.

9:09 ITEM 8: FUTURE AGENDA ITEMS

Chair Hardie would like to have the public hearings on the next agenda.

Ms. Page summarized that would include absences, accessory building property standards and the text amendments for signs, but not for the Certificate of No Affect.

Ms. Page added that a CUP would be coming before them for the Central Hotel. Also, there is a petition circulating to rezone part of Hampshire Avenue to R2.

ITEM 9: ADJOURN

The meeting adjourned at 9:13 p.m.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson		x	x			
Moore	x		x			
Schall			x			
Vincent			x			

Approval on next page.

REGULAR MEETING OF THE TOWN OF JEROME
PLANNING AND ZONING COMMISSION
DATE: Wednesday, October 3, 2018 TIME: 7:00 pm
PLACE: **JEROME CIVIC CENTER**
600 Clark St., JEROME, ARIZONA 86331

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

Respectfully submitted by Joni Savage on November 7, 2018

Approved: _____ Date: _____
Planning & Zoning Commission Chair

Attest: _____ Date: _____
Planning & Zoning Commission Vice Chair

DRAFT



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 7, 2018 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Margie Hardie called the meeting to order at 7:00 p.m.

Roll call was taken by Charlotte Page. Commission members present were Chair Margie Hardie, Vice Chair Lance Schall, Jane Moore, Scott Hudson and Henry Vincent was present telephonically.

Staff present were Charlotte Page, Zoning Administrator, and Joni Savage, Deputy Clerk.

7:01 (00:02:26) ITEM 2: APPROVAL OF MINUTES: Minutes of October 3, 2018

Motion to table the minutes of October 3, 2018 until the December meeting.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie		x	x			
Hudson			x			
Moore	x		x			
Schall			x			
Vincent			x			

7:03 (00:04:16) ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

7:04 (00:04:30) ITEM 4: PUBLIC COMMENT: ZONING ORDINANCE ARTICLE 1 ADMINISTRATION SECTIONS 104, 105, 106: BOARD MEMBER ABSENCES

The Commission shall conduct a public hearing on a proposed amendment to the Jerome Zoning Ordinance, Section 104, 105, 106, for change of absence policy. The Commission has set this hearing pursuant to Jerome Zoning Ordinance Section 301(C) Commission Action.

Chair Hardie opened the public hearing at 7:04 pm. Upon no comments from the public, the public hearing was closed at 7:04 pm.

7:05 (00:06:00) ITEM 5: REVIEW PUBLIC COMMENT AND PROPOSED TEXT AMENDMENTS ZONING ORDINANCE ARTICLE 1 ADMINISTRATION SECTIONS 104, 105, 106: BOARD MEMBER ABSENCES

The Commission shall, after the public hearing and discussion, make a recommendation to Council to either adopt the ordinance as written, adopt the ordinance with changes, or not adopt the Zoning Ordinance text amendments referenced in Item 5 above.

Chair Hardie asked Ms. Page to read what is being amended. Ms. Page read Section 104 A. In its entirety.

Section 104. Planning and Zoning Commission

TOWN OF JEROME

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

Proposed Text Amendments **Deletions**

A. Composition; Terms of Members; Vacancies; Compensation of Members

A Planning and Zoning Commission was established upon adoption of the Jerome Zoning Ordinance. At the adoption of this ordinance, the Commission shall consist of five (5) members, each of whom shall be a resident of the Town of Jerome, to be appointed by the Town Council. The members of the Commission shall serve for three (3) years, except as hereinafter provided. In the event of a death, resignation, or removal from the Commission, the vacancy shall be filled by the Council for the unexpired term. Members of the Commission may, after a public meeting, be removed by the Council for inefficiency, neglect of duty or unethical conduct in office. "To be deleted." ~~Three (3) absences without prior notification during a year from any regular or special meeting shall be grounds for termination at the will and pleasure of the appointing authority and such action shall be final.~~ "That is the end of the deletion and to be added:" A Commission member who is absent four (4) regular meetings of a year beginning March 1st and ending February 28th, shall be deemed to have vacated his or her appointment without further action being taken by Commission or Council. "That's the end of the addition." All members shall serve without pay. However, members of the Commission may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the Commission and approval of such expenditures by the Town Council. [Ord. No. 313]

Chair Hardie confirmed that the exact same changes were also being done in Sections 105 and 106.

Motion that the text amendments for Article 1, Administration, Sections 104, 105, 106 Board Member Absences be forwarded to the Town Council.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson		X	x			
Moore	X		x			
Schall			x			
Vincent			x			

7:09 (00:09:56) ITEM 6: PUBLIC COMMENT: CHANGES TO ZONING ORDINANCE REGARDING ACCESSORY BUILDINGS (DEFINITIONS, SECTION 303.1 PROJECTS REQUIRING REVIEW, SECTION 303.2 FINAL PLAN PROCEDURES, SECTION 304 DESIGN REVIEW AND PROPERTY DEVELOPMENT STANDARDS FOR EACH ZONE).

The Commission shall conduct a public hearing on a proposed amendment to the Jerome Zoning Ordinance, regarding Accessory Buildings. The Commission has set this hearing pursuant to Jerome Zoning Ordinance Section 301(C) Commission Action.

Chair Hardie opened the public hearing at 7:09 pm. Upon no comments from the public, the public hearing was closed at 7:10 pm.

7:10 (00:10:52) ITEM 7: REVIEW PUBLIC COMMENT AND PROPOSED TEXT AMENDMENTS TO ZONING ORDINANCE REGARDING ACCESSORY BUILDINGS (DEFINITIONS, SECTION 303.1 PROJECTS REQUIRING REVIEW, SECTION 303.2 FINAL PLAN PROCEDURES, SECTION 304 DESIGN REVIEW AND PROPERTY DEVELOPMENT STANDARDS FOR EACH ZONE).

The Commission shall, after the public hearing and discussion, make a recommendation to Council to either adopt the ordinance as written, adopt the ordinance with changes, or not adopt the Zoning Ordinance text amendments referenced in Item 6 above.

TOWN OF JEROME

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

Ms. Page read the changed parts:

Article II, Definitions

Section 201. General

Accessory Building – a building or structure which is visually subordinate to and the use of which is customarily incidental to that of the main building, structure or use on the same lot or parcel. Accessory buildings or structures shall not be used for human habitation.

Accessory Building, Height of – the vertical measurement down from the highest point on the structure to the original grade or to an intersection with the horizontal projection of a plane established as the median between the highest and lowest points of original grade beneath the enclosed portion of the structure. (See Appendix for diagrams.)

Building, Height of – the vertical measurement down from the highest point on the structure to the original grade or to an intersection with the horizontal projection of a plane established as the median between the highest and lowest points of original grade beneath the enclosed portion of the structure. (See Appendix for diagrams.)

Ms. Page said the deletion of the definition of Guest House in its entirety. She continued and read the following changes:

Section 303.1

B. Projects Requiring Review

Projects requiring Preliminary Site Plan Review shall include but not be limited to: lot splits, lot line adjustments, new construction, alterations, accessory buildings or structures, grading and excavation and clearing and grubbing.

Section 303.2

A. Final Plan Procedures "under section 2. we add:"

2. Compliance with the appropriate sections of the Zoning Ordinance for the Zoning District including:
 - f. building height
 - g. accessory building height

Section 304. Design Review "We are adding:"

- i. ACCESSORY BUILDINGS – Garages, carports, sheds, shall be visually compatible with buildings, structures, and places to which they are visually related.

"We are deleting:"

- ~~j. ACCESSORY FEATURES – Garages, carports, sheds, Fences, walkways, decks, stairways, lighting, antenna and other manmade structures, "and more text that will not change."~~

Ms. Page continued, under:

E. Property Development Standards

6. MAXIMUM MAIN BUILDING HEIGHT:

7. ACCESSORY BUILDINGS

a. Accessory buildings attached: Shall be considered in determining yard, lot and area requirements.

b. Accessory buildings detached: Shall meet all required setbacks and maintain a space of five (5) feet from the main building or other structures.

1. Accessory buildings shall be constructed to a height not greater than fourteen (14) feet to the peak or highest point of the roof.

2. Accessory buildings shall not be used for human habitation.

Chair Hardie confirmed those changes were made to all of the other Property Development Standards for the other zones.

TOWN OF JEROME

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

Ms. Page confirmed that it did other than the Industrial Zone, which does not change because it is referenced the same as C1 zone. There are no other changes in the text document.

Motion that we forward to the Council the amendment to the Zoning Ordinance regarding Accessory Buildings definitions Section 303.1. Projects Requiring Review Section 303.2. Final Plan procedure Section 304 Design Review and Property Development Standards for each zone.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			X			
Hudson		X	X			
Moore	X		X			
Schall				X		
Vincent			X			

Chair Hardie asked if Vice Chair Schall would like to explain his vote of no.

Vice Chair Schall said he has pointed out when they were developing the standard that he generally disagrees with the whole operation. He thinks the current lot coverage, setback and height requirements are sufficient to define any accessory building. He thinks the addition of these requirements is not necessary. He specifically disagrees with "not for use of human habitation." It precludes the use of a small accessory cottage. When it was written we made the assumption it was a garage, but an accessory building could be a mother-in-law quarter or a caretaker for those of us who wish to age in place. This would preclude the use of that building for those purposes.

7:18 (00:19:05) ITEM 8: CONDITIONAL USE PERMIT – MIXED RESIDENTIAL/BUSINESS USE OF THE CENTRAL HOTEL, 2ND FLOOR.

APPLICANT: Lee Christensen

ADDRESS: 507 B. Main St.

OWNER OF RECORD: Lee Christensen

ZONE: C-1

APN: 401-06-088

Applicant is seeking approval to CUP within this location as mixed use of residential/commercial shared space. CUP is required due to residential use in space previously occupied as retail.

Ms. Page explained it is a mixed residential/retail use since prior to the ordinance being passed.

Applicant is asking that the space be used for residential and business. It is a legal non-conforming building.

Mr. Christensen explained it had been a working man's hotel. When he got it, it had a shop and apartments since he's owned it in 1976. The space he is seeking a CUP for has been vacant for a number of months. There are four rooms and he is proposing it to be a living/working space. He stated it is around 680 square feet.

Chair Hardie asked what percentage, or square feet, would be used as residential and how much for retail? That is a question to do with our parking ordinance. Are you requesting about 300 square feet for retail?

Mr. Christensen approached the dais and explained how he thought the rooms would be used.

Ms. Moore asked Mr. Christensen, "You have no intentions to split this up?"

Mr. Christensen answered, "No it would be one tenant/rental, not subdivided."

TOWN OF JEROME

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

Ms. Moore said parking is the issue, one of the things she wondered is if as a condition we could request that the person residing there could be asked to park on School Street. There was discussion about School Street parking. The building address is Main Street.

Mr. Christensen mentioned the Air BNB on School Street that is actually bringing in additional cars. They are supposed to park on their property, however they are parking on the street.

Chair Hardie said she believed that School Street parking is only for people that live on School Street. The building is on Main Street.

Ms. Moore sees the people that live up town are taking up parking spaces that people buying things in the shops could be parking in. Having two uses could add additional parking problems in that area. She asked Ms. Page if that could be made as part of the condition.

Mr. Christensen said he could put in the lease that he requests that they park in the lower parking lot.

Ms. Moore referred to Ordinance 510 regarding parking, talks about a base number of parking spaces for the building. She is inclined to believe it is basically a wash.

Chair Hardie said based on the ordinance Section 501.2 She read that section of the ordinance:

"2. The lawful use of land, buildings or structures existing at the time of the passage of this Ordinance, or amendment thereof, although such does not conform to the provisions hereof for said land, may be continued, but if such nonconforming uses is discontinued for a period of six (6) months, any future use of said land or structure shall be in conformity with the provision of this Ordinance."

She referred to Section 510.B.4 and read: "Any subsequent change of use that requires an increase of off-street parking spaces beyond the established base number of parking spaces shall be in accordance with the schedules set forth in Section 510.D." And 510D says for an apartment you have to have 1 and ½ spaces. In her experience, this has not a situation where we look at a building in total for parking requirements, but individual floors and uses. She has never had an application where it was advised to take the whole building and add the parking, the so-called grandfathered parking together to achieve a certain number. You are required to have two and ½ parking spaces, and per the ordinance we round up. Based on the ordinance it would require three (3) spaces. When the use changes it has to have the parking required today.

Vice Chair Schall stated it had been completely retail, which required two spaces. He is inclined to overlook the half space.

Motion to approve the Conditional Use Permit as submitted.

Ms. Moore asked him to **amend that with the condition that the landlord ask the tenant not to take up parking in the main commercial area.**

Vice Chair Schall so amended.

Chair Hardie commented in this case we are now divesting the property owner and allowing them to use public space for commercial purposes.

Motion to approve the Conditional Use Permit with the condition that the landlord ask the tenant not to take up parking in the main commercial area.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie				X		
Hudson		X	x			
Moore			x			
Schall	X		x			
Vincent			x			

TOWN OF JEROME

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

7:42 (00:42:58) ITEM 9: P&Z REVIEW OF PROPOSED ZONE CHANGE FOR PARCELS LOCATED ON NORTH AVE AND HAMPSHIRE AVE.

APPLICANT: Robert & Heather Doss

ADDRESS: 896 Hampshire Ave.

ZONE: R1-5

OWNER OF RECORD: Robert & Heather Doss

APN: 401-11-005A

Applicant is seeking to change R1-5 Zoning to R-2 for several properties: 10, 18, 21 North Ave, 884, 886, 888, 894, 896, 898 Hampshire Ave and one vacant lot on Hampshire Ave., identified as APN 401-11-002A. Neighborhood meeting input to be reported.

Ms. Page presented and explained the parameters. She explained the outcome of the neighborhood meeting. She summarized that R-2 would allow for multiple family use.

Heather and Robert Doss presented. Ms. Doss provided them with an attendance record and a list of questions and answers.

Chair Hardie requested the information be placed with the minutes. (See Attached) She referred to Section 301 and commented there is quite a list, starting with the petition, of documents that will be required to move ahead. At this time, the commission can ask any questions.

Ms. Moore mentioned the 301 amendments or zone changes. She noted there was a list of items on page 23 that are required. She read from the Zoning Ordinance. She believes that some of those items are probably not necessary.

Ms. Page responded that in section B it refers to the tentative development plan, however we have a fully developed neighborhood. She doesn't believe that the county map is 100% accurate. She summarized where she was in the process so far.

Ms. Moore asked where the properties are in relation to the street, do the property lines go right to the street.

Mr. Doss responded that ADOT owns a portion of it before the street.

Ms. Moore said there had been a sidewalk there at one time. She believes it is an unsafe area for pedestrians. If there is parking up to the street it is really dangerous. If there are more cars there, people will have to walk on the highway. She wondered why the sidewalk had not been required to be maintained along that stretch of road.

Jayne "Burt" Doss responded there never was a sidewalk there. There was no concrete removal.

Ms. Moore said there had been at one time.

Mr. Doss said that portion of the road is actually wider than the rest of the road. They had to get permission from ADOT to put their driveway out to the highway.

The Commission discussed sidewalks, pedestrians and parking in that area.

Ms. Moore stated when you are re-zoning an area like this you can potentially double the population and traffic. She understands the need for more affordable housing.

Mr. Vincent said as far as your draconian concerns about apartments, it seems to me the existing ordinance and parking requirements would limit the apartment density. In terms of the application they need to comply with the ordinance. He believes our code will limit future development in terms of density. He questioned whether they would have to come before Planning and Zoning again once a CUP is granted.

Chair Hardie proposed that Ms. Page provide the Commission with a packet that fulfills what is required under Section 301. A tentative development plan where we can address things, possibly adding sidewalks. Once they have that perhaps have a work session and possibly include the town attorney.

TOWN OF JEROME

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

Vice Chair Schall likes the proposal and the neighbors seem to be in agreement. He would like to see more affordable rents. He believes that R2 is for a duplex not an apartment, but he'd like clarification on that. He would like to make this happen properly by meeting the necessary requirements. He would like staff to address each of the issues.

Ms. Moore added that she wanted to make it clear she was not suggesting they build a sidewalk.

Chair Hardie said she is new to this and she needs to find out more about what Planning and Zoning and the other property owners involved are required to do. She directed staff to set up a work session for the commission.

8:26 (01:28:00) ITEM 10: PROPOSED RESIDENTIAL DEVELOPMENT IN C-1 ZONE, PRELIMINARY PLAN REVIEW

APPLICANT: Dewayne Woodworth

ADDRESS: 123 Hill St.

ZONE: C-1

OWNER OF RECORD: Jerome Clubhouse LLC

APN: 401-07-169A

Applicant is seeking preliminary approval for planned residential development in the C-1 Zone the building will have continued commercial use. Work planned on exterior of building is limited.

Ms. Page presented this as a mixed-use property and additional parking to be developed. Because there is no CUP in place, she had advised the applicant this item could be tabled.

Bob Woods, architect for Mr. Woodworth spoke. He's proposing to keep the commercial units and develop apartments. In total seven (7) residences and two (2) commercial spots. It would have tandem parking. He presented a drawing to the commission stating, "This is very preliminary." This site plan is very conceptual. He would like some assurances about whether they will accept tandem parking, that is critical. Without tandem parking it would limit the number of apartments. If we have to push the parking lot into the side of the hill it would change the parking lot. He explained the parking lot and said the ordinance didn't give all of the parking requirements he needed. He needs to know if he can do tandem parking.

Chair Hardie said this is so very preliminary and she doesn't know if they can go with this document that doesn't provide the information that they need. We have direction in our Zoning Ordinance to that affect, in ingress and egress.

Ms. Moore asked if the building code or fire code says anything about tandem parking. In the past it has been approved for a single-family home when it's the same owners. She believes we need to do some legal research. She mentioned that Hill Street is a private road. She doesn't see how we can make any preliminary decisions.

Chair Hardie added the agenda item says it is a preliminary site-plan review, which is not what is really happening here. It seems you have one question, "Do we approve tandem parking?"

Mr. Vincent said if those spaces are allocated specifically to each apartment, isn't the problem of getting in and out that of the renters. He asked the applicant if they would be allocated to each of the apartment tenants.

Mr. Woods said it is not part of the Towns purview, but up to the owner.

Chair Hardie read section 510.B.2 from the Zoning Ordinance:

"2. An applicant for a new building permit must submit plans showing the off-street parking required by this subsection. These plans must show location, arrangement, and dimensions of the off-street parking, turning spaces, drives, aisles, and ingress and egress, and must be approved by the Zoning Administrator in accordance with the provisions of Section 303."

"That is a given then that there would be ingress and egress for every single parking space, that is how I

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

interpret it. She then read from General Provisions, Section 502.O.3:

"3. A proposed development shall have adequate provisions for such items as convenience of access for public service vehicles such as garbage collection vehicles, movement of emergency vehicles, and convenience of access to parking sites and other site improvements by site resident or users."

Those are her concerns when it comes to tandem parking.

Vice Chair Schall pointed out that the Town has approved tandem parking before. He doesn't see any reason that he couldn't get a car out of that, however usability wise he would expect that the back tandem spaces are assigned to the apartments. If there are enough parking spaces no one would ever be trapped in the tandem parking.

Mr. Woods explained it is not a part of your ordinance, he can't find it anywhere in the ordinance.

Chair Hardie asked Vice Chair Schall where the other tandem parking had been approved.

Ms. Moore said the only instance she could think of was a bed and breakfast where the owner parked in the garage and the guest parked in front of the garage.

Chair Hardie said her concern is the agenda item is to approve a preliminary site plan review, and she doesn't see that we're given sufficient documentation to do this. We need more apartments in Jerome. As it stands, she would like to table it. She doesn't want to deny this however she doesn't know the ins and outs of tandem parking.

Ms. Page wants to get legal advice.

Vice Chair Schall added there is tandem parking at the Surgeon's House. Mr. Vincent added also on School Street. (An Air BnB.)

Mr. Woods reiterated several times that he needs confirmation that tandem parking will be allowed.

Chair Hardie suggested tabling it and getting legal advice from the Town attorney. She would like to see a more coherent plan.

Mr. Vincent mentioned the two retail spaces, it doesn't appear that you reflect the parking spaces required.

Mr. Woods explained the retail spaces are only 1200 square feet so that they wouldn't require more than four (4) parking spaces. (You don't include storage areas or restroom areas.)

Motion to Table Site Plan Review for the Jerome Club House Until the Next Convenient Time for all Participants.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	X		x			
Hudson			x			
Moore		X	x			
Schall			x			
Vincent			x			

Ms. Moore asked if they could have a special meeting if they get the information they need.

Vice Chair Schall asked if the lawyer is okay with tandem parking could we move forward.

Mr. Vincent stated the applicant is asking for help with tandem parking.

Ms. Moore said again she would like legal advice on that. And since this is a private road, she would also like a neighborhood meeting.

Ms. Page will research the building and fire code and also consult with the attorney for legal advice.

TOWN OF JEROME

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

9:06 (01:50:00) ITEM 11: CONDITIONAL USE PERMIT – RESIDENTIAL USE IN C-1 ZONE

APPLICANT: Dewayne Woodworth

ADDRESS: 123 Hill St.

ZONE: C-1

OWNER OF RECORD: Jerome Clubhouse LLC

APN: 401-07-169A

Applicant has plans for additional residential development in the C-1 Zone. Residential use in the C-1 Zone requires Conditional Use Permit.

Chair Hardie believes this should be tabled because there is no preliminary site plan.

Mr. Woods explained they are looking for approval of an existing use. The fire marshal wants us to put in a sprinkler system and another exit.

Chair Hardie said, "Will it be owner occupied?"

It was confirmed.

Ms. Page explained, "There is residential use in that building and there has never been a CUP which is required in the commercial zone."

Chair Hardie said prior to the writing of the ordinance, since it has been owner-occupied for many years, she doesn't think it would need a CUP.

Vice Chair Schall argued that since he has been there why can't we give him one.

Ms. Moore doesn't remember if it has been continually lived in.

Chair Hardie believes that they have two choices; issue a CUP for a conditionally permitted use as a residence. She asked Ms. Page to read the permitted uses from the Zoning Ordinance.

Ms. Page read from the Zoning Ordinance:

"C. CONDITIONAL USES 1. Any "Permitted" or "Conditional" Uses in the "R1-10", "R1-5" or "R-2" Zones."

Steve Knowlton, a resident, asked if it is different if it is not owner occupied. Dewayne owns the building, but he does not live there. He rents the apartment to someone else.

Nancy Robinson, a resident said they were required to have a CUP for their home, but they are owner occupied.

Chair Hardie said she can't confirm who lives there but she doesn't think there is.

Ms. Moore said the difference with your building requiring a CUP is because the home was not continually occupied. To be above board we could require it and then there would be no issues.

Chair Hardie asked if there was sufficient parking for this apartment.

Ms. Page said yes there was.

Chair Hardie asked if there were any other conditions.

Motion to grant a Conditional Use Permit for the residential use in a C1 Zone for Agenda Item #11.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore		x	x			
Schall	x		x			
Vincent			x			

TOWN OF JEROME

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

Ms. Page added this is a preliminary conditional use permit, it would need to go to Council for final approval.

9:19 (02:19:00) ITEM 12: FUTURE AGENDA ITEMS

Ms. Moore would like to do something in the ordinance regarding tandem parking. She would like to be in the discussion with the attorney when he interprets this.

Mr. Vincent thinks they should all be a part of it.

ITEM 13: ADJOURN

The meeting adjourned at 9:21 p.m.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore	x		x			
Schall		X	x			
Vincent			x			

Approval on next page.

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 7, 2018 TIME: 7:00 pm

PLACE: **JEROME CIVIC CENTER**
600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Joni Savage on December 5, 2018

Approved: _____ Date: _____
Planning & Zoning Commission Chair

Attest: _____ Date: _____
Planning & Zoning Commission Vice Chair



TOWN OF JEROME

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

WORK SESSION OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Monday, November 26, 2018 TIME: 5:00 pm

PLACE: **JEROME CIVIC CENTER**

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Hardie called the meeting to order at 5:03 p.m.

Roll call was taken by Charlotte Page. Commission members present were Chair Margie Hardie, Henry Vincent and Scott Hudson. Vice Chair Lance Schall was absent.

Staff present were Charlotte Page, Acting Zoning Administrator, and Joni Savage, Deputy Clerk.

5:03 ITEM 2: P&Z REVIEW OF PROPOSED R-2 ZONE

- R-2 Zone Definition:

Chair Hardie reported that in the R-2 description under permitted uses: 2. Multiple family dwellings and apartment houses. The definition of dwelling on page 16:

Dwelling, Multi-Family - a building designed exclusively for occupancy by or occupied by four (4) or more families living independently of each other (i.e., fourplex or apartment).

She doesn't think this application will work because it is not a fourplex. She doesn't believe the applicants were aware of this. What she interprets is they cannot be a duplex.

Ms. Page believes the definition is in conflict and she understands how Chair Hardie sees it that way. It was determined that duplex is only referenced in the definitions.

There was discussion about duplexes and triplexes and their correlation in the Zoning Ordinance and the different zones. Many commissioners believed the intent was probably not meant to leave out duplexes. There was also discussion about the definition of multiple and multi-family.

Chair Hardie gave direction to staff to get clarification about the definition of multiple and multi-family from the town attorney.

Jane Moore would like to see what the definition of R-2 is in other Zoning Ordinances.

Proposed R-2 Zone

Ms. Page noted that there was no zone that specifically called out duplexes.

Chair Hardie read some of the conditional uses for the R-2 zone. She asked why they were focusing on parking spaces.

The Commission discussed some of the uses, conditional uses and parking spaces required. They

TOWN OF JEROME

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

speculated on possible changes to the parcels and the impact upon the other residents involved in this zoning change.

Ms. Moore agreed that the persons involved should be aware of all of the possible changes that might occur with the zoning change.

Chair Hardie read her list of questions for the attorney:

- 1) What would constitute a boundary and why or why not would we allow or disallow the two additional people that want to add on?

The commission discussed the map provided showing parking on each lot.

Ms. Page clarified that the map came from a survey Richard Flagg had done. She also noted that the new homes which had been built had all been required to have a turn-around area on their property.

Chair Hardie wants to make sure that they understand the development plans and that they are aware of the requirements with the re-zoning.

- 2) The private property laws and rights, how this will be affected by re-zoning?

Ms. Moore's biggest concern is that dangerous curve and the increased traffic. She is not trying to stop this from happening. We need to figure out ways to accommodate affordable living spaces. However, you have to think of the potential good and bad of any project you're looking to approve.

Chair Hardie listed the items she would like to be addressed by the attorney:

1. She would like a survey done by the Town.
2. She would like people to know if there is any kind of liability for the Town based on Prop 207.
3. If properties, choose to never want to change their status to a duplex or apartment; does that have any significance on this change.

Ms. Page said the first permitted use is a single family-dwelling.

4. Does a property for sale have any bearing whatsoever on changing the zone?
5. In the ARS it states that the zoning commission can put conditions on the rezoning. Under 19426.01 E. It says a zone conditioned on scheduled for development of a specific use or uses for which rezoning is requested and if at the expiration of this period the property has not been improved for the use for which it was conditionally approved...by certified mail to the owner. Can tell them it is not going to go through. Are we supposed to do that? She wants to know if the petitioner is under any type of obligation to follow through with their petition. Can we revoke the R-2 status? She directed Ms. Page to ask the attorney.

Mr. Vincent believes the paragraph refers to us the commission/council, not the petitioner.

Ms. Moore suggested a traffic study might be done for this type of development.

The commission discussed possible parcel additions to this re-zoning in the future.

Ms. Moore agrees that all the petitioners should be aware of the zoning changes.

Mr. Hudson stated he doesn't feel this will add additional traffic. The problem is not the people living there, but the traffic on the road already.

Mr. Vincent said he believes when possible we should enable them to have more affordable housing. In his opinion the ordinance is well written and functions well to limit development. Our job is to take the

TOWN OF JEROME

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

proposal and as long it is within the standards of the ordinance to endeavor to see it through to a successful resolution.

Ms. Page suggested having an Executive Session and call the attorney. She read through the questions again that Chair Hardie had proposed.

The commission members discussed again how they would like all of the petitioners to sign a document declaring that they were aware of the parameters of the rezoning. They discussed again the steps for the Neighborhood Meeting.

Ms. Page explained again all of the steps for the "Neighborhood Meeting" from page 44 in the Zoning Ordinance.

The commission then discussed what would be on the next regular meeting agenda.

ITEM 3: ADJOURN

The meeting adjourned at 6:34 p.m.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson		X	x			
Schall					X	
Vincent	X		x			

Approval on next page.

TOWN OF JEROME

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

WORK SESSION OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Thursday, November 26, 2018 TIME: 5:00 pm

PLACE: **JEROME CIVIC CENTER**
600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Joni Savage on December 5, 2018

Approved: _____ Date: _____
Planning & Zoning Commission Chair

Attest: _____ Date: _____
Planning & Zoning Commission Vice Chair

DRAFT



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

December 5, 2018

ITEM 4: PROPOSED ZONE CHANGE FOR PARCELS LOCATED ON NORTH AVE AND HAMPSHIRE AVE.

PETITIONER: HEATHER & ROBERT DOSS

APN 401-11-05A

ZONE: R1-5

ADDRESS: 896 HAMPSHIRE AVE.

Zoning Administrator presents packet from working session with addition of A.R.S. 9-462-01, 04, & 05, a comparison of the R1-5 with the R-2 Zone and a summary of the Historic Overlay District for the Town of Jerome.

No additional public comments or proposals have been received by Zoning at this time.

P&Z to continue discussion.

Charlotte Page, Zoning Administrator

9-462.01. Zoning regulations; public hearing; definitions

A. Pursuant to this article, the legislative body of any municipality by ordinance may in order to conserve and promote the public health, safety and general welfare:

1. Regulate the use of buildings, structures and land as between agriculture, residence, industry, business and other purposes.

2. Regulate signs and billboards.

3. Regulate the location, height, bulk, number of stories and size of buildings and structures, the size and use of lots, yards, courts and other open spaces, the percentage of a lot that may be occupied by a building or structure, access to incident solar energy and the intensity of land use.

4. Establish requirements for off-street parking and loading.

5. Establish and maintain building setback lines.

6. Create civic districts around civic centers, public parks, public buildings or public grounds and establish regulations for the civic districts.

7. Require as a condition of rezoning public dedication of rights-of-way as streets, alleys, public ways, drainage and public utilities as are reasonably required by or related to the effect of the rezoning.

8. Establish floodplain zoning districts and regulations to protect life and property from the hazards of periodic inundation. Regulations may include variable lot sizes, special grading or drainage requirements, or other requirements deemed necessary for the public health, safety or general welfare.

9. Establish special zoning districts or regulations for certain lands characterized by adverse topography, adverse soils, subsidence of the earth, high water table, lack of water or other natural or man-made hazards to life or property. Regulations may include variable lot sizes, special grading or drainage requirements, or other requirements deemed necessary for the public health, safety or general welfare.

10. Establish districts of historical significance provided that:

(a) The ordinances may require that special permission be obtained for any development within the district if the legislative body has adopted a plan for the preservation of districts of historical significance that meets the requirements of subdivision (b) of this paragraph, and the criteria contained in the ordinance are consistent with the objectives set forth in the plan.

(b) A plan for the preservation of districts of historical significance shall identify districts of special historical significance, state the objectives to be sought concerning the development or preservation of sites, area and structures within the district, and formulate a program for public action including the provision of public facilities and the regulation of private development and demolition necessary to realize these objectives.

(c) The ordinance establishing districts of historical significance shall set forth standards necessary to preserve the historical character of the area so designated.

(d) The ordinances may designate or authorize any committee, commission, department or person to designate structures or sites of special historical significance in accordance with criteria contained in the ordinance, and no designation shall be made except after a public hearing on notice of the owners of record of the property designated of special historical significance. The ordinances may require that special permission be obtained for any development respecting the structures or sites.

11. Establish age-specific community zoning districts in which residency is restricted to a head of a household or spouse who must be of a specific age or older and in which minors are prohibited from living in the home. Age-specific community zoning districts shall not be overlaid over property without the permission of all owners of property included as part of the district unless all of the property in the district has been developed, advertised and sold or rented under specific age restrictions. The establishment of age-specific community zoning districts is subject to all of the public notice requirements and other procedures prescribed by this article.

12. Establish procedures, methods and standards for the transfer of development rights within its jurisdiction. Any proposed transfer of development rights from the sending property or to the receiving property shall be subject to the notice and hearing requirements of section 9-462.04 and shall be subject to the approval and consent of the property owners of both the sending and receiving property. Before any transfer of development rights, a municipality shall adopt an ordinance providing for:

(a) The issuance and recordation of the instruments necessary to sever development rights from the sending property and to affix development rights to the receiving property. These instruments shall be executed by the affected property owners and lienholders.

(b) The preservation of the character of the sending property and assurance that the prohibitions against the use and development of the sending property shall bind the landowner and every successor in interest to the landowner.

(c) The severance of transferable development rights from the sending property and the delayed transfer of development rights to a receiving property.

(d) The purchase, sale, exchange or other conveyance of transferable development rights before the rights being affixed to a receiving property.

(e) A system for monitoring the severance, ownership, assignment and transfer of transferable development rights.

(f) The right of a municipality to purchase development rights and to hold them for resale.

(g) The right of a municipality at its discretion to enter into an Intergovernmental agreement with another municipality or a county for the transfer of development rights between jurisdictions. The transfer shall comply with this paragraph, except that if the sending property is located in an unincorporated area of a county, the approval of the development rights to be sent to a municipality shall comply with section 11-817.

B. For the purposes of subsection A of this section, the legislative body may divide a municipality, or portion of a municipality, into zones of the number, shape and area it deems best suited to carry out the purpose of this article and articles 6, 6.2 and 6.3 of this chapter.

C. All zoning regulations shall be uniform for each class or kind of building or use of land throughout each zone, but the regulations in one type of zone may differ from those in other types of zones as follows:

1. Within individual zones, there may be uses permitted on a conditional basis under which additional requirements must be met, including requiring site plan review and approval by the planning agency. The conditional uses are generally characterized by any of the following:

(a) Infrequency of use.

(b) High degree of traffic generation.

(c) Requirement of large land area.

2. Within residential zones, the regulations may permit modifications to minimum yard lot area and height requirements.

D. To carry out the purposes of this article and articles 6 and 6.2 of this chapter, the legislative body may adopt overlay zoning districts and regulations applicable to particular buildings, structures and land within individual zones. For the purposes of this subsection, "overlay zoning district" means a special zoning district that includes regulations that modify regulations in another zoning district with which the overlay zoning district is combined. Overlay zoning districts and regulations shall be adopted pursuant to section 9-462.04.

E. The legislative body may approve a change of zone conditioned on a schedule for development of the specific use or uses for which rezoning is requested. If at the expiration of this period the property has not been improved for the use for which it was conditionally approved, the legislative body, after notification by certified mail to the owner and applicant who requested the rezoning, shall schedule a public hearing to take administrative action to extend, remove or determine compliance with the schedule for development or take legislative action to cause the property to revert to its former zoning classification.

F. All zoning and rezoning ordinances or regulations adopted under this article shall be consistent with and conform to the adopted general plan of the municipality, if any, as adopted under article 6 of this chapter. In the case of uncertainty in construing or applying the conformity of any part of a proposed rezoning ordinance to the adopted general plan of the municipality, the ordinance shall be construed in a manner that will further the implementation of, and not be contrary to, the goals, policies and applicable elements of the general plan. A rezoning ordinance conforms with the land use element of the general plan if it proposes land uses, densities or intensities within the range of identified uses, densities and intensities of the land use element of the general plan.

G. A regulation or ordinance under this section may not prevent or restrict agricultural composting on farmland that is five or more contiguous acres and that meets the requirements of this subsection. An agricultural composting operation shall notify in writing the legislative body of the municipality and the nearest fire department of the location of the composting operation. If the nearest fire department is located in a different municipality from the agricultural composting operation, the agricultural composting operation shall also notify in writing the fire department of the municipality in which the operation is located. Agricultural composting is subject to sections 3-112 and 49-141. Agricultural composting may not be conducted within one thousand three hundred twenty feet of an existing residential use, unless the operations are conducted on farmland or land leased in association with farmland. Any disposal of manure shall comply with section 49-247. For the purposes of this subsection:

1. "Agricultural composting" means the controlled biological decomposition of organic solid waste under in-vessel anaerobic or aerobic conditions where all or part of the materials are generated on the farmland or will be used on the farmland associated with the agricultural composting operation.

2. "Farmland" has the same meaning prescribed in section 3-111 and is subject to regulation under section 49-247.

H. A municipality may not adopt a land use regulation or impose any condition for issuance of a building or use permit or other approval that violates section 9-461.16.

I. In accordance with article II, sections 1 and 2, Constitution of Arizona, the legislative body of a municipality shall consider the individual property rights and personal liberties of the residents of the municipality before adopting any zoning ordinance.

J. A municipality may not adopt or enforce a land use regulation that requires the property on which a nongovernmental primary or secondary school operates to be larger than one acre.

K. For the purposes of this section:

1. "Development rights" means the maximum development that would be allowed on the sending property under any general or specific plan and local zoning ordinance of a municipality in effect on the date the municipality adopts an ordinance pursuant to subsection A, paragraph 12 of this section respecting the permissible use, area, bulk or height of improvements made to the lot or parcel. Development rights may be calculated and allocated in accordance with factors including dwelling units, area, floor area, floor area ratio, height limitations, traffic generation or any other criteria that will quantify a value for the development rights in a manner that will carry out the objectives of this section.

2. "Receiving property" means a lot or parcel within which development rights are increased pursuant to a transfer of development rights. Receiving property shall be appropriate and suitable for development and shall be sufficient to accommodate the transferable development rights of the sending property without substantial adverse environmental, economic or social impact to the receiving property or to neighboring property.

3. "Sending property" means a lot or parcel with special characteristics, including farmland, woodland, desert land, mountain land, floodplain, natural habitats, recreation or parkland, including golf course area, or land that has unique aesthetic, architectural or historic value that a municipality desires to protect from future development.

4. "Transfer of development rights" means the process by which development rights from a sending property are affixed to one or more receiving properties.

9-462.04. Public hearing required; definition

A. If the municipality has a planning commission or a hearing officer, the planning commission or hearing officer shall hold a public hearing on any zoning ordinance. Notice of the time and place of the hearing including a general explanation of the matter to be considered and including a general description of the area affected shall be given at least fifteen days before the hearing in the following manner:

1. The notice shall be published at least once in a newspaper of general circulation published or circulated in the municipality, or if there is none, it shall be posted on the affected property in such a manner as to be legible from the public right-of-way and in at least ten public places in the municipality. A posted notice shall be printed so that the following are visible from a distance of one hundred feet: the word "zoning", the present zoning district classification, the proposed zoning district classification and the date and time of the hearing.

2. In proceedings involving rezoning of land that abuts other municipalities or unincorporated areas of the county or a combination thereof, copies of the notice of public hearing shall be transmitted to the planning agency of the governmental unit abutting such land. In proceedings involving rezoning of land that is located within the territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, the municipality shall send copies of the notice of public hearing by first class mail to the military airport. In addition to notice by publication, a municipality may give notice of the hearing in any other manner that the municipality deems necessary or desirable.

3. In proceedings that are not initiated by the property owner involving rezoning of land that may change the zoning classification, notice by first class mail shall be sent to each real property owner, as shown on the last assessment of the property, of the area to be rezoned and all property owners, as shown on the last assessment of the property, within three hundred feet of the property to be rezoned.

4. In proceedings involving one or more of the following proposed changes or related series of changes in the standards governing land uses, notice shall be provided in the manner prescribed by paragraph 5 of this subsection:

(a) A ten percent or more increase or decrease in the number of square feet or units that may be developed.

(b) A ten percent or more increase or reduction in the allowable height of buildings.

(c) An increase or reduction in the allowable number of stories of buildings.

(d) A ten percent or more increase or decrease in setback or open space requirements.

(e) An increase or reduction in permitted uses.

5. In proceedings governed by paragraph 4 of this subsection, the municipality shall provide notice to real property owners pursuant to at least one of the following notification procedures:

(a) Notice shall be sent by first class mail to each real property owner, as shown on the last assessment, whose real property is directly governed by the changes.

(b) If the municipality issues utility bills or other mass mailings that periodically include notices or other informational or advertising materials, the municipality shall include notice of the changes with such utility bills or other mailings.

(c) The municipality shall publish the changes before the first hearing on such changes in a newspaper of general circulation in the municipality. The changes shall be published in a "display ad" covering not less than one-eighth of a full page.

6. If notice is provided pursuant to paragraph 5, subdivision (b) or (c) of this subsection, the municipality shall also send notice by first class mail to persons who register their names and addresses with the municipality as being interested in receiving such notice. The municipality may charge a fee not to exceed five dollars per year for providing this service and may adopt procedures to implement this paragraph.

7. Notwithstanding the notice requirements in paragraph 4 of this subsection, the failure of any person or entity to receive notice does not constitute grounds for any court to invalidate the actions of a municipality for which the notice was given.

B. If the matter to be considered applies to territory in a high noise or accident potential zone as defined in section 28-8461, the notice prescribed in subsection A of this section shall include a general statement that the matter applies to property located in the high noise or accident potential zone.

C. After the hearing, the planning commission or hearing officer shall render a decision in the form of a written recommendation to the governing body. The recommendation shall include the reasons for the recommendation and be transmitted to the governing body in such form and manner as may be specified by the governing body.

D. If the planning commission or hearing officer has held a public hearing, the governing body may adopt the recommendations of the planning commission or hearing officer without holding a second public hearing if there is no objection, request for public hearing or other protest. The governing body shall hold a public hearing if requested by the party aggrieved or any member of the public or of the governing body, or, in any case, if a public hearing has not been held by the planning commission or hearing officer. In municipalities with territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, the governing body shall hold a public hearing if, after notice is transmitted to the military airport pursuant to subsection A of this section and before the public hearing, the military airport provides comments or analysis concerning the compatibility of the proposed rezoning with the high noise or accident potential generated by military airport or ancillary military facility operations that may have an adverse impact on public health and safety, and the governing body shall consider and analyze the comments or analysis before making a final determination. Notice of the time and place of the hearing shall be given in the time and manner provided for the giving of notice of the hearing by the planning commission as specified in subsection A of this section. A municipality may give additional notice of the hearing in any other manner as the municipality deems necessary or desirable.

E. A municipality may enact an ordinance authorizing county zoning to continue in effect until municipal zoning is applied to land previously zoned by the county and annexed by the municipality, but in no event for longer than six months after the annexation.

F. A municipality is not required to adopt a general plan before the adoption of a zoning ordinance.

G. If there is no planning commission or hearing officer, the governing body of the municipality shall perform the functions assigned to the planning commission or hearing officer.

H. If the owners of twenty percent or more of the property by area and number of lots, tracts and condominium units within the zoning area of the affected property file a protest in writing against a proposed amendment, the change shall not become effective except by the favorable vote of three-fourths of all members of the governing body of the municipality. If any members of the governing body are unable to vote on such a question because of a conflict of interest, then the required number of votes for passage of the question shall be three-fourths of the remaining membership of the governing body, provided that such required number of votes shall in no event be less than a majority of the full membership of the legally established governing body. For the purposes of this subsection, the vote shall be rounded to the nearest whole number. A protest filed pursuant to this subsection shall be signed by the property owners opposing the proposed amendment and filed in the office of the clerk of the municipality not later than 12:00 noon one business day before the date on which the governing body will vote on the proposed amendment or on an earlier time and date established by the governing body.

I. In applying an open space element or a growth element of a general plan, a parcel of land shall not be rezoned for open space, recreation, conservation or agriculture unless the owner of the land consents to the rezoning in writing.

J. Notwithstanding section 19-142, subsection B, a decision by the governing body involving rezoning of land that is not owned by the municipality and that changes the zoning classification of such land may not be enacted as an emergency measure and the change shall not be effective for at least thirty days after final approval of the change in classification by the governing body.

K. For the purposes of this section, "zoning area" means both of the following:

1. The area within one hundred fifty feet, including all rights-of-way, of the affected property subject to the proposed amendment or change.
2. The area of the proposed amendment or change.

9-462.05. Enforcement

A. The legislative body of a municipality has authority to enforce any zoning ordinance enacted pursuant to this article in the same manner as other municipal ordinances are enforced.

B. If any building structure is erected, constructed, reconstructed, altered, repaired, converted or maintained or any building, structure or land is used in violation of the provisions of this article or of any ordinance adopted pursuant to the provisions of this article, the legislative body of the municipality may institute any appropriate action to:

1. Prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance or use.

2. Restrain, correct or abate the violation.

3. Prevent the occupancy of such building, structure or land.

4. Prevent any illegal act, conduct, business or use in or about such premises.

C. By ordinance, the legislative body shall establish the office of zoning administrator. The zoning administrator is charged with responsibility for enforcement of the zoning ordinance.

D. By ordinance, the legislative body shall establish all necessary and appropriate rules and procedures governing application for zoning amendment, review and approval of plans, issuance of any necessary permits or compliance certificates, inspection of buildings, structures and lands and any other actions which may be considered necessary or desirable for enforcement of the zoning ordinance.

Charlotte Page

From: Robert Doss <hr.doss820@hotmail.com>
Sent: Tuesday, November 6, 2018 12:04 PM
To: Charlotte Page
Subject: Explanation of zone change from R1-5 to R2

November 6, 2018

To Whom It May Concern:

We are petitioning a Zone change from an R1-5 to Zone R2 so we can apply for a "legal" duplex. The area we reside in seems to be a perfect opportunity in Jerome for this zone change. We are currently surrounded by Industrial Zoning. Also, parking for those residents and land owners who want to apply for a duplex seems not to be an issue.

Thank you,
Robert and Heather Doss

Get [Outlook for Android](#)

SECTION 506. "R-2" ZONE, MULTIPLE FAMILY RESIDENTIAL

A. PURPOSE

This district is intended to fulfill the need for medium density residential development regulations and property development standards are designed to **allow maximum flexibility and variety in residential development** while prohibiting all incompatible activities. Land use is composed chiefly of **individual and multiple family homes**, together with required recreational, religious, and educational facilities.

B. PERMITTED USES

1. One (1) single-family dwelling or one (1) modular home per lot. Mobile homes are prohibited.
2. **Multiple family dwellings and apartment houses.**
3. Customary accessory uses and buildings, provided such uses are incidental to the principal use.
4. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion of or abandonment of the construction work.
5. Publicly owned and operated parks and recreation areas and centers.
6. Home occupations.

C. CONDITIONAL USES

1. Churches or similar places of worship.
2. Schools: Public or private elementary and high.
3. Colleges, universities, and professional schools having a regular curriculum.
4. Nursery Schools and Day Care Centers.
5. Public buildings.
6. Public utility buildings, structures, or appurtenances thereto for public service use.
7. Libraries.
8. Model homes.
9. **Hospitals, clinics, medical and dental offices.**
10. **Nursing Homes and Convalescent Homes.**
11. **Boarding or Rooming House.**
12. Bed and Breakfast.
13. **RESERVED** *pending approval or rejection by voters in August 2014 of Ordinance 405.*

D. PROPERTY DEVELOPMENT STANDARDS

1. **MINIMUM LOT AREA:** Five thousand (5,000) square feet.
2. **MINIMUM LOT WIDTH:** Fifty (50) feet.
3. **MINIMUM SQUARE FOOTAGE OF DWELLING:** Eight hundred and fifty (850) square feet of enclosed floor space exclusive of any attached garage.

SECTION 505. "R1-5" ZONE, SINGLE FAMILY RESIDENTIAL

A. PURPOSE

This district is intended to fulfill the need for medium density single family residential development. Regulations and property development standards are designed to protect the single family residential character of the district and to prohibit all incompatible activities. Land use is composed chiefly of individual homes, together with required recreational, religious, and educational facilities.

B. PERMITTED USES

1. One (1) single-family dwelling or one (1) modular home per lot. Mobile homes are prohibited.
2. Customary accessory uses and buildings, provided such uses are incidental to the principal use.
3. Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion of or abandonment of the construction work.
4. Publicly owned and operated parks and recreation areas and centers.
5. Home occupations.

C. CONDITIONAL USES

1. Churches or similar places of worship.
2. Schools: Public or private elementary and high.
3. Colleges, universities, and professional schools having a regular curriculum.
4. Nursery Schools and Day Care Centers.
5. Public buildings.
6. Public utility buildings, structures, or appurtenances thereto for public service use.
7. Libraries.
8. Model homes
9. Bed and Breakfast
10. RESERVED *pending approval or rejection by voters in August 2014 of Ordinance 405.*

D. PROPERTY DEVELOPMENT STANDARDS

1. MINIMUM LOT AREA: Five thousand (5,000) square feet.
2. MINIMUM LOT WIDTH: Fifty (50) feet.
3. MINIMUM SQUARE FOOTAGE OF DWELLING: Eight hundred and fifty (850) square feet of enclosed floor space exclusive of any attached garage.
4. MAXIMUM LOT COVERAGE: Not more than sixty (60) percent of the net area of the lot may be covered by the main building and all accessory buildings.
5. YARDS:
 - a. Front Yard:

SECTION 511. HISTORIC OVERLAY DISTRICT

A. PURPOSE

The purpose of the Historic Overlay District is to preserve and protect the historical quality and distinctive architectural character of the Town of Jerome since Jerome's economic and environmental well-being depends exclusively upon its distinctive character, natural attractiveness, and overall architectural quality which contribute substantially to its viability as a recreation and tourist center and which contributed to its designation as a National Historic Landmark.

B. DISTRICT RESTRICTIONS

The exterior designs of proposed new buildings and structures, proposed alterations of buildings and structures, landscaping plans, proposed signs, and proposed demolition of buildings and structures within the Historic Overlay District shall be reviewed by the Design Review Board in accordance with the provisions of Section 304 of this Ordinance to ensure that all new development is compatible with the surrounding environment.









C. DISTRICT BOUNDARIES

The Historic Overlay District shall include all areas within the corporate limits of the Town of Jerome.

Petition to Rezone 896 Hampshire and nearby properties

Summary: Signatures below represent property owners directly affected by the proposed creation of an R-2 Zone replacing an R1-5 Zone, to allow multi-family occupation. The proposed R-2 Zone will encompass 10, 18 & 21 North Drive, and 858 Hampshire, 860 Hampshire, 867 Hampshire, 874 Hampshire, 884 Hampshire, 886 Hampshire, 888 Hampshire, 894 Hampshire, 896 Hampshire, 898 Hampshire and a vacant lot identified as 401-11-002A.

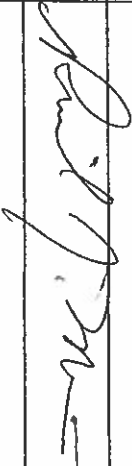
Action Petitioned For: We the undersigned are property owners who agree an R-2 Zoning should be applied to the addresses above.

Date	Signature	Printed Name	Address	Comment
6 Nov 2018		Robert J. McWhirter	2730 3rd Motor Dr SE Tomball, TX 77352	
6 Nov 2018		Richard J. Finner	880 Hampshire Ave, Apt 101 Tomball, TX 77352	
6 Nov 2018		Jayne Doss	888 Hampshire Ave	Jerome Ave 86331
6 Nov 2018		Wayne Keller	888 Hampshire	
6 Nov 2018		Bobby Heather Doss	896 Hampshire	
6 Nov 2018		Travis Marci	894 Hampshire	
6 Nov 2018		Heather Doss	896 Hampshire Ave	
6 Nov 2018		Stephanie Cauto	898 Hampshire Ave	

Petition to Rezone 896 Hampshire and nearby properties

Summary: Signatures below represent property owners directly affected by the proposed creation of an R-2 Zone replacing an R1-5 Zone, to allow multi-family occupation. The proposed R-2 Zone will encompass 10, 18 & 21 North Drive, and 858 Hampshire, 860 Hampshire, 867 Hampshire, 874 Hampshire, 884 Hampshire, 886 Hampshire, 888 Hampshire, 894 Hampshire, 896 Hampshire, 898 Hampshire and a vacant lot identified as 401-11-002A.

Action Petitioned For: We the undersigned are property owners who agree an R-2 Zoning should be applied to the addresses above.

Date	Signature	Printed Name	Address	Comment
11/7/18		Richard J Martin	Box 43 Jerome, AZ 86331	

Charlotte Page

From: Robert Doss <hr.doss820@hotmail.com>
Sent: Tuesday, November 6, 2018 7:54 PM
To: Charlotte Page
Subject: Fwd: latest petition

[Get Outlook for Android](#)

From: Stephanie Canto <stephanie86331@yahoo.com>
Sent: Tuesday, November 6, 2018 7:47:39 PM
To: hr.doss820@hotmail.com
Subject: RE: latest petition

To whom it may concern:

Robert and or Heather Doss has my permission to sign the most current Petition.

Sincerely,

Stephanie Canto
[\(661\) 416-5333](tel:6614165333)

Sent from my iPhone



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

NOTICE NEIGHBORHOOD MEETING TUESDAY NOVEMBER 6TH – 6:00 PM

LOCATION: 896 HAMPSHIRE AVE.

October 18, 2018

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear Sir or Madam,

A neighborhood meeting is planned to review a proposed zoning change that would affect the following properties: 10, 18 & 21 North Drive and 884, 886, 888, 894, 896, 898 Hampshire Ave., and a vacant lot identified as APN 401-11-002A on Hampshire Ave., in Jerome, Arizona.

A petition has circulated to owners at the properties named above requesting to change the zoning from R1-5 to R-2. The zoning change would allow future development within the proposed R-2 Zone for multi-family or apartment uses. It would not change the status of individual properties currently occupied as single-family residences. **Property owners would have to demonstrate compliance with all code provisions for the R-2 Zone to legally change their use.**

Single family residential use is a permitted use in a R-2 Zone described in Jerome's Zoning Ordinance.

Attending this meeting is recommended. A report will be generated to capture community input for support, concerns or issues raised by neighbors and other citizens that attend. After this meeting the proposed zoning change will be reviewed by P&Z, a public hearing will be announced and conducted, and the Town Council may grant or deny the request based on data acquired and community input.

Please contact me if you have questions about this, or if you have input and will be unable to attend the meeting.

Charlotte Page

Acting Zoning Administrator
Town of Jerome
600 Clark St.
Jerome, Arizona 86331
928.634.7943



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

NEIGHBORHOOD MEETING ATTENDEES

Proposed R-2 Zone Hampshire Ave. & North Dr.

Name	Address	Comments
Robert McWhirter	2730 N. Main St.	Tempe AZ 85262
Jayne Doss	8821 Hampshire Ave Jerome AZ 86331	Possibly splitting for when we are older in a year
WAYNE Koller	8882 Hampshire Jerome AZ 86331	and available to maneuver etc. etc. :)
Beth Ann McLoughlin	8918 Hampshire	
Francis Mores Marian Mores Stew Mores	894 Hampshire	
Scott Hudson	657 Main St	
Sybil Melody	150 NORTH DR	
Nancy R. Smith	858 Hampshire Ave Jerome AZ	
Jane Moore	747 Gulch Rd	
Margie Hardie	275 2nd St.	



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

Proposed R-2 Zone Hampshire Ave. & North Dr.

[illegible]

NEIGHBORHOOD MEETING, November 6, 2018

Proposed R-2 Zone Hampshire Ave. & North Dr.

A meeting was conducted at 896 Hampshire Ave at 6:00 pm on November 6, 2018. The following persons were in attendance:

*Robert McWhirter	2730 N. Morrow St., Tempe, AZ (21 North Dr.)
*Jayne Doss	888 Hampshire Ave.
*Wayne Koller	888 Hampshire Ave.
Brigid McLaughlin	898 Hampshire
*Steve Hanna	894 Hampshire representing Francis & Monique Marcil
Sybil Melody	150 North Dr.
Nancy R. Smith	858 Hampshire Ave.
Jane Moore	747 Gulch Rd.
Margie Hardie	275 2 nd St.
Carol Anne Teague	209 3 rd St.
Lance Schall	659 Giroux
*Robert Doss	896 Hampshire
*Heather Doss	896 Hampshire
Charlotte Page	38 Rich St.

*Property owners in the proposed R-2 Zone.

Property owners were asked if they have any tentative developments planned for their personal property based on this proposed R-2 Zone. The following input was given:

McWhirter	21 North Dr.	"continue as a duplex"
Robert & Heather Doss	896 Hampshire	"apply for a legal duplex"
Flagg	884, 886 Hampshire	"no plans or changes"
Flagg	401-11-021	"no plans or changes"
Marcil	894 Hampshire	"Single Family Residence"
Doss / Koller	888 Hampshire	"yes, future development, possibly splitting when we are later on in years and unable to maneuver stairs."

These property owners were not present at the Neighborhood Meeting:

Canto	898 Hampshire	no information
Martin	10 North Dr.	no immediate plans, verbal on phone
Weaver	18 North Dr.	no information

Questions were taken from the attendees:

Sybil Melody: Q. She has concern about the traffic, access to North Drive, and was considering the zone change would change all the properties into duplexes. Concern for increase in traffic and danger for access to 89A from the identified properties in the zone and from North Drive.

A. Zoning - First, the zoning change will not change the status of the existing single family homes in the proposed zone. The proposed R-2 Zone allows single family home as the first permitted use, and multi-family use as the second permitted use.

To have a legal duplex or a multi-family status, the individual property owners would also have to submit for a status change and will be required to demonstrate adequate parking and comply with all property development standards in the new zone for the request to be granted. (A handout of the R-2 Zone was available to attendees.)

There was discussion about what parking is required.

Single family homes require 2 spaces, apartment use requires 1.5 per unit. A duplex will require 3 parking spaces.

There was discussion about how newer built properties have been required to provide turn around space to access 89A without backing out of their driveways.

Robert McWhirter: Q. Are garage spaces allowed as a parking space?

A. Zoning - Yes, garages with interior spaces that meet the space requirements are accepted as parking space. The space requirement is 8' x 20', inside or out.

Nancy Smith: Q. What percentage of support does a zone change need to pass and what is the process?

A. Zoning - The land area owners must have 75% agreement. This petition currently has 91% support from the affected land owners with one owner not responding.

There was discussion as to if this owner would be counted as a negative. That the parcels in question are 'for sale' and under contract. There was input about the possible new owner being in support of this zone change as well.

A. Zoning - The current owner has not responded, if the parcel is acquired by others we would ask for support after they close and own the property.

The process for a zone change, in this example the land owner has brought a petition and made an application for the zone change. The petition is representing the land owners' support. The zoning department organized this neighborhood meeting by notifying neighbors within 300' by mail and posting the zone 15 days in advance of the meeting. The next step is the neighborhood meeting we are conducting. The Planning & Zoning commission will review the input from this meeting and either recommend additional information to be supplied or set a date for a public hearing. A public hearing notice will be posted in town and in the local newspaper, at least 15 days in advance of the hearing. The public hearing takes place at the next regular P&Z meeting. After the public hearing, depending on the community input, the P&Z will make a recommendation to Town Council or they may extend or reduce the proposed zone and another neighborhood meeting could be necessary. Eventually the cycle gets to a recommendation to Town Council by P&Z to either adopt or deny the request and will be scheduled on the next regular Town Council agenda for consideration as an Ordinance change. If the Council adopts the zoning change there is a second reading of the proposed Ordinance at a future Council meeting. During all these periods of waiting, public comment is considered. After a second reading, the ordinance can be adopted and would be effective 30 days later. Then, finally, a new zoning map would be drawn to reflect the zoning change.

Sybil Melody comments she is "not hot about this being extended to North Dr., and this is a 'big change for Jerome."

- A. Zoning – the block of properties is selected from one industrial zoned property and includes all properties to 21 North Dr., because the town would not support having any break in the zone. 21 North Dr could not be included unless the three properties indicated are accepted into the proposed zone.

Nancy Smith Q. She had understood this was more of a spot zone change initially and is not in favor of changing single properties. Now she would not oppose this zone change but still will not sign the petition.

- A. Zoning - The town's legal advice is to not have a 'spot' zone. This is why the proposed zone will end at the property that is zoned industrial.

Nancy Smith Q. Will individual properties be required to provide second meters for utilities.

- A. Zoning - Existing homes would have to gut their properties to separate water, electric and gas. This would not be a requirement for changing the legal status of an existing home. New development would be required to provide separate utilities as well as any safety measures required for multi family residential development.

Flagg, comments now days it is very expensive to build. He feels this is the coming trend that if a home has the space to become a duplex and collect supplemental income it covers some of the costs.

Robert Doss, comments he doesn't feel this would cause any real change, they have a large family, often have multiple guests and their property changing into a legal duplex wouldn't be much of an impact. He mentions the industrial wood shop and traffic to the high school with both artist businesses and apartments across the street, the town's maintenance to the sewer plant, tourist traffic to the cemetery, tours that access North Drive and again how newer built homes in this area have been required to provide turn around space so they would not back onto 89A. His input is these things have a greater affect on the neighborhood than the proposed zone change.

The evening concludes Jayne Doss commenting again about a property owner that hasn't responded shouldn't be counted as opposing.

Zoning agrees we will call that a 'no response' and then there are no more questions from the neighbors. Zoning say thank you to attendees and suggest that input at the P&Z meeting tomorrow (7:00 pm on November 7th) would be welcome.

TENTATIVE DEVELOPMENT PLAN

- Topography
 - county map was created showing the area's topography, attached
- Proposed street system
 - no changes are proposed
- Proposed block layouts
 - no blocks are proposed
- Proposed reservation for parks, parkways, playgrounds, recreation areas and other open space
 - none are proposed
- Off-Street parking space
 - examples are indicated on attached map
 - 401-11-008 21 North - has available space and exits at North Dr.
 - 401-11-007A & 401-11-007B 18 North - vacant, also exits at North Dr., parking depends on unplanned development
 - 401-11-006 10 North - indicates possible space on the map, this area is currently fenced, seems unlikely to provide adequate parking and turn around for multi family development. It does exit parking onto North Dr., would not back onto ADOT ROW on 89A.
 - 401-11-005B 898 Hampshire - indicates three parking spaces with possibility for adequate turnaround
 - 401-11-005A 896 Hampshire - indicates three spaces with off street turn around developed
 - 401-11-004 894 Hampshire - indicates three spaces on map and has possibility of turn around space at front of lot
 - 401-11-003 888 Hampshire - indicates three spaces on map and was developed with back up and turn around space at the rear of the residence, filed plans show two garage spaces at rear of the residence
 - 401-11-002C 886 Hampshire - indicates three spaces on map and was developed with turn around spaces
 - 401-11-002B 884 Hampshire - indicates three spaces on map and was developed with turn around spaces
 - 401-11-002A - no tentative development plan
- Types and uses of structures
 - these are currently and proposed for continued residential uses
 - no proposals were given for either vacant property
- Locations of structures, garages and/or parking spaces
 - refer to attached map
 - garages indicated with interior parking spaces
- A tabulation of the total number of acres in the proposed project and a percentage thereof designated for the proposed structures.
 - Area of the total number of acres in proposed zone =2.19 acres

- o no additional structures are proposed
 - improvements proposed at 21 North Ave
 - at 21 North the proposed building will increase the footprint with a total lot coverage estimated as 19.33% shown on the plans attached.
- Preliminary plans and elevations of the structure types
 - o preliminary plans for 21 North Ave are attached for review
 - o no additional plans that affect exterior of buildings are available

In summary, this tentative development involves seven (7) developed lots on Hampshire Ave., with current residential use. Two vacant lots are included. One has no plans of development at this time the other is for sale. The lot 'for sale' has not responded to support or not support the proposal. It is under contract and may soon belong to another owner. The final property, 21 North Ave., is in ruin and this owner would re-develop as a duplex if this zoning change is implemented.

Two neighbors nearby have inquired about having properties included in this proposed zone. Neither has a stated plan for additional development, one said they believe it could increase property value to be included in this change. These properties are:

401-11-031A	150 North Drive	owner Melody Sybil M Living Trust
401-11-012E	156 North Drive	owner Moffett Nelle



Founded 1876
Incorporated 1899

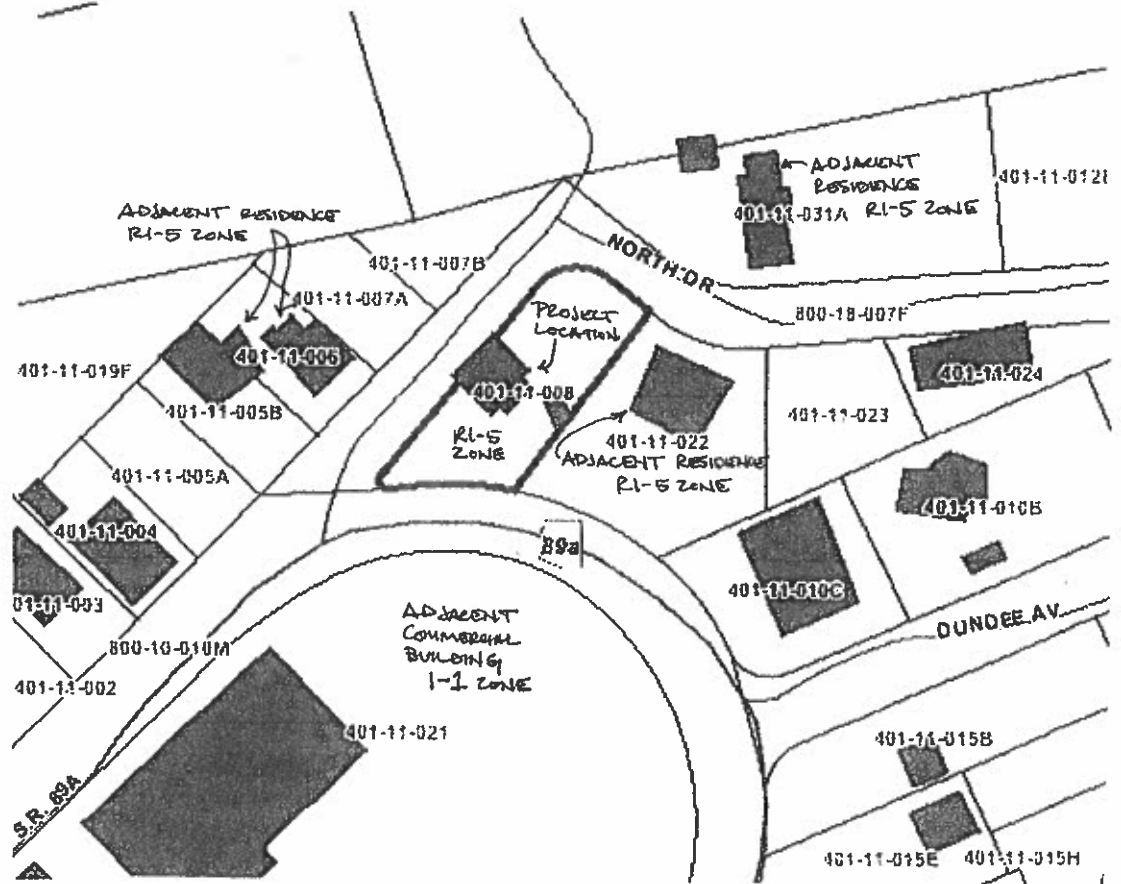
TOWN OF JEROME

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

TENTATIVE DEVELOPMENT PLAN

Proposed R-2 Zone Hampshire Ave. & North Dr.

Owner	APN /address	Describe any planned development
Robert McWitter & Maria Huerta X	401-11-008 / 21 North Dr.	will be at Neighborhood Mtg - yes Continue as a Duplex
George & Michelle Weaver	401-11-007A / 18 North Dr. Vacant 'for sale'	
Richard Martin ✓	401-11-006 / 10 North Dr.	
Stephanie Canto ✓	401-111-005B / 898 Hampshire	
Robert & Heather Doss X	401-11-005A / 896 Hampshire	APPLY for a legal Duplex
Monique & Francis Marcil X	401-11-004 / 894 Hampshire	Single Family Residence
Jayne Doss & Wayne Koeller X	401-11-003 / 888 Hampshire	yes future Development
Richard Flagg ✓	401-11-002C/ 886 Hampshire	No Development plans or changes
Kymi LLC Richard Flagg ✓	401-11-002B / 884 Hampshire	
Kymi LLC Richard Flagg ✓	401-11-002A / vacant	



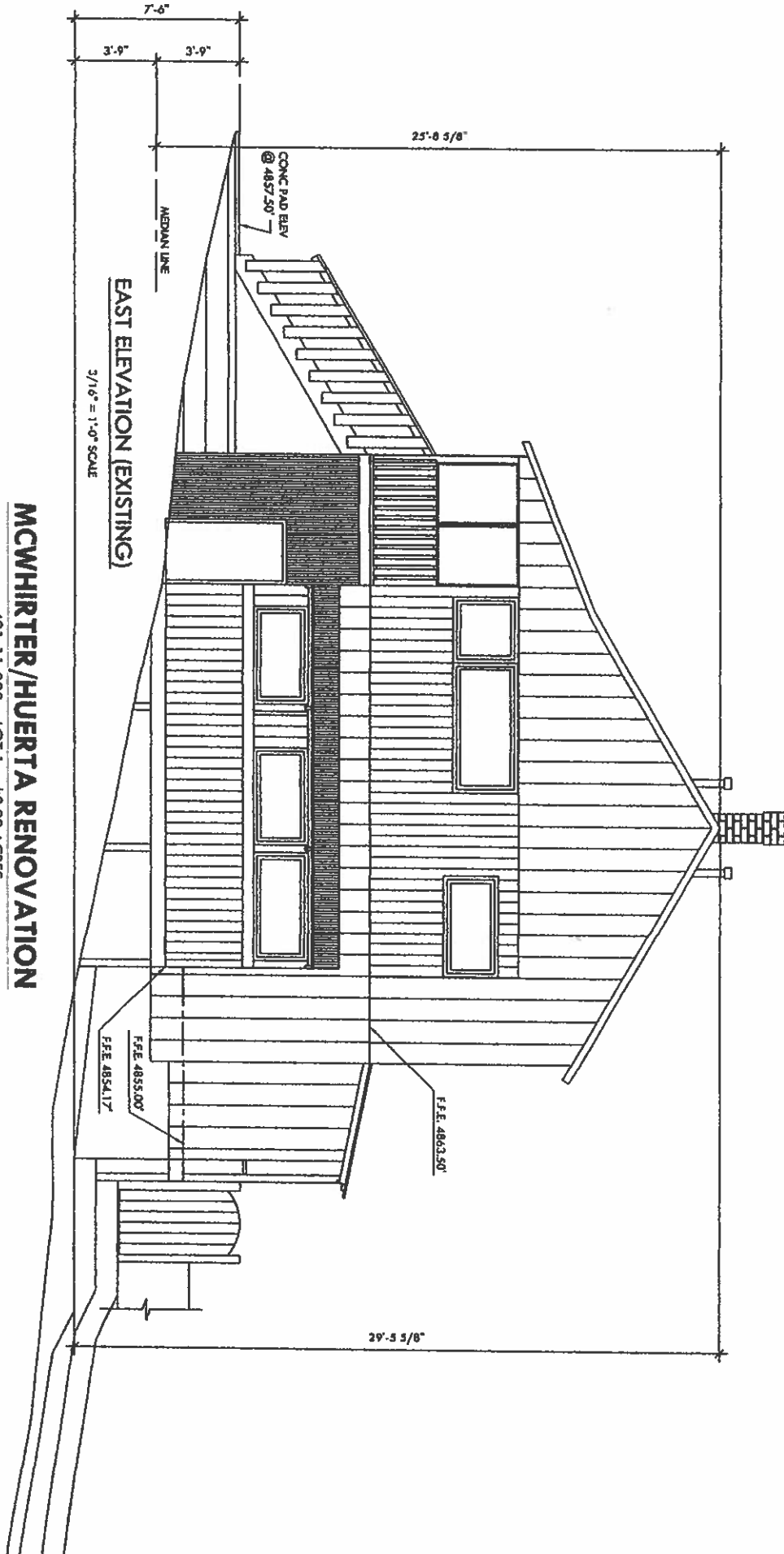
VICINITY SKETCH

NOT TO SCALE



MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES
 "DUNDEE PLACE"
 A SUBDIVISION IN SECTION 23,
 TOWNSHIP 16 NORTH, RANGE 2 EAST,
 GILA & SALT RIVER BASE & MERIDIAN,
 YAVAPAI COUNTY, ARIZONA

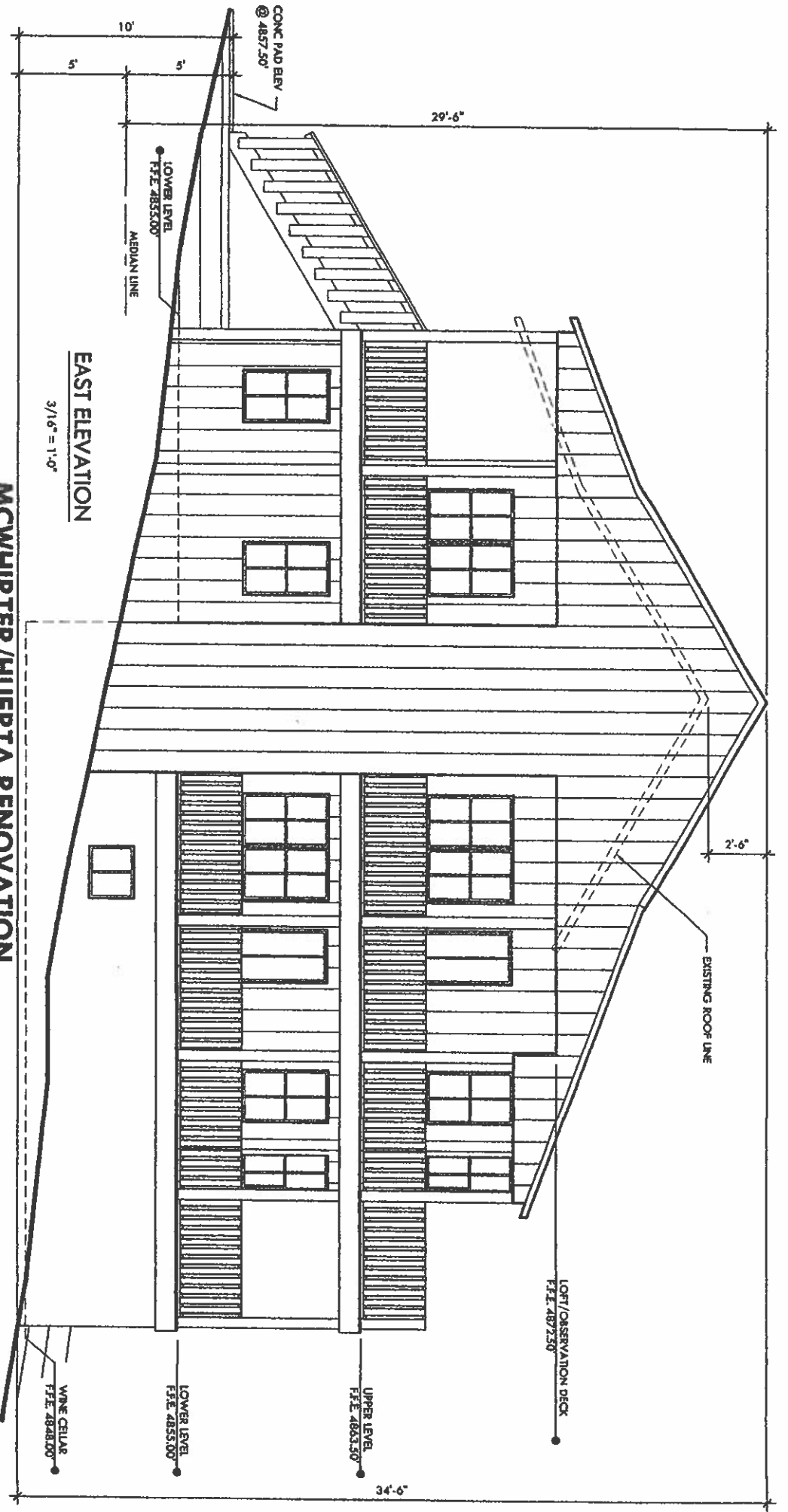


MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES

"DUNDEE PLACE"

A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA



EAST ELEVATION

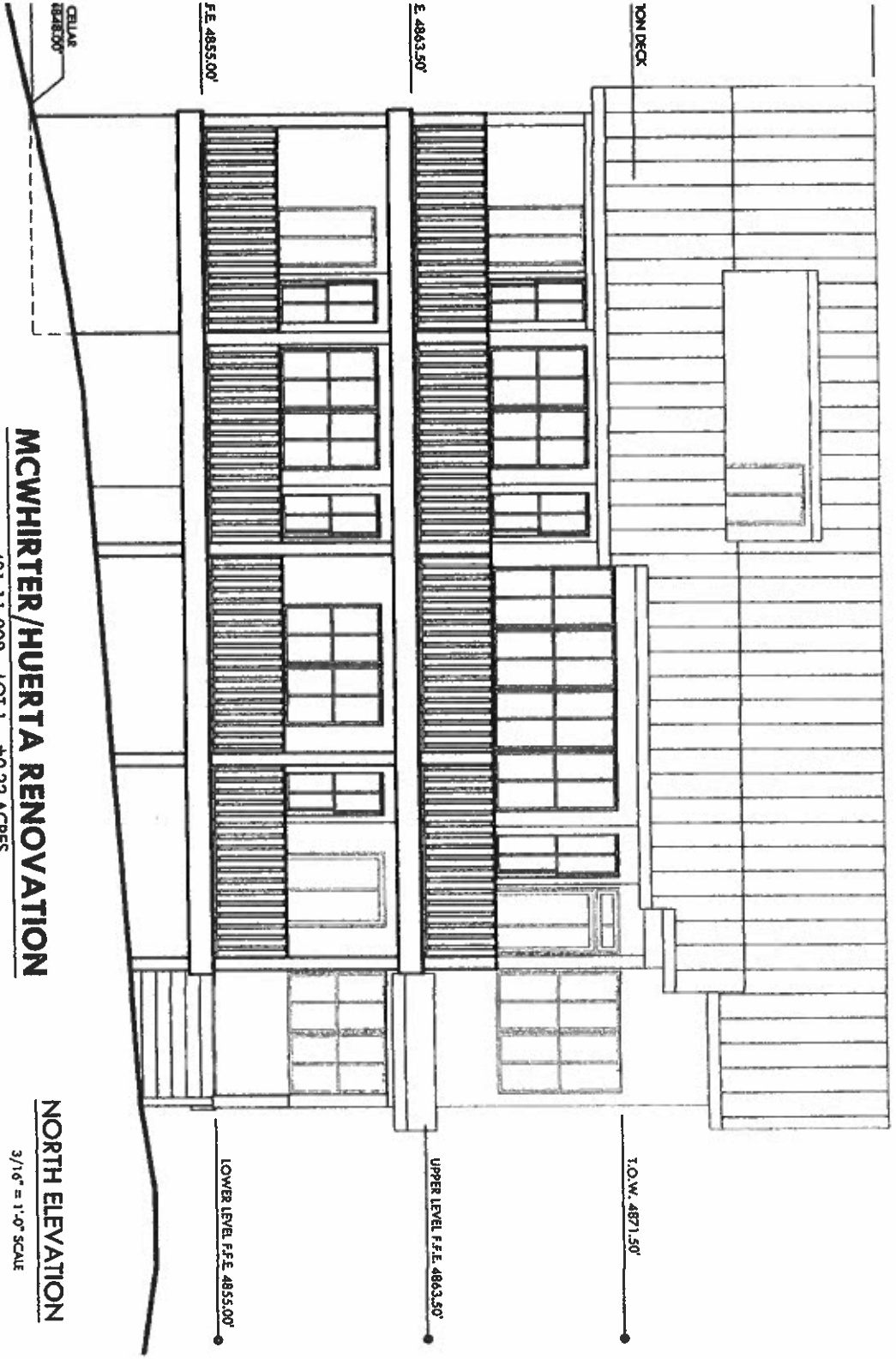
3/16" = 1'-0"

MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES

"DUNDEE PLACE"

A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA

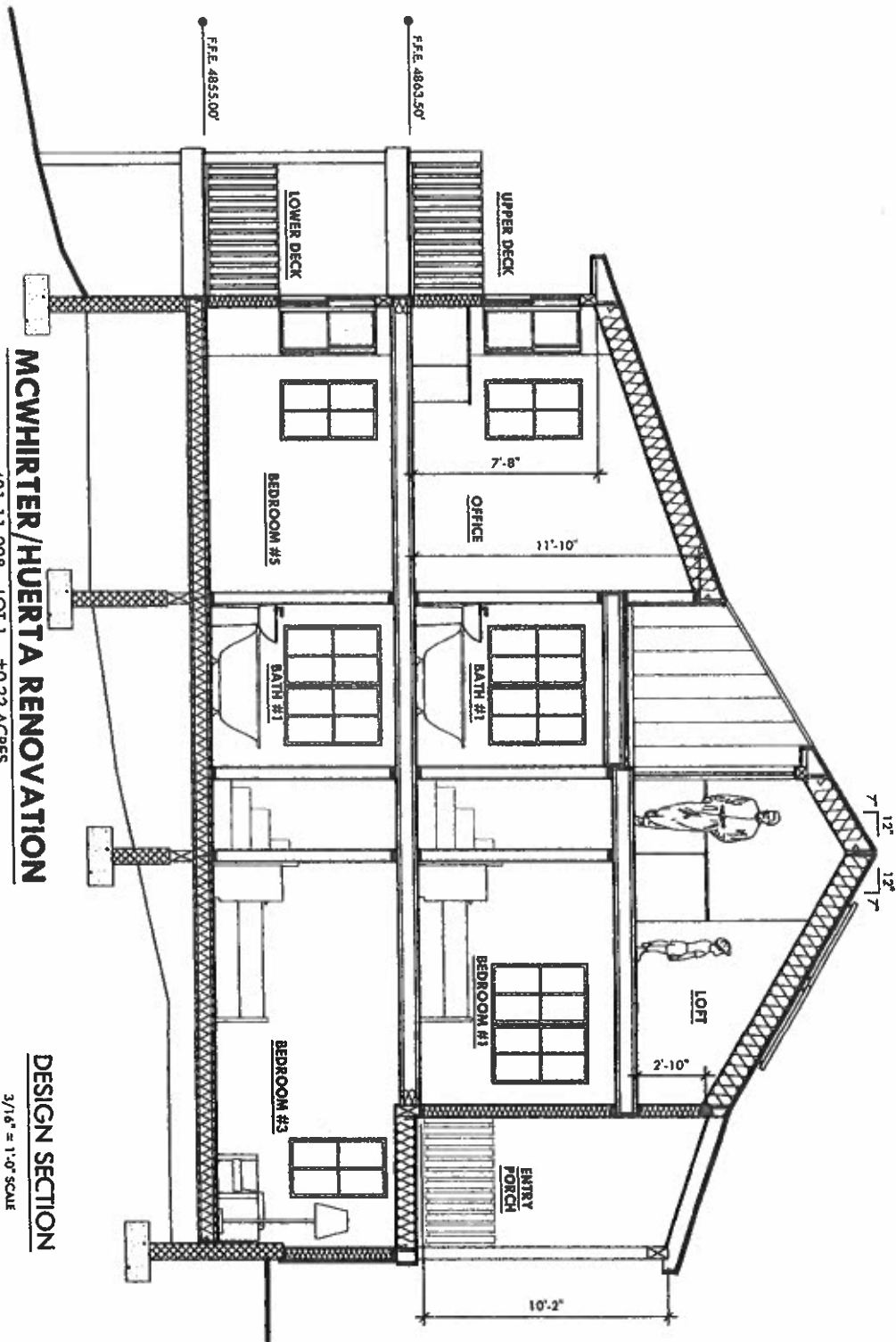


MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES
"DUNDEE PLACE"
A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA

NORTH ELEVATION

3/16" = 1'-0" SCALE



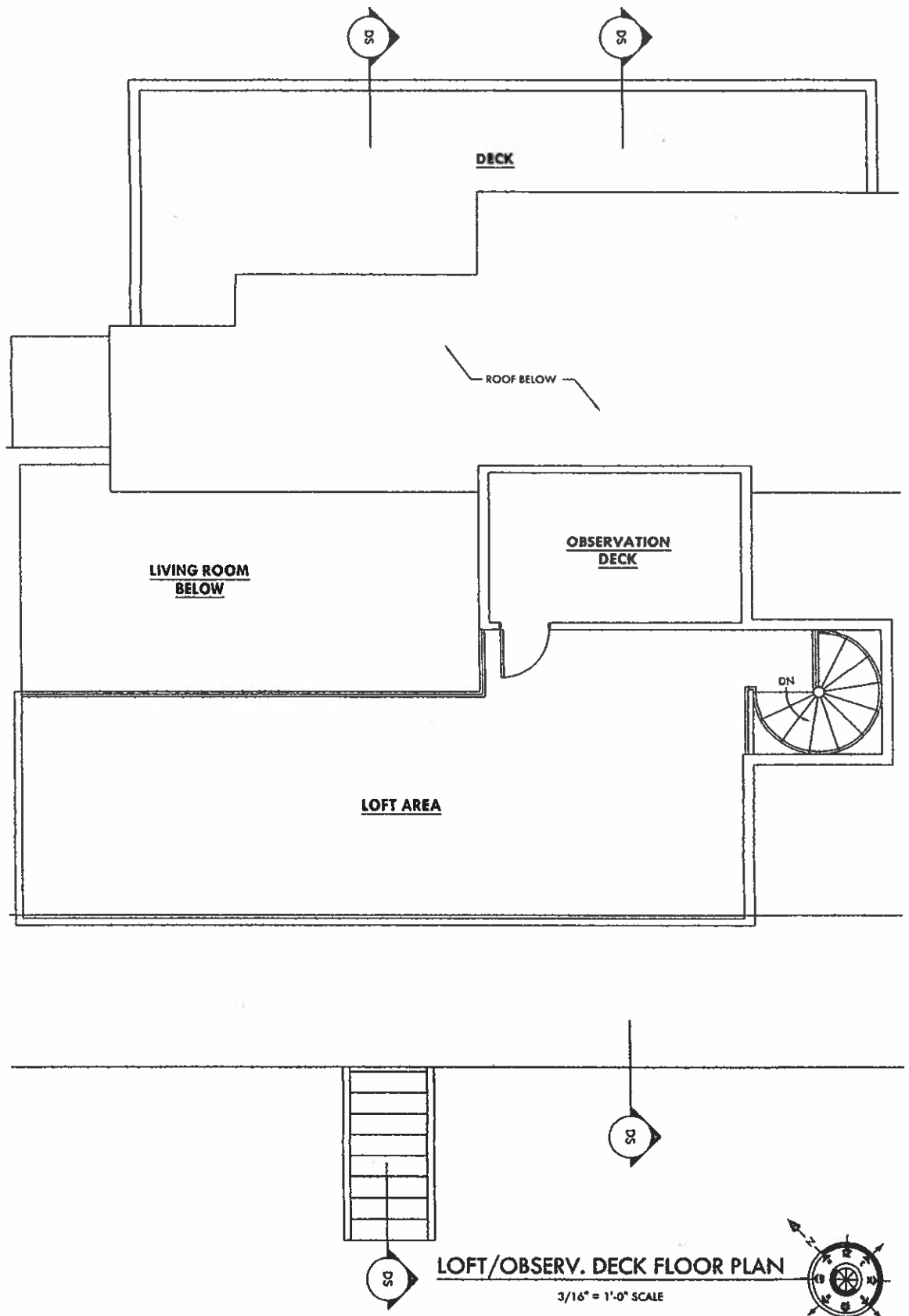
MCWHIRTER/HUERTA RENOVATION

401-13-008 LOT 1 ±0.22 ACRES

"DUNDEE PLACE"

A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA

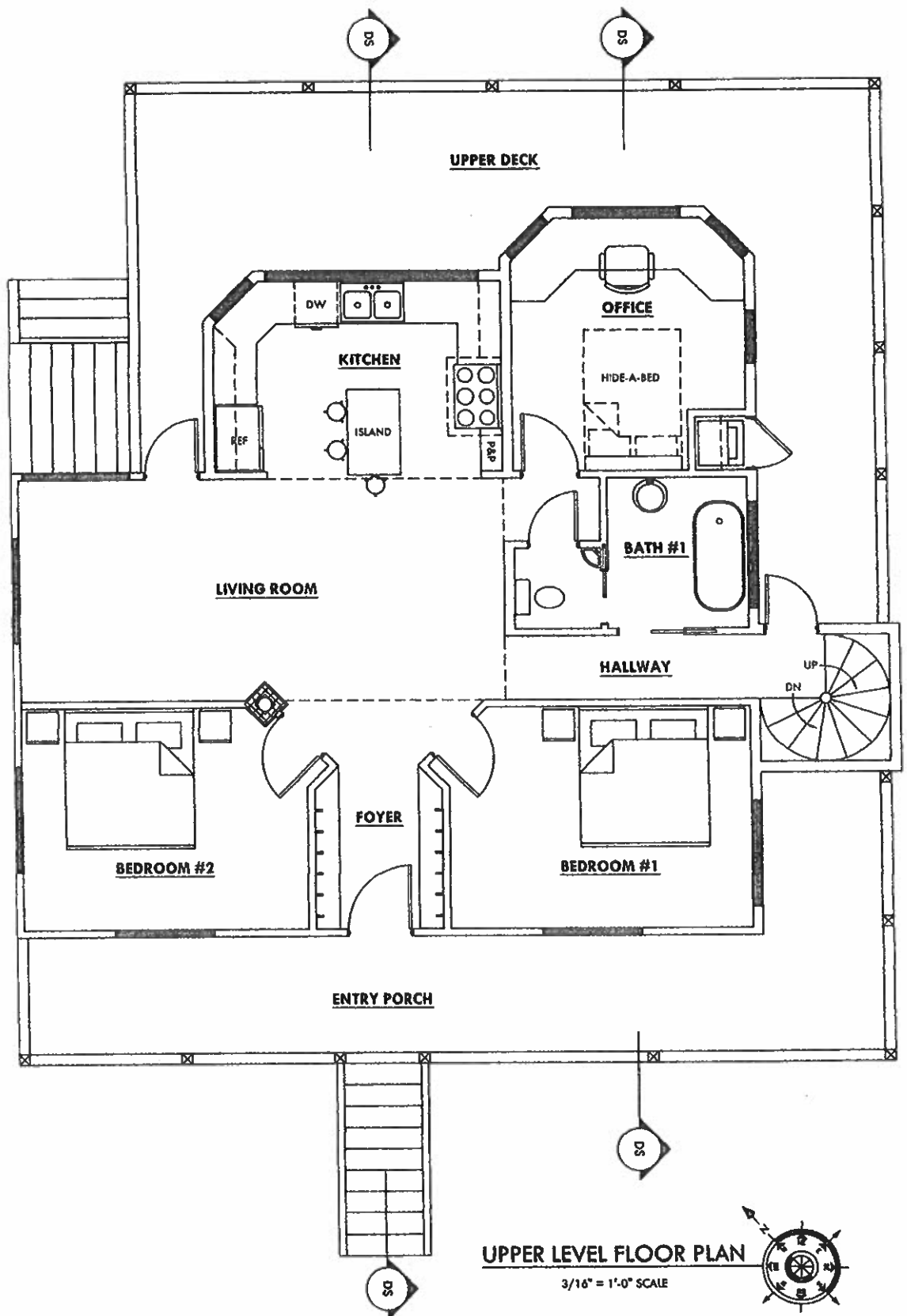
DESIGN SECTION



MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ± 0.22 ACRES
"DUNDEE PLACE"

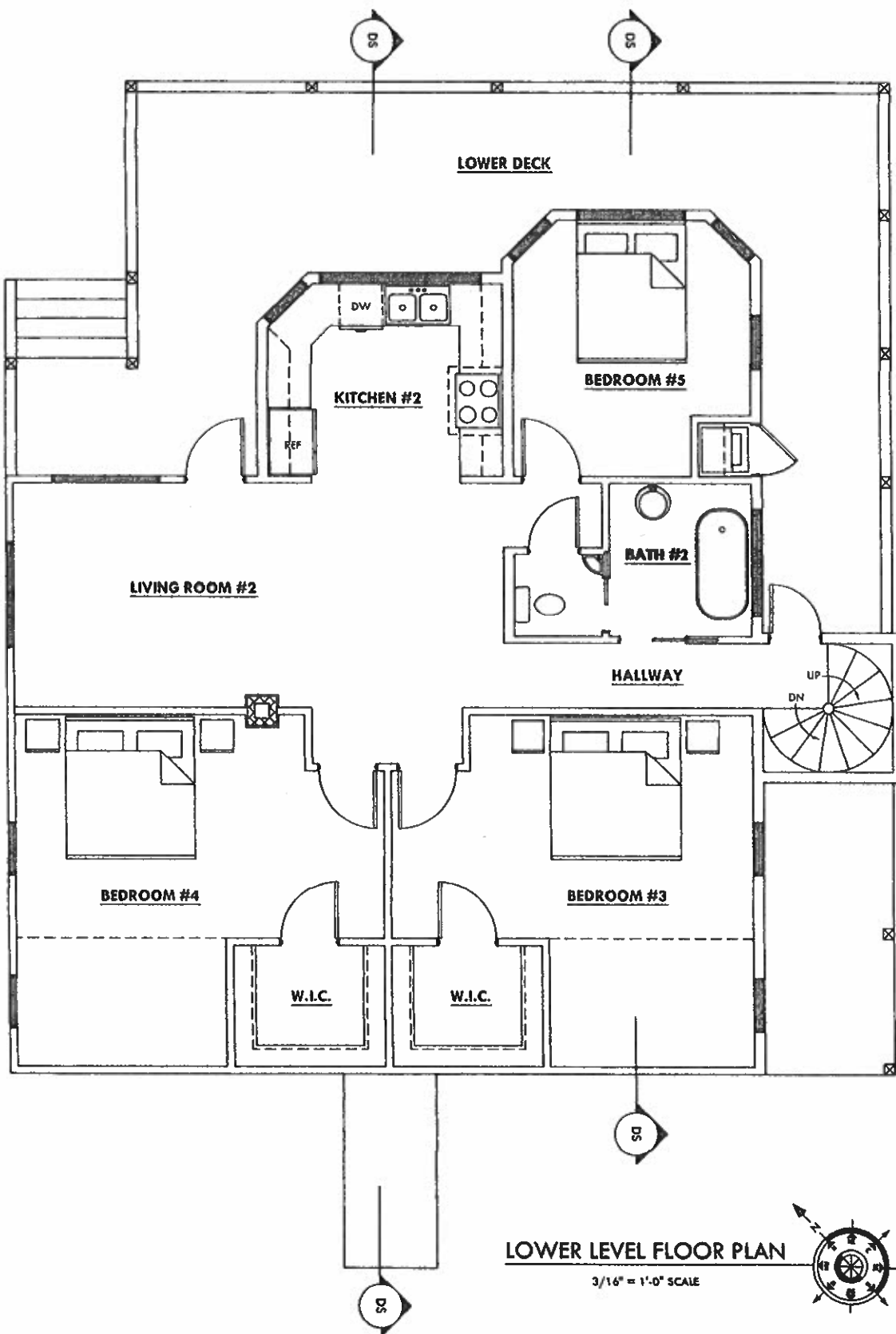
A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA



MCWHIRTER/HUERTA RENOVATION

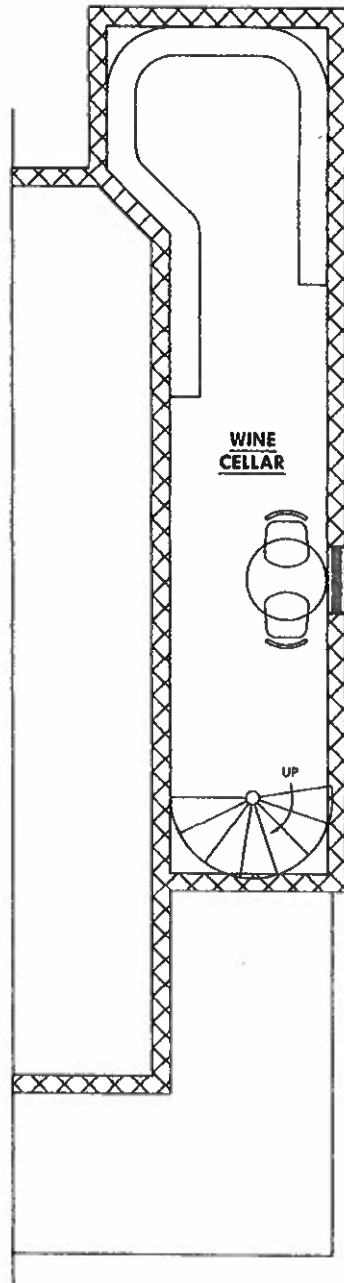
401-11-008 LOT 1 ±0.22 ACRES
"DUNDEE PLACE"

A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA



MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES
 "DUNDEE PLACE"
 A SUBDIVISION IN SECTION 23,
 TOWNSHIP 16 NORTH, RANGE 2 EAST,
 GILA & SALT RIVER BASE & MERIDIAN,
 YAVAPAI COUNTY, ARIZONA



WINE CELLAR FLOOR PLAN

3/16" = 1'-0" SCALE



MCWHIRTER/HUERTA RENOVATION

401-11-008 LOT 1 ±0.22 ACRES
"DUNDEE PLACE"

A SUBDIVISION IN SECTION 23,
TOWNSHIP 16 NORTH, RANGE 2 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA

November 18, 2018

Jerome Planning & Zoning Committee,

Please consider adding my property on 156 North Drive to the group of properties being changed to 2 zoning designation. The parcel number is 401-11-012E. This will be contiguous with the other rezoned properties from Hampton down North Drive to my property.

Thank You,

Nelle Moffett

Nelle Moffett
PO Box 1406
Astoria Oregon 97103

Sybil Malinowski Melody
PO Box 1179
1412 First North Street
Clarkdale, AZ 86324
928-639-0158

Sent via email (to Charlotte Page)

The Commissioners of the Planning & Zoning Commission
Of the Town of Jerome, Arizona

November 19, 2018

Re: R-2 Rezoning proposal

Dear Commissioners:


I am the owner of the property located at 150 North Drive in Jerome, AZ, which is adjacent to the properties on North Drive that have joined in the request of Robert & Heather Doss to have their properties rezoned from R-1-5 to R-2.

If the R-2 zoning change is approved by the Planning & Zoning Commission, I would like to have my property which is tax parcel 401-11-031A (Lots 1 through 4 of Block 3 in Dundee Place Subdivision, Jerome, AZ) included in this zoning change.

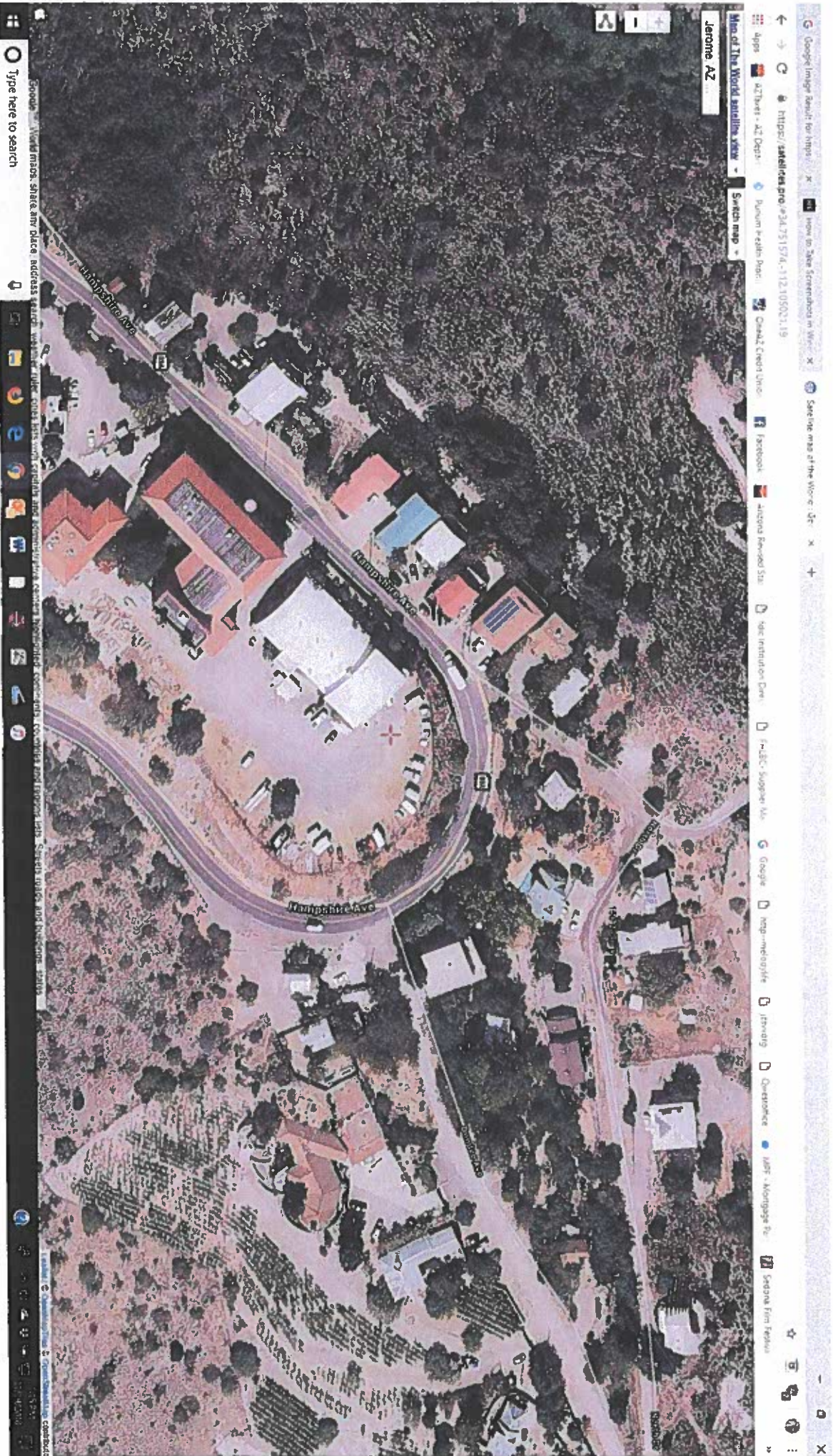
I have no plans to change the current use of, or the improvements on, my property; the reason for making this request to change the zoning to R-2 is simply to increase the value of my property should I decide to sell it or refinance it at some future date.

I have attached a site plan of my property and a Google Map of the area with my address noted.

Sincerely,


Sybil Malinowski Melody, Trustee of the Sybil M Melody
Living Trust dated April 12, 2002

Attachments





TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

December 5, 2018

ITEM 5: FINAL PLAN REVIEW 160 NORTH DR., JEROME

APPLICANT: JERALD PATE

APN 401-11-012H

160 North Dr.

ZONE: R1-5

Applicant received preliminary plan approval from P&Z August 2, 2017. Subsequently, this project was submitted with a change of height that was not approved, and the applicant had considered going before the Board of Adjustment for a variance.

The plans that would have changed the height of the project were later abandoned. The applicant came before the Commission in May of 2018 requesting an extension of the prior approval and is now requesting final plan review.

DRB approval was obtained in 2017.

The project meets required setbacks, available parking is located with street access and adequate for development of a single-family residence. The height of the building indicated on the final plans is within the zone restriction for residential development.

If approved by P&Z, this project will be subject to building permits and inspection for all phases of development.

Charlotte Page, Zoning Administrator

CANDICE



Town of Jerome, Arizona

PO Box 335, Jerome, Arizona 86331
Bill Jensen, Planning & Zoning Administrator
Historic Preservation Officer

Office: (928) 634-7943 Fax: (928) 634-0715 zoning@tojaz.us

Direct Tel.: (928) 554-5974

Founded 1876
Incorporated 1899

Celebrating Our 112th Anniversary
1899-2011

Final Plan Review

APPLICATION FOR PLAN OR DESIGN REVIEW

BY: (Please check one. A separate filled out form is required for each.)

☒ Planning & Zoning Commission ☐ Design Review Board
→ PLEASE PRINT LEGIBLY BELOW SO PROCESSING WON'T BE DELAYED.

APPLICANT'S NAME: JEROME HOLDINGS, LLC c/o Gerald Pate

MAILING ADDRESS: P.O. Box 3 Jerome AZ 86331

TELEPHONE #: (602) 575-1800 Street Number, City, State, Zip EMAIL ADDRESS: jer@patefam.com

PROJECT ADDRESS: 160 North Drive

PARCEL NUMBER: 401-11-012 H ZONE DISTRICT: _____

APPLICATION FOR: (Please describe the project.) Single family Residential Home
Final Review - Att: Candice

I hereby apply for consideration and conditional approval by the above checked Board or Commission. I understand that any approval is not valid until application fees are received by the Town. I have obtained and reviewed information on the criteria used in evaluation by these bodies and/or reviewed the applicable provisions in the Town Zoning Ordinance. I understand that this application will not be scheduled for consideration until all required materials have been submitted and reviewed.

[Signature] Date: 11-9-2018
Applicant's signature

TOWN USE BELOW:

RECEIVED FROM: _____

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash
Fee schedule item below. (Ord. 332)

ON DATE: _____ BY: _____ FOR: _____

PLANNING & ZONING – Please review ZONING ORDINANCE, SECTION 303ZONING DISTRICT: R1-5 PROPOSED USE: _____PERMITTED USE?: ☒ CONDITIONAL USE?: ☐**PROPERTY DESCRIPTION**

1. Non-conforming lot of record? No. IS conforming
2. Name of connecting public street North Dr.
3. Public water (domestic)? Yes Public Sewer? No
Public water (fire suppression)? _____ Public Septic? private Septic
4. Lot area .15 acres Required for zone _____
5. Lot width 50' front 50.36 rear Required for zone _____
6. Square footage of building 2350 Required for zone _____
Square footage of footprint 1200 approx.
7. Percentage of lot covered 21%
8. Yards
Front 40' est. Front of buildings within 100' _____
Side yard (1) 5' Side yard (2) 5'
Rear yard Sufficient
Single or double frontage Single
Building height from median 24' Maximum face 34'

Engineering may be required on Items 10 and 11

10. Fill required? Not expected Evidence of safety of fill _____
11. Excavation required? Yes Evidence of safety of excavation properly trained & qualified operator
12. Design Review required? Yes

Sign proposed? _____

13. Performance Standards – Please review and indicate compliance with the following:

Standard	Compliance Guaranteed
Noise	<u>Yes</u>
Smoke	<u>Yes</u>
Glare or heat	<u>Yes</u>
Vibration	<u>Yes</u>
Fly ash, dust, fumes, vapors, gases or other forms of air pollution	<u>Yes</u>
Liquid and solid waste	<u>Yes</u>
Odors	<u>Yes</u>

14. Is land suitable for building? (Engineering verification may be necessary.) YesSlope 3:1Engineering report submitted? No15. Home occupation? Owner Occupied16. Exterior lighting? At all entrys & motion Sensored Security lights17. Walls and fences? retaining, decorative Stone18. Accessory building(s)? No

Square footage _____ Height _____

19. Projections from building (type of projection in feet) _____



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

Kyle Dabney, Planning & Zoning Administrator
Historic Preservation Officer
k.dabney@jerome.az.gov

Jerome Town Hall and Civic Center
600 Clark Street
P.O. Box 335, Jerome, AZ 86331
(928) 634-7943 FAX (928) 634-0715

APPLICATION FOR PLANNING & ZONING OR DESIGN REVIEW

(Please check one. A separate form is required for each.)

BY: ☒ Planning & Zoning Commission ☐ Design Review Board

PLEASE PRINT LEGIBLY SO THAT PROCESSING WON'T BE DELAYED.

APPLICANT'S NAME: Jer Rome Holdings LLC - Jerry Pate
MAILING ADDRESS: 16009 North 6th Place PHOENIX AZ 85022
TELEPHONE: 602 575 6800 EMAIL: jer@patefam.com
PROJECT ADDRESS: 100 North Drive Jerome, AZ
PARCEL NUMBER: 401-11-012H ZONE DISTRICT: R1-5
APPLICATION FOR (Please describe the project.): Single family dwelling

- I hereby apply for consideration and conditional approval by the above checked Board or Commission.
- I understand that any approval is not valid until application fees are received by the Town.
- I have obtained and reviewed information on the criteria used in evaluation by these bodies and/or reviewed the application provisions in the Town Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and reviewed.

APPLICANT'S SIGNATURE: _____

DATE: 24 July 2017

TOWN USE BELOW

RECEIVED FROM: _____ DATE: _____

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

Per Fee schedule - Ordinance 332

BY: _____

FOR: _____

PLANNING & ZONING – Please review ZONING ORDINANCE, SECTION 303ZONING DISTRICT: R1-5 PROPOSED USE: _____PERMITTED USE?: ☒ CONDITIONAL USE?: ☐**PROPERTY DESCRIPTION**

1. Non-conforming lot of record? No. 15 conforming
2. Name of connecting public street North Dr.
3. Public water (domestic)? Yes Public Sewer? No
Public water (fire suppression?) _____ Public Septic? private septic
4. Lot area .15 acres Required for zone _____
5. Lot width 50' front 50.36' rear Required for zone _____
6. Square footage of building 2350 Required for zone _____
Square footage of footprint 1200 approx.
7. Percentage of lot covered 21%
8. Yards
Front 40' est. Front of buildings within 100' _____
Side yard (1) 5' Side yard (2) 5'
Rear yard Sufficient
Single or double frontage Single
9. Building height from median 24' Maximum face 34'

Engineering may be required on Items 10 and 11

10. Fill required? Not expected Evidence of safety of fill _____
 11. Excavation required? Yes Evidence of safety of excavation Property ~~trained~~ trained & qualified Operator
 12. Design Review required? Yes
- Sign proposed? _____

13. Performance Standards – Please review and indicate compliance with the following:

Standard	Compliance Guaranteed
Noise	<u>Yes</u>
Smoke	<u>Yes</u>
Glare or heat	<u>Yes</u>
Vibration	<u>Yes</u>
Fly ash, dust, fumes, vapors, gases or other forms of air pollution	<u>Yes</u>
Liquid and solid waste	<u>Yes</u>
Odors	<u>Yes</u>

14. Is land suitable for building? (Engineering verification may be necessary.) YesSlope 3:1Engineering report submitted? No15. Home occupation? Owner Occupied16. Exterior lighting? At all entrys & motion Sensored Security lights17. Walls and fences? Retaining, decorative Stone18. Accessory building(s)? No

Square footage _____ Height _____

19. Projections from building (type of projection in feet) _____



Founded 1876
Incorporated 1899

Town of Jerome, Arizona

PO Box 335, Jerome, Arizona 86331
Kyle Dabney, Planning & Zoning Administrator
Historic Preservation Officer

Office: (928) 634-7943 Fax: (928) 634-0715

k.dabney@jerome.az.gov

Celebrating Our 118th Anniversary
1899-2017

NOTICE OF DECISION

Jerry Pate
160 North Dr.
Jerome, AZ 86331

Re: 160 North Dr.

APN: 401-11-012H

On August 2, 2017 your request for the approval and construction of a new home on 160 North Dr. was approved by the Planning & Zoning Commission.

Signed _____

Date: _____

8.7.2017

Kyle Dabney
Zoning Administrator

This approval is subject to all limitations, including termination provisions set forth in the Jerome Zoning Ordinance and in this Notice of Decision. Approval becomes void if not completed within 6 months from the date of decision. If you have any questions regarding this Notice of Decision please contact Kyle Dabney, Zoning Administrator.



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, August 2, 2017 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331

MINUTES

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Design Review Board and to the general public that the Design Review Board will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Design Review Board will attend either in person or by telephone, video or internet conferencing. The Design Review Board may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

ITEM 1: CALL TO ORDER/ROLL CALL

The meeting was called to order by Chair Schall at 7:02 pm.

Kyle Dabney, Zoning Administrator called roll. Present were Chair Schall, Vice Chair Runyon. Mike Parry was present telephonically. Margie Hardie had an excused absence.

Staff present were Kyle Dabney, Zoning Administrator and Charlotte Page, Minute Taker.

ITEM 2: APPROVAL OF MINUTES: Minutes of 06/07/2017

Mr. Parry was not present at the meeting of 06/07/2017 and will not be able to participate in the vote. As such there will not be a quorum available to vote.

Chair Schall moved to table the approval of the minutes of 6/12/2017.

ITEM 3: PETITIONS FROM THE PUBLIC — This time is NOT for discussion on Agenda items. Please make comments when that item is on the floor. Please complete a request form with your name and subject and submit to the Chair. When recognized by the Chair, please come to the front and state your name. Please observe the three minute time limit per speaker pursuant to the Town Code. The DRB may not discuss or take action on any comments under this agenda item other than to ask questions.

-There were no petitions from the public.

ITEM 4: KATHLEEN KELLER

APPLICANT: KATHLEEN KELLER, UI AND MARY BETH BARR, UI

ADDRESS: 841 GULCH RD

OWNER OF RECORD: ABOVE

ZONE: AR

APN: 401-09-020

The applicant is seeking approval for a ground floor deck. The applicant is present.

Kyle Dabney spoke with the applicants explaining that the project needed to be presented to Planning and Zoning. They agreed to follow through with his requests. He states the building inspector has inspected this project.

Chair Schall asked for clarification that this deck already exists.

Mr. Dabney responded that is correct. He went on to say that the previous approved upper deck had some board of adjustment approval for the setback requirements, this project is set inside of the previously approved structure.

The applicant (Mary Beth Barr) explained about this was done with the intent of providing a safer environment for foot traffic, meter readers, etc. This was also a recommendation of the applicant's insurer.

TOWN OF JEROME

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

Chair Schall mentioned this deck is well inside the footprint of the other deck, has been inspected by the town building inspector and he has no objection to the project.

Mr. Parry commented that he liked the structure.

Vice Chair Runyon stated he liked it as well.

Chair Schall moved to approve the package as submitted. Vice Chair Runyon seconded and the motion was unanimously approved.

ITEM 5: NEW RESIDENCE, SINGLE FAMILY DWELLING

APPLICANT: JERRY PATE

ADDRESS: 160 NORTH DRIVE

ZONE: R1-5

OWNER OF RECORD: JEROME HOLDINGS, LLC

APN: 401-11-012H

The applicant is seeking approval for new construction of a single family home. The applicant is represented by Les E. Smutz, the designer of the project.

Mr. Dabney presented the project, he has been working with the owner. They had a pre-development meeting with the owner including public works, the fire chief, the building inspector and Planning and Zoning to review the project. There were two letters submitted with neighbor comments. He has no issues with the plans and the project meets the requirements for zoning.

Chair Schall asked for identification of the property owned by Margo Bradley and Francine Ruben, who had submitted one of the letters.

Mr. Dabney explained this property is to the right if you are facing this property. It is the property with several cypress trees.

Chair Schall says the concern the neighbor has about her trees. He went on to say that the plans seem acceptable for height, setbacks, and utility easements. He went on to ask if there was any parking issue.

Mr. Smutz stated he is seeking an easement for better access from a neighbor for off-street parking. He believes this is semi-agreed to already.

Mr. Parry asked if the owner was present and complimented the design of Mr. Smutz.

Chair Schall commented that the package is complete as far as Planning and Zoning requirements.

Mr. Parry made a motion to approve this project. Vice Chair Runyon seconded the motion. Chair Schall called the vote, and it passes unanimously.

ITEM 6: REVIEW OF TOWN OF JEROME'S ZONING ORDINANCE AND TOWN CODE IN REGARD TO HOME OCCUPATIONS

Mr. Dabney to review Zoning Ordinance 'Section 502 M. Home Occupations' and 'Town Code Section 8-3-1, License Required; Definitions'

Mr. Dabney said this was requested by the board some time ago, he showed examples of our current ordinance and the town code. He had examples to review from other towns.

Chair Schall had reviewed the information and feels that the ordinances of many other towns are overdone where ours is simple and he prefers it to other towns. Jerome's DRB ordinance is to control changes for outside of properties. He believes if you can tell if anybody is working at home then it shouldn't be a problem. He used the example of home based businesses that are phone or computer based. He doesn't want to overcomplicate that in the ordinance. If there are no signs, no retail business, no big trucks outside; these are the items that he would have concerns for. He mentioned that Ms. Hardie had wanted this on the agenda and suggested to table this item until Ms. Hardie can attend to discuss this further.

Mr. Parry said he likes the simplicity of the current ordinance and doesn't want to be invading homes with requirements from the fire department or building inspector. He doesn't want to develop more or have too much control.

Chair Schall also stated that there is a need to be aware of home-based businesses that might affect neighboring properties. Things that require light manufacturing, for example door stops, paint, anything that could have an effect on neighbors or something that could be a hazard might be applicable for more oversight.

TOWN OF JEROME

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

Mr. Parry mentioned considering rewording this, also, he does not support imposing additional requirements for a fire or building inspection on home businesses that are phone or computer based.

Chair Schall moved to table the item until the next meeting, Mr. Parry seconded the motion the item is table by unanimous vote.

ITEM 7: FUTURE AGENDA ITEMS

There was no discussion.

ITEM 8: ADJOURN

Chair Schall moved to adjourn and was seconded by Vice Chair Runyon. Upon unanimous approval the meeting adjourned at 7:17 p.m.

Approval on the next page.

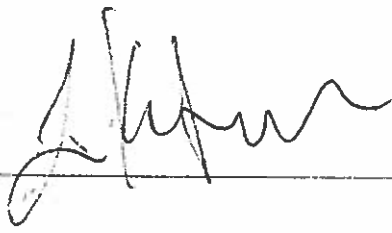
TOWN OF JEROME

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

Minutes

Respectfully submitted by Charlotte Page on June 7, 2016.

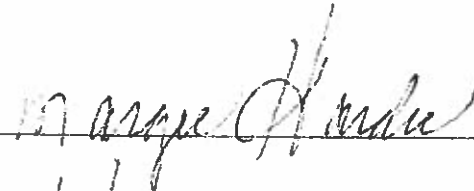
Approved: _____



Date: _____

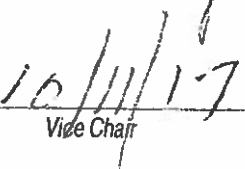
Chair

Attest: _____



Date: _____

Vice Chair





TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION December 5, 2018

ITEM 6: P&Z REVIEW OF ZONING ORDINANCE SECTION 304.F DESIGN REVIEW, TO INSERT A REFERENCE TO SOLAR DESIGN GUIDELINES ADOPTED BY COUNCIL 2015.

In September of 2018, the Design Review Board scheduled a review of the Solar Guidelines adopted by Council and directed staff to consider best option to adopt.

Council approved the adoption of a Solar Guideline in 2015, and the DRB would like to amend the Zoning Ordinance to reference the document. Council minutes and adopted Solar Guidelines are included in this packet.

A draft of a possible reference for Section 304.F Design Review is included.

Text Amendment to support a reference to the Solar Design Guidelines adopted by Council in June 2015

Additions

SECTION 304. DESIGN REVIEW

F. REVIEW PROCEDURES AND CRITERIA

i. ACCESSORY FEATURES – Garages, carports, sheds, fences, walkways, decks, stairways, lighting, antenna and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.

j. SOLAR INSTALATIONS – Refer to Solar Design Guidelines as adopted by Town of Jerome in 2015 using ‘best practices’ for installing solar on historical buildings, as recommended by the Department of Interior. The Solar Design Guideline is available on the town website and from the Town of Jerome offices.

k. LANDSCAPING – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.

l. SCREENING – The proposed addition, alteration or other changes shall be screened with appropriate materials and in an appropriate design so as to be visually compatible with related properties, when, in the opinion of the Design Review Board, all other means of assuring visual compatibility are not reasonably possible

<p>7:22</p>	<p>ITEM #8B: SOLAR DESIGN GUIDELINES</p> <p>Council will continue their review of, and may approve, Solar Design Guidelines which have received prior approval from both the Planning & Zoning Commission and the Design Review Board.</p> <p>Mayor Currier stated, "Council was not too enthused by this."</p> <p>Councilmember Vander Horst commented that the research Mayor Currier had done included some very good points that should be adopted.</p> <p>Mr. Sengstock said that these are nationally accepted guidelines that can give the Boards something to follow when dealing with solar installations. He said that this would be a good intermediary instrument to use in the meantime. We can continue to look at this, he said, and eventually adopt it as an ordinance. In the short term, however, "we are winging it," and these nationally accepted guidelines would assist the Board with these applications when they come to them.</p> <p>Mayor Currier said that, if possible, solar installations should match the color of the roof and should be on the back side of the house. Mr. Sengstock said that the guideline is that they are to have the least visual impact. The panels themselves are pretty much the color that they are, he said, but the framing colors could be changed.</p> <p>Councilmember Vander Horst stated that he believes that Jerome is different from the rest of the nation, and he would prefer more specific guidelines.</p> <p>Vice Mayor Freund said that he was glad to hear that we are heading toward an ordinance, and, as an interim tool, he believes that this is a worthy document.</p> <p>Mr. Sengstock said that this will serve as a base document, which can evolve, with more specific language, into an ordinance. Right now, he said, we have no specific criteria to turn someone down. With the guidelines in place, the Design Review Board could deny an applicant.</p> <p>Mayor Currier asked Mr. Sengstock if he could deliver an ordinance to Council within six months. Mr. Sengstock confirmed that he could, with assistance from Ms. Gallagher and input from the Town Attorney.</p> <p>Councilmember Stewart asked if the ordinance would include other alternative energy sources, such as wind. Mr. Sengstock said that wind technology is really good, and they are small and quiet now. He will look into that.</p> <p>Mayor Currier stated that Council could accept these guidelines on a short term basis and look for an ordinance from Mr. Sengstock within the next six months.</p> <p>Ms. Gallagher asked for a formal motion to approve the guidelines.</p> <p>Motion: Vice Mayor Freund made a motion to accept the Solar Design Guidelines. It was seconded by Councilmember Barber. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
<p>7:32</p>	<p>ITEM #8C: VERDE RIVER STRING OF PEARLS PROJECT</p> <p>Council will review and may approve funding in the amount of \$500 toward the Verde River String of Pearls project.</p> <p>Mayor Currier explained that Jerome has been asked to contribute \$500 in support of the Verde River String of Pearls project. Discussion ensued.</p> <p>Vice Mayor Freund pointed out that, on a per resident basis, Jerome is being asked to contribute much more than the other Verde Valley towns (\$1.13 per Jerome resident, as compared to 20 to 28 cents per resident in the other towns) ... "five times as much per resident and we're not on the river."</p> <p>Councilmember Barber noted that we are not on the river, but we do enjoy it.</p> <p>Councilmember Stewart asked if the other Verde Valley towns are all contributing. Mayor Currier did not know. He noted that they are also asking that Jerome have a seat on their committee, and asked if any Council members were interested in that. Councilmember Vander Horst commented that it would be a moot point if we don't contribute.</p> <p>Mayor Currier said he that he would take the seat at the moment, and will convey the Council's concerns to the group.</p>

ITEM #9:	UNFINISHED BUSINESS
	<p>ITEM #9A: SOLAR DESIGN GUIDELINES</p> <p>Council will review and may approve Solar Design Guidelines which have been approved by both the Planning & Zoning Commission and the Design Review Board.</p> <p>Mr. Sengstock noted that much of the work on these guidelines had been done by his predecessor. The Design Review Board and Planning and Zoning Commission have each reviewed and approved the guidelines, he said, and noted that they are just that – guidelines, not law. It is a template used in many historical communities, and they have already been using it with the solar installers for approved projects. "This is all about the impact on surrounding property owners," he said. Older homes, he added, will sometimes require engineering reports to determine if they can support the weight of the panels.</p> <p>Councilmember Vander Horst asked how well the current installations fit into this guideline. Mr. Sengstock said that we will always be looking for the least visually negative impact.</p> <p>Mayor Currier said that he believes solar installations are hostile to our historic image, and asked if we can simply say no to them. Mr. Sengstock replied that we cannot. It is a utility, and a property owner's legal right. "The best we can do is work with them," he said.</p> <p>Councilmember Stewart recalled that some solar projects had been denied in the past, and Mr. Sengstock said that he was not familiar with that.</p> <p>Mayor Currier stated that, before taking any action, he would like a legal opinion regarding whether we can deny solar installations in Jerome. While he said that he likes the idea of them, he does not believe they are suitable for Jerome.</p> <p>Vice Mayor Freund supported the request for a legal opinion, and Councilmember Vander Horst said that he, too, believes that our historic status should allow us to limit solar panels in Jerome. Councilmember Barber expressed concern about losing our historic status.</p> <p>Mr. Sengstock said that he will talk with the attorney. He will also re-engage SHPO and make sure that it does not affect our historic status.</p> <p>Vice Mayor Freund asked Mr. Sengstock who would comprise the "project team" mentioned on the first page of the guidelines. Mr. Sengstock said that he assumed this would be the contractor, Building Inspector and Design Review Board.</p> <p>Motion: Councilmember Vander Horst made a motion to table this discussion. It was seconded by Vice Mayor Freund. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
	<p>ITEM #9B: THE LEANING WALL</p> <p>Council will review proposals received from engineers for the preparation of sealed plans for stabilization of the leaning wall, and may approve an agreement for same.</p> <p>Ms. Gallagher reported that she sent informal Requests for Proposals to four engineering firms: Brent Maupin, Bill Kantor, Tom Pender and Jim Binick's new firm, Granite Basin Engineering. The latter was the only firm that responded. Their proposal specified \$1,000 for a survey, \$4,000 for preparation of the plans and \$1,000 for post design services (inspections and as built plans).</p> <p>Ms. Gallagher clarified that Core Structure Group, if engaged, would bill Shephard Wesnitzer, and we in turn would pay them. Core Structure Group had previously proposed a price of \$4,200 for preparing the plans.</p> <p>Councilmember Stewart asked if Mr. Binick used Core Structure Group's structural analysis. Ms. Gallagher said that they did, and read from Mr. Binick's response: "We have reviewed the structural report on the wall and agree with the condition assessment. We have also reviewed the recommendations section and we believe that modifications can be made in the approach so that costs of the mitigation can be reduced without compromising the structural integrity of the final product."</p>

ZA REVIEW/ANALYSIS

SOLAR DESIGN GUIDELINES

April 19, 2015

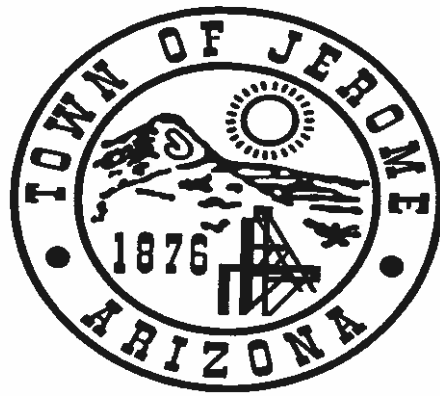
Al Sengstock, Zoning Administrator

During our last meeting there were concerns regarding our authority to prohibit solar panels in our Town. After consultation with our Attorney, we agree that the installation of Solar panels cannot be summarily prohibited, and in fact the only way that this use could be turned down, is if the applicant chooses to ignore established guidelines.

It should be understood that the base information used for the creation of these guideline were taken from a template provided by The Department of Interior, specifically dealing with "best practices" for installing Solar panels on historical buildings within historical districts, and which SHPO recommends as a guide. This template is used by many communities around the country as their guide.

I recommend adopting these guidelines, so that we can at least have a limited impact on how solar panels are installed in Jerome.

Solar Energy System Design Guidelines



Jerome Design Review Board

May 2015

Purpose of These Guidelines

The purpose of this guideline is to provide direction to Jerome's citizens, Boards and Commission members in the use of solar energy technology. This guideline is intended to:

Encourage solar energy system installation designs which are compatible with Jerome's neighborhoods and which preserves the Town's historic and visual resources.

Introduction

A number of trends point toward continued growth of new photovoltaic (PV) installations. People are looking for opportunities to reduce their utility bills, and to minimize their carbon footprint. Historic preservationists maintain that preserving, reusing, and maintaining historic structures is a key to sustainable design strategy, while also recognizing the importance of accommodating renewable energy technologies. Providing guidance regarding solutions and best practices is an important step toward resolving or eliminating barriers to solar energy system installations.

Jerome faces special challenges due to its mountainside location, and the key challenge in Jerome, is locating solar systems in such a way that the system is efficient and productive, while still protecting our historic town site. The ideal solar installation is located in sunny, south-facing location, with optimum tilt angle, which will supply maximum electricity to the site. Not all sites will be suitable for solar technologies.

The project team should encourage outcomes which will meet solar criteria, while maintaining the integrity of our historic resources. Every effort must be made to minimize the negative visual impact of solar panels; always working to protect and maintain our historic Town.

Types of Systems:

Photovoltaic (PV)

A photovoltaic system is a system which uses one or more solar panels to convert sunlight into electricity. It consists of multiple components, including the photovoltaic modules, mechanical and electrical connections and mountings and means of regulating and/or modifying the electrical output.

Solar Shingles

Also called photovoltaic shingles, are solar cells designed to look like conventional asphalt shingle. There are several varieties of solar shingles, including shingle-sized solid panels that take the place of a number of conventional shingles in a strip, semi-rigid designs containing several silicon solar cells which are sized more like conventional shingles, and newer systems using various thin film solar cell technologies which match conventional shingles both in size and flexibility.

Freestanding

Freestanding PV panels or freestanding arrays allow the benefits of renewable solar power without disrupting the roofline or altering a structure. They are placed away from the residence and connected through underground wiring. When a roof may be blocked by trees or not receiving direct sunlight, the mobility of a freestanding panel allows the ability to move it into optimal sunlight areas which may change seasonally.

Design Considerations:

All solar panel installations must be considered on a case by case basis recognizing that the best option will depend on the characteristics of the property. All solar panel installations should conform to the ***Secretary of the Interior's Standards for Rehabilitation***. Applicable Standards are:

“Standard Two: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property should be avoided.”

“Standard Nine: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.”

Note: see <http://www.nps.gov/tps/standards/rehabilitation/guidelines/solar-technology.htm> for complete federal guidelines.

Publicly visible solar energy systems which do not use building integrated technologies require special attention to placement and design to ensure a pleasing appearance. For a mounted solar system design to be considered well integrated with a historic building, it should meet criteria in all of the following categories:

- Appropriate Size
- Least Visible High-Performance Location
- Panel Arrangement and Design
- System Infrastructure Screening
- Frame Color
- Glare
- Mounting

System Size

Avoid unnecessarily large, publicly visible projects, by taking steps to improve the building's current energy efficiency. It is far less expensive to reduce heating, cooling and lighting demand, than it is to satisfy that demand with a high-tech solar energy system.

Least Visible High-Performance Location

Choose the least visible location where performance decreases by no more than 15% using the following guidelines:

1. Locate the panel system on the west or east side of the site if it is less publicly visible than the south side, and there are appropriate shading factors. Locating panels on the east or west side of a site results in only a modest, acceptable decrease in system output as long as the panels are close to horizontal. Flat panels are not always feasible because they may collect water; a 5 percent angle may be sufficient instead. Panels installed at a 5 percent angle can perform approximately 85-90% as well as if they were installed at an optimal 30 degree angle, regardless of whether they are on the south, east or west side of a site.
2. Locate systems on the rear façade of a building, on accessory structures or in other less visible locations if shade patterns would not significantly compromise system performance.
3. Only mount panels on the roof. Do not consider projecting panels from walls or other parts of structures, *unless it is a commercial structure creating a well designed "awning" with the solar panels.*
4. Consider whether shadow-tolerant panels would make a less visible location feasible.

Panel Arrangement and Design

Roof-mounted systems can be highly visible in a hillside town like Jerome. Panel systems mounted on sloped roofs should be incorporated or integrated into the structure design.

This is a critical topic when considering a solar energy project and how it will fit within the community.

1. Consider the panels as part of the overall design composition. Match the shape and proportions of the array with the shape and proportions of the roof.
2. Installations on single-plane roofs are preferable because arrays can create a disjointed appearance on multi-plane roofs (e.g., roofs with dormers).
3. Consistently cover the roof face with the array if possible, leaving the prescribed safety pathways at eaves, ridge, hips and valleys. If full coverage is not possible, either:
 - a. Aim for a regularly shaped rectangle of panels; or
 - b. Use custom panel shapes to match the shape of the roof. Allow roof elements to remain which have enough size to appear intentional and hold their visual “weight” in the overall design composition.
4. Avoid interrupting arrays with rooftop projections such as vents or skylights. Solid rectangular array configurations are visually cohesive, versus a scattered array which is not as visually pleasing.
5. Avoid breaking up systems into multiple panel areas. Try to limit the array to one rectangular panel section on each side of the structure.
6. In some cases, placing an array along the lowest edge of the roof may make it less visible from a distance.
7. Coordinate roof and building color and pattern as much as feasible with the color and pattern of the collection array. Darker roofing colors can better compliment mounted solar energy systems.

System Infrastructure Screening

Use appropriate facades, walls, fences or landscaping to screen the system’s supporting framework from view. Walls and other screening materials should be fully integrated with the overall site and building design. Wall colors should complement those of the site and building.

Some tree trimming to avoid panel shadowing is appropriate, but trimming should not be more extensive than necessary.

Avoid exposing equipment, conduits or pipes to public view. Place conduits in inconspicuous locations such as underneath the roof if possible. Locate equipment in a discreet location in the rear yard or in an accessory building rather than placing it within view of the public.

Frame Color

If frames are not blocked from view, colored frames may be used to match or complement the roof or building colors. Use finished trim materials to reduce contrast and glare.

Glare

Use panels with non-reflective coatings. Exposed frames and components should have a non-reflective surface. Reflection angles from collector surfaces should be oriented away from neighboring windows and, to the extent possible, away from public areas.

Mounting

Photovoltaic panels are generally less visible when they are installed as close to the roof or ground as possible, with no more than 8 inches and no less than 1.5 inches between the roof and the panels. A possible exception may be panels that are located on the east or west side of a site in order to reduce visibility. These panels may need to be close to horizontal (5 percent) rather than parallel to the roof slope, in order to maximize system performance. Panels should never project above the roof ridge line.

The following sloped-roof mounting methods are NOT preferred mounting methods

- Flush or direct mounting, where the panel is installed directly on top of the roof.
- Standoff mounting greater than 8 inches. This adds to the mass, bulk and scale of the building and focuses attention on the solar panel.
- Frame or rack mounting. This is highly visible and greatly adds to the mass, bulk and scale of the building. It is the least preferred roof-mounting method.
- Any method that removes defining elements of a historic structure.

The Town of Jerome Design Review Board shall use the US Department of the Interior ***‘Secretary of the Interior’s Standards for Rehabilitation and Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings’*** as a basis for review of solar energy projects.

Recommended:

1. Consider on-site solar technology, *only* after implementing all appropriate treatments to improve energy efficiency of the building, which often have greater life-cycle cost benefit than on-site renewable energy.
2. Determine whether the use of solar technology will be successful, and if it will

benefit a historic building without compromising its character, the character of the site or surrounding historic district.

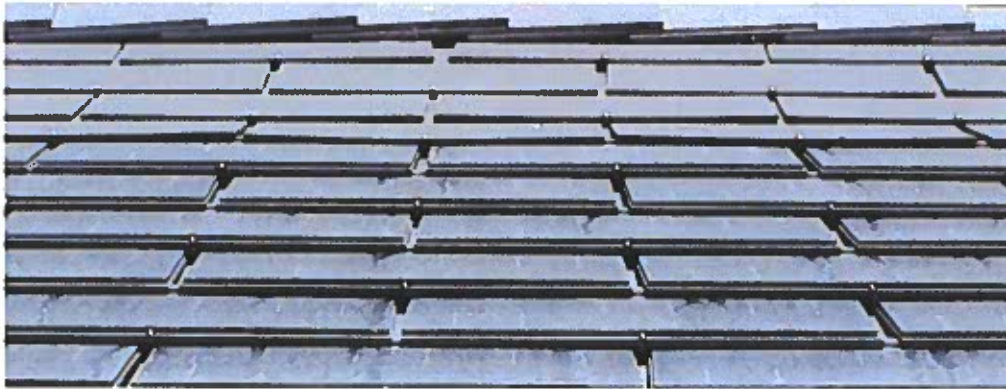
3. If possible, consider installing a solar device on a non-historic building or addition located on the site, where it will have the least impact on the historic building and its site.
4. Install a solar device on a historic building, only after all other locations on the site have been investigated and determined infeasible.
5. Install low-profile solar devices on the historic building so they are the least visible from any public right of way; such as a low profile flat roof, or where they may be hidden by a parapet.
6. Determine whether solar devices can be installed on a historic building in a manner which does not damage the historic roofing material, negatively impact the building's historic character, and that any such work is reversible.
7. Make every effort to install solar roof panels horizontally,
8. Maintain the historic, character-defining roof slope when installing solar panels.
9. Place solar roof panels where they are the least visible as an effort to maintain the historic character of the building.

Safety Considerations for Residential Solar Energy Installations

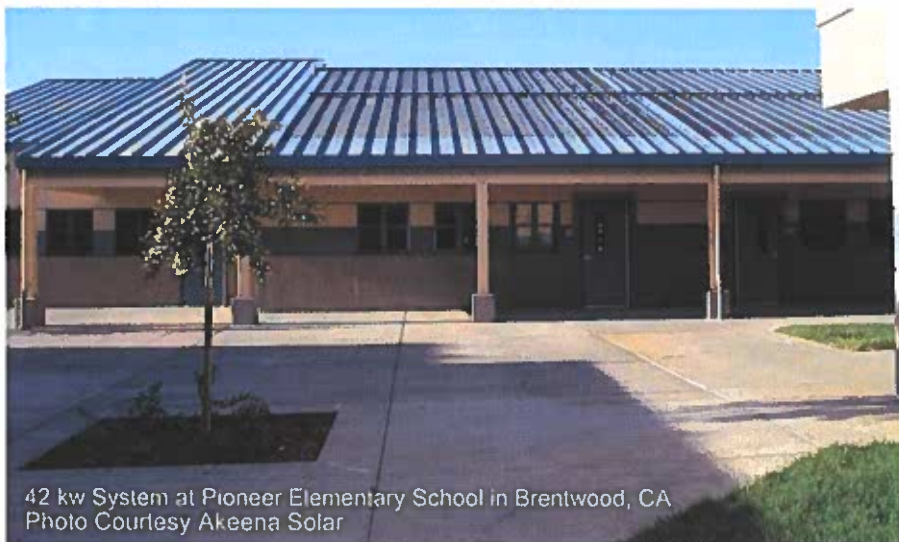
When planning a roof mounted solar energy system, additional measures for fire safety should be considered. Roof access and clearance requirements are critical in order to: provide emergency access to and egress from the roof, provide areas for smoke ventilation opportunities and provide pathways to specific areas of the roof.

Panels placed on residential roofs should be located in such a way that a three-foot wide clear access pathway is created from eave to the ridge on every roof slope where panels are located. The access pathway should be located at a structurally strong location on the building (such as a bearing wall). For residential roofs with hips and valleys, panels should be located no closer than one and one-half feet to a hip or a valley, if panels are to be placed on both sides of a hip or valley. If the panels are to be located only on one side of a hip or valley which is of equal length, then the panels may be placed directly adjacent to the hip or valley.

Solar Roof Examples



Solar shingles attached to the front exterior of the shingle. Photo courtesy City of Santa Barbara



42 kw System at Pioneer Elementary School in Brentwood, CA
Photo Courtesy Akeena Solar



Solar shingles. Photo courtesy of Atlantis Energy Systems



Well planned array. Photo courtesy REM Technologies



Two examples of roof arrays designs which detract from the integration with the roof.

Photo's courtesy REC Solar



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION December 5, 2018

ITEM 7: P&Z REVIEW OF ZONING ORDINANCE SECTION 509, SIGNS

Public input from final reading of the proposed text amendment at Town Council's November meeting resulted in the changes not being implemented. The public comment below is as presented in draft minutes available on Town of Jerome's website:

Regular Meeting of November 13, 2018

Council may conduct the second reading of, and possibly adopt, Ordinance 443, amending the Jerome Zoning Ordinance regarding temporary signs. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.

Ms. Page reviewed the provisions of this Ordinance and answered questions from Council. The question of the ordinance's application to "daily specials" or sandwich board signs was brought up. Several members of the public requested to speak.

8:50 Margie Hardie, Jerome resident and member of the Planning & Zoning Commission, spoke about the Commission's reasoning for this ordinance.

8:52 Liz Gale, Jerome business owner, stated that she didn't believe we needed an application process for temporary signs.

8:53 Nick Bartell, resident and business owner, said that he understood the difference between daily specials signs versus temporary signs, however it would be "a disaster for tax revenues" and it would kill businesses if daily specials signs were not allowed

8:54 Aaron Bailey, Jerome business owner, said that he understood the concern regarding temporary signs and he would work with the Town. He added that temporary signs do increase his business, and his business would suffer without them.

8:56 Rebekah Kennedy, resident and business owner, spoke about her mannequin that she places in her alcove and not on the sidewalk. She added that she believes that A-frame signs are already prohibited on the sidewalk.

8:59 Jane Moore, resident and business owner, and member of the Planning & Zoning Commission, recommended that this ordinance be sent back to Planning & Zoning, and said that she regretted that no business people had shown up at those meetings when this was discussed. She added that one reason for this ordinance was to avoid clutter.

9:01 Liz Gale spoke again and said that the previous Zoning Administrator had been very clear about not putting a sign on the sidewalk.

Ms. Gallagher noted that there is a provision in Chapter 10 of the Town Code stating that one cannot obstruct sidewalks or streets.

Motion to send this ordinance back to P & Z for Clarification

Vice Mayor Harvey moved and COUNCILMEMBER Dillinberger SECONDED with all voting in favor of the motion.

Nick Bartell suggested that this be brought to the Chamber of Commerce for their input.



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

ORDINANCE NO. 443

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE REGARDING TEMPORARY SIGNS

WHEREAS, the Jerome Planning & Zoning Commission held a public hearing on September 5, 2018, regarding certain changes to the Jerome Zoning Ordinance regarding temporary signs; and

WHEREAS, the Commission has recommended that the Zoning Ordinance be so amended;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1. Item 19 of Paragraph B, "Definitions," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout-text~~, additions in UNDERLINED CAPS):

19. Sign, Temporary - A sign displayed for not more than forty five (45) consecutive days ~~or a total of ninety (90) days in a calendar year.~~

Section 2. Item 8 of Paragraph G, "Regulations Applicable to Signs in Commercial and Industrial Zones," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout-text~~, additions in UNDERLINED CAPS):

8. Temporary signs, such as "sale" signs are allowed in addition to other signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:
- a. No temporary sign may exceed eight (8) square feet.
 - b. ALL TEMPORARY SIGNS SHALL REQUIRE AN APPLICATION TO BE FILED WITH THE ZONING ADMINISTRATOR.
 - c. ONE TEMPORARY SIGN IS ALLOWED PER 45-DAY PERIOD.
 - d. MAXIMUM NUMBER OF OCCURRENCES SHALL NOT EXCEED THREE (3) TIMES PER CALENDAR YEAR.
 - e. ~~No business may display a temporary sign more than ninety (90) days per calendar year, or forty five (45) consecutive days.~~
 - f. ~~No permit is required for temporary signs.~~

Date of first reading _____

Date of adoption _____

Voting record at adoption

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN

Section 3. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq*.

Section 4. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 5. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA,
THIS ____ DAY OF _____ 2018.

Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

PO Box 335, Jerome, Arizona 86331

Charlotte Page, Planning & Zoning Administrator, Historic Preservation Officer

Office: (928) 634-7943 Fax: (928) 634-0715 c.page@jerome.az.gov

Celebrating our 118th Anniversary

1899-2017

Notice of all 2019 scheduled Meetings and Deadlines for application submission

Planning and Zoning

Design Review Board

<u>Deadline</u>	<u>Meeting</u>		<u>Deadline</u>	<u>Meeting</u>
11/20/2018	12/05/2018		11/22/2018	12/10/2018
		<u>2019</u>		
12/18/2018	01/02/2019		12/27/2018	01/14/2019
01/22/2019	02/06/2019		01/24/2019	02/11/2019
02/19/2019	03/06/2019		02/21/2019	03/11/2019
03/19/2019	04/03/2019		03/21/2019	04/08/2019
04/16/2019	05/01/2019		04/25/2019	05/13/2019
05/21/2019	06/05/2019		05/23/2019	06/10/2019
06/18/2019	07/03/2019		06/20/2019	07/08/2019
07/23/2019	08/07/2019		07/25/2019	08/12/2019
08/20/2019	09/04/2019		08/22/2019	09/09/2019
09/17/2019	10/02/2019		09/26/2019	10/14/2019
10/22/2019	11/06/2019		10/24/2019	*11/13 or 18/2019
11/19/2019	12/05/2019		11/21/2019	12/09/2019

******NOTE: NON-PUBLIC HEARING APPLICATIONS WILL BE ACCEPTED UP TO 10 DAYS BEFORE A MEETING DATE, AS LONG AS THERE IS NO "PUBLIC HEARING" SCHEDULED FOR THAT MEETING******

P&Z MEETS 1ST WEDNESDAY* AT 7PM

DRB MEETS 2ND MONDAY* AT 7PM

BOARD OF ADJUSTMENT MEETS 1ST THURSDAY AT 6PM – DEADLINE IS 15 DAYS PRIOR

BOA TENTATIVE DATES: 1/3, 2/7, 3/7, 4/4, 5/2, 6/6, 7/11, 8/8, 9/5, 10/3, 11/7, 12/5

(*MEETING DATES SUBJECT TO CHANGE FOR HOLIDAYS)

ADDITIONAL INFORMATION AVAILABLE AT JEROME TOWN HALL, 600 CLARK STREET

Charlotte Page (928) 634-7943 c.page@jerome.az.gov



For TTY access, call the Arizona Relay Service at 1-800-367-8939 and ask for Town of Jerome at 928-634-7943

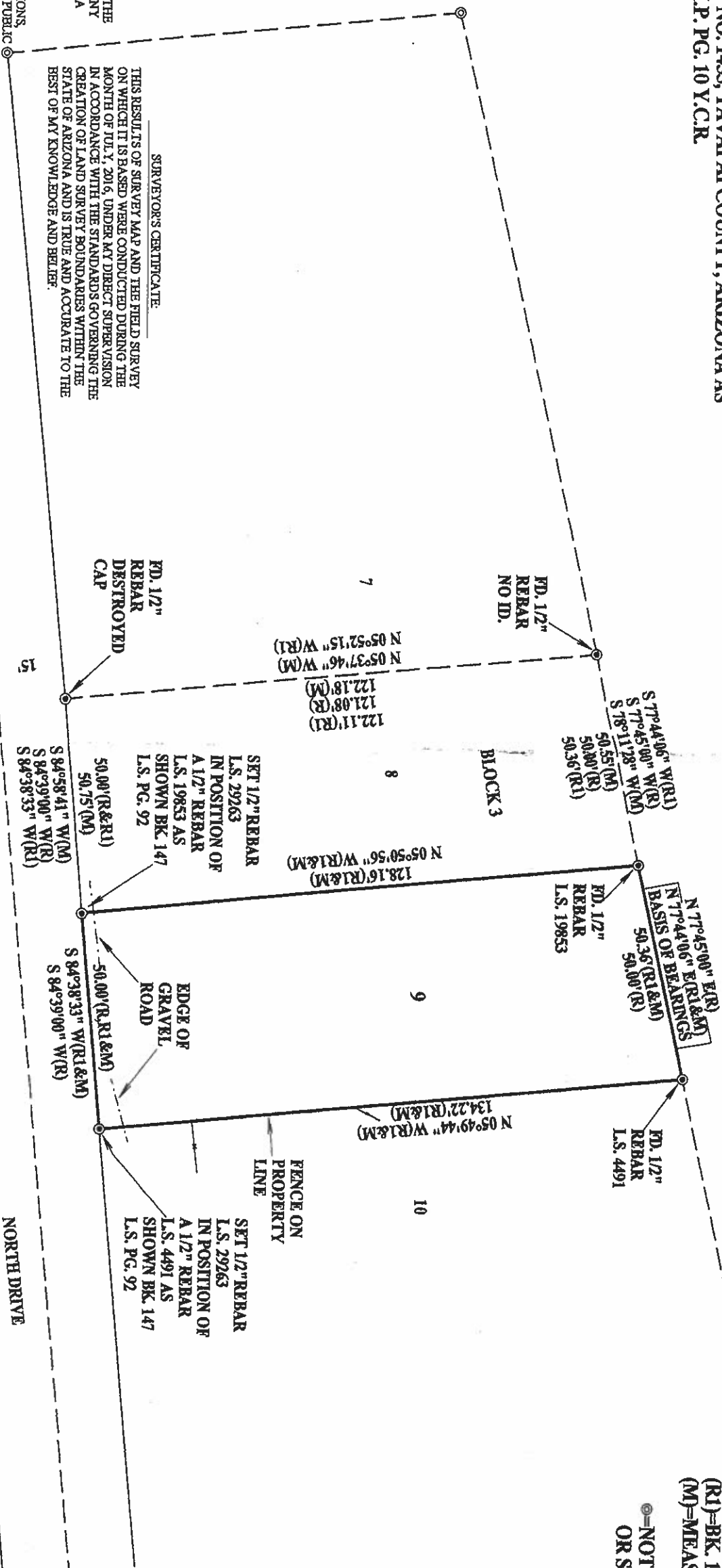
RESULTS OF BOUNDARY SURVEY
LOT 9 BLOCK 3 DUNDEE PLACE

A SUBDIVISION OF PARTS OF GREEN FLOWER AND GREEN UP LODGES
U.S. MINERAL SURVEY NO. 1455, YAVAPAI COUNTY, ARIZONA AS
RECORDED IN BK. 3, M.P. PG. 10 Y.C.R.

SCALE: 1"=30'
DATE: 07/12/2016

(R)=RECORD
(RJ)=BK. 147, L.S. PG. 92
(M)=MEASURED

⊙=NOT FOUND
OR SET



ONLY THOSE EASEMENTS SHOWN ON THE
RECORDED PLAT ARE SHOWN HERE. ANY
OTHERS SHOULD BE DETERMINED BY A
TITLE SEARCH.

THIS PLAT IS SUBJECT TO ALL CONDITIONS,
RESERVATIONS, AND OTHER ITEMS OF PUBLIC
RECORD ON THIS 12th DAY OF JULY, 2016.

THIS PLAT DOES NOT PURPORT TO VERIFY THE
OWNERSHIP OF ANY PROPERTY SHOWN OR
INVOLVED IN THIS SURVEY. ANY EASEMENTS OR
OTHER INCUMBRANCES SHOULD BE DETERMINED
BY A TITLE SEARCH.

THIS MAP WAS PREPARED FOR A SPECIFIC PURPOSE
PURSUANT TO AN AGREEMENT WITH THE CLIENT. ONLY
THOSE EASEMENTS INDICATED ON THE ORIGINAL RECORDED
SUBDIVISION PLAT ARE INDICATED ON THIS PLAT. NO ATTEMPT
WAS MADE BY THIS SURVEYOR OR HAMMES SURVEYING LLC
TO DETERMINE IF ANY ADDITIONAL EASEMENTS OR
INCUMBRANCES EXIST. THEREFORE, A TITLE SEARCH WOULD
BE NECESSARY TO DETERMINE IF ADDITIONAL EASEMENTS AND
INCUMBRANCES, IF ANY, MAY AFFECT THE SUBJECT PROPERTY.
THIS SURVEYOR AND HAMMES SURVEYING LLC WILL NOT
ACCEPT ANY LIABILITY FOR LOSS OR DAMAGES DUE TO ANY
BASEMENTS, ENCUMBRANCES, SUBSURFACE CONDITIONS,
STRUCTURES AND OR UTILITIES NOT INDICATED ON THIS PLAT.

SURVEYOR'S NOTES:
1. THE WORD CERTIFY AS SHOWN OR USED HEREON MEANS AN
EXPRESSION OR PROFESSIONAL OPINION REGARDING THE FACTS
OF THIS SURVEY AND DOES NOT CONSTITUTE A WARRANTY OR
GUARANTEE, EXPRESSED OR IMPLIED.
2. THE INTENT OF THIS SURVEY IS TO VERIFY THE BOUNDARIES
OF THE REFERENCED PROPERTY.
3. DECLARATION IS MADE TO THE ORIGINAL PURCHASER OF THIS
SURVEY. IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS
OR SUBSEQUENT OWNERS.

SCOPE OF SERVICES
THE SERVICE PROVIDED IN THIS BOUNDARY SURVEY
INCLUDES THE FOLLOWING:
1. LOCATING EXISTING BOUNDARY MONUMENTS AND
REPLACING MISSING MONUMENTS ON SUBJECT PROPERTY.
2. SHOWING EXISTING MONUMENTS USED TO DETERMINE
POSITION OF MONUMENTS ON SUBJECT PROPERTY.
3. SHOWING ON THIS PLAT CERTAIN EASEMENTS. SEE NOTE
4. SHOWING VISIBLE ENCROACHMENTS THAT AFFECT SUBJECT PROPERTY.
ACCEPTANCE OF THIS PLAT SIGNIFIES THE ACCEPTANCE OF THESE SERVICES

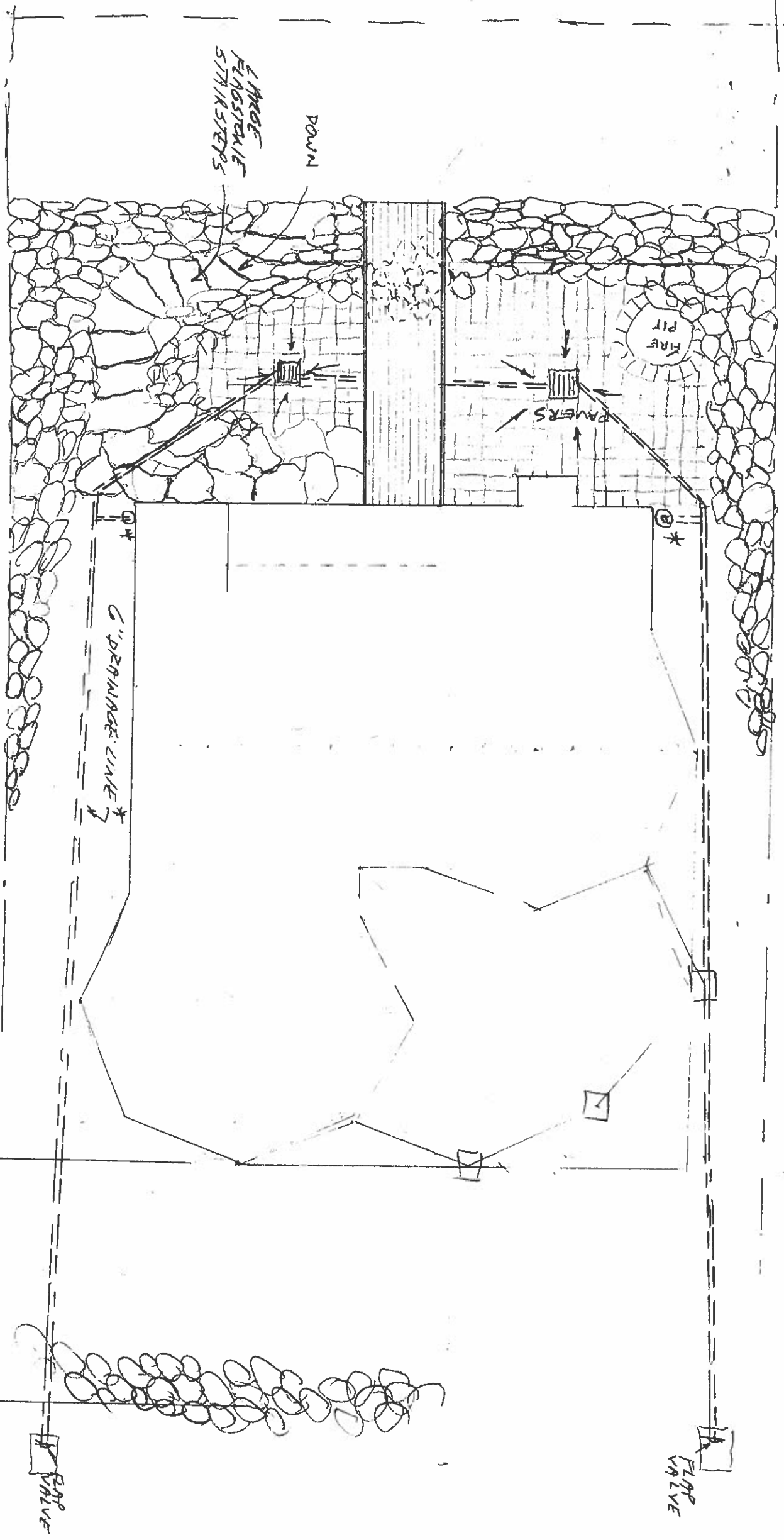


HAMMES SURVEYING LLC
2100 VIA SILVERADO
CAMP VERDE, AZ. 86322
(928) 282-5686 (928) 567-2833

16' 0" 16' 20" PARKING

16' 20"

44'



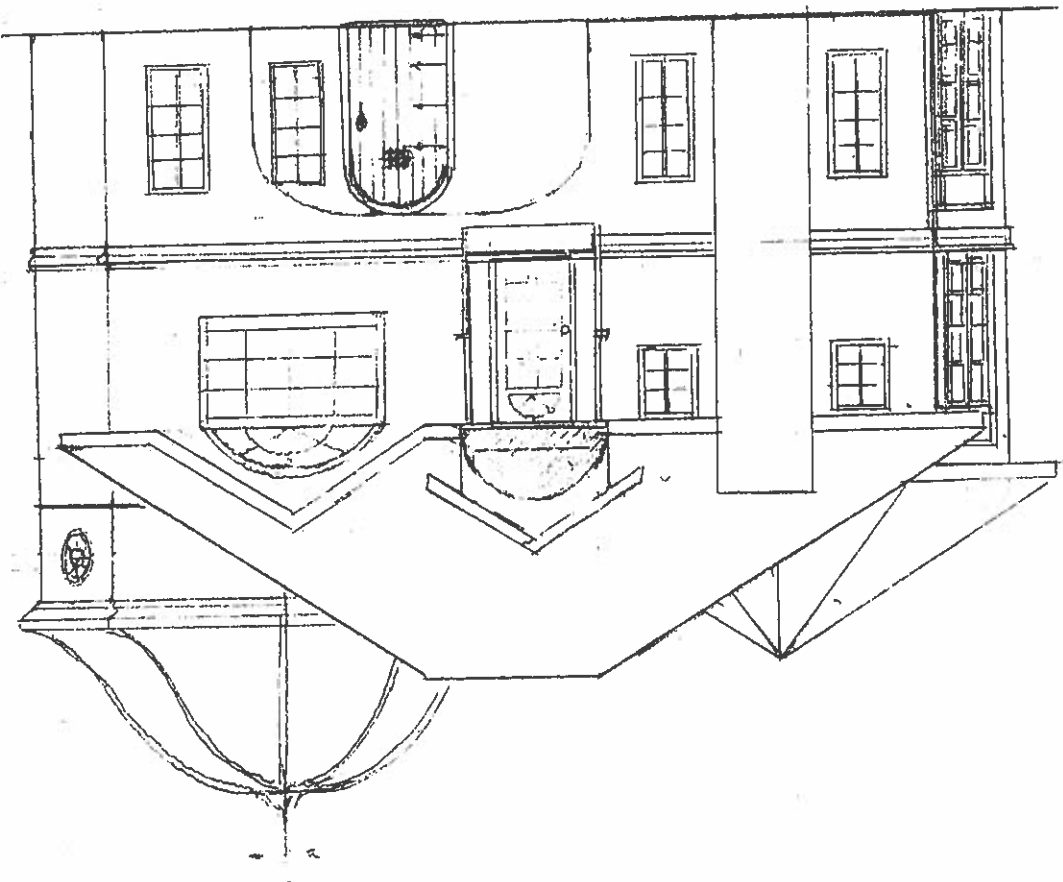
* PROVIDE THE-INS FOR RAIN GUTTERS

© WINDSOR CASTLES
INNOVATIVE HOME DESIGN
JUNE 2017

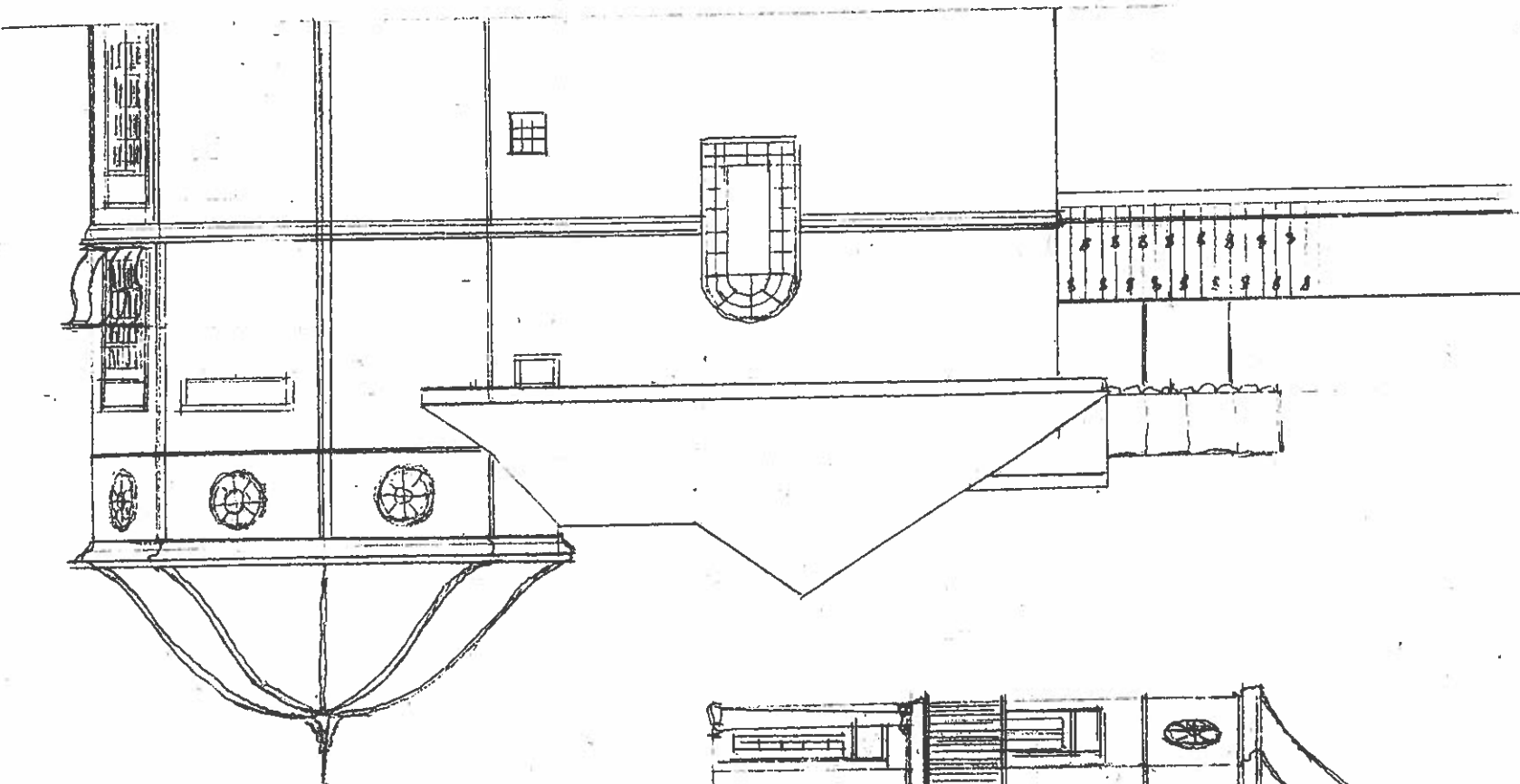
NOT PLAN FOR
JER. ROME PROJECT
JERRY PRITE

SCALE 1"=10'-0"

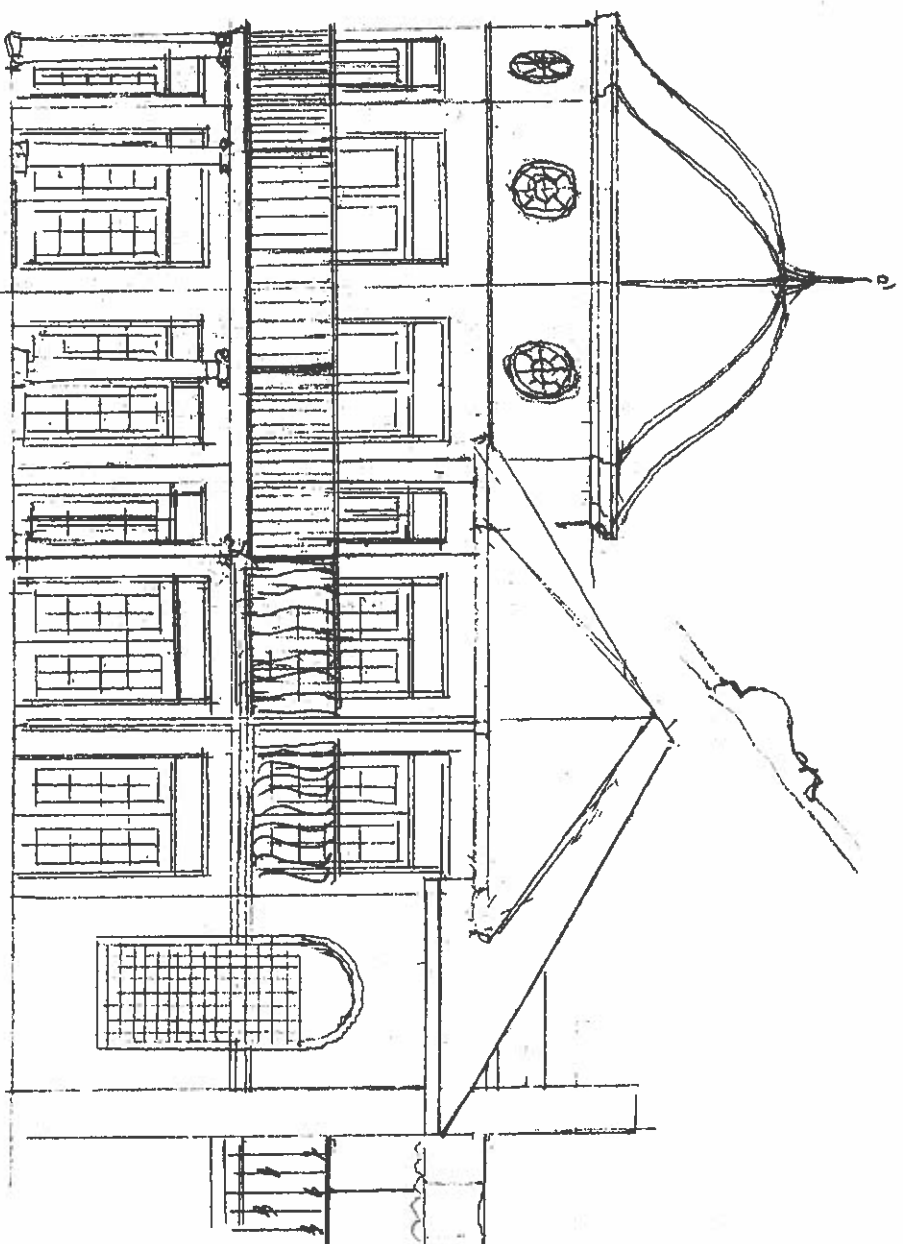
FRONT



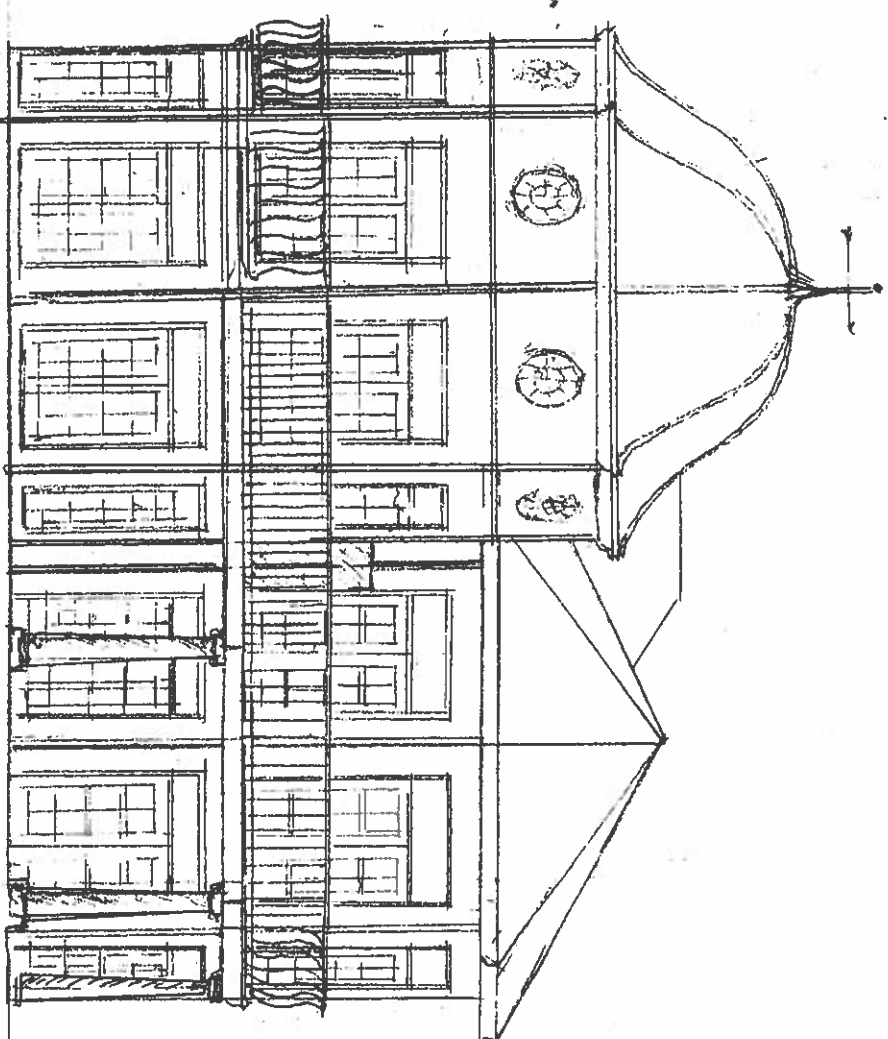
WEST



EAST



REAR



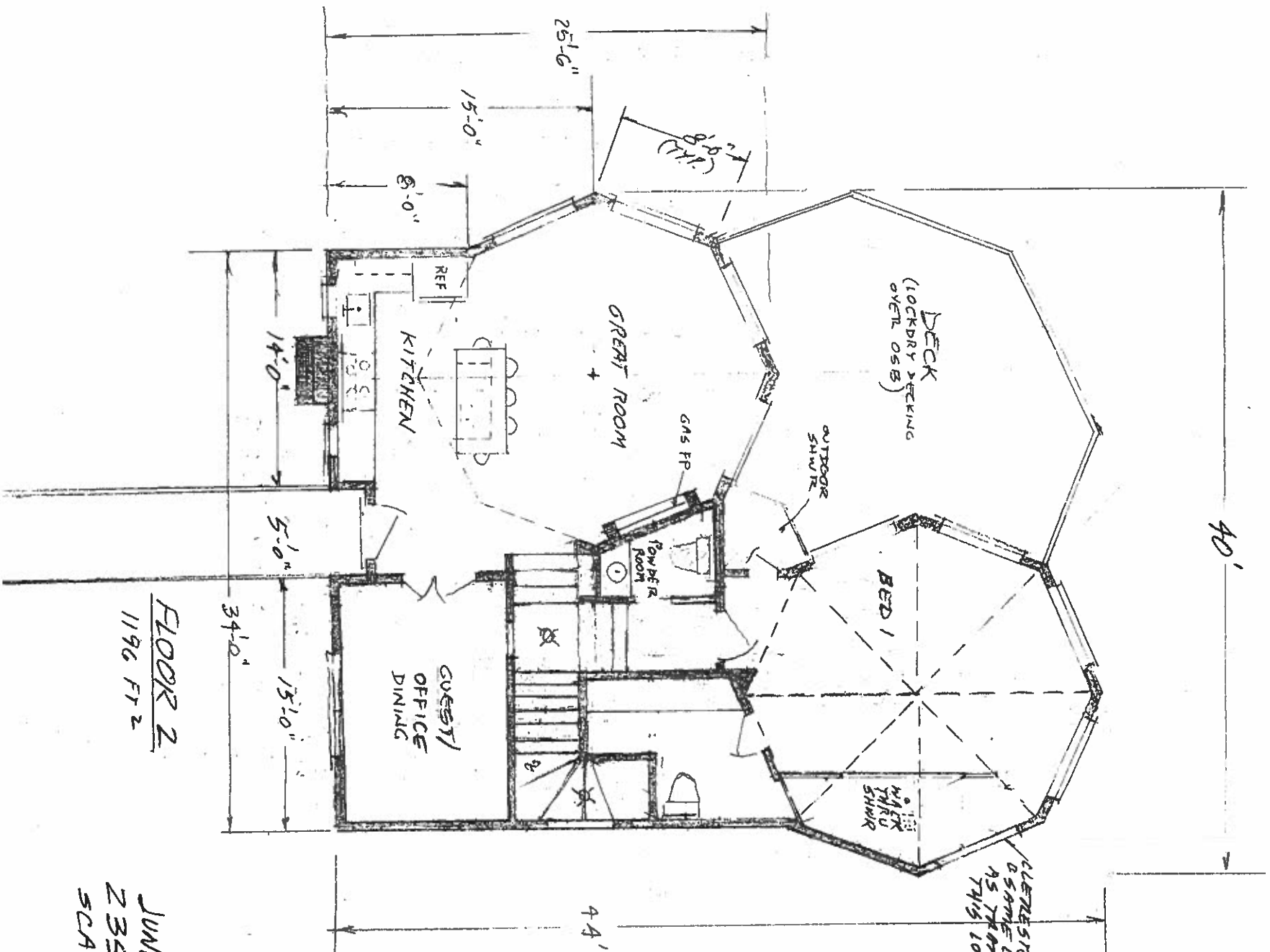
SCALE: 1/8"=1'-0"

© WINDSOR CASTLES
INNOVATIVE HOME DESIGN
JUNE 2017 LES SMUTZ
ELEVATIONS FOR
JER-ROME PROJECT
JERRY PATE

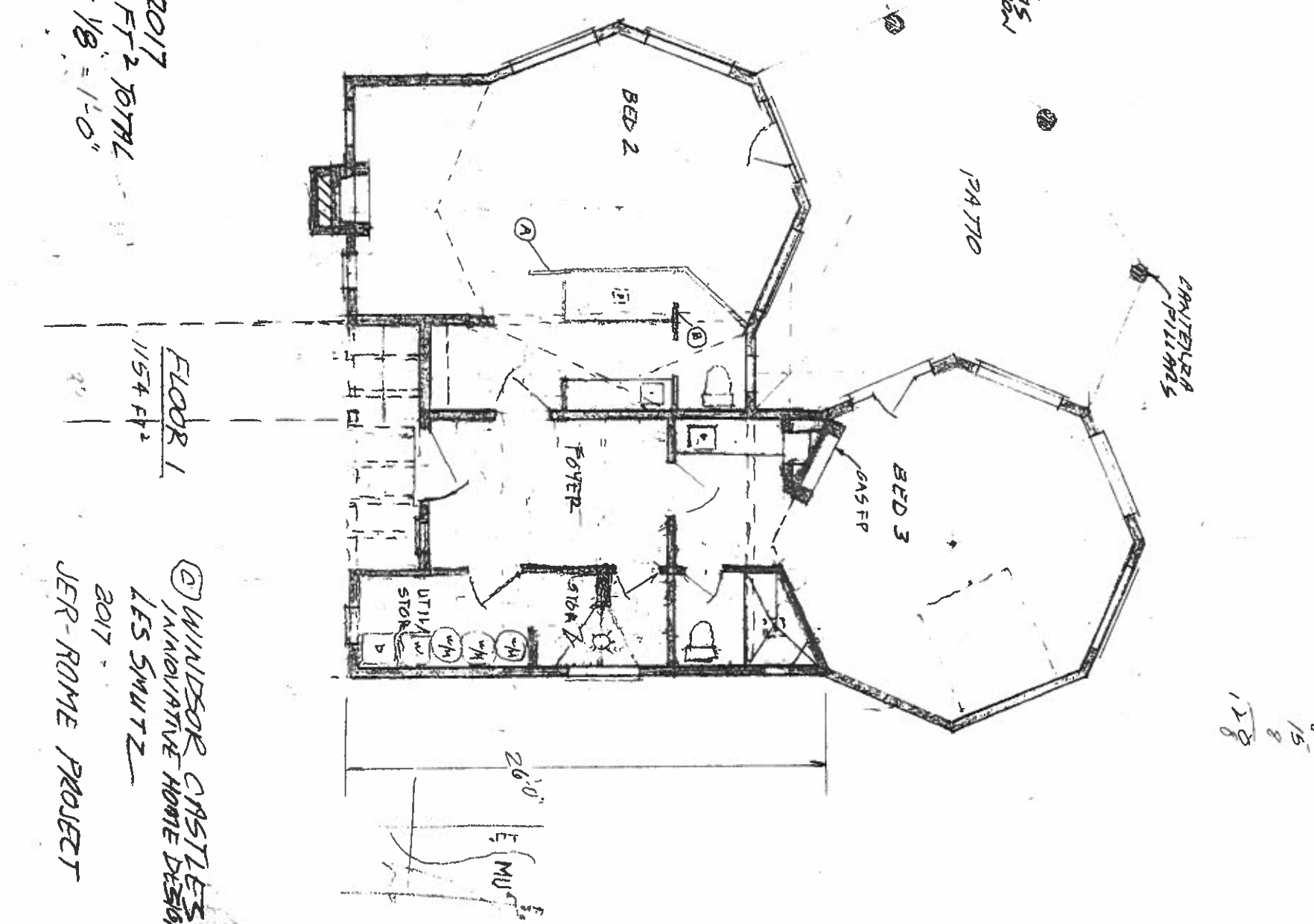
1ST FLR NOTES:

- Ⓐ OCTAGON CEILINGS 9 FT OTHERS 8 FT
- Ⓑ BED 2 - GLASS SHWR ENCL.
- Ⓒ SHOWER CONTROLS

0
15
8
128



FLOOR 2
1196 FT²



FLOOR 1
1154 FT²

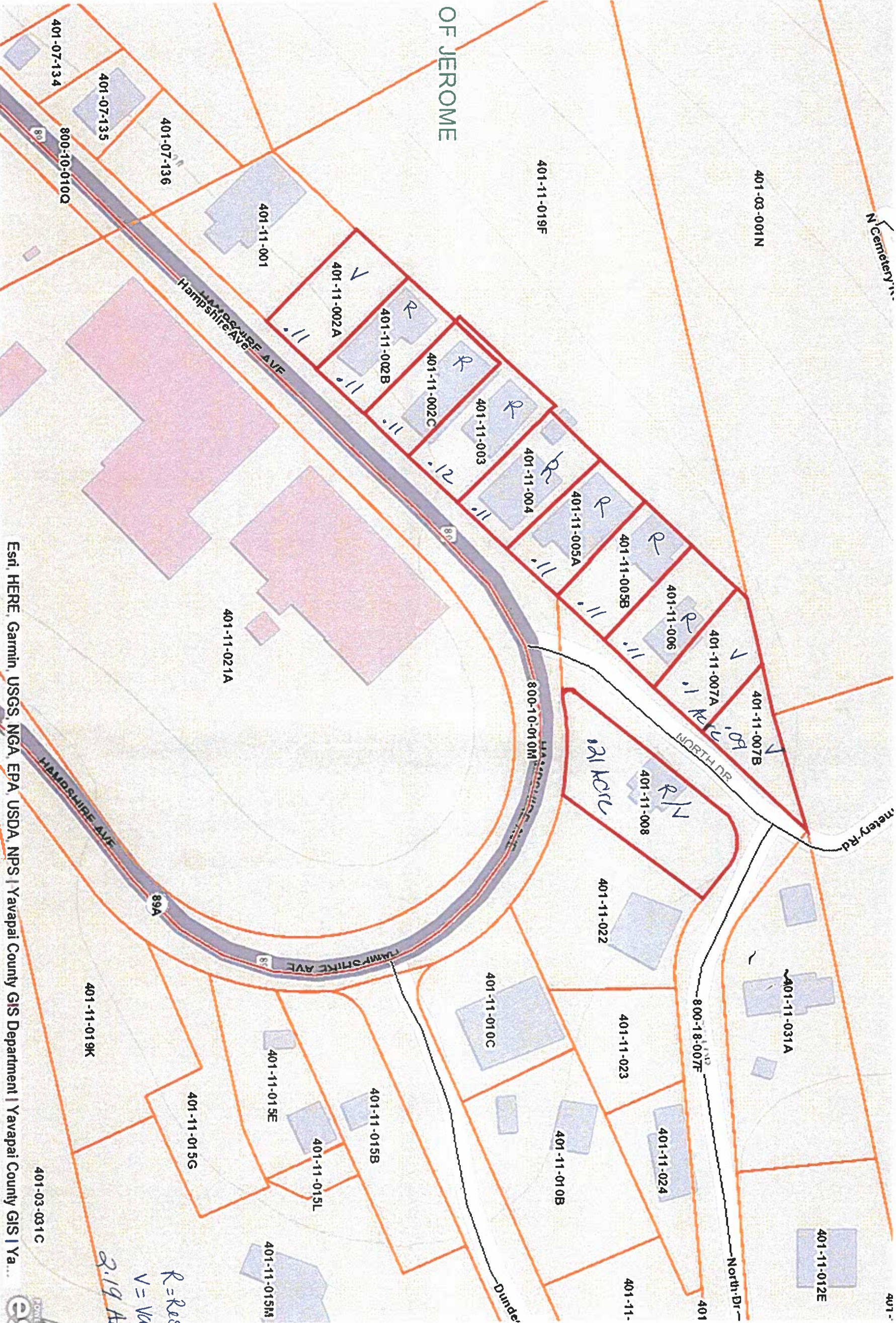
JUNE 2017
2350 FT² TOTAL
SCALE: 1/8" = 1'-0"

© WINDSOR CASTLES
/ INNOVATIVE HOME DESIGN
LES SMUTZ
2017
JER-ROME PROJECT

- Proposed
ZONE
CHANGE
- A DOT
Right of way
- VACANT
property
- Industrial
property
- Example
parking
8x30



SEE DETAIL
ABOVE LEFT



Esri, HERE, Garmin, USGS, NGA, EPA, USDA, NPS | Yavapai County GIS Department | Yavapai County GIS | Ya...

R=Residence
V=Vacant
2.19 Acres Total Land
2.19 Acres
= 2.0 Support

9120 = 91%

