



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

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: APPROVAL OF MINUTES: Minutes of October 3, 2018

Discussion/Possible Action/ Possible Direction to Staff

ITEM 3: 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.

****OPENING OF PUBLIC HEARING****

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.

****CLOSE OF PUBLIC HEARING****

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.

Discussion/Possible Action/ Possible Direction to Staff

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****OPENING OF PUBLIC HEARING****

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.

****CLOSE OF PUBLIC HEARING****

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.

Discussion/Possible Action/ Possible Direction to Staff

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.

Discussion/Possible Action/Possible Direction to Staff

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.

OWNER OF RECORD: Robert & Heather Doss

ZONE: R1-5

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.

Discussion/Possible Direction to Staff

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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.

Discussion/Possible Action/Possible Direction to Staff

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.

Discussion/Possible Action/Possible Direction to Staff

ITEM 12: FUTURE AGENDA ITEMS

Discussion/Possible Direction to Staff

ITEM 13: 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 11/6/18

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.



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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.

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.

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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.

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."

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 Hardie's 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:

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.

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PLANNING AND ZONING COMMISSION
DATE: Wednesday, October 3, 2018 TIME: 7:00 pm
PLACE: JEROME CIVIC CENTER
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Respectfully submitted by Joni Savage on November 7, 2018

Approved: _____ Date: _____
Planning & Zoning Commission Chair

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

DRAFT

PUBLIC HEARING ZONING ORDINANCE SECTION 104, 105 & 106, IN REGARD TO MEMBER ABSENCES

DRAFT TEXT AMENDMENT

ARTICLE I ADMINISTRATION

SECTION 104. PLANNING AND ZONING COMMISSION

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. ~~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.~~ 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. 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]

SECTION 105. BOARD OF ADJUSTMENT - Proposed Text Amendments ~~Deletions~~

A. ESTABLISHMENT; COMPOSITION; TERMS OF MEMBERS; VACANCIES; COMPENSATION OF MEMBERS

There is hereby established a Board of Adjustment of the Town of Jerome, to 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 Board shall serve for three (3) years, except as hereinafter provided. The members of the first Board appointed hereunder shall serve for the following terms: two (2) members shall be appointed for a term of one (1) year, two (2) members shall be appointed for a term of two (2) years, and one (1) member shall be appointed for a term of three (3) years. In the event of a death, resignation, or removal from the Board, the vacancy shall be filled by the Council for the unexpired term. Members of the Board may, after a public hearing, be removed by the Council for inefficiency, neglect of duty, or malfeasance in office. For any reason other than absence, the Council shall file a written statement of the reasons for removal. ~~Three (3) unexcused absences during a term from any regular or special meeting shall be grounds for termination at the will and pleasure of the appointing authority without the necessity of a hearing or notice, and such action shall be~~

~~final.~~ **A Board 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 the Board or Council.** All members shall serve without pay. However, members of the Board may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the Board and approval of such expenditures by the Town Council.

SECTION 106. DESIGN REVIEW BOARD - **Proposed Text Amendments** ~~Deletions~~

A. PURPOSE

The purpose of the Design Review Board is to review the exterior design of new buildings and structures, the alteration of buildings and structures, landscaping plans, signs, and proposed demolition of structures, within the Historic Overlay District, in order to ensure that new development is compatible with the surrounding environment, and to preserve and protect the historic character of the Town of Jerome.

B. COMPOSITION; TERMS OF MEMBERS; VACANCIES; COMPENSATION OF MEMBERS

The Design Review Board of the Town of Jerome shall be composed of five (5) members. The membership shall consist of a Town Planning and Zoning Commission member and four (4) residents of Jerome, who shall be persons qualified by design background, training or experience, to be appointed by the Town Council. The member of the Planning and Zoning Commission shall be designated annually by the Commission, and may not serve as Chair of the Design Review Board concurrently with serving as Chair of the Planning and Zoning Commission. In the event of a vacancy in the seat held by the member of the Planning and Zoning Commission, the Commission shall appoint another member to serve on the Design Review Board for the remainder of that year. The four (4) public members shall serve for a term of three (3) years. Members may, after a public meeting, be removed by the Council for inefficiency, neglect of duty, or unethical conduct in office. ~~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.~~ **A Board 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 the Board or Council.** In the event of death or resignation, or removal from the Board, the vacancy shall be filled by the Council for the unexpired term. All members shall serve without pay. However, members of the Board may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the Board and approval of such expenditures by the Town Council.

PUBLIC HEARING IN REGARD TO DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS FOR ACCESSORY BUILDINGS

DRAFT TEXT AMENDMENT: ACCESSORY BUILDINGS

Text additions as proposed ~~TEXT REMOVED~~

ARTICLE II DEFINITIONS

SECTION 201. GENERAL

For the purpose of this ordinance, certain words and terms used herein are defined as follows: all words used in the present tense include the future tense; all words in the plural number include the singular number, all words in the singular number include the plural number, unless the natural construction of the wording indicates otherwise. The word "lot" includes the word "plot"; the word "building" includes the word "structure"; and the word "shall" is mandatory and not discretionary. Other words and phrases used in this ordinance shall have the following meaning:

Accessory Building – a building or structure which is visually subordinate to and the use of which is ~~economically~~ 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.)

~~**Guest House**—living or sleeping quarters, within an accessory building for the sole use of occupants of the premises, guests of such occupants or persons employed on the premises. Such quarters shall not be rented and/or otherwise used for income purposes.~~

Guest Room – a room having no cooking facilities intended for occupancy by one or more persons not members of the family. Does not include dormitories for sleeping purposes.

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

A final site plan shall be submitted to the Zoning Administrator for review by the Building Inspector, Zoning Administrator and Planning and Zoning Commission with a

permit application. The request for approval shall be accompanied by eight (8) identical copies of the plan. Each copy shall be on one or more sheets of paper measuring not more than twenty-four by thirty-six inches (24" x 36"), drawn to a scale not smaller than forty (40) feet to the inch which show all of the features required in the Preliminary Plan and:

1. Any additional features required as a result of engineering and/or soils studies; 2.
2. Compliance with the appropriate sections of the Zoning Ordinance for the Zoning District including:
 - a. lot area
 - b. lot width
 - c. maximum lot coverage
 - d. yard requirements
 - e. off-street parking and loading
 - f. building height
 - g. **accessory building height**
 - h. any other property development standards specific to the zone.

SECTION 304. DESIGN REVIEW

h. ARCHITECTURAL DETAILS – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.

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

j. 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.

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

SECTION 503. "AR" ZONE, AGRICULTURAL RESIDENTIAL

E. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty-five (25) feet as defined in "building, height of". On slopes over forty-five percent (45%) there will be a one (1) foot reduction in height for each additional five percent (5%) of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

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 set backs 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 one (1) story or fourteen (14) feet to the peak or highest point of the roof**
 2. **Accessory buildings shall not be used for human habitation.**

SECTION 504. "R1-10" ZONE, SINGLE FAMILY RESIDENTIAL

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty-five (25) feet as defined in "building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade." (see Appendix for diagrams).

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- a. **Accessory buildings, attached: Shall be considered in determining yard, lot and area requirements.**
- b. **Accessory buildings, detached: Shall meet all required set backs 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 one (1) story or fourteen (14) feet to the peak or highest point of the roof**
 2. **Accessory buildings shall not be used for human habitation.**

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

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty-five (25) feet as defined in "building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade." (see Appendix for diagrams).

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 set backs 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.**

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

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty-five (25) feet as defined in "building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

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 set backs 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.**

SECTION 507. "C-1" ZONE, GENERAL COMMERCIAL

E. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: The maximum building height shall not exceed the height of twenty-five (25) feet except when the following conditions prevail:

a. The maximum building height shall not exceed that established by any building within one hundred (100) feet on either or both sides of the lot. Where more than one such building is within one hundred (100) feet of the lot then the maximum building height of the nearest such building shall be the maximum building height of the lot. Except that where the lot is between two (2) such buildings, each within one hundred (100) feet of the lot, then the maximum building height of the center of this lot shall be that established by a line joining the highest point of the other such buildings. Nothing in the above shall require that the maximum building height in this district be less than twenty-five (25) feet. (see Appendix for diagrams).

b. Notwithstanding these provisions no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade."

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 set backs 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.

SECTION 508. "I-1" ZONE, LIGHT INDUSTRIAL

E. PROPERTY DEVELOPMENT STANDARDS

Same as C-1 Zone.

PUBLIC HEARING 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

November 7, 2018

ITEM 8: CONDITIONAL USE PERMIT FOR RESIDENTIAL USE IN THE C-1 ZONE

CENTRAL HOTEL

APN 401-06-088

507 B Main St. Jerome

The Central Hotel has been occupied as three apartments with commercial use on two lower floors since 1981. It was occupied as four apartments with commercial use on the bottom floor at the passage of the Zoning Ordinance.

The applicant is requesting mixed occupancy of a retail space with a resident living in a rented commercial space. The building is in the C-1 Zone, it has had continuous residential/commercial use since the passage of the Ordinance. As such, the mixed use is considered a legal non-conforming use. Non-conforming because residential use in the C-1 Zone requires Conditional Use Permit and this site does not have off street parking that would be required to support any use.

The 2nd floor space has been devoted completely to retail in the recent past. Retail and residential use will continue in the building.

The Fire Chief says he will require the addition of sprinkler type fire suppression for the second floor only, to allow a new mixed use with retail and a full-time occupant on the second floor. Addition of sprinklers would not be required for continued retail only use. Addition of a smoke detector in any sleeping quarters for residents is required and a fire extinguisher will be required for retail occupancy. Reconstruction of a kitchen facility and installation of sprinklers would require a building permit.

The proposed shared use of the space for residential/retail is not a remodel. The configuration of the space is not changing. It may be considered an extension of a legal non-conforming use of the building, and it is an allowed 'lawful use' within the zone with a Conditional Use Permit.

Section 501. Nonconforming Situations

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.

5. Once changed to a conforming use, no building or land shall be permitted to revert to a nonconforming use.

8. A nonconforming use shall not be extended, but the extension of a lawful use to any portion of a nonconforming building which existed prior to the enactment of this Ordinance shall not be deemed the extension of such nonconforming use.

This proposed mixed use of one floor is consistent with the historical use of the entire building and compatible with use of neighboring properties.

SECTION 510. PARKING AND LOADING REQUIREMENTS

B.8 In the event of mixed uses, the total requirement for off-street parking spaces is the sum of the requirements of the various uses computed separately.

Building use, and reference 'base' parking - Reference 510.D Schedule of required off-street parking spaces

Basement – retail	= 1 space	
1 st floor – retail 634 sq ft	= 2 spaces	
3 apartments	= 4.5 spaces	total 7.5 = 8 spaces

Proposed use and parking requirement

Basement retail	= 1 space	
1 st floor retail + rental	= 2.5 spaces (1 apartment and under 600 sq ft retail)	
3 apartments	= 4.5 spaces	total = 8 spaces

The owner is requesting a Conditional Use Permit to rent the 2nd floor with a mixed use of retail and residential. The request is a lawful use in the commercial zone and a Conditional Use Permit is required. The parking requirement for the building does not change when the 2nd floor space combines residential and retail space because more than 34 square feet will be devoted to personal space and parking for retail will then be reduced to one space. P&Z may consider granting CUP for additional combined residential/commercial use.

Charlotte Page
Zoning Administrator



Town of Jerome

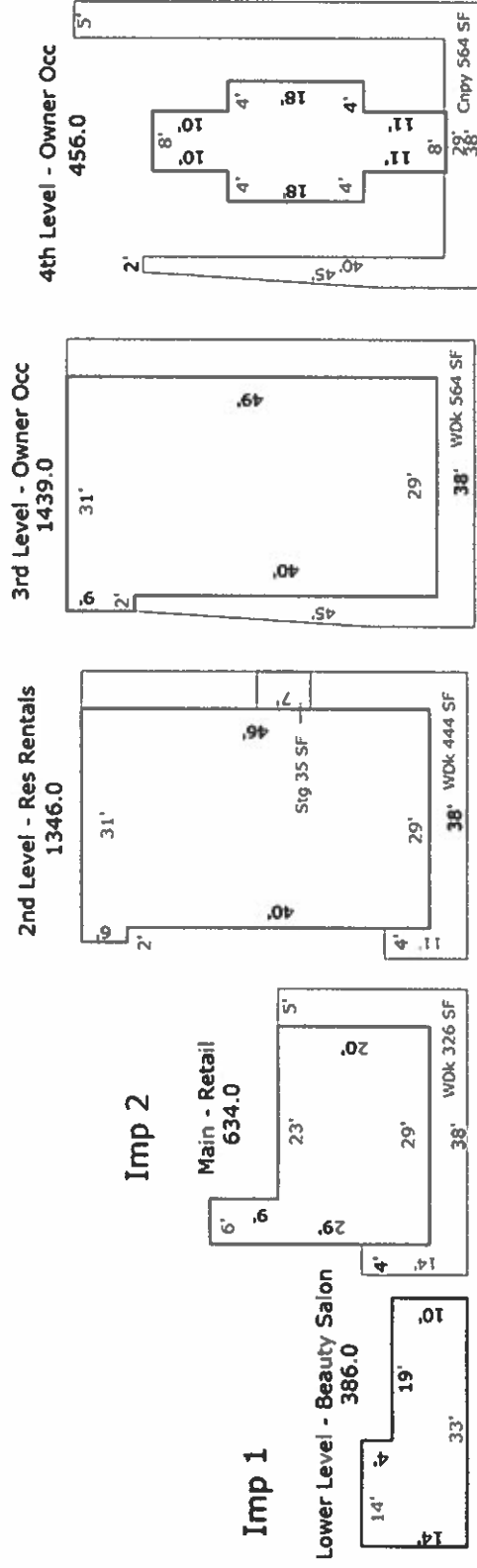
Post Office Box 335, Jerome, Arizona 86331

(928) 634-7943 Fax (928)634-0715) r.borowski@jerome.az.gov

Applicant		For Office Use Only	
Project Name: <u>CENTRAL HOTEL</u>		Type of Application: <u>Conditional Use Permit</u>	
Project Address: <u>507 B MAIN ST, JEROME</u>		Fee (\$100): <u>check #3622</u>	<u>P & Z</u>
Assessor's Tax Parcel Number(s): <u>401-06-088</u>		Current Zone: <u>2100</u>	
		Date Applied:	
		Taken By: <u>CP</u>	
		Parking Req's:	
		Parking Req's Met: <u>Y N</u>	Final Action: <u>A D</u>
Property Owner: <u>LEEN CHRISTENSEN</u>		Applicant/Agent:	
Mailing Address: <u>P.O. Box 5</u>		Mailing Address:	
City: <u>JEROME, AZ 86331</u>		City:	
State: <u>AZ</u>		State:	
Zip Code: <u>86331</u>		Zip Code	
Phone: <u>928-634-5775</u>		Phone:	
Fax: <u>928-282-7397</u>		Fax:	
Email: <u>lchristensen@sedm.net</u>		Email:	
Request (state the proposed usage requiring this permit and any other information pertinent to the consideration of granting of this permit): <u>allowing the combined residential/shop use of the #10 STORE SPACE. HISTORICALLY, the building was a working man's hotel with rooms rented in shifts to miners. It became an apartment shop building in the '60's when individual rooms were combined to form apartments and a store so granting this request would return to an earlier combined building use.</u>			
I hereby certify that the information submitted on this application is complete and accurate to the best of my knowledge and that I am the owner or authorized agent of the same as stated in the attached documentation.			
Signature: <u>Lee N. Christensen</u>			
Print Name: <u>LEE N. CHRISTENSEN</u>			
Date: <u>September 26 '18</u>			



Imp 3





TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

November 7, 2018

ITEM 9: 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.

The applicant circulated a petition to owners of all the parcels above and will hold a neighborhood meeting on November 6, 2018.

Positive response of the landowners was received by nearly all affected properties, and signatures were obtained for the petition from many of the property owners. The vacant property at 18 North Ave did not respond as of October 25, 2018. Two property owners confirmed their support by email.

Report of the neighborhood meeting will be given verbally at P&Z meeting with written documentation available. Thirty-five property owners in the vicinity were notified by mail with a letter and a draft map of the properties included in the proposed zone. Signs were posted at either end of the proposed zone and at the site of the neighborhood meeting, 896 Hampshire Ave on October 22, 2018.

Properties in the proposed zone are currently zoned for single family residential use. The R-2 Zone allows single family residential use. The change of zoning would not affect the current permitted uses of the properties if allowed. Any conditions or restrictions currently imposed on any of the specific properties that are discovered will be reported as available.

After review of the support of the affected landowners, Zoning scheduled the neighborhood meeting and with this input P&Z may either support the continued exploration of the zoning change by scheduling a public hearing, or other actions and additional information may be requested.

Charlotte Page
Zoning Administrator



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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 COMMISSION

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

APPLICANT'S NAME: Robert And Heather Doss
MAILING ADDRESS: P.O. Box 1147 Jerome
TELEPHONE: 3004482 or 4515653 EMAIL: hr.doss820@hotmail.com
PROJECT ADDRESS: 896 Hampshire Ave Jerome
PARCEL NUMBER: 401-11-005A ZONE DISTRICT: R1-5
APPLICATION FOR (Please describe the project.): Rezoning Petition
R1-5 change to R2

- I hereby apply for consideration and conditional approval by the above Planning & Zoning 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: Robert Doss DATE: 10-18-18

Additional Signatures on Petition

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, ALL OF SECTION §303. Conditional Use Permits must also be approved by Council.

ZONING DISTRICT: R-1-5 PROPOSED USE: R-2

PERMITTED USE?: ☐ CONDITIONAL USE?: ☐

PROPERTY DESCRIPTION

1. Nonconforming lot of record? N/A
 2. Name of connecting public street North Dr. + Hampshire Ave
 3. Public water (domestic)? Y Public Sewer? Y - Hampshire Ave
Public water (fire suppression)? Y Public Septic? Y - North Ave
 4. Lot area N/A Required for zone N/A
 5. Lot width N/A Required for zone N/A
 6. Square footage of building N/A Required for zone N/A
Square footage of footprint N/A
 7. Percentage of lot covered N/A
 8. Yards N/A
Front _____ Front of buildings within 100' _____
Side yard (1) _____ Side yard (2) _____
Rear yard _____
Single or double frontage _____
 9. Building height from median N/A Maximum face _____
- Engineering may be required on Items 10 and 11.* N/A
10. Fill required? _____ Evidence of safety of fill _____
 11. Excavation required? _____ Evidence of safety of excavation _____
 12. Design Review required? _____

Sign proposed? X/O

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

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

14. Is land suitable for building? (Engineering verification may be necessary.) N/A

Slope _____

Engineering report submitted? _____

15. Home occupation? N/A

16. Exterior lighting? N/A

17. Walls and fences? N/A

18. Accessory building(s)? _____

Square footage _____ Height _____

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

PARKING AND LOADING – Please review ZONING ORDINANCE, SECTION §510. *

1. Use _____

2. Is this a change of use or a new use of a preexisting structure? _____

3. Loading requirement _____

How will requirements be fulfilled? _____

4. Parking requirement Current 2 spaces per residence
multi family 1.5 per unit
How will requirement be fulfilled? _____

5. Off-street parking

Spaces required _____

Spaces provided _____

Access from public street (which street) _____

Dimensions _____

Grading required _____

Surface _____

Circulation pattern and exiting procedure _____

* Current residents/owners will ~~be~~ continue to be single family until individual property owner submit for status change. Parking to be demonstrated for legal duplex use, or multi-family use.

Charlita Pa
Acting Zoning Admin
Oct 16, 2018

PLAN REVIEW

Each application for design approval will be filed with the Zoning Administrator to be forwarded to the Planning & Zoning Commission. The application for approval shall be submitted with eight (8) identical copies of the plan. Each copy shall be on one or more sheets of paper, not measuring more than twenty-four (24) inches by thirty-six (36) inches, drawn to a scale not smaller than forty (40) feet to the inch, which show the features referenced in Section 303 I.C. 1-11 of the Zoning ordinance. The following checklist is provided for the applicant's convenience to ensure inclusion of all necessary data.

- ☐ Eight (8) copies of the site plan enclosed
- ☐ North arrow
- ☐ Scale
- ☐ Lot dimensions
- ☐ Street dedications
- ☐ Easements
- ☐ Utilities
- ☐ Property lines
- ☐ Location of all buildings and structures and number of stories (building height)
- ☐ Vicinity sketch
- ☐ Adjacent properties and their uses
- ☐ Dimensions of all required yards
- ☐ Lot coverage
- ☐ Space between buildings
- ☐ Dimensions of all proposed walls and fences
- ☐ Exterior lighting
- ☐ Parking and loading
 - ☐ Location of spaces
 - ☐ Number of spaces
 - ☐ Dimension of spaces
 - ☐ Circulation patterns
 - ☐ Surface materials
- ☐ Existing and proposed drainage
- ☐ Existing natural features (rock outcroppings, washes, etc.)
- ☐ Existing man-made features (roads, walkways, stairways, etc.)
- ☐ Existing and proposed grades
- ☐ Slope of property
- ☐ Proposed excavation and grading
- ☐ Engineering reports where needed

Map of proposed
Zone

PLAN REVIEW CHECKLIST CONTINUED ON NEXT PAGE

_____	Driveways - proposed
_____	Location
_____	Number
_____	Dimensions
_____	Circulation patterns
_____	Surface materials
_____	Other access ways – proposed
_____	Location
_____	Number
_____	Dimensions
_____	Circulation patterns
_____	Surface materials
_____	Pedestrian walkways and stairways - proposed
_____	Location
_____	Number
_____	Dimensions
_____	Circulation patterns
_____	Surface materials
_____	Legal description of property to be developed
_____	Additional information requested by Zoning Administrator
_____	Additional information requested by Design Review Board

PLEASE NOTE:

After Planning & Zoning Commission approval and Design Review Board approval, building projects must then be submitted to the Building Inspector for review, approval, and issuance of building permit(s).

REGARDING BUILDING PERMITS:

Additional fees are required for building permits to reimburse the Town for costs of providing plan review and construction inspection services. Please refer questions to the Building Inspector. Commercial projects and some residential projects generally require plans to be prepared and/or sealed by an Arizona registrant, such as a licensed architect or engineer, per A.R.S. §32-144. Licensed contractors are required for construction projects per A.R.S. §32-1121.



STAFF CONTACT:
c.page@jerome.az.gov



WEBSITE:
www.jerome.az.gov



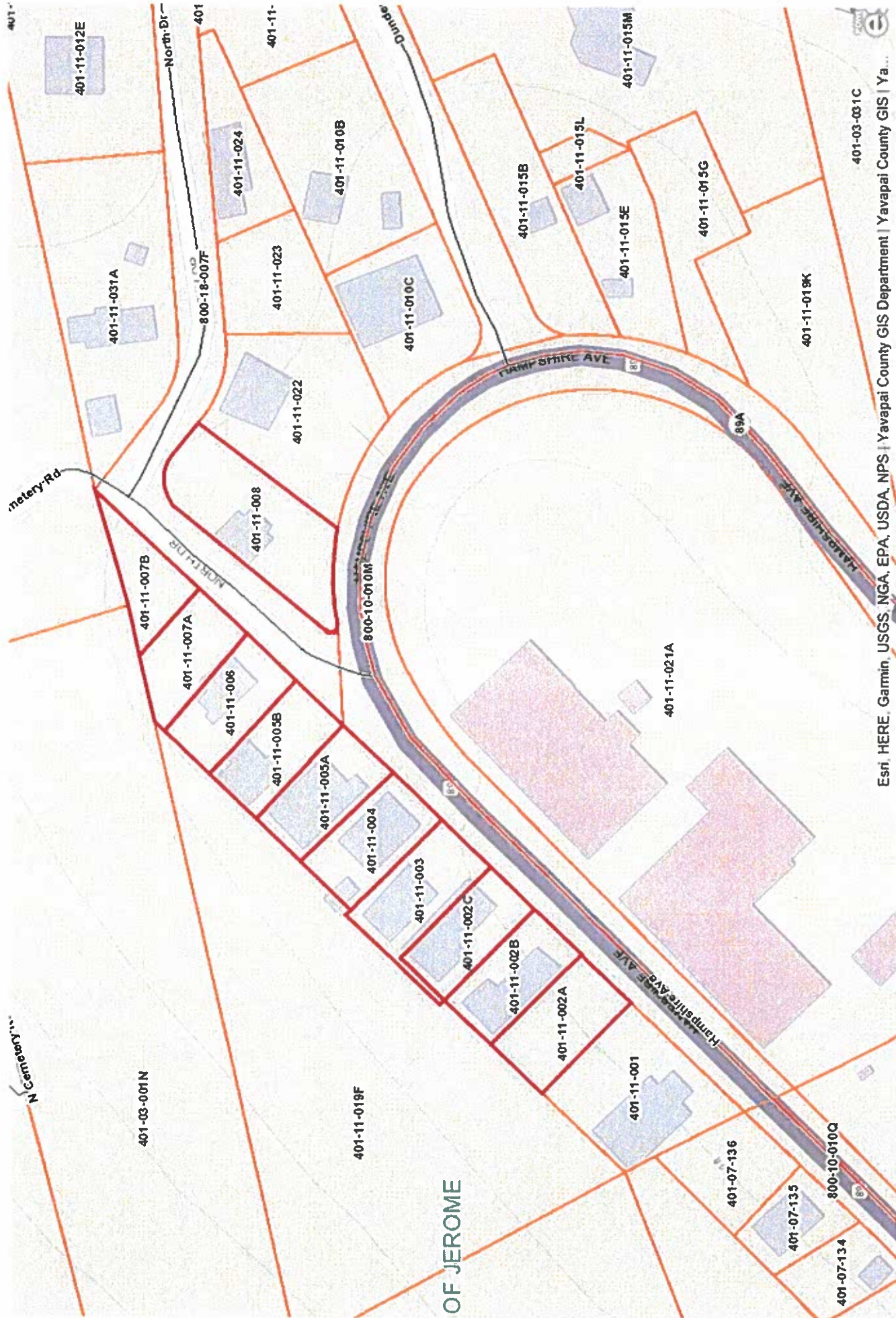
OFFICE PHONE:
928-634-7943



TOWN HALL ADDRESS:
600 CLARK STREET

PROPOSED R-2 ZONE, 2018

Map From Yavapai County Website, not to scale or official



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 & 21 North Drive, and 858 Hampshire, 860 Hampshire, 867 Hampshire, 874 Hampshire, 884 Hampshire, 886 Hampshire, 888 Hampshire, 894 Hampshire, 896 Hampshire, and 898 Hampshire.

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
10/15/18	Joni Savage	Joni Savage	PO Box 234 805 Hampshire Ave	Include this address
10/15/18	Rond Doss	Rond Doss	PO Box 21 662 S. main	would like to be included
10/15/18	Richard Martin	RICHARD MARTIN	Box 43 Jerome AZ	
10/15/18	Heather Doss	HEATHER DOSS	PO Box 1147 896 Hampshire	
10/15/18	Robert Doss	Robert Doss	PO Box 1147 896 Hampshire	
10/15/18	Camela Morris	Camela MORRIS	Box 1327 711 East Ave	Include This Address
10/15/18	Michael Morris	Michael Morris	Box 1327 711 East Ave	Include This Address
10/15/18	Spring Peterson	Spring Peterson	PO Box 819 Hampshire Ave	Include this address

(Directly affected)

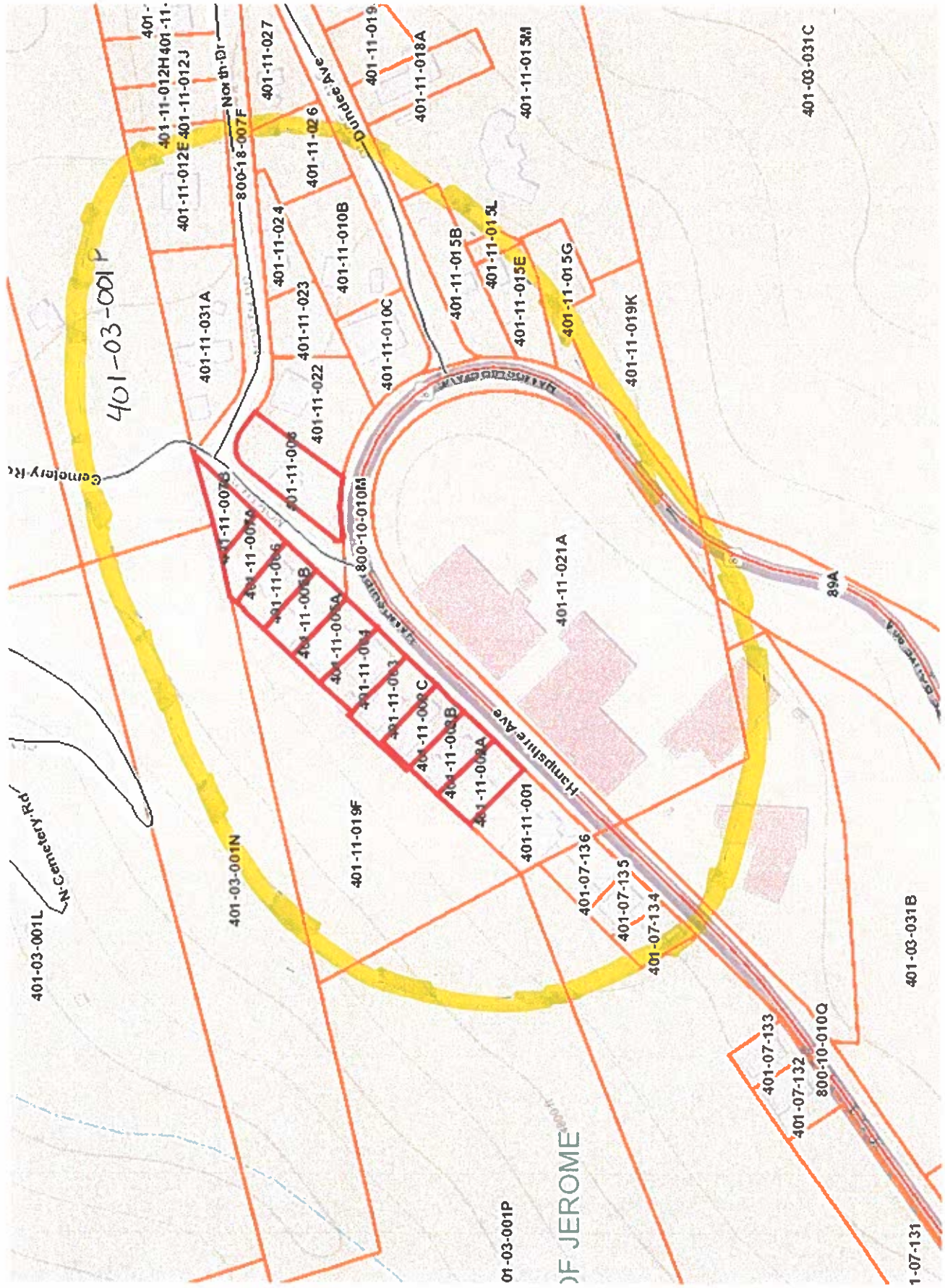
Date	Signature	Printed Name	Address	Comment
10-15-18	<i>Darryl Peterson</i>	andrew peterson	PO box 6 819 Hampshire Ave	Include this address
10-15-18	<i>Tim McClellan</i>	Tim McClellan	PO Box 1915 819 Hampshire Ave	
10-15-18	<i>Ellen Wojcik</i>	Ellen Wojcik	PO Box 1915 819 Hampshire Ave	include this address
10/15/18	<i>Tammy Miller</i>	Tammy Miller	PO Box 1011 Jerome, 811 Hampshire	include this address
10/15/18	<i>Terry Moly</i>	Terry Moly	" "	
10-15-18	<i>Kumari Virandi</i>	KUMARI VIRANDI	806 HAMPSHIRE	INCLUDE THIS ADDRESS
10/15/18	<i>Robin Anderson</i>	ROBIN ANDERSON	801 Hampshire	
10/15/18	<i>Darryl Williams</i>	Darryl Williams	720 East Ave	include this address
10/15/18	<i>Jayne Doss</i>	Jayne Doss	888 Hampshire Ave Box 21	Include this address
10/15/18	<i>Wayne Koller</i>	Wayne Koller	888 Hampshire Ave Jerome 86331	PO Box 21 Jerome AZ 86331
10/15/18	<i>Francis Marcell</i>	Francis Marcell	PO Box 1344 894 Hampshire Ave	
10/15/18	<i>Robert J. McWhirter</i>		21 North Dr.	

OK

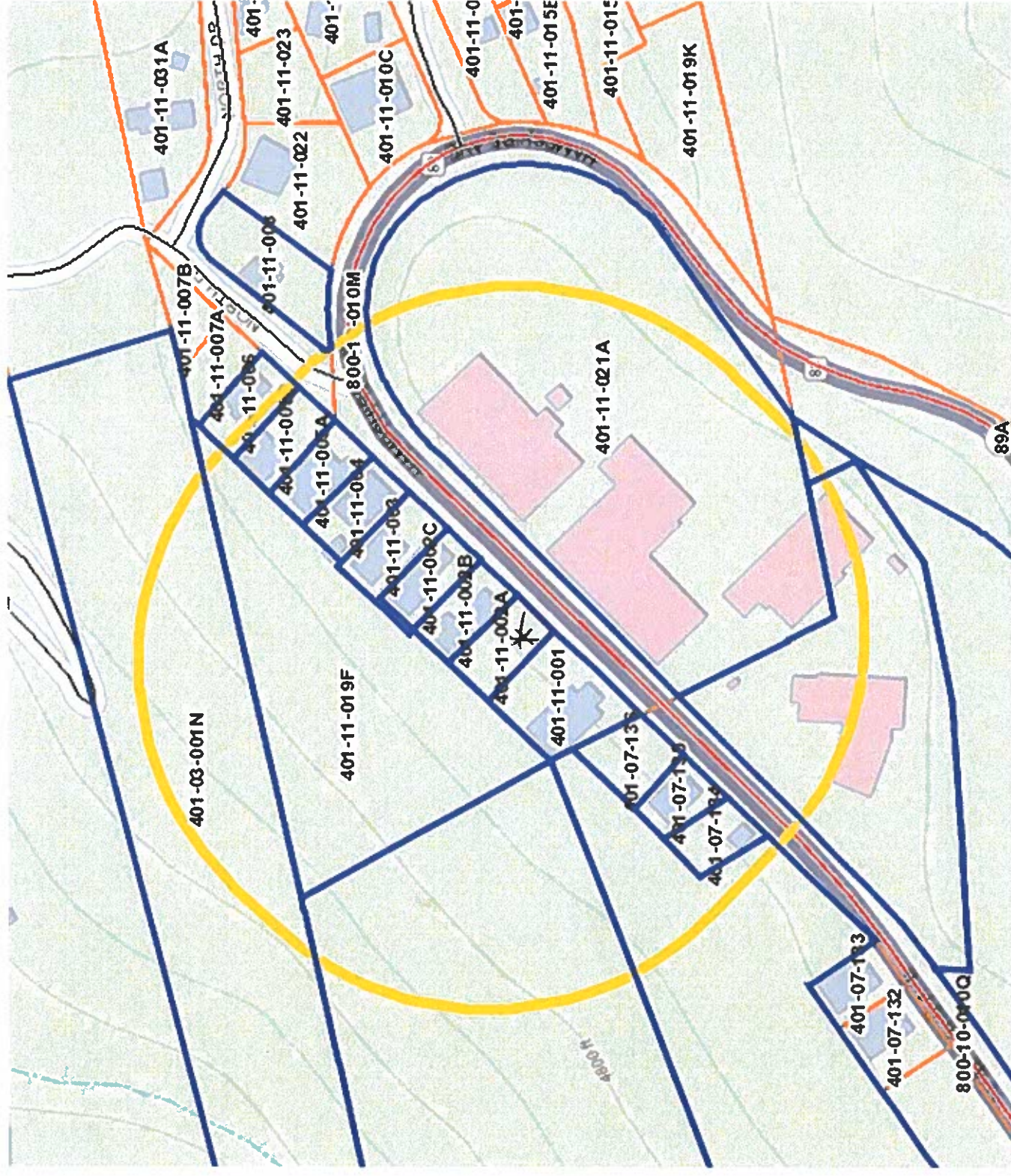
(Directly affected)

Date	Signature	Printed Name	Address	Comment
10/16/18	Stephanie (Auto)		898 Hampshire Ave	
10/25/18	Richard Flueg	RICHARD FLUEG	880 Hampden St	

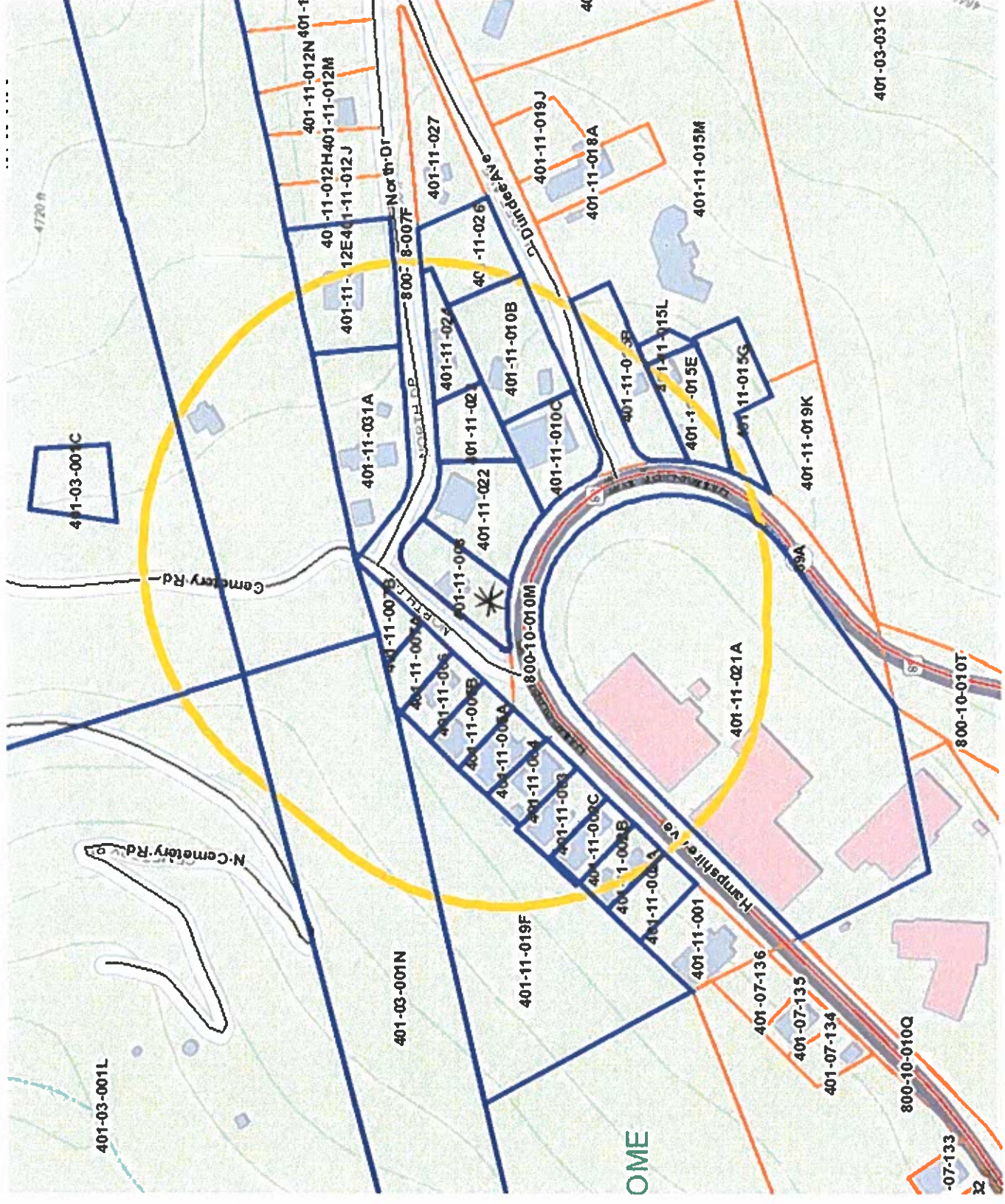
AREA, AND 300' NEIGHBORHOOD MEETING PERIMETER



Map From Yavapai County Website, not to scale or official



Map From Yavapai County Website, not to scale or official





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

«AddressBlock»

«GreetingLine»

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., 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 that are 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

NAME	ADDRESS 1	ADDRESS2	CITY	STATE	ZIP	APN
Jerome Verde Development Co.	401-03-013D	125 N. Granite St.	Prescott	AZ	86301-3001	Vacant in Proposed Zone
Jerome Verde Development Co.		125 N. Granite St.	Prescott	AZ	86301-3001	401-03-001P
Jerome Verde Development Co.		125 N. Granite St.	Prescott	AZ	86301-3001	401-03-031B
Jerome Verde Development Co.		125 N. Granite St.	Prescott	AZ	86301-3001	401-03-043C
Verde Exploration Ltd.		125 N. Granite St.	Prescott	AZ	86301-3001	401-11-021A
Nancy Smith	858 Hampshire	PO Box 144	Jerome	AZ	86331	401-07-132
Andrew & Spring Peterson		PO Box 6	Jerome	AZ	86331	819 Hampshire Ave. 401-07-126
Richard Davenport	874 Hampshire Ave.	4425 W. Banff Ln.	Glendale	AZ	85306-3603	401-07-135
Richard Davenport	Garage	4425 W. Banff Ln.	Glendale	AZ	85306-3603	401-07-134
Frank T. McClellan	860 Hampshire Ave.	PO Box 562	Jerome	AZ	86331	401-07-133
Voinich Family Trust		PO Box C	Jerome	AZ	86331	817 Hampshire Ave., 401-07-125
Flagg Properties Of Jerome LLC	Zone I-1	PO Box Q	Jerome	AZ	86331	401-07-136
Flagg Properties Of Jerome LLC	Zone I-1	PO Box Q	Jerome	AZ	86331	880 Hampshire Ave., 401-11-001
Flagg Properties Of Jerome LLC	886 Hampshire Ave.	PO Box Q	Jerome	AZ	86331	401-11-002C
Flagg Properties Of Jerome LLC		PO Box Q	Jerome	AZ	86331	401-11-002B
Flagg Properties Of Jerome LLC		PO Box Q	Jerome	AZ	86331	401-11-002A
Jerome Historical Society		PO Box 156	Jerome	AZ	86331	401-07-131
Monique & Francis Marcil	899 Hampshire	PO Box 1344	Jerome	AZ	86331	401-11-004
Richard Martin	10 North Drive	PO Box 43	Jerome	AZ	86331	401-11-006
William & Manuela Volk		PO Box 875	Jerome	AZ	86331	145 N. Drive, 401-11-024
William & Manuela Volk		PO Box 875	Jerome	AZ	86331	401-11-023
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-026
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-015E
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-015G
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-015L
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-027
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	103 Dundee Ave., 401-11-015M
Merkin Harry Trust		PO Box 905	Jerome	AZ	86331	401-11-019K
Merkin Harry Trust		PO Box 335	Jerome	AZ	86331	401-03-001L
Town of Jerome		PO Box 335	Jerome	AZ	86331	401-03-001N
Town of Jerome		PO Box Q	Jerome	AZ	86331	Vacant in proposed Zone
Kymi LLC	401-11-002A	PO Box Q	Jerome	AZ	86331	401-11-002B
Kymi LLC	884 Hampshire	PO Box Q	Jerome	AZ	86331	401-11-019F
Jayne Doss and Wayne Koeller		PO Box 27816	Prescott Valley	AZ	86312	401-11-003
Jayne Doss and Wayne Koeller	888 Hampshire Ave.	PO Box 27816	Prescott Valley	AZ	86312	401-11-003
Stephanie Canto	898 Hampshire Ave.	15924 Marty Ave.	Bakersfield	CA	93314	401-11-005B
Brett & Erica Jurisin		PO Box 787	Jerome	AZ	86331	141 North Dr., 401-11-022
David Soule		PO Box 897	Jerome	AZ	86331	110 Dundee Ave., 401-11-010B

David Soule		PO Box 897	Jerome	AZ	86331	100 Dundee Ave., 401-110-010C
Nelle Moffett		PO Box 876	Jerome	AZ	86331	156 North Dr., 401-11-012E
Nelle Moffett		PO Box 876	Jerome	AZ	86331	401-11-012J
Robert & Heather Doss	896 Hampshire Ave.	PO Box 1147	Jerome	AZ	86331	401-11-005A
Sybil M. Melody		PO Box 1179	Clarkdale	AZ	86324	150 North Dr., 401-11-031A
George & Michelle Weaver		4611 W. Lindner Dr.	Glendale	AZ	85308	18 North Dr., 401-11-007A
George & Michelle Weaver		4611 W. Lindner Dr.	Glendale	AZ	85308	401-11-007B
Thomas & Melinda Cook		PO Box 161064	Big Sky	MT	59716	401-11-018A
Aaron & Adam Loomis		1026 N. Rose Quartz Dr.	Prescott	AZ	86303	900 Hampshire, 401-11-015B
Robert McWirtter & Maria Huerta	21 North Dr.	2730 S. Morrow St.	Tempe	AZ	85282	401-11-008
Roberta Westcott		PO Box 384	Clarkdale	AZ	86324	
Frank VanderHorst		PO Box Z	Jerome	AZ	86331	
Jay Kinsella		PO Box 898	Jerome	AZ	86331	
Alex Barber		PO Box 333	Jerome	AZ	86331	
Hunter Bachrach		PO Box 4401	Cottonwood	AZ	86326	
Lew Currier		PO Box 848	Jerome	AZ	86331	
Mandy Worth		PO Box 872	Jerome	AZ	86331	
Sage Harvey		PO Box 1241	Jerome	AZ	86331	
Jack Dillenber		PO Box J	Jerome	AZ	86331	



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

November 7, 2018

ITEM 10: PRELIMINARY SITE PLAN REVIEW FOR RESIDENTIAL DEVELOPMENT

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 residential development in the C-1 Zone with continued existing commercial/retail use of the property. Work on recommended fire safety measures is in progress and preliminary plans are drawn for future development.

Applicant will update the Commission on proposed development and wants an opportunity to hear recommendations regarding the submitted preliminary plans for this proposal. The scope of work on the exterior of the structure is limited to fire escapes and balconies. Existing parking includes 8 spaces and additional parking is to be developed as demonstrated on the preliminary plan.

Zoning has advised applicant that this preliminary approval may be tabled until the process for the CUP is completed and a neighborhood meeting or additional information may be requested by P&Z.

Charlotte Page
Acting Zoning Administrator



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TOWN OF JEROME, ARIZONA

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 COMMISSION

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

APPLICANT'S NAME: DEWAYNE WOODWORTH
MAILING ADDRESS: 830 SOUTH MAIN ST. SUITE 2D COTTONWOOD AZ
TELEPHONE: 928 674 1216 EMAIL: ctwdninja@gmail.com
PROJECT ADDRESS: 123 HILL STREET
PARCEL NUMBER: 401-07-169 A ZONE DISTRICT: C.1
APPLICATION FOR (Please describe the project.): MIXED USE IN EXISTING
STRUCTURE RETAIL AND RESIDENTIAL

- I hereby apply for consideration and conditional approval by the above 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: [Signature]

DATE: 10-23-18

TOWN USE BELOW

RECEIVED FROM: Jerome Clubhouse LLC

DATE: 10-23-18

Received the sum of \$ 100

as: ☐ Check

No. 1025

☐ Cash

☐ Credit Card

Per Fee schedule - Ordinance 332

BY: [Signature]

FOR: P+2 preliminary plan review



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



PLANNING & ZONING – Please review ZONING ORDINANCE, ALL OF §303, Conditional Use Permits must also be approved by Council

ZONING DISTRICT: C-1 PROPOSED USE: RETAIL AND RESIDENTIAL

PERMITTED USE?: ☐ CONDITIONAL USE?: ☐

PROPERTY DESCRIPTION

1. Non-conforming lot of record? _____

2. Name of connecting public street HILL STREET

3. Public water (domestic)? YES Public Sewer? YES

Public water (fire suppression?) - Public Septic? _____

4. Lot area .9 ACRES 39,145 # Required for zone _____

5. Lot width _____ Required for zone _____

6. Square footage of building 12,090 # Required for zone _____

Square footage of footprint 4,785 #

7. Percentage of lot covered 12.2 %

8. Yards

Front 10' Front of buildings within 100' _____

Side yard (1) NONE Side yard (2) 5'

Rear yard 10'

Single or double frontage GIBBOUX STREET ON WEST PROPERTY LINE

9. Building height from median _____ Maximum face _____

Engineering may be required on items 10 and 11

10. Fill required? EXIT STAIRS Evidence of safety of fill _____

11. Excavation required? PARKING AREA Evidence of safety of excavation _____

12. Design Review required? _____

Sign proposed? _____

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

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

14. Is land suitable for building? (Engineering verification may be necessary.) _____

Slope _____

Engineering report submitted? _____

15. Home occupation? _____

16. Exterior lighting? LIGHTING AT NEW EXIT STAIRS

17. Walls and fences? RETAINING WALLS FOR PARKING AND
EXIT STAIRS

18. Accessory building(s)? _____

Square footage _____ Height _____

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

PARKING AND LOADING – Please review ZONING ORDINANCE, §510

1. Use MIXED: RETAIL AND RESIDENTIAL
2. Is this a change of use or a new use of a pre-existing structure? NEW USE OF EXISTING STRUCTURE
3. Loading requirement _____
How will requirements be fulfilled? _____
4. Parking requirement RETAIL: 4 SPACES RESIDENTIAL: 10.5 SPACES
How will requirement be fulfilled? SEE SITE PLAN
5. Off-street parking

Spaces required	<u>15</u>
Spaces provided	<u>1.7</u>
Access from public street (which street)	<u>HILL STREET</u>
Dimensions	<u>(17) 9' x 10'</u>
Grading required	<u>YES</u>
Surface	<u>ASPHALT</u>
Circulation pattern and exiting procedure	<u>SEE SITE PLAN</u>

PLAN REVIEW

Each application for design approval will be filed with the Zoning Administrator to be forwarded to the Planning & Zoning Commission. The application for approval shall be submitted with eight (8) identical copies of the plan. Each copy shall be on one or more sheets of paper, not measuring more than twenty-four inches (24") by thirty-six inches (36"), drawn to a scale not smaller than forty feet (40') to the inch, which show the features referenced in Section 303 I.C. 1-11. The following checklist is provided for the applicant's convenience to ensure inclusion of all necessary data.

- _____ Eight (8) copies of the site plan enclosed
- _____ North arrow
- _____ Scale
- _____ Lot dimensions
- _____ Street dedications
- _____ Easements
- _____ Utilities
- _____ Property lines
- _____ Location of all buildings and structures and number of stories (building height)
- _____ Vicinity sketch
- _____ Adjacent properties and their uses
- _____ Dimensions of all required yards
- _____ Lot coverage
- _____ Space between buildings
- _____ Dimensions of all proposed walls and fences
- _____ Exterior lighting
- _____ Parking and loading
 - _____ Location of spaces
 - _____ Number of spaces
 - _____ Dimension of spaces
 - _____ Circulation patterns
 - _____ Surface materials
- _____ Existing and proposed drainage
- _____ Existing natural features (rock outcroppings, washes, etc.)
- _____ Existing man-made features (roads, walkways, stairways, etc.)
- _____ Existing and proposed grades
- _____ Slope of property
- _____ Proposed excavation and grading
- _____ Engineering reports where needed

PLAN REVIEW CHECKLIST CONTINUED ON NEXT PAGE

_____ Driveways - proposed

_____ Location

_____ Number

_____ Dimensions

_____ Circulation patterns

_____ Surface materials

_____ Other access ways – proposed

_____ Location

_____ Number

_____ Dimensions

_____ Circulation patterns

_____ Surface materials

_____ Pedestrian walkways and stairways - proposed

_____ Location

_____ Number

_____ Dimensions

_____ Circulation patterns

_____ Surface materials

_____ Legal description of property to be developed

_____ Additional information requested by Zoning Administrator

_____ Additional information requested by Design Review Board

PLEASE NOTE:

After Planning & Zoning Commission approval and Design Review Board approval, building projects must then be submitted to the Building Inspector for review, approval and issuance of building permit(s).

REGARDING BUILDING PERMITS:

There are additional fees required for building permits to reimburse the Town for costs of providing plan review and construction inspection services. Please refer questions to the Building Inspector. Commercial projects, and some residential projects, generally require plans to be prepared and/or sealed by an Arizona registrant, such as a licensed architect or engineer, per A.R.S. §32-144. Licensed contractors are required for construction projects per A.R.S. §32-1121.



STAFF CONTACT:
k.dabney@jerome.az.gov



WEBSITE:
www.Jerome.az.gov

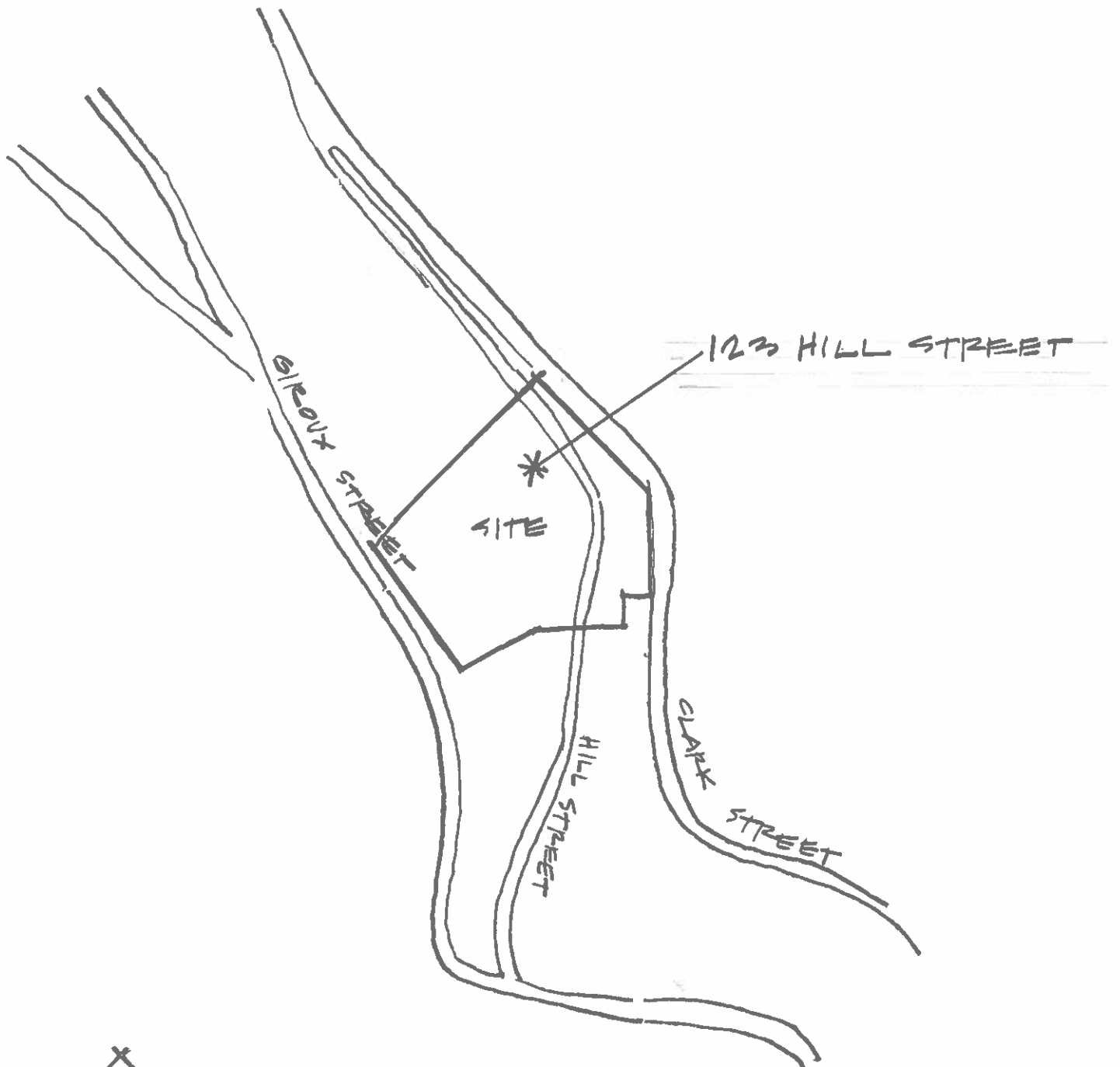


OFFICE PHONE:
928-634-7943



TOWN HALL ADDRESS:
600 CLARK ST.

JEROME CLUBHOUSE



VICINITY SKETCH
NO SCALE

Clubhouse 123 Hill St., Jerome



East View



North View



South Views



West Views

Neighbor Properties



NW



East



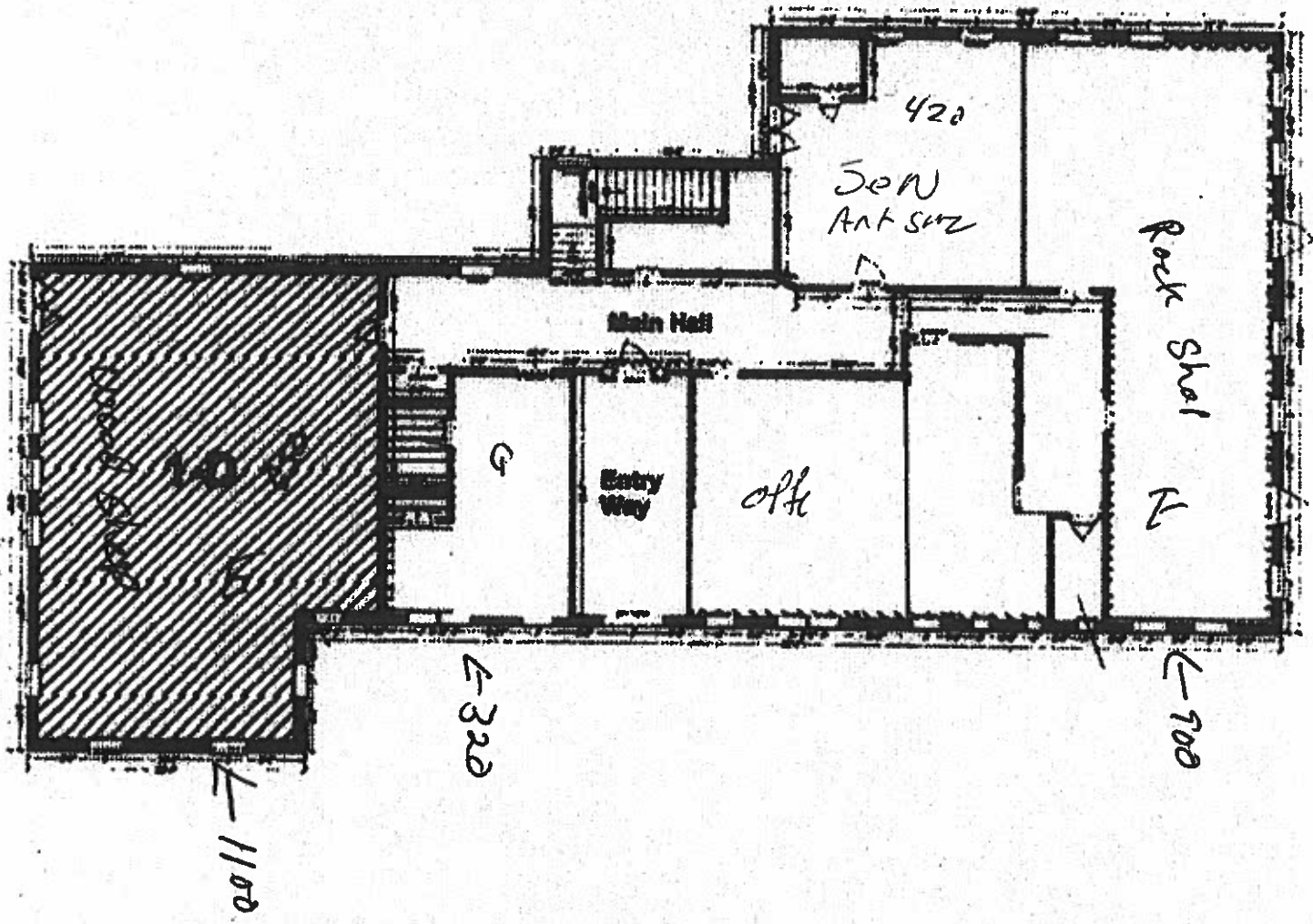
NEast



South

Current use

Jerome Clubhouse - 1st Floor



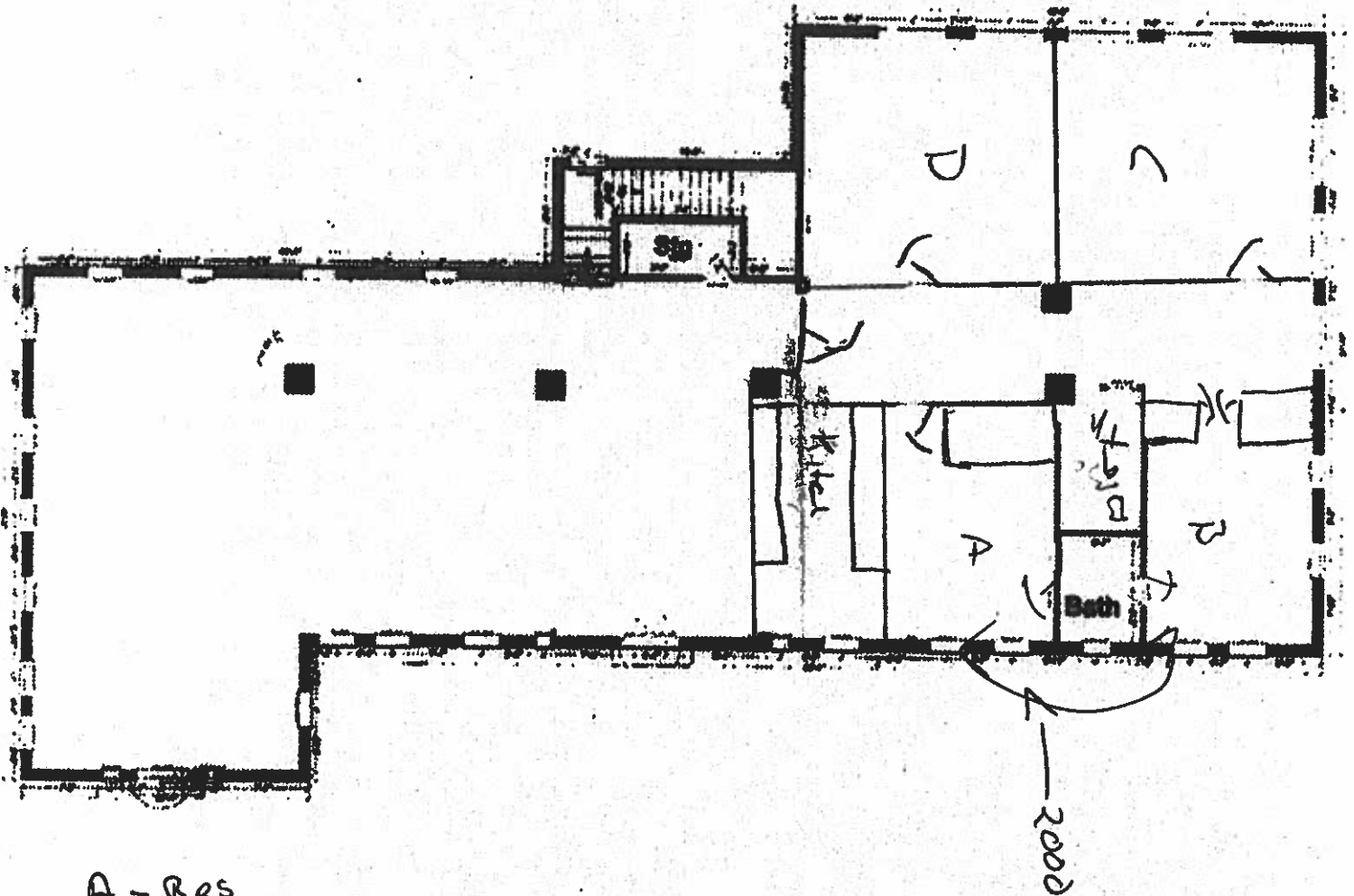
G - ~~Room~~ Vacant

E - COM

F - COM

Current Use

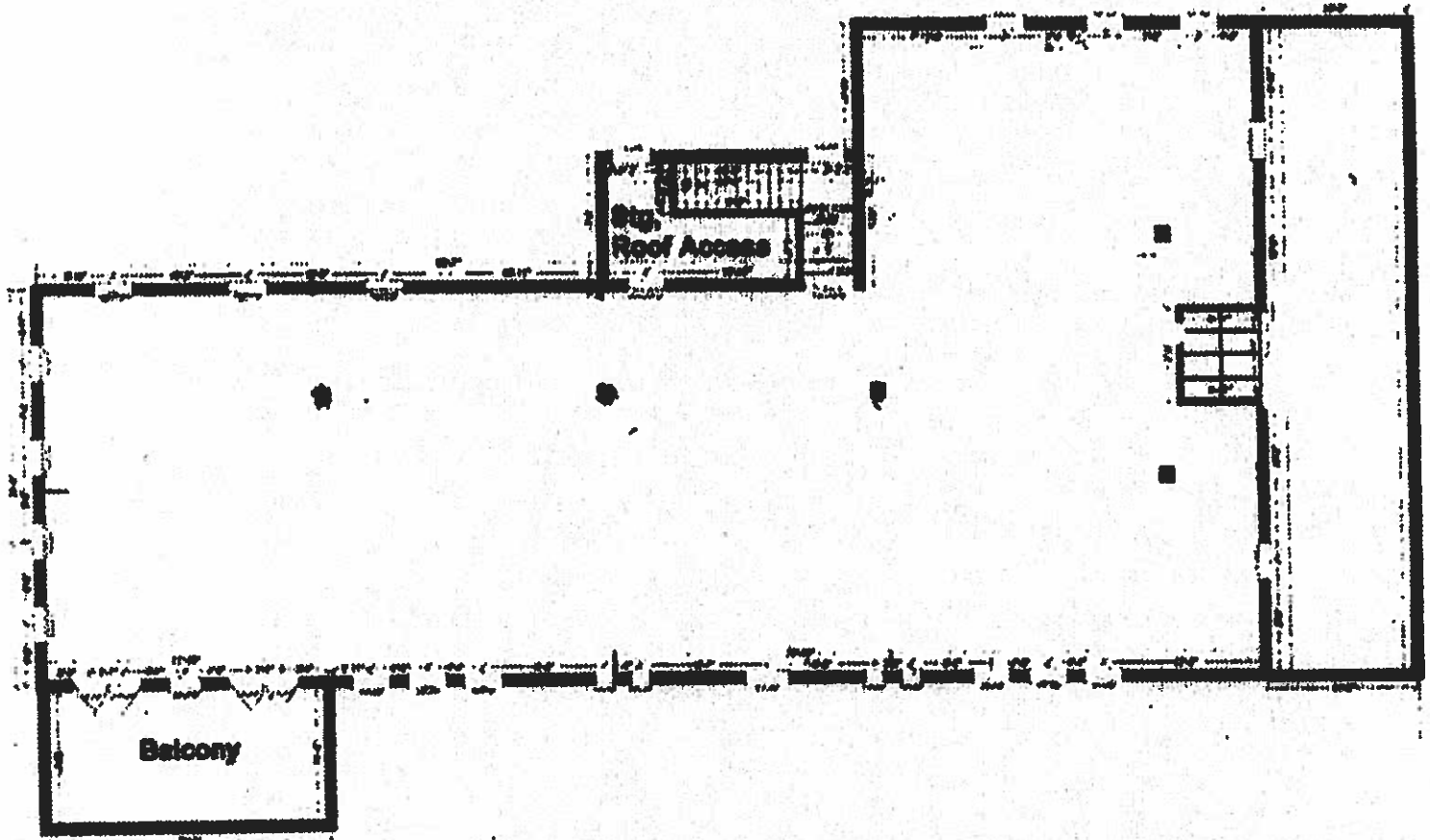
Jerome Clubhouse - 2nd Floor

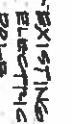


A - Res
B - con.
C - Res
D - Res

Current Use

Jerome Clubhouse - 3rd Floor





STB: 39, 45, 50, FT,

Buttline: 4, 785 59, 157

Let converge in $n.a.$

OFF-STREET PARKING:

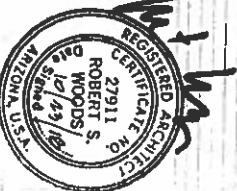
RETAIL 100 sq. ft. = 4 SPACES

304

RESIDENTIAL 7x1.5 = 10.5 SPACES

PARKING PERMIT = 15 spaces

PARKING PROVIDED - 11 SPACES



EXP 3.91.20

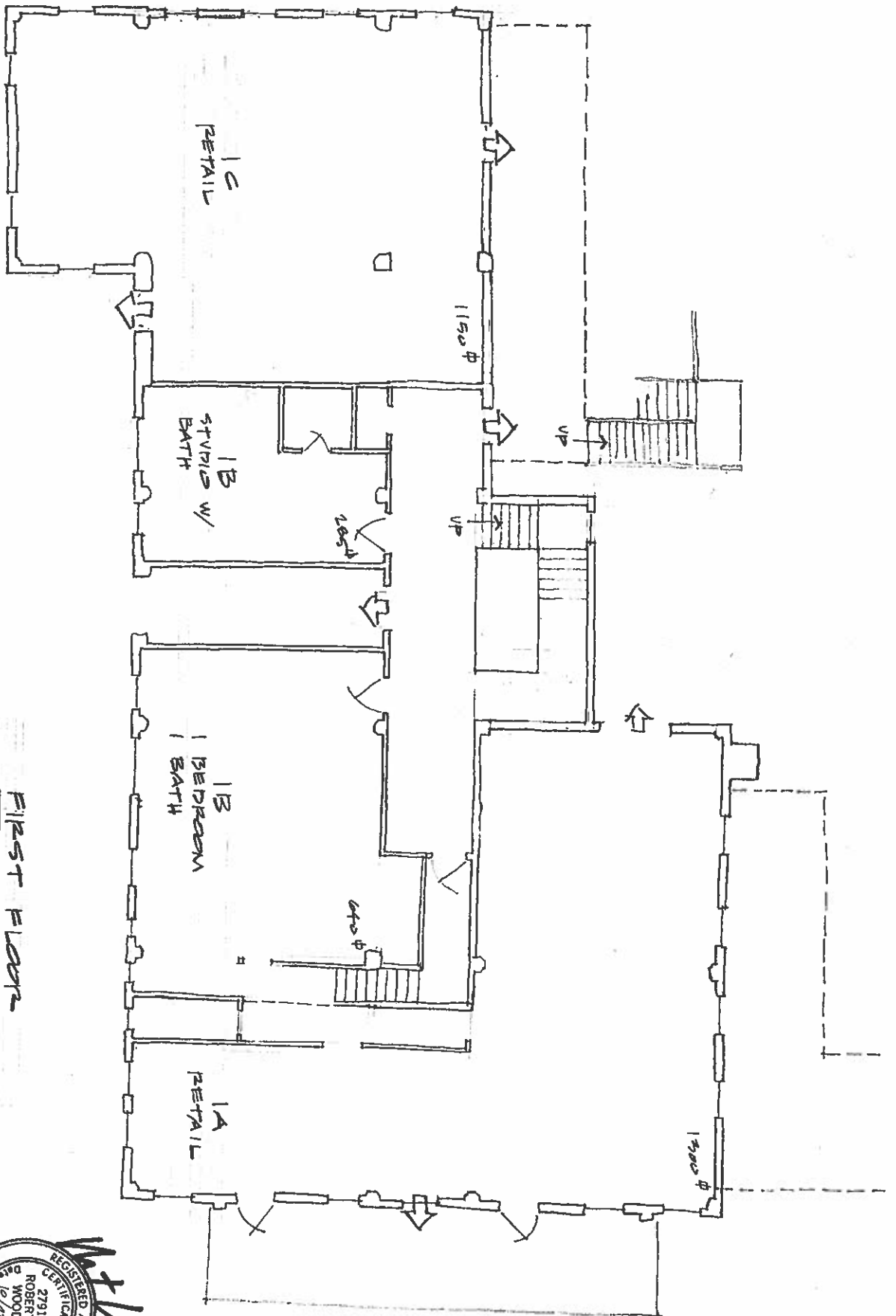
EXTINGUISHING
LABORING
POLICE.

PEELIMINARY SITE PLAN
SCALE: 1" = 20'

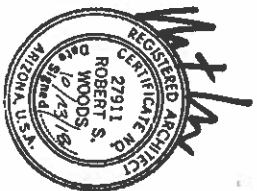
SCALE: 1" = 20'



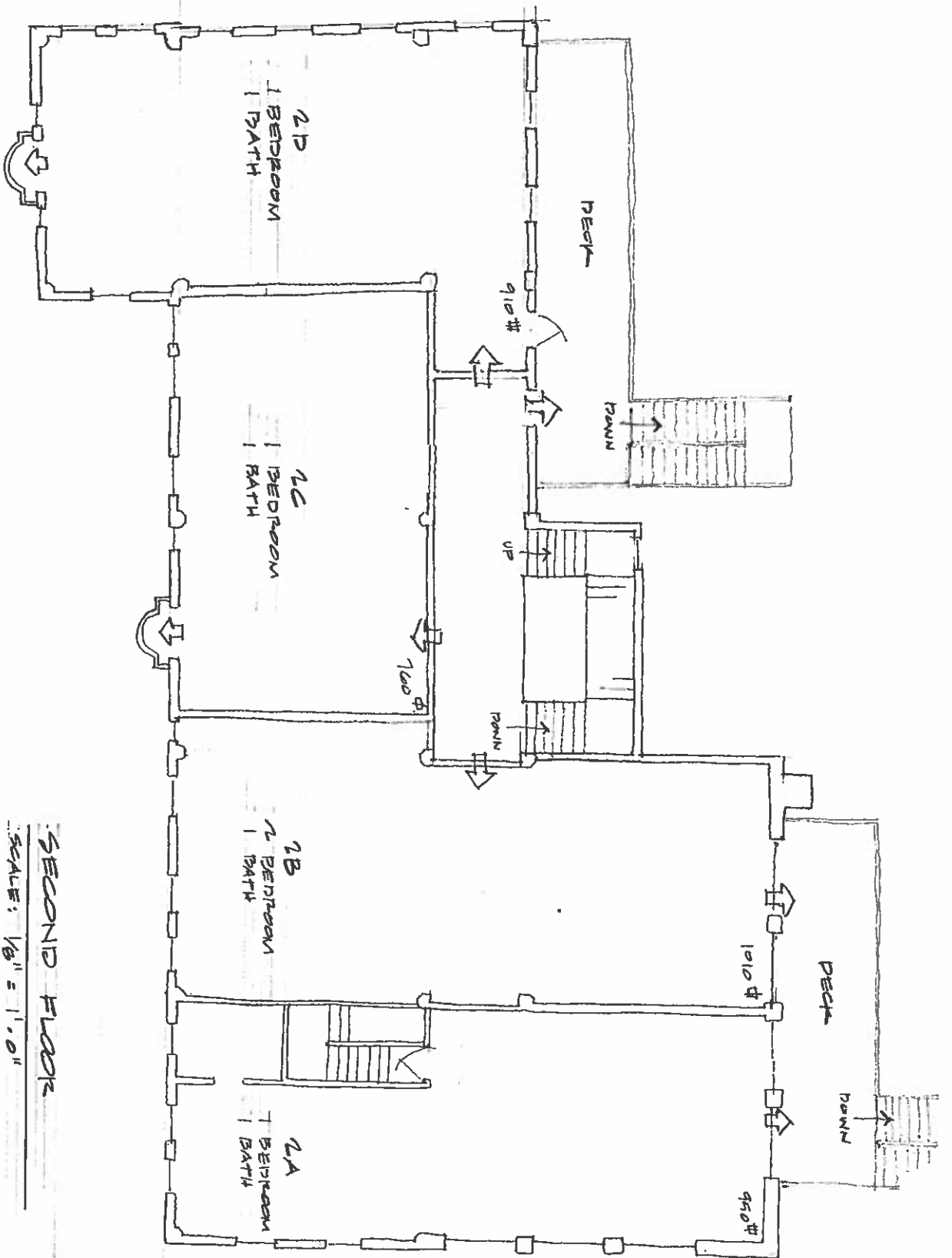
WORKING
NORTH



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

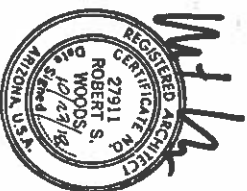


EXP 12/31/20

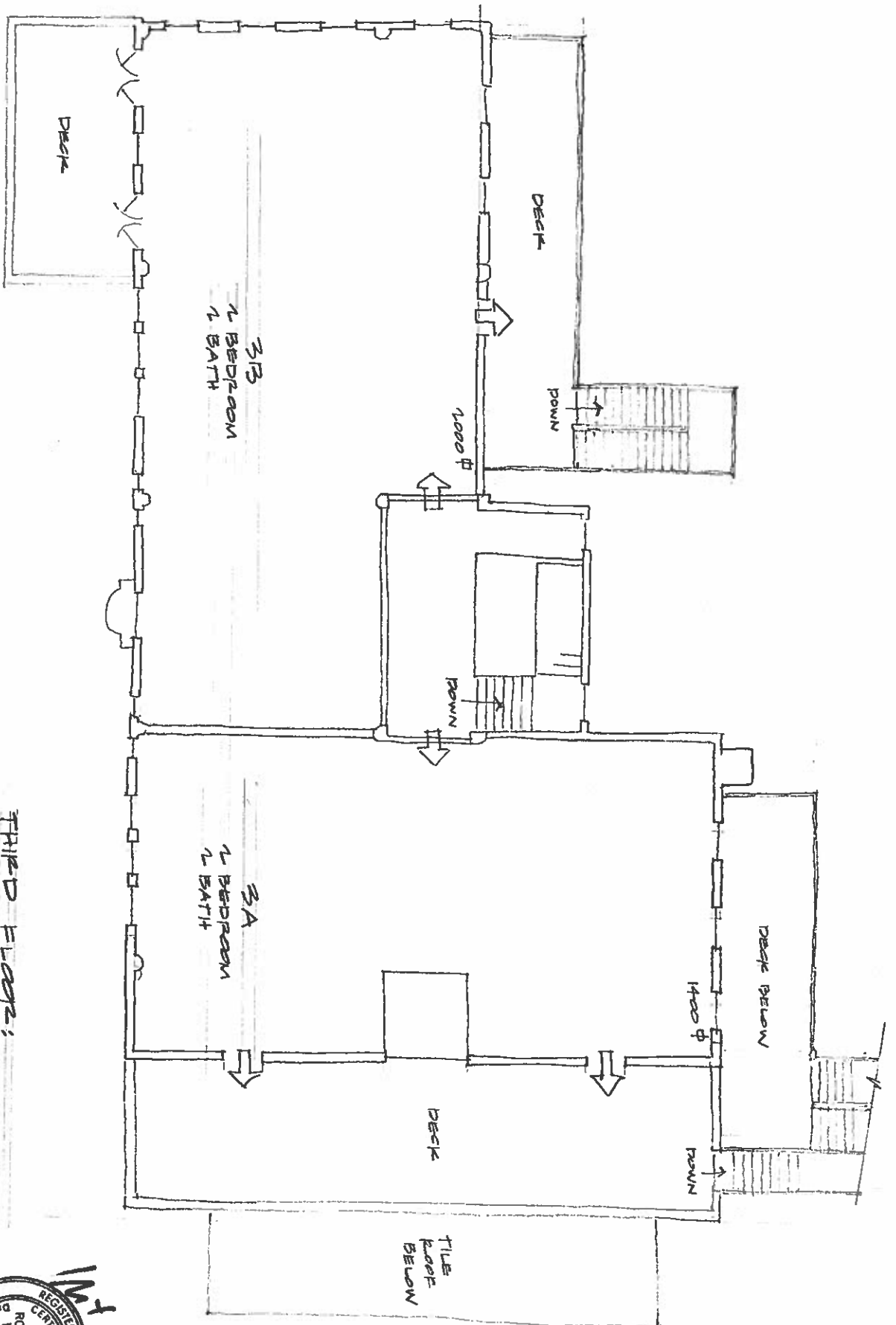


SECOND FLOOR

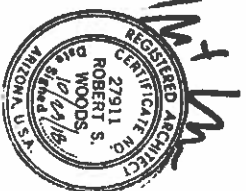
SCALE: 1/8" = 1'-0"



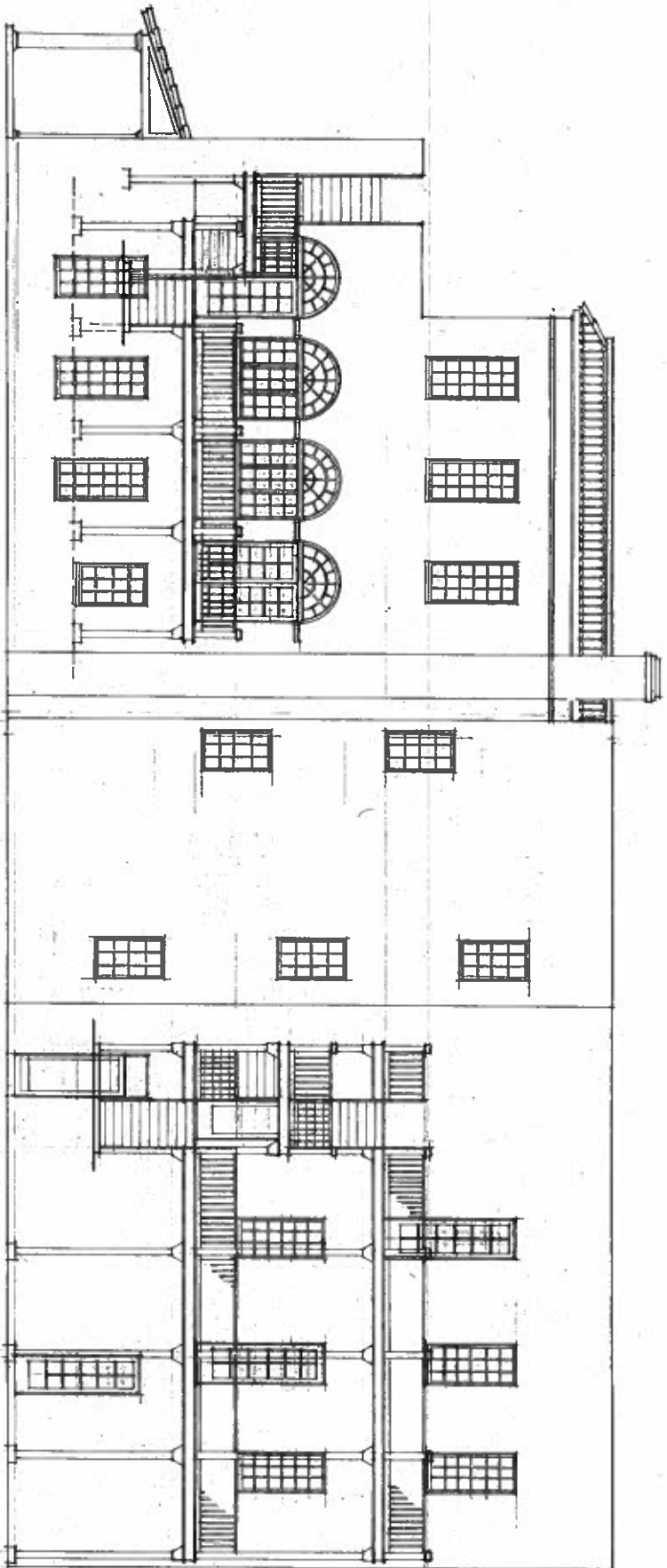
CSX/P/2005 3-31-00



THIRD FLOOR;
 SCALE: 1/8" = 1' - 0"



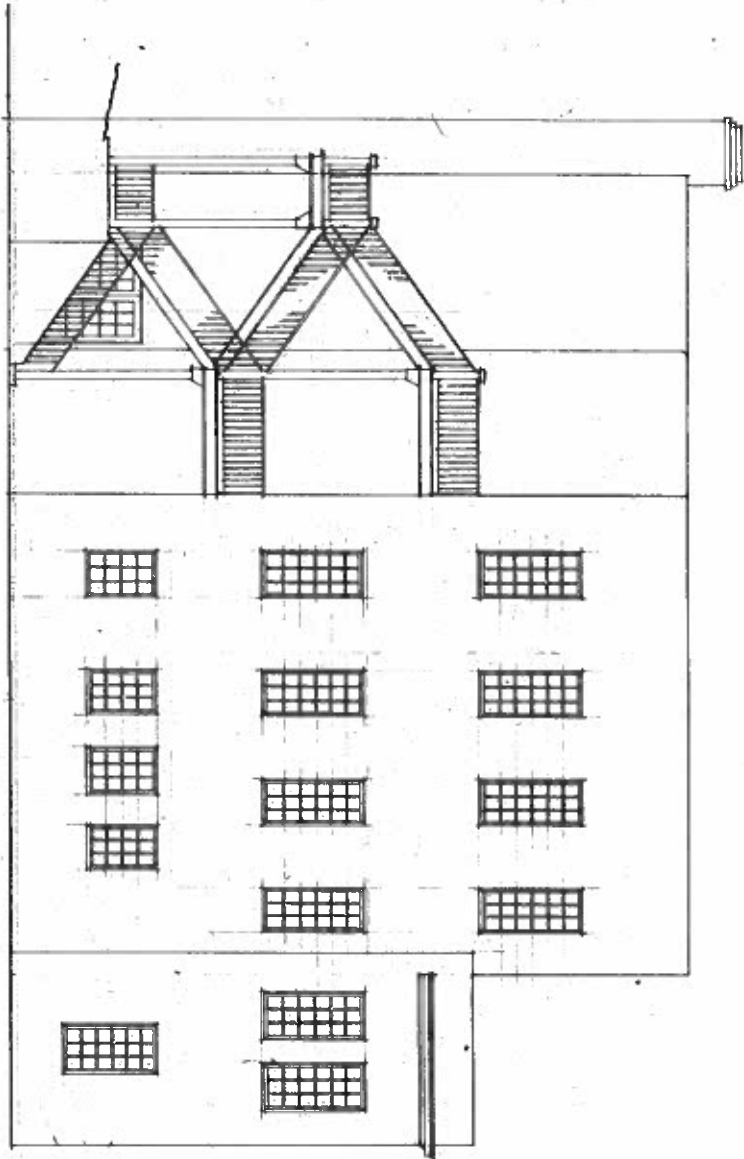
DATE: 3.3.12



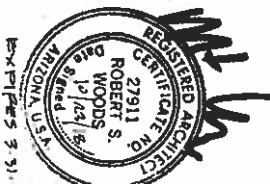
WEST ELEVATION JEROME CLUBHOUSE
 SCALE: 1/8" = 1'-0"

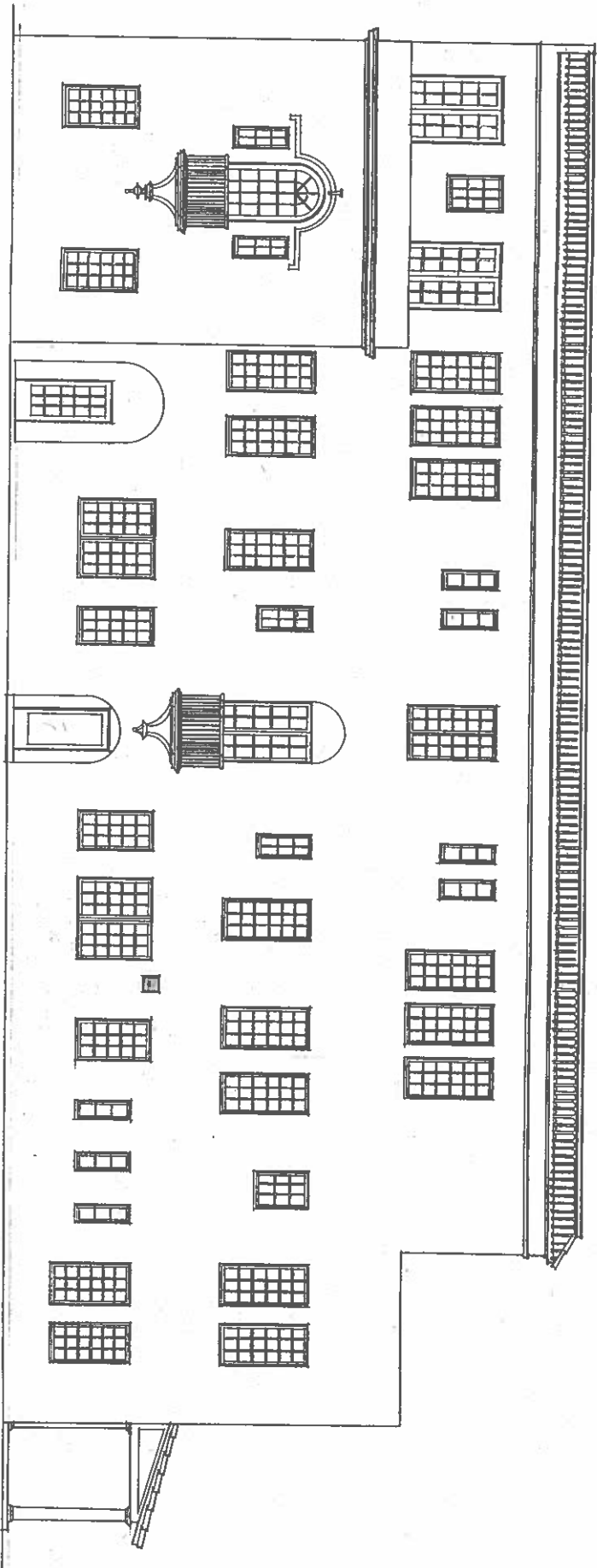


EX-101-105 3-31-07



SOUTH ELEVATION JEPONE CLUBHOUSE
SCALE: 1/8" = 1'-0"

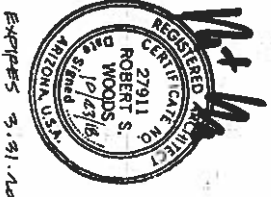




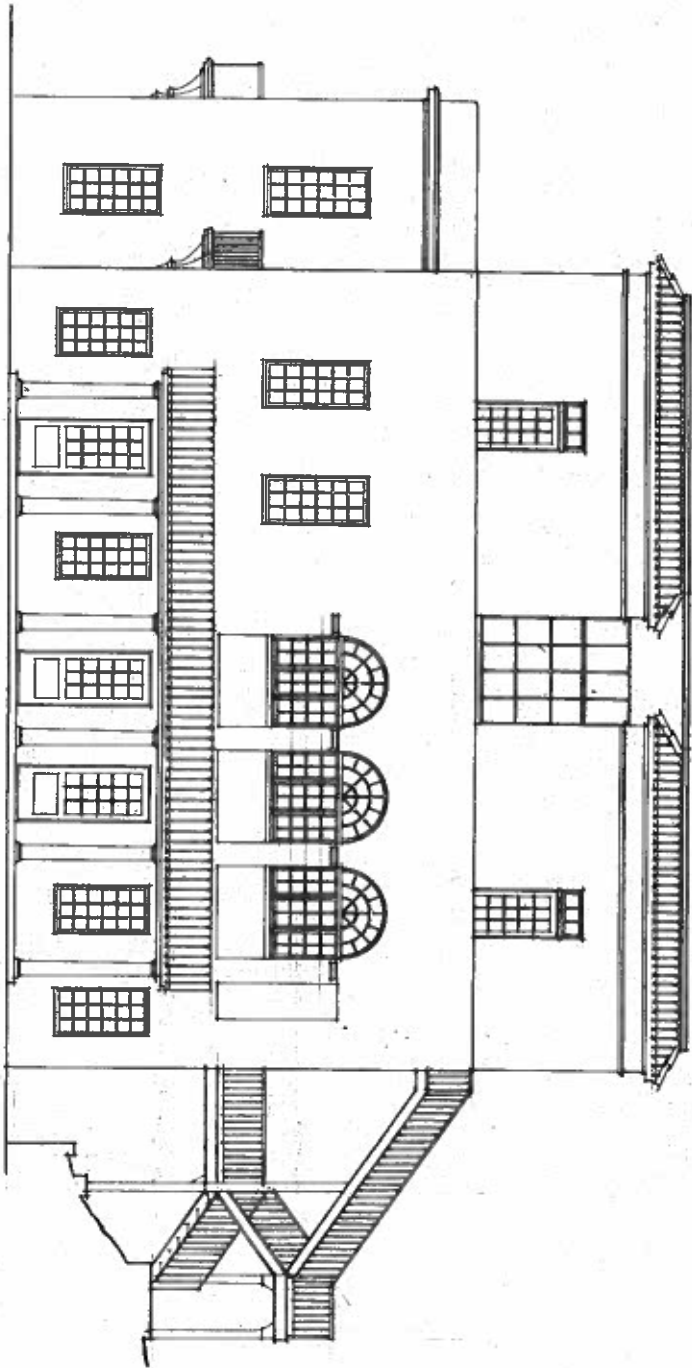
EAST ELEVATION

Jerome Clubhouse

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

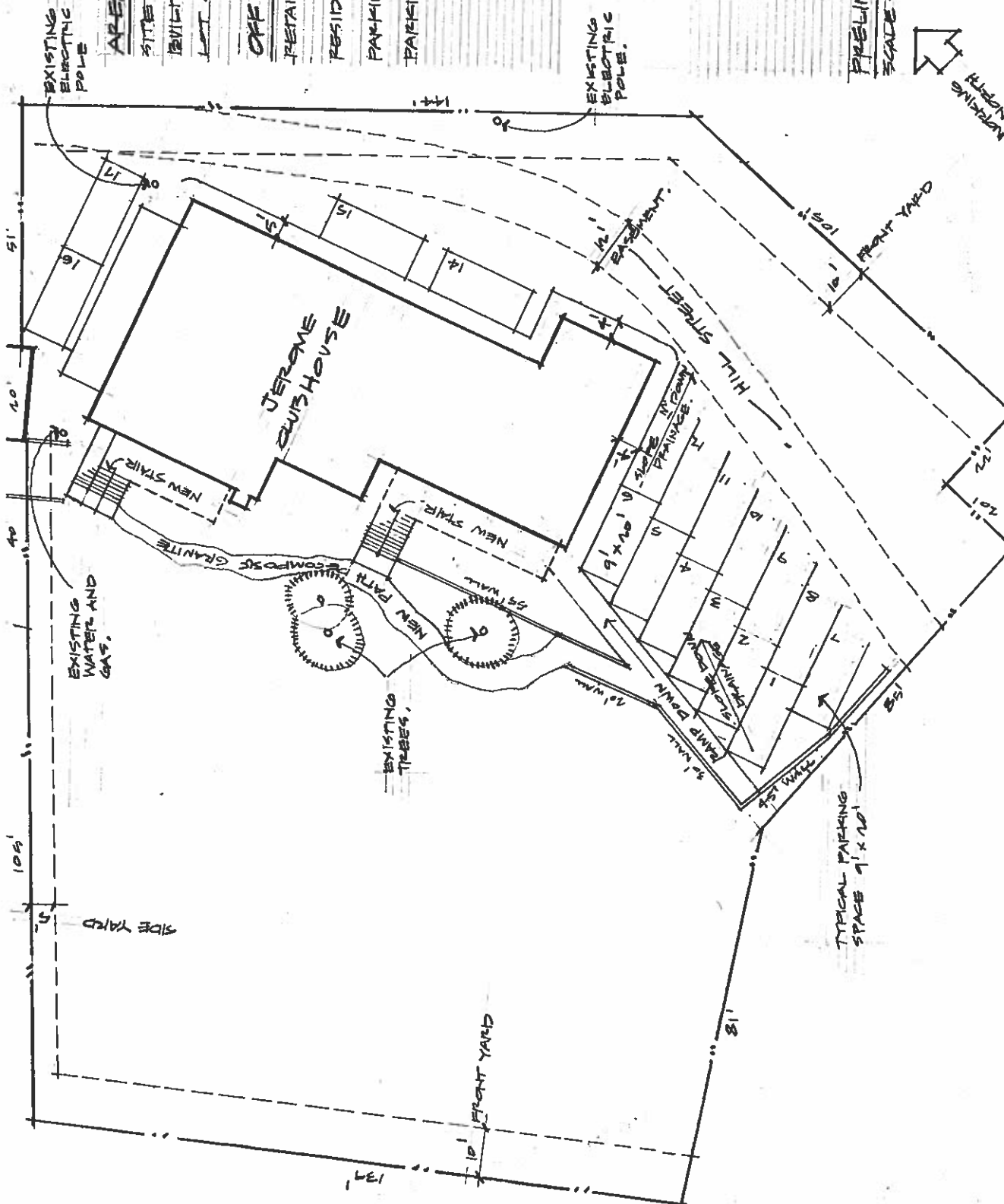


EXPIRES 3.31.10



NORTH ELEVATION JEROME CLUBHOUSE
SCALE: 1/8" = 1'-0"





AREA CALCULATIONS:

SITE: 99,145 SQ. FT.
 BUILDING: 4,185 SQ. FT.
 LOT COVERAGE: 16.12%

OFF-STREET PARKING:

RETAIL 1100 SQ. FT. = 4 SPACES
 RESIDENTIAL 7 x 1.5 = 10.5 SPACES
 PARKING REQUIRED = 15 SPACES
 PARKING PROVIDED = 11 SPACES



EXPIRES 3.31.20

PRELIMINARY SITE PLAN
 SCALE: 1" = 20'





TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

November 7, 2018

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 is seeking approval for proposed additional development of residential use in the C-1 Zone with continued existing commercial use of the property.

As an update the following information is in regard to current use of the building.

Building permits issued by the Town of Jerome in 2004 document the following work was conducted: 2nd floor bathroom, kitchen upgrade for electric plumbing & water heater, addition of 100 amp panel for 2nd floor electric distribution, gas furnace, drier, shower and construct wall. A certificate of occupancy is on file, dated 10/4/05.

No Conditional Use Permit was issued in 2004 or at any time afterwards. The owner reports it has been rented as a residential space as far as he can remember since that time and is currently occupied.

In 2018, Building Inspector and Fire Chief require fire safety upgrades, including a sprinkler system to service existing residential and all future residential development, 2nd floor fire escape to existing residential occupants and lowering two windows on first level for safe egress. Construction due to public safety is an exclusion from the Zoning Ordinance if required by municipal officers, (Article III, Section 304.J).

The first floor apartment is no longer in use as residential space. The owner prefers to keep this space vacant rather than lower the two windows on the east façade as required for fire safety/egress.

The owner is making plans for expanding the residential use. He is seeking a conditional use permit to be in compliance for the existing residential use and to begin planning for additional residential development.

Charlotte Page
Acting Zoning Administrator



Town of Jerome

Post Office Box 335, Jerome, Arizona 86331

(928) 634-7943 Fax (928) 634-0715) r.borowski@jerome.az.gov

Applicant		For Office Use Only	
Project Name: JEROME CLUBHOUSE		Type of Application: Conditional Use Permit	
Project Address: 123 HILL STREET		Fee (\$100): \$100	OK 1025
Assessor's Tax Parcel Number(s): 401.07.169 A C-1		Receipt#: P & Z	
Property Owner: DEWAYNE WOODWORTH		Current Zone:	
Mailing Address: 830 S MAIN STREET SUITE 20		Date Applied: 10/23/18	
City: COTTONWOOD		Taken By: [Signature]	
State: AZ		Parking Req's:	
Zip Code: 86306		Parking Req's Met: Y N	Final Action: A D
Phone: 928 274.1216		Applicant/Agent: SAME	
Fax:		Mailing Address:	
Email: ctwdninja@gmail.com		City:	
Request (state the proposed usage requiring this permit and any other information pertinent to the consideration of granting of this permit): RETAIL AND RESIDENTIAL MIXED USE IN EXISTING BUILDING. C-1 Zone		State:	
I hereby certify that the information submitted on this application is complete and accurate to the best of my knowledge and that I am the owner or authorized agent of the same as stated in the attached documentation.		Zip Code:	
Signature: [Signature]		Phone:	
Print Name: DEWAYNE WOODWORTH		Fax:	
Date:		Email:	
			10/24/2018