



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943  
www.jerome.az.gov

---

## DRAFT MINUTES

### REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME JEROME CIVIC CENTER 600 CLARK STREET, JEROME, ARIZONA TUESDAY, APRIL 15, 2025, AT 6:00 PM

---

#### 6:01 (0:01) 1. CALL TO ORDER

*Present at the meeting were Chair Lance Schall and Commissioners Becca Miller, Jera Peterson and Jeanie Ready. Former Commissioner Lori Riley was absent as she had resigned at the prior meeting.*

*Staff present included Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz.*

#### 6:02 (1:04) 2. APPROVAL OF MINUTES

**A.** Minutes of the regular meeting from March 18, 2025.

*Chair Lance Schall asked if the members of the commission had reviewed the minutes and if they had any questions, comments, or suggestions.*

*Commissioner Jera Peterson said that she had some small corrections about the wording. She felt the word 'conditional' was left out on page 5, with 'use permit.'*

*Zoning Administrator Will Blodgett stated that, while technically the terminology could be more precise, it was still accurate.*

*Ms. Peterson responded, okay. She pointed out that on page 8 on the top, she had said future, as opposed to further.*

*Mr. Schall said that the minutes were very thorough.*

*Ms. Peterson motioned to approve the March 18<sup>th</sup> meeting minutes with the minor corrections.*

#### Motion to approve the minutes of March 18, 2025, with minor corrections

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER		X	X			
PETERSON	X		X			
READY			X			
SCHALL			X			

#### 6:04 (3:36) 3. OLD BUSINESS

**A.** The Commission may elect a new Chair and Vice-Chair.

*Mr. Blodgett explained that the commission did not need a full board in order to vote, simply a quorum. He said he hoped to have enough candidates to fill the vacancies but recently, 2 applicants backed out. However, another individual is now interested. Should the commission choose to go ahead with the election for Chair and Vice Chair, he would encourage them to do so, but it was up to them as the decision-makers.*

*Ms. Peterson said she thought that they should because, if someone was absent, like when Mr. Schall was absent, things were up in the air.*

Commissioner Jeanie Ready explained that the bylaws do account for that; the senior member of the board would step into that role. So, there is some guidance on that.

Mr. Schall said there is a backup plan, but on the other hand, we are probably not going to see a new member and then make them the Chair.

Ms. Ready said that her opinion is we move forward with electing Chair and Vice Chair.

Ms. Peterson asked if they should vote for the seats individually and Ms. Ready confirmed this.

Ms. Ready nominated Lance Schall as chairperson and Ms. Peterson seconded the nomination.

Mr. Schall asked if he could Chair a second time, and Mr. Blodgett confirmed that he could serve two terms in succession.

Ms. Ready agreed with this statement, and Mr. Schall said that he had no problem doing that.

Ms. Peterson also agreed.

Ms. Ready stated that we would appreciate Mr. Schall's experience and ability to manage the meetings.

Mr. Schall joked that he was quite wordy during meetings.

Ms. Peterson asked if someone else needed to call the vote and Ms. Ready said she felt he could.

There was some discussion on this, and it was decided that he would call the vote.

**Motion to nominate Lance Schall to be Planning & Zoning Chair**

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON		X	X			
READY	X		X			
SCHALL			X			

Mr. Schall asked, who would like to be Vice Chair?

Ms. Peterson moved to nominate Jeanie Ready to be the Vice Chair.

Commissioner Becca Miller seconded the motion, and when asked by Ms. Peterson if she wanted to be Vice Chair, she replied with no, she still needed to learn.

Ms. Ready said that she would accept, and the vote was taken and carried.

**Motion to nominate Jeanie Ready to be Planning & Zoning Vice Chair**

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER		X	X			
PETERSON	X		X			
READY			X			
SCHALL			X			

There was a brief discussion as to whether the Chair and Vice Chair needed to retake their Oaths of Office, and Mr. Blodgett said that he did not believe that was needed as there was continuity of service.

**6:08 (9:20) 4. MEETING UPDATES**

**A.** The Zoning Administrator will provide updates on recent meetings, issues and ongoing projects.

Mr. Blodgett explained that projects were shifting; he thought he had an upcoming house project, but that individual was no longer going to build because of the materials expenses. He said it may be interesting to see how many projects will stop due to this.

Mr. Schall agreed that building may slow down some.

Ms. Peterson suggested people could get a pre-built house

Mr. Blodgett said that either way, he did have a lot on his plate. Policy needed corrections that will come before the commission in a few weeks, and they will be busy talking about it and picking it apart.

Mr. Schall said if there is a lull in building, it will be a good time for us to do ordinance updates.

**6:10 (10:27) 5. NEXT MEETING ITEMS**

Mr. Schall asked Mr. Blodgett if there was anything for the next meeting and Mr. Blodgett did not have anything yet.

Ms. Peterson asked if she needed to send an email about the time change, if it was possible to vote on that.

Mr. Blodgett said he could agendaize that item.

Mr. Schall asked if she suggested meetings take place at 6:30 rather than 6:00.

Ms. Peterson said yes, and Mr. Schall followed with the comment that he could not talk about it yet because it was not on this agenda.

Ms. Ready said we could put it on the next agenda.

Ms. Muenz suggested the commissioners send their suggestions to Mr. Blodgett so that staff could gather the recommendations for meeting times.

There was some continued discussion of previous meeting times and administrative matters.

Mr. Schall suggested we do not hold a meeting just to discuss changing the meeting times, if there was nothing else on the agenda.

Ms. Peterson repeated that she suggested 6:30 P.M.

Mr. Blodgett then talked about an upcoming Arizona preservation conference. He said he would send them information about it if they were interested.

Mr. Schall asked if it was 1 day, on the 14<sup>th</sup> and Mr. Blodgett replied that it was 3 days.

Ms. Peterson asked if she could attend remotely, and Mr. Blodgett said that he would find out.

She asked where it was to be held, and Mr. Blodgett replied that it was in Phoenix.

Mr. Schall and Ms. Miller asked Mr. Blodgett to provide details via email.

Mr. Blodgett explained that there will be a lot of good information at the conference and he felt it was important for the commission to be able to attend.

**6. ADJOURNMENT**

**Motion to adjourn at 6:15 P.M.**

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
PETERSON	X		X			
READY		X	X			
SCHALL			X			

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Chair Lance Schall, Planning & Zoning Commission Vice Chair

Attest: \_\_\_\_\_ Date: \_\_\_\_\_

Kristen Muenz, Deputy Town Clerk