



TOWN OF JEROME

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MINUTES

SPECIAL MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, OCTOBER 06, 2026, AT 6:00 PM

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

1. CALL TO ORDER

Present were Chair Lance Schall and Commissioners Jera Peterson and Jeanie Ready.

Staff present were Zoning Administrator Will Blodgett and Accounting Clerk/Administrative Specialist Michele Sharif.

Members of the Planning Center joined the meeting via Zoom.

2. OLD BUSINESS

A. The Commission will review, and vote on recommendation of the Draft ZO to the General Council.

Commissioners reviewed the proposed zoning ordinance revisions and discussed several substantive and technical changes. Discussions included clarifying the distinction between matters subject to administrative review and those requiring Planning & Zoning Commission review, particularly excavation and grading exceeding 10 cubic yards.

Mr. Blodgett and Planning Center staff explained that the proposed administrative process is intended to streamline routine matters while retaining appropriate oversight, and the Commission agreed that excavation exceeding 10 cubic yards should remain subject to Commission review. Commissioners also discussed lot splits and lot line adjustments and agreed that these should continue to be brought before the Commission, removing the proposed administrative exemption. Other procedural discussions addressed conditional use permits, preliminary and final site plan review, and the use of pre-application meetings to provide applicants with conceptual direction before incurring substantial design and engineering costs. The Commission emphasized the importance of maintaining appropriate oversight while avoiding unnecessary review of routine or minor applications.

Commissioner Miller provided commentary to Mr. Blodgett prior to the meeting, to be read into the record about Section 708 regarding subdivisions within three miles of Town limits.

Mr. Blodgett and Planning Center staff explained that the provision had been restored with revisions to accurately reflect state law and clarify that the Town does not have approval authority over development outside Town limits, but retains the ability to provide recommendations as permitted by state law. This led the Commission to discuss the importance of the Town's historic setting and surrounding open space, while recognizing that the ordinance must accurately reflect the Town's legal authority.

Additional corrections were identified throughout the draft, including gender-neutral terminology, duplicated or confusing section titles, numbering and formatting errors, calculation of time using calendar days, legal notice and publication language, neighborhood meeting requirements, appeal language, and inconsistencies in development standards. The Commission also clarified that two dwelling units remain permitted in the R-2 zoning district, while larger multi-family developments remain subject to additional review.

Mr. Blodgett acknowledged the commissioners' feelings that the proposed ordinance represents a significant comprehensive update. He emphasized that adoption would not prevent future revisions. The ordinance was described as a working document that can and will be evaluated and amended as staff and the Commission gain experience with its implementation and identify areas requiring clarification or improvement.

Following discussion, Commissioner Ready moved to recommend approval of the proposed ordinance to the Town Council, incorporating the changes and corrections discussed during the meeting.

Chair Schall seconded the motion, clarifying that the recommended changes and comments will be compiled and forwarded to the Planning Center for revision prior to the delivery of the ordinance to Council for consideration and approval. He called the question and with 3 ayes the motion passed.

Motion to recommend approval of draft ordinance, incorporating all changes discussed in this meeting.

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

3. NEW BUSINESS

There was no new business at this time.

4. NEXT MEETING ITEMS

Mr. Blodgett informed the Commission that he had no new updates for the next meeting just yet.

5. ADJOURNMENT

Commissioner Peterson motioned to adjourn the meeting, receiving a second from Commissioner Ready.

Chair Schall called the question, the motion carried and the meeting adjourned at 7:02p.m.

Motion to adjourn at 7:02p.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 Chair

Attest: _____ Date: _____
Kristen Muenz, Deputy Clerk