



TOWN OF JEROME

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MINUTES

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME

JEROME CIVIC CENTER

600 CLARK STREET, JEROME, ARIZONA

TUESDAY, JANUARY 20, 2026, AT 6:00 PM

6:00PM (0:28) 1. CALL TO ORDER

*Present were Chair Lance Schall, Vice Chair Jeanie Ready, and commissioner Jera Peterson.
Commissioner Becca Miller was absent.
Staff Present was Zoning Administrator Will Blodgett.*

After roll was called Chair Schall stated for the record that a quorum was present to continue the meeting.

6:00PM (0:54) 2. APPROVAL OF MINUTES

Minutes of the regular meeting of the Planning & Zoning Commission from 12.16.2025

Commissioner Peterson questioned the level of detail in the draft minutes, noting they were less comprehensive than previously.

Mr. Blodgett explained that staff has shifted from transcript style minutes to a more summarized format, also pointing out that audio recordings of the meetings are available.

Commissioners Peterson and Schall expressed their support for this approach, also discussion that the approval of minutes confirms the accuracy of the summarized content, not the format.

Chair Schall entered a motion to approve the meeting minutes from the December 12th meeting receiving a second from Vice Chair Ready.

With 3 ayes the motion carried.

Motion to approve meeting minutes from December 12, 2025, Regular Meeting.

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

6:07PM 3. NEW BUSINESS

6:07PM (7:48) A. The applicant is requesting approval for a lot combination, combining lots: 401-07-128A and 401-07-127A (804 Hampshire) for Tom Lopez

Chair Schall introduced item 3A.

Mr. Blodgett presented a request for approval of a lot combination involving two parcels under common ownership. The smaller parcel is a non-buildable "sliver" lot that contains a historic garage, which is currently a nonconforming situation. Combining the parcels would bring the property into compliance by legally subordinating the garage to the primary lot. Discrepancies in the county mapping was noted but confirmed the survey accurately reflects the parcel boundaries. Board members found the request straightforward, raised no objections, and agreed the combination resolves a longstanding nonconformity.

Chair Schall entered the motion to approve the lot combination.
Vice Chair Ready seconded the motion and with 3 ayes the motion passed.

Motion to approve lot combination.

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

6:10 (10:49) B. The applicant is requesting a Conditional Use Permit for conditional use in the AR zone to allow small events at the Powder-Box church (105 Douglas Rd.). This use is conditional and requires a CUP.

Mr. Blodgett presented a request for a conditional use permit for the Powder-Box church located in the AR zone, as proposed for use as a small event space. Although church use would normally be permitted, the application was required due to technical zoning considerations and the building's historic, legally nonconforming status. Mr. Blodgett emphasized the importance of allowing flexible, low impact uses to support preservation of historic properties and recommended approval. The proposed use is consistent with similar church-related functions, with an anticipated occupancy of approximately 28 to 35 people, subject to Fire Department determination.

Commissioners discussed parking, occupancy limits, noise, and event management. It was noted that parking impacts would be minimal, small events could be accommodated on site, and larger events would require special event permits, including provisions for off-site parking and shuttling. Amplified outdoor music would also require a special event permit and remain subject to the Town's noise ordinance. The applicant agreed the use would be low intensity, compatible with the neighborhood, and adequately regulated through existing permitting processes. No additional conditions were deemed necessary, and the Commission agreed to recommend approval as presented.

Chair Schall entered the motion to approve the item as presented.

Commissioner Peterson confirmed the address as 105 Douglas Rd and seconded the motion.

With 3 ayes the motion carried.

Motion to approve request for Conditional Use Permit for 105 Douglas Rd. as presented.

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

6:43PM (43:16) C. The board will discuss the ZO framework and organization with a focus on examples from other municipalities.

The Commission discussed the overall organization and usability of the Town's current zoning ordinance, emphasizing the need for a clearer framework that is easier for staff, applicants, and the public to follow and understand. Mr. Blodgett and Commissioners agreed that while the existing ordinance framework is fundamentally sound, its organization, cross-referencing, and reliance on cascading provisions and extensive definitions make it difficult to use.

Suggestions included reorganizing sections for clarity, reducing cross-references, separating definitions into a standalone document, and aligning terminology with commonly accepted planning and professional definitions. Examples from other small municipalities were reviewed, with particular emphasis on ordinances that are searchable, well-structured, and accessible online.

The discussion also expanded to historic land use and residential zoning, noting that many historic buildings were originally constructed as multi-unit structures that do not align neatly with current zoning in place. They discussed the potential benefits of simplifying residential zoning, recognizing historic uses, and reducing reliance on exemptions by applying clear, flexible standards. The importance of precise definitions, particularly for terms such as attached structures, restoration, renovation, and reproduction, was emphasized to ensure consistency and long-term continuity. There was general agreement to

continue workshopping these concepts in future meetings, with staff providing updates and additional examples as the ordinance review progresses.

7:11PM (1:11:05) 4. NEXT MEETING ITEMS

The Zoning Administrator will update the board to future and ongoing projects.

Mr. Blodgett briefly discussed potential agenda items for upcoming meetings including continued work on the zoning ordinance review and the expectation of several additional applications. He indicated there are a few small-scale projects anticipated including a potential lot split.

7:12PM (1:12:00) 5. ADJOURNMENT

Chair Schall entered a motion to adjourn the meeting, seconded by Commissioner Peterson. By unanimous vote the meeting adjourned at 7:12p.m.

Motion to adjourn at 7:12p.m.

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

Approved: _____ Date: _____

Chair Lance Schall, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Clerk