



TOWN OF JEROME

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DRAFT MINUTES

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

JEROME CIVIC CENTER 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, JULY 21, 2026, AT 6:00 PM

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

6:02PM (0:30) 1. CALL TO ORDER/ROLL CALL

Present were Chair Lance Schall, Vice Chair Becca Miller, and Commissioner Jera Peterson. Commissioner Jeanie Ready attended via phone.*

**Note correction to attendance, Vice Chair is Becca Miller, not Jeanie Ready as called during the meeting attendance.*

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

6:02PM (0:51) 2. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

6:03PM (1:08) 3. APPROVAL OF MINUTES

A. The Board will vote on approval of the minutes of the regular meeting of 6.16.2026

Chair Schall introduced the minutes. There were no changes or corrections noted. Commissioner Peterson motioned to approve the minutes from the June 16, 2026, Meeting. Vice Chair Miller seconded the motion, and by unanimous vote the motion passed.

Motion to approve meeting minutes from June 16, 2026.

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

6:03PM (1:58) 4. OLD BUSINESS

A. The applicant is requesting approval for a remodel that includes additional bedrooms at 896 Hampshire.

Chair Schall introduced item 4A.

Mr. Blodgett said this was the item that was tabled at the last meeting, and since there is still no representative for the property owner or contractor present that he requested the item be tabled again to the next meeting. He said hopefully they would be able to get someone representing the project to show up at the next meeting. Chair Schall agreed with the request and entered a motion to table the item to the next meeting. Commissioner Peterson seconded the motion, and by unanimous vote the motion carried.

Motion to table item to next meeting.

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

5. NEW BUSINESS

6:05PM (3:12) A. The Jerome Historical Society and 414 Clark Street LLC are proposing a land swap as resolution to a property dispute.

Chair Schall introduced the item. Mr. Blodgett apologized for the supporting material not being attached to the packet. This information was provided to Commissioners at the meeting. He shared that this land swap is about 75 square feet being swapped for a plot of land that is about 64 square feet. He informed commissioners that both property owners agree with the swap, and the swap is to resolve a property dispute. He said it does not affect the usability of either property, and there is no conflict with existing zoning or subdivision ordinance. Audience member and Jerome Historical Society Representative, Carol Anne Teague, corrected the record that there is no property dispute, this is to avoid a dispute.

Vice Chair Miller abstained from the vote and recused herself from discussion due to serving on the Board for the Jerome Historical Society.

Chair Schall made the motion to approve the property exchange for item 5A, receiving seconds from both commissioner Ready and Peterson. With a vote of 3 ayes and 1 abstention the motion carried.

Motion to approve land swap between Jerome Historical Society and 414 Clark St. LLC.

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

6:09PM (8:03) B. The Board will conduct a work-session on revisions and changes to the proposed draft Zoning Ordinance.

The commission held a work session to review ongoing revisions to the Town's zoning ordinance being developed in coordination with The Planning Center. Mr. Blodgett shared the potential impact of proposed federal changes to historic preservation regulations, including Section 106 review requirements, and emphasized the need to strengthen local preservation standards to ensure the Town can continue protecting historic and cultural resources regardless of future federal actions. He also indicated that additional revisions may be made over the next 30 days to incorporate preservation objectives, while also maintaining opportunities for public input, and hope to provide clearer local authority and guidance for historic resource protection.

Mr. Blodgett and Commissioners reviewed proposed landscaping and water-conservation provisions developed through a grant-funded initiative. The draft standards are intended to encourage water-efficient landscaping, preservation of native and historic vegetation, slope stabilization, stormwater management, and responsible development practices while minimizing impacts on existing residential properties. Discussion focused on how the regulations would apply primarily to new development, re-development, or significant site modifications, including provisions for vegetation inventories, mitigation measures, and replanting requirements when protected or historic vegetation is affected. Commission members also discussed balancing vegetation preservation with wildfire mitigation, insurance requirements, and practical implementation concerns.

Mr. Blodgett also presented the commission and asked them to review proposed updates to zoning definitions and ordinance administration. He explained that the revisions incorporate standardized planning terminology from the American Planning Association to improve clarity, consistency, and defensibility while reducing ambiguity in ordinance interpretation. Commissioners were encouraged to review the draft language and provide feedback on potential impacts to businesses, development, and property owners. Staff advised that additional ordinance sections will be presented at a future joint Planning and Zoning Commission and Town Council work session, where consultants from the Planning Center will provide further technical guidance and recommendations. The joint meeting is scheduled for August 18th, 2026, at 6:00p.m., to be held at the Fire Department, and be open to the public as well.

7:03PM (1:01:19) 6. MEETING UPDATES

Mr. Blodgett shared with the Commission that there are other upcoming projects, some in various stages of development. He noted there are some building permits coming up and a potential new home development on North Dr. He shared that he and Barry, Building Inspector, have sat down with the owner of a different property

on North Dr. and are hoping to see that project restart under new ownership. He also shared that a building permit for a property on Clark St. was issued, however will not be granted an extension if needed, unless significant visible progress has been made.

Chair Schall asked if there had been progress in seating another member of the Commission.

Mr. Blodgett answered unfortunately no, he is still seeking board members for Planning and Zoning and Design Review Board, and if anyone is interested to please apply.

7:05PM (1:04:10) PM 7. NEXT MEETING ITEMS

Chair Schall noted that item 6 and 7 appear to be the same and suggested combining them for future meetings.

7:05PM (1:04:43) 8. ADJOURNMENT

Chair Schall moved to adjourn the meeting at 7:06p.m. receiving a second from Commissioner Peterson. By unanimous vote the meeting adjourned at 7:06p.m.

Motion to adjourn at 7:06p.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