



# 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, OCTOBER 21, 2025, AT 6:00 PM**

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

#### 6:03PM (0:13) 1. CALL TO ORDER

Present were Chair Lance Schall, and Commissioners Jera Peterson and Rebecca "Becca" Miller. Vice Chair Jeanie Ready was absent.

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

#### 6:03PM (0:30) 2. APPROVAL OF MINUTES

A. Minutes from the regular meeting of 06/17/2025

Chair Schall introduced the minutes inquiring about if there were any corrections needed. There were none. Chair Schall made the motion to approve the minutes for the June 17, 2025, Regular Planning and Zoning Meeting. Commissioner Peterson seconded the motion. Chair Schall called the question, and the motion passed.

##### Motion to approve meeting minutes from June 17, 2025 Regular P&Z Meeting.

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

#### 6:04PM (1:18) 3. NEW BUSINESS

A. Conditional Use permit for Residential use in the C-1 at 310 Queen Street.

Chair Schall introduced item 3. Commission discussed a conditional use permit for 310 Queen Street, where a residential use had been operating illegally in a commercial district due to the applicant's failure to complete prior requirements. The city planner explained that although residents had moved in before the permit was finalized, the focus now was on legalizing their occupancy rather than issuing fines. He acknowledged partial responsibility for allowing tenants to move in early and emphasized the importance of resolving the issue properly. The Commission agreed the situation had caused no harm, noting that the residential space had operated smoothly while the commercial portion remained unused. They concluded the discussion with lighthearted comments about a nearby parked car before moving toward a formal motion to approve the permit.

Commissioner Peterson made the motion to approve a conditional use permit for 310 Queen Street.

Commissioner Miller seconded the motion.

With a motion and a second Chair Schall called the question and the motion passed.

##### Motion to approve a conditional use permit for 310 Queen Street.

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

**6:06PM (5:24) 4. MEETING UPDATES**

A. The Zoning Administrator will provide updates to recent and upcoming meetings.

*Mr. Blodgett gave the commission general updates and upcoming planning efforts. He explained that a Tucson-based planning group had just begun assisting with comprehensive zoning ordinance updates, aiming for completion within a year. He shared that the goal is to simplify regulations, create separate standards for historic and modern buildings, and make it easier for property owners to maintain and invest in historic structures. Commissioners agreed on the importance of clarity, avoiding excessive debate over minor wording, and ensuring opportunities for public and board input once draft revisions are more complete. Mr. Blodgett also provided a brief update and context on other smaller items around town, such as retaining wall repairs, parking restrictions near the Catholic Church, and future upgrades to the United Verde apartments. Commissioner Peterson asked, if there was not a project on the next meeting agenda, could the meeting instead be a work session.*

*Mr. Blodgett shared that deeper zoning discussions should wait until preliminary drafts from the planning consultants are ready.*

**6:20PM (17:48) 5. ADJOURNMENT**

*Chair Schall introduced the item.*

*Commissioner Peterson made the motion to adjourn the meeting.*

*Commissioner Miller seconded the motion.*

*Chair Schall called the question and the meeting adjourned at 6:21 p.m.*

**Motion to adjourn at 6:21p.m.**

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

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

*Chair Lance Schall, Planning & Zoning Commission Chair*

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

*Kristen Muenz, Deputy Clerk*