



# TOWN OF JEROME, ARIZONA

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## MEETING OF THE TOWN OF JEROME

### PLANNING AND ZONING COMMISSION

DATE: Wednesday, February 5, 2014 TIME: 7:00 P.M.

PLACE: JEROME CIVIC CENTER/ TOWN HALL, 600 CLARK STREET

### Minutes

#### ITEM 1: CALL TO ORDER/ROLL CALL

Chair, Lance Schall called the meeting to order at 7:02 pm.

Roll call by Zoning Administrator Rebecca Borowski.

Commission Members present: Ellen Smith, Leo Shakespeare, Lance Shall, Mike Parry and Frank Vander Horst.

Commission Members absent: None

Staff Members present: Rebecca Borowski, Zoning Administrator; Jennifer Shilling, Minute Taker.

#### ITEM 2: APPROVAL OF MINUTES

Motion made by Chair Schall to approve the minutes of the regular meeting held on January 8, 2014. Second was made by Commissioner Smith. Commissioners Parry and Vander Horst abstain. Motion carries with three ayes.

Statement Read into record by Zoning Administrator, Rebecca Borowski. After speaking with the Town Manager and Town Attorney, she needs to point out that there were concerns raised by the public after the last meeting. There was a misunderstanding of what Commissioner Schall stated during the January 8<sup>th</sup> meeting and subsequent public concern with whether or not he actually had a conflict of interest in relation to any discussion or actions regarding Bed and Breakfasts. The Town Attorney Bill Simms looked at the issue and pointed out that under case law, speculative interest isn't enough to disqualify. Mr. Simms determined that Commissioner Schall's interest would be considered speculative, therefore not disqualifying. In addition, the Town Attorney has made cases available for review and has made himself available to the Commission or the Public, at no charge, if there are questions pertaining to this issue. If anyone is interested in the cases or speaking with Mr. Simms they may contact Zoning Administrator, Rebecca Borowski.

#### ITEM 3: WELCOME COMMISSIONER VANDER HORST

Commissioners welcomed Frank Vander Horst. Commissioner Vander Horst was appointed by Council in January, replacing Commissioner Melody and finishing her term, which expires in February 2015.

**ITEM 4: PETITIONS FROM THE PUBLIC** – There were no petitions from the public.

#### ITEM 5: APPLICATION FOR SITE PLAN REVIEW-BARR DECK AND RETAINING WALL

REPRESENTATIVE: Abe Stewart

ADDRESS: 841 Gulch Road

OWNER OF RECORD: Mary Beth Barr and Kathleen Keller

ZONE: AR

ASSESSORS PARCEL NUMBER: 401-09-020

The applicant is requesting Planning and Zoning's approval of construction of a new concrete retaining wall tied into existing historic wall, and a second story deck. Commissioner Parry expressed concern with the slope and drainage and retaining walls would help. The Commission reviewed the request for compliance with the Zoning Ordinance and discussed the variance granted by the Board of Adjustment. There were no issues. Motion made by Commissioner Parry to approve the application by Marybeth Barr. Second was made by Commissioner Shakespeare. Motion carried unanimously.

**ITEM 6: APPLICATION FOR SITE PLAN REVIEW – JEROME GRAND HOTEL PROJECT**

REPRESENTATIVE: Larry Altherr

ADDRESS: 200 Hill Street

APN: 401-074-066L

OWNER OF RECORD: Larry Altherr

ZONE: C-1 Commercial

The applicant is requesting Planning and Zoning’s approval for rear balcony and stairwell construction, two covered patios, new retaining walls, planters, 4 new light poles along Hill Street, paving, new AC units, new flood lighting at rear of building and to extend the kitchen exhaust hood out 10’. The Commission reviewed the request for compliance with the Zoning Ordinance. *Motion made by Commissioner Parry to approve the application for the plan review of the Jerome Grand Hotel Project. Second was made by Commissioner Schall. Motion carried unanimously.*

**ITEM 7: FUTURE AGENDA ITEMS- NONE**

**ITEM 8: ADJOURNMENT**

*Motion made by Commissioner Schall to adjourn. Second was made by Commissioner Smith. Motion carried unanimously.* The meeting adjourned at 7:20 pm.

Respectfully submitted by Rebecca Borowski on the 5<sup>th</sup> day of March, 2014.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
                  Planning and Zoning Chair

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
                  Planning and Zoning Vice Chair