



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

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

DATE: Wednesday, July 11, 2018 TIME: 7:00 pm  
PLACE: **JEROME CIVIC CENTER**  
600 Clark St., JEROME, ARIZONA 86331

### MINUTES

**NOTICE:** This is provided for public information. This document is not an approved set of minutes, only a staff summary of actions taken. The approved minutes will contain the official action.

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

Chair Hardie called the meeting to order at 7:04 p.m.

Roll call was taken by Charlotte Page. Commission members present were Chair Margie Hardie, Vice Chair Lance Schall, Jane Moore, Henry Vincent and Scott Hudson.

Staff present were Charlotte Page, Interim Zoning Administrator, and Joni Savage, Deputy Clerk/Minute Taker.

#### 7:05 ITEM 2: APPROVAL OF THE MINUTES: Minutes of May 2, and June 25, 2018

There was no vote on the May 2, 2018 minutes.

Approval of the minutes of June 25, 2018.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore			x			
Schall	x		x			
Vincent		x	x			

#### 7:06 ITEM 3: PETITIONS FROM THE PUBLIC -- There were no petitions from the public.

#### 7:07 ITEM 4: CONDITIONAL USE PERMIT - PROPOSED LOCATION OF NON-COMMERCIAL RADIO ANTENNA, Gulch Radio

APPLICANT: Richard Martin

ADDRESS: Jerome Mountain View Add Lots 21 22Blk 1

ZONE: R1-5

OWNER OF RECORD: Martin Property Investments LLC

APN: 401-07-063

Applicant is seeking approval to relocate the antenna installed at the old high school to his property. This is a non-commercial radio antenna. CUP is required due to the approval of conditional use as principal/permitted use.

7:16 Hunter Bachrach, a resident, spoke in support of the Gulch Radio.

Approval to issue the Conditional Use Permit upon approval from the Town Council for a non-commercial radio antenna, with the conditions that it is inspected every three months for the first year with the Commission being notified if there are any complaints, installing motion detecting lights and motion detecting security camera, engineering plans submitted to the Zoning Administrator and a six-foot cyclone safety fence.

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Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	x		x			
Hudson			x			
Moore			x			
Schall			x			
Vincent		x	x			

## 7:31 ITEM 5: EXTERIOR LIFT FOR HANDICAP ACCESSIBILITY

APPLICANT: Joe Widman for Nancy Prochaska

ADDRESS: 146 Juarez St.

ZONE: C-1/AR

OWNER OF RECORD: Prochaska Edward J & Nancy E Trust

APN: 401-06-133C

The applicant is seeking approval to add an exterior lift appropriate for safe handicap access to the home.

7:32 Mr. Widman addressed the Commission.

### Approval of the exterior lift for handicap accessibility.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore			x			
Schall	x		x			
Vincent		x	x			

### Approved motion to move Item 7 before Item 6.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	x		x			
Hudson			x			
Moore		x	x			
Schall			x			
Vincent			x			

## 7:57 ITEM 6: CONDITIONAL USE PERMIT - CELLAR 433, SERVICE OUTSIDE ON REAR PATIO

APPLICANT: Brigid McLoughlin

ADDRESS: 240 Hull Avenue

ZONE: C-1

OWNER OF RECORD: Marge Graziano

APN: 401-06-054

Applicant is seeking the use of outdoor patio area at the rear of the building, for food and beverage items to be served. Business location 240 Hull Ave.

7:58 Ms. McLoughlin spoke about the use.

### Approval to grant Cellar 433 a Conditional Use Permit for service outside on the rear patio, with the conditions that it is staffed and in compliance with the Liquor License and the Fire Department fire exit requirements as well and it be checked on every three months for the first year to see that it is compliant.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore	x		x			
Schall		x	x			
Vincent			x			

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## **7:40 ITEM 7: CONDITIONAL USE PERMIT - CELLAR 433, SPIRITOUS LIQUOR FACILITY STATUS UPDATE FOR COMPLIANCE WITH ZONING ORDINANCE**

APPLICANT: Brigid McLoughlin

ADDRESS: 240 Hull Avenue

OWNER OF RECORD: Marge Graziano

ZONE: C-1

APN: 401-06-054

Applicant will need a **C-1 Conditional Use #15, Spiritous Liquor Facility**, based on approval of **ITEM 6** on this Agenda. Due to expansion of the service to outdoor patio area at the rear of the building, Conditional Use is required. Business location is 240 Hull Ave.

7:45 Ms. McLoughlin spoke.

**Approval of the Spiritous Liquor Facility Conditional Use Permit for Cellar 433 with a review in three months and comply with Fire Department Emergency exiting requirements.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore	x		x			
Schall			x			
Vincent		x	x			

## **8:10 ITEM 8: CONDITIONAL USE PERMIT FOR FOUR-EIGHT WINEWORKS**

APPLICANT: Matt LaVoire

ADDRESS: 140 Main Street

OWNER OF RECORD: Beyond Sky Fire LLC

ZONE: C-1

APN: 401-06-006

The applicant is seeking approval to add a Spiritous Liquor Tasting as a new business in addition to the current occupation. Applications for business license and liquor license, are pending Council approval.

8:11 Matt LaVoire presented information.

**Approval of the Conditional Use Permit for Four Eight Wineworks. Chair Hardie added an inspection every three-months for the next year. Vice Chair Schall amended his motion as did Henry Vincent.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore			x			
Schall	x		x			
Vincent		x	x			

## **8:20 ITEM 9: INTERIOR CONSTRUCTION FOR FOUR-EIGHT WINEWORKS**

APPLICANT: Matt LaVoire

ADDRESS: 140 Main Street

OWNER OF RECORD: Beyond Sky Fire LLC

ZONE: C-1

APN: 401-06-006

The applicant is seeking approval to add bathrooms and retail counter spaces to develop additional business within the space. Applications for business license and liquor license, are pending Council approval.

Chair Hardie stated this is not in the purview of Planning and Zoning and should go back to the zoning department.

**Approval to remove this item it is not in the purview of Planning and Zoning.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie	x		x			
Hudson			x			
Moore		x	x			
Schall			x			
Vincent			x			

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## **8:23 ITEM 10: FUTURE AGENDA ITEMS**

Ms. Page spoke about the list of items from the Council with possible zoning changes. Ms. Gallagher has a memo forthcoming.

Ms. Moore said she was at the Council meeting and the "Certificate of No Effect" was discussed.

Chair Hardie wants to set up the Public Hearings for Home Occupation and temporary signs.

Vice Chair Schall said to put it on the agenda.

## **ITEM 11: ADJOURN**

***The meeting adjourned at 8:23 p.m.***

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Hardie			x			
Hudson			x			
Moore		x	x			
Schall	x		x			
Vincent			x			

*Approval on next page.*

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Respectfully submitted by Joni Savage on August 1, 2018

Approved:

[Signature] (acting)  
Planning & Zoning Commission Chair

Date:

8/1/2018

Attest:

[Signature] member  
Planning & Zoning Commission Vice Chair

Date:

8-1-18