



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, August 2, 2017 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331

MINUTES

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Design Review Board and to the general public that the Design Review Board will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Design Review Board will attend either in person or by telephone, video or Internet conferencing. The Design Review Board may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

ITEM 1: CALL TO ORDER/ROLL CALL

The meeting was called to order by Chair Schall at 7:02 pm.

Kyle Dabney, Zoning Administrator called roll. Present were Chair Schall, Vice Chair Runyon. Mike Parry was present telephonically. Margie Hardie had an excused absence.

Staff present were Kyle Dabney, Zoning Administrator and Charlotte Page, Minute Taker.

ITEM 2: APPROVAL OF MINUTES: Minutes of 06/07/2017

Mr. Parry was not present at the meeting of 06/07/2017 and will not be able to participate in the vote. As such there will not be a quorum available to vote.

Chair Schall moved to table the approval of the minutes of 6/12/2017.

ITEM 3: PETITIONS FROM THE PUBLIC – This time is NOT for discussion on Agenda items. Please make comments when that item is on the floor. Please complete a request form with your name and subject and submit to the Chair. When recognized by the Chair, please come to the front and state your name. Please observe the three minute time limit per speaker pursuant to the Town Code. The DRB may not discuss or take action on any comments under this agenda item other than to ask questions.

-There were no petitions from the public.

ITEM 4: KATHLEEN KELLER

APPLICANT: KATHLEEN KELLER, UI AND MARY BETH BARR, UI

ADDRESS: 841 GULCH RD

ZONE: AR

OWNER OF RECORD: ABOVE

APN: 401-09-020

The applicant is seeking approval for a ground floor deck. The applicant is present.

Kyle Dabney spoke with the applicants explaining that the project needed to be presented to Planning and Zoning. They agreed to follow through with his requests. He states the building inspector has inspected this project.

Chair Schall asked for clarification that this deck already exists.

Mr. Dabney responded that is correct. He went on to say that the previous approved upper deck had some board of adjustment approval for the setback requirements, this project is set inside of the previously approved structure.

The applicant (Mary Beth Barr) explained about this was done with the intent of providing a safer environment for foot traffic, meter readers, etc. This was also a recommendation of the applicant's insurer.

TOWN OF JEROME

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

Chair Schall mentioned this deck is well inside the footprint of the other deck, has been inspected by the town building inspector and he has no objection to the project.

Mr. Parry commented that he liked the structure.

Vice Chair Runyon stated he liked it as well.

Chair Schall moved to approve the package as submitted. Vice Chair Runyon seconded and the motion was unanimously approved.

ITEM 5: NEW RESIDENCE, SINGLE FAMILY DWELLING

APPLICANT: JERRY PATE

ADDRESS: 160 NORTH DRIVE

ZONE: R1-5

OWNER OF RECORD: JEROME HOLDINGS, LLC

APN: 401-11-012H

The applicant is seeking approval for new construction of a single family home. The applicant is represented by Les E. Smutz, the designer of the project.

Mr. Dabney presented the project, he has been working with the owner. They had a pre-development meeting with the owner including public works, the fire chief, the building inspector and Planning and Zoning to review the project. There were two letters submitted with neighbor comments. He has no issues with the plans and the project meets the requirements for zoning.

Chair Schall asked for identification of the property owned by Margo Bradley and Francine Ruben, who had submitted one of the letters.

Mr. Dabney explained this property is to the right if you are facing this property. It is the property with several cypress trees.

Chair Schall says the concern the neighbor has about her trees. He went on to say that the plans seem acceptable for height, setbacks, and utility easements. He went on to ask if there was any parking issue.

Mr. Smutz stated he is seeking an easement for better access from a neighbor for off-street parking. He believes this is semi-agreed to already.

Mr. Parry asked if the owner was present and complimented the design of Mr. Smutz.

Chair Schall commented that the package is complete as far as Planning and Zoning requirements.

Mr. Parry made a motion to approve this project. Vice Chair Runyon seconded the motion. Chair Schall called the vote, and it passes unanimously.

ITEM 6: REVIEW OF TOWN OF JEROME'S ZONING ORDINANCE AND TOWN CODE IN REGARD TO HOME OCCUPATIONS

Mr. Dabney to review Zoning Ordinance 'Section 502 M. Home Occupations' and 'Town Code Section 8-3-1, License Required; Definitions'

Mr. Dabney said this was requested by the board some time ago, he showed examples of our current ordinance and the town code. He had examples to review from other towns.

Chair Schall had reviewed the information and feels that the ordinances of many other towns are overdone where ours is simple and he prefers it to other towns. Jerome's DRB ordinance is to control changes for outside of properties. He believes if you can tell if anybody is working at home then it shouldn't be a problem. He used the example of home based businesses that are phone or computer based. He doesn't want to overcomplicate that in the ordinance. If there are no signs, no retail business, no big trucks outside; these are the items that he would have concerns for. He mentioned that Ms. Hardie had wanted this on the agenda and suggested to table this item until Ms. Hardie can attend to discuss this further.

Mr. Parry said he likes the simplicity of the current ordinance and doesn't want to be invading homes with requirements from the fire department or building inspector. He doesn't want to develop more or have too much control.

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943 FAX (928) 634-0715

Chair Schall also stated that there is a need to be aware of home-based businesses that might affect neighboring properties. Things that require light manufacturing, for example door stops, paint, anything that could have an effect on neighbors or something that could be a hazard might be applicable for more oversight.

Mr. Parry mentioned considering rewording this, also, he does not support imposing additional requirements for a fire or building inspection on home businesses that are phone or computer based.

Chair Schall moved to table the item until the next meeting, Mr. Parry seconded the motion the item is table by unanimous vote.

ITEM 7: FUTURE AGENDA ITEMS

There was no discussion.

ITEM 8: ADJOURN

Chair Schall moved to adjourn and was seconded by Vice Chair Runyon. Upon unanimous approval the meeting adjourned at 7:17 p.m.

Approval on the next page.

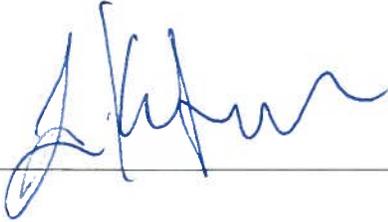
TOWN OF JEROME

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

Minutes

Respectfully submitted by Charlotte Page on June 7, 2016.

Approved: _____



Date: _____

Chair

Attest: _____



Date: _____

10/11/17
Vice Chair