



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA
POST OFFICE BOX 335, JEROME, ARIZONA 86331
Rebecca Borowski, Planning & Zoning Administrator
Historic Preservation Officer

Office: (928) 634-7943 Fax: (928) 634-0715 r.borowski@jerome.az.gov
Celebrating Our 114th Anniversary
1899 – 2013

MEETING OF THE TOWN OF JEROME
DESIGN REVIEW BOARD

DATE: Monday, January 13, 2014 TIME: 7:00 P.M.
PLACE: JEROME CIVIC CENTER, 600 CLARK STREET
Minutes

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Wood called the meeting to order at 7:03pm.

Roll call by Zoning Administrator, Rebecca Borowski.

Board Members Present: Brice Wood, Carole Lozano, Lance Schall, Deni Phinney, Steve Pontious.

Board Members Absent: None

Staff Present: Rebecca Borowski, Zoning Administrator; Jennifer Schilling, Acting DRB Clerk

ITEM 2: APPROVAL OF MINUTES: December 9, 2013 meeting minutes were approved with amendment to Item 6: Item 9 changed to read 'Nature Conservancy'. Motion by Commissioner Schall, second by Carole Lozano.
Discussion/Possible Action

ITEM 3: PETITIONS FROM THE PUBLIC – NONE

ITEM 4: PRELIMINARY DESIGN REVIEW – Jerome Grand Hotel

REPRESENTATIVE: Robert Altherr

ADDRESS: 200 Hill StreetOWNER OF RECORD: Larry Altherr

ASSESSORS PARCEL NUMBER: 401-07-166L.....ZONE: C-1

1. **Balcony and stairwell addition to rear of building.** Fire escape stairwell was approved at the December meeting. Applicant was directed to provide detailed architectural drawings, including elevations, of the balconies.
2. **Two covered patios located at north and south ends of the building.** Applicant brought in a sample of the translucent grey corrugated material to be used for patio covering. The Board directed the applicant to provide working drawings (either ½" or ¼" scale), including elevations, of the patio structures.
3. **New dry stack retaining wall 4' at front side of building.** See item #4.
4. **Eight new dry stack planters at front of building approx. 6' square.** Both the retaining wall and the planters in front of the building were approved: Motion made by Steve Pontious and seconded by Chair Wood.
 - a. Applicant voiced a preference for constructing the retaining walls and planters out of standard cinder blocks, with a plastered or stucco finish, and painted the same color as the building. Chair Wood made the motion to approve the preferred construction materials and finish and it was seconded by Commissioner Schall.
5. **Four new light poles by APS between Hotel and Clubhouse.** Applicant was directed to provide photographs or visual representation of the style of light poles to be used.
6. **New concrete retaining wall at rear of building.** This item was approved at the December meeting, as part of the fire escape stairwell required by the Town.
7. **New 2" pipe handrail for south side stairs.** Commissioner Schall made a motion to approve a pipe handrail, with diameter to code, for south side stairs. Seconded by Member Phinney.
8. **Signage for restricting parking to hotel and restaurant guests only.** Applicant was directed to provide an example of the signs they would like to use. [Should also include a site plan/sketch illustrating location and number of signs]

9. **Parking lot paving.** Chair Wood made a motion to approve blacktop paving for the parking lot. Second by Commissioner Schall.
10. **New 1200 gallon grease interceptor (below grade only manhole covers visible).** Carole Lozano made a motion to approve, seconded by Chair Wood.
11. **New Windows throughout building.** Applicant invited the Board to view one window already installed, to use as an example of the proposed changes. The sample window is single hung, aluminum, same color as proposed and maintains the wood frame and wood sill. Board members expressed concern with preserving integrity of historic window setbacks.
12. **New balcony doors.** Applicant was directed to provide working drawings and elevation for the new balconies and new doors.
13. **New AC units.** Applicant was directed to prepare a plan, to the best of his ability, for where units would be located, what size they would be and what finish they would have. A worst-case scenario, illustrating the most possible units on the exterior of the building, is acceptable. Also, applicant directed to supply a photo of the AC unit grills.
14. **New flood lighting at rear of building for fire escape pathway.** Chair wood moved to approve the flood lighting at rear of building. Seconded by Steve Pontious.

ITEM 5: DISCUSSION OF COMMISSIONER TERMS AND EXPIRATIONS

Staff notified Chair Brice Wood and Board Member Steve Pontious that their terms will be expiring on February 28, 2014. Both verbally confirmed a desire to continue their appointments. Staff will present Board renewals to Council in February and elections will be held in March.

ITEM 6: FUTURE AGENDA ITEM

The Board directed Staff to include the following items on a future agenda: Continuation of Solar Design Guidelines and Solar Neighborhood Farm; and a comprehensive plan for visitor parking. Chair Wood suggested that Board Members take pictures of signs while they are walking around Town, with the future goal of clearing up visual clutter.

ITEM 7: Adjournment

Chair Wood called the motion to adjourn. Commissioner Schall seconded the motion. Meeting was adjourned at 8:02 pm.

Respectfully submitted by Rebecca Borowski on the 10th of February, 2014.

Approved:  Date: 2-10-14
 Design and Review Chair

Attest:  Date: 2/10/2014
 Design and Review Vice-Chair