



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

REGULAR MEETING OF THE TOWN OF JEROME

**DESIGN REVIEW BOARD**

DATE: Monday November 10, 2014 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 Vice Chair, Steve Pontious at 7:03 pm

Roll call was taken by Al Sengstock, Zoning Administrator

Members Present: Steve Pontious, Carole Lozano and Brice Wood

Deni Phinney had an excused absence. Mike Parry was absent.

### **ITEM 2: APPROVAL OF MINUTES:** Minutes of October 13, 2014

Brice Wood moved to approve the minutes. Seconded by Carole Lozano. The motion carried unanimously.

### **ITEM 3: PETITIONS FROM THE PUBLIC:** No petitions from the public.

### **ITEM 4: APPLICATION FOR A REPLACEMENT SIGN FOR PUFF-N-STUFF BOUTIQUE**

APPLICANT: Glenda Rumley

ZONE: C-1

OWNER OF RECORD: 1299 PROPERTIES

APN: 401-06-152H

The applicant is asking approval to replace an existing railing mounted sign.

Steve Pontious made a motion to approve the sign as presented. Second by Carole Lozano. Motion passed unanimously.

Al Sengstock asked that Item 7 and Item 8 be moved ahead of this item. His reasoning was that Item 5 and Item 6 would entail more discussion.

Brice Wood made a motion to hear Item 7 and Item 8 prior to Item 5 and Item 6. Second by Carole Lozano. Motion passed unanimously.

### **ITEM 5: APPLICATION FOR A COMMERCIAL INTERIOR AND EXTERIOR REMODEL**

APPLICANTS: Eric Jurisin

ZONE: C-1

ADDRESS: 410 & 411 Clark Street

APN: 401-06-037 & 038

OWNER OF RECORD: JEROME INVESTMENTS I LLC

The applicant requests approval for exterior color changes, newly designed signs, replacement windows and a new roof addition for the existing deck. This project was approved by the P&Z Commission on 11/05/2014.

# TOWN OF JEROME

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

Al Sengstock presented the application and reminded the Board that it had been approved by the Planning and Zoning Commission. He stated that all district standards have been met. General designs of the signs are not unique to Jerome historically. Mr. Sengstock recommended approval of the signs as appropriate for new signs, and that the design cannot be misconstrued as part of the historical part of the building.

Steve Pontious asked to address the signs separately from the other designs in the packet.

Mr. Wood asked about the signs and if they were illuminated from the interior?

Mr. Jurisin said that they are and they are trying to create a ghostly affect. The sign maker, John Alvey, presented an example and spoke about the design. He explained the process of making the light illuminated without having exposed lighting; this creates a halo affect around the lettering. You will just see the outline around the lighting. There are two signs proposed for the front of the building, one will say gifts one will say food.

Brice Wood made a motion to approve the signs exactly as submitted. Carole Lozano seconded the motion. Motion carried unanimously.

Mr. Wood asked about the old gutters and if they would be repainted.

Mr. Jurisin responded that they were going to replace all of the old gutters.

Ms. Lozano asked if anyone had any concerns about the proposed new windows. No one on the Board had any concerns.

Brice Wood made a motion to approve the changes to be made to the Haunted Hamburger. Steve Pontious seconded the motion. Motion carried unanimously.

## **ITEM 6: APPLICATION TO CONSTRUCT AN ACCESSORY BUILDING; ART STUDIO AND TO REPLACE A DECK WITH A COVERED PORCH ON THE HOME**

APPLICANTS: GEORGE & LORI RILEY

ZONE R-15

ADDRESS: 211 MINE ROAD

APN: 401-11-019T

OWNER OF RECORD: SAME AS ABOVE

The applicant asks approval of the design of a new accessory building to be used as an art studio. The studio will not be open to the public, and will only be used for the production of art. They also ask to replace a deck with a covered porch. This project has been approved by the P&Z Commission on 11/05/2014.

Mr. Sengstock presented the accessory building and covered porch. He stated that the accessory building will not be open to the public, and that it is intended for personal use only. He recommended that the Board approve the project.

Mr. Wood asked about the construction of the shed and whether it was a kit.

Jay Kinsella, agent for the Riley's, informed the Board that it was a custom prefab and gave detailed additional information on how the shed would be delivered and assembled.

Steve Pontious made a motion to approve the application as submitted. Brice Wood seconded the motion. Motion was approved unanimously.

# TOWN OF JEROME

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

## ITEM 7: APPLICATION TO CONSTRUCT A GREENHOUSE

APPLICANT: KATHLEEN JARVIS

ZONE R1-5

OWNER OF RECORD: SAME AS ABOVE

APN: 401-07-144

The applicant asks approval of the design of her new green house. This project was approved by The P&Z Commission on 11/05/2014.

Al presented information on the greenhouse. He moved that the board approve it.

The Board asked a few questions about the greenhouse; its location and materials being used.

Ms. Jarvis told them the north side is an enclosed cedar shed. The west side will be the most visible side facing Douglas Road and will be made out of four French doors. The south side is the narrowest side consisting of one window and the east side is into the hill, where she will incorporate French doors as much as possible.

Carole Lozano made a motion to approve the greenhouse as presented. Brice Wood seconded the motion. Motion was approved unanimously.

## ITEM 8: APPLICATION TO REPLACE WINDOWS AND DOORS

APPLICANT: PHILLIP SCHULTZ

ZONE R1-5

ADDRESS: 700 HULL RD.

APN: 401-08-028C

OWNER OF RECORD: SAME AS ABOVE

The applicant asks approval to replace doors and windows.

Mr. Sengstock presented the Schultz request and recommended approval of all replacement windows and doors.

Ms. Lozano asked about the exterior front door and if it would remain white?

Mr. Schultz confirmed that it would.

Mr. Wood asked Mr. Sengstock to consider asking applicants what their long-term plans might be, so that we could include all changes into one application, using a phased approach. Mr., Sengstock stated that he thought that was a great idea, and that he would do so in the future.

Brice Wood moved to approve the application as submitted. Steve Pontious seconded the motion. Motion carried unanimously.

## ITEM 9: FUTURE AGENDA ITEMS

The Board will direct staff to schedule future agenda items to be considered by the Commission, if desired. No specific properties, individuals, or situations may be discussed, only general topics may be suggested.

Mr. Sengstock advised the Board that he has been in communication with SHPO and that he would like to begin quarterly training sessions by SHPO, on topics which the Board deals with on a regular basis. He also reminded the board that he had emailed them the Solar Design Guidelines for consideration at the next meeting.

Mr. Kinsella offered the assistance of the Jerome Historical Society; and stated that they have photos classified by address. He explained the difference between contributing and non-contributing houses. Contributing houses are the historic houses in town.

# TOWN OF JEROME

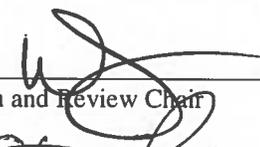
POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## ITEM 10: ADJURNMENT

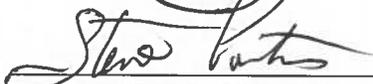
Steve Pontious moved to adjourn the meeting. Second by Carole Lozano. Motion carried unanimously.

The meeting adjourned at 7:50 pm.

Respectfully submitted by Joni Savage on December 8, 2014.

Approved:  \_\_\_\_\_ Date: 12/8/14

Design and Review Chair

Attest:  \_\_\_\_\_ Date: 12/8/14

Design and Review Vice-Chair