



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

Rebecca Borowski, Planning & Zoning Administrator

Historic Preservation Officer

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MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, April 14, 2014 TIME: 7:00 P.M.

PLACE: JEROME CIVIC CENTER, 600 CLARK STREET

Minutes

ITEM 1: CALL TO ORDER at 7:04pm

Zoning Administrator called roll. Board members present: Deni Phinney, Steve Pontious, Brice Wood, Carole Lozano, Mike Parry. Staff present: Rebecca Borowski, Zoning Administrator

ITEM 2: APPROVAL OF MINUTES: March 10, 2014 meeting minutes.

Brice Wood made a motion to approve minutes of the March 10, 2014 meeting, as presented. Second by Steve Pontious. Motion carried with 4 yes votes. One abstention by Mike Parry, as he was not present at the March 10 meeting.

ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions.

ITEM 4: DESIGN REVIEW / SIGN PERMIT – Wicked City Tattoo

REPRESENTATIVE: Savannah Pomplin for Cody Brundage

ADDRESS: 889 Hampshire Ave.....OWNER OF RECORD: Verde Exploration, Ltd.

ASSESSORS PARCEL NUMBER: 401-11-021A.....ZONE: I-1

Applicant requests design approval and sign permit for two signs. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

The applicant was not in attendance. Discussion ensued about the application materials, however, questions could not be answered without a representative present. Deni Phinney made a motion to table. Second by Mike Parry. Motion carried unanimously.

ITEM 5: DESIGN REVIEW – Virardi Exterior Alteration

REPRESENTATIVE: Kumari Virardi

ADDRESS: 806 Hampshire Ave.....OWNER OF RECORD: Joey Van Leeuwen

ASSESSORS PARCEL NUMBER: 401-07-129.....ZONE: R1-5

Applicant requests Design approval of a new exterior door. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

The applicant was not in attendance. Carole Lozano made a motion to table the item. Second by Mike Parry. Motion carried unanimously.

ITEM 6: DESIGN REVIEW / SIGN PERMIT – Kate’s Books

REPRESENTATIVE: Kathleen Roberge

ADDRESS: 510 School Street.....OWNER OF RECORD: Roberto Rabago

ASSESSORS PARCEL NUMBER: 401-06-089.....ZONE: C-1

Applicant requests Design approval for two signs. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

Brice Wood made a motion to approve the application as presented. Second by Steve Pontious. Motion carried unanimously.

ITEM 7: DESIGN REVIEW – Kate’s Books

REPRESENTATIVE: Kathleen Roberge

ADDRESS: 510 School Street.....OWNER OF RECORD: Roberto Rabago

ASSESSORS PARCEL NUMBER: 401-06-089.....ZONE: C-1

Applicant requests Design approval for paint color. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

One portion of the application, a request for additional deck railing, was not agendized and could not be discussed. Paint color samples for the new trim color were not available. The Board scheduled a Special Meeting for Wednesday, April 16th, 2014. *Motion by Mike Parry to table the item until paint samples can be provided. Second by Carole Lozano. Motion carried unanimously*

ITEM 8: DESIGN REVIEW – Bustrin Exterior Alterations

REPRESENTATIVE: Jeff Hancock

ADDRESS: 538 School Street.....OWNER OF RECORD: Janet Bustrin

ASSESSORS PARCEL NUMBER: 401-06-092.....ZONE: C-1

Applicant requests Design approval for installation of new windows and doors. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

The applicant's representative, Mr. Hancock, answered questions from the Board. The existing window on the eastern elevation will be eliminated and replaced with a French door; the existing French door will be replaced with a new one. On the north and south elevations, where windows will be eliminated, the siding will dovetail with existing and match in color and material. *Motion made by Brice Wood to approve the application as presented. Second by Mike Parry. Motion carried unanimously.*

ITEM 9: DESIGN REVIEW – Rabago Retaining Wall

REPRESENTATIVE: Scott Perin

ADDRESS: 569 Main Street.....OWNER OF RECORD: Bertha Rabago & Artis Roque

ASSESSORS PARCEL NUMBER: 401-06-100, -099.....ZONE: C-1

Applicant requests Design approval for a dry stack retaining wall to be constructed in front of existing concrete wall. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

Mr. Perin answered questions from the Board, explaining that the rock wall will be constructed of local stone, similar in look to rock walls on surrounding properties. *Motion made by Mike Parry to approve the application as presented. Second by Carole Lozano. Motion carried unanimously.*

ITEM 10: Solar Design Guidelines

The Board will review and discuss the Draft Solar Design Guidelines.

Brice Wood opened a discussion regarding the Glendale Fire department guidelines on solar panels and safety. Deni Phinney voiced approval of the recommendation to make certain that all possible measures had already been considered to make building as energy efficient as possible before planning solar panel installation. Mike Parry inquired about the use of solar shingles. Board members discussed starting a reference binder for all design projects. Carole Lozano and Brice Wood have already done a considerable amount of research. Board members agreed that solar projects will continue to require a case-by-case analysis. Board member Mike Parry suggested future solar projects have Building Inspector review as a prerequisite to Design Review.



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Staff was directed to add to draft guidelines with additional information.

ITEM 11: FUTURE AGENDA ITEMS

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

Brice Wood would like to have the Board address visual clutter, specifically signs, at some point in the future. He would like the Board to identify problem areas and strategize solutions for more effective signage. Steve Pontious asked Staff if there is a database documenting approved signs. Mike Parry suggested all-weather stickers be placed in a visible location upon all approved signage. Deni Phinney suggested a grant could be used to fund an intern who could create a database of approved signs. Staff was given direction to discuss these suggestions with the Town Manager and report back to the Board.

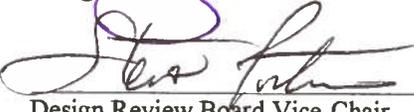
ITEM 12: Adjournment

Motion made by Brice Wood to adjourn. Second by Mike Parry. Motion carried unanimously.

The meeting adjourned at 7:50 pm.

Respectfully submitted by Rebecca Borowski on the 12th of May, 2014.

Approved:  _____ Date: 5/12/14

Attest:  _____ Date: 5/12/14