



TOWN OF JEROME

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Rebecca Borowski, Planning & Zoning Administrator

Historic Preservation Officer

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MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

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

PLACE: JEROME CIVIC CENTER, 600 CLARK STREET

MINUTES

ITEM 1: Chair Deni Phinney called the meeting to order at 7:02 pm.
Roll call by Zoning Administrator, Rebecca Borowski
Members Present: Deni Phinney, Steve Pontious, Brice Wood, Carole Lozano
Excused Absence: Mike Parry

ITEM 2: APPROVAL OF MINUTES: June 9, 2014 regular meeting minutes.
Motion by Brice Wood to approve minutes with corrections. Second by Carole Lozano. Motion carried unanimously.

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

ITEM 4: DESIGN REVIEW / SIGN PERMIT – Chris Babbage / Taylor Arms Apartments

ADDRESS: 472 Clark Street.....OWNER OF RECORD: Paula Taylor
ASSESSORS PARCEL NUMBER: 401-06-029.....ZONE: C-1
Applicant requests design approval and sign permit for one sign. The Board will review the request for compliance with the Zoning Ordinance and may approve, conditionally approve, or deny the application.

Mr. Babbage addressed the board, clarifying that the sign included in the application is a mock-up and the sign will be hand painted, not computer generated. The arms on the sign were found in the old Jerome dump.

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

ITEM 5: ZONING ADMINISTRATOR'S REPORT

The Zoning Administrator issued a summary report on the 2014 Arizona Historic Preservation Conference. Ms. Borowski recommended that the Design Review Board and Staff attend the 2015 Historic Preservation Conference which will be held in Flagstaff. Chair Phinney requested a Q&A session on the next agenda in order that Board members may ask questions about the content of the report.

ITEM 6: SOLAR DESIGN GUIDELINES

The Board shall bring their comments and suggested revisions of the Draft Solar Design Guidelines for discussion.

Deni Phinney suggested correction of a typo on page 6, item 3. Also in this section, the list of recommended and not recommended seem to be redundant. Her suggestion was to reframe the 'not recommended' into positive items and place them in one list of recommended items. Steve Pontious asked if the Fire Chief had reviewed the safety considerations. Brice Wood mentioned he had spoken with Chief Blair. Staff will send the document to the Chief for review and comment. Deni Phinney voiced that she does like the idea of having the Building Official check the roof for integrity prior to solar installations. Staff commented that solar projects do require building permits and go to the Building Inspector for review and comment prior to being heard by the Board. Discussion ensued regarding the legalities of requiring an inspection. Consensus was that the document will recommend that homeowners have an inspection done prior to installation. Staff will ask the Town Manager what the next step is to move forward to officially adopt the Guidelines. Deni Phinney would like to see the document made available to the public on the website and facebook page.

ITEM 7: FUTURE AGENDA ITEMS

Staff briefed the Board on an upcoming agenda item. The Jerome Grand Hotel is ready for Design Review Board members to view three sample window installations on the rear of the building. Members should do site visits independently, as a Special Meeting was not desired. The Jerome Grand Hotel Windows will be on the August agenda for discussion and possible approval.

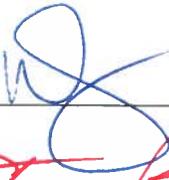
Brice Wood mentioned that the last minutes have a good list of future agenda items to address.

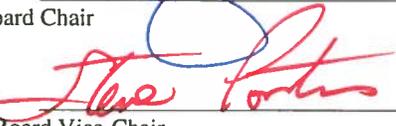
ITEM 8: Adjournment

Motion by Steve Pontious to adjourn. Second by Deni Phinney. The motion carried unanimously.

The meeting was adjourned at 7:28 pm.

Respectfully submitted by Rebecca Borowski on the 11th of August, 2014.

Approved:  _____ Date: 8/11/2014
Design Review Board Chair

Attest:  _____ Date: 8/11/14
Design Review Board Vice-Chair

CERTIFICATION OF POSTING OF NOTICE

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Rebecca Borowski, Zoning Administrator/Historic Preservation Officer

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