



# TOWN OF JEROME

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## REGULAR MEETING OF THE TOWN OF JEROME DESIGN REVIEW BOARD

DATE: Monday, July 9, 2018 TIME: 7:00 pm  
PLACE: **JEROME CIVIC CENTER**  
600 Clark St., JEROME, ARIZONA 86331

### MINUTES

NOTICE: This is provided for public information. This document is not an approved set of minutes, only a staff summary of actions taken. The approved minutes will contain the official action.

#### ITEM 1: CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 7:00 p.m.

Charlotte Page called roll. Present were Chair Brice Wood, Danny Smith, Henry Vincent, Steve Pontious and John McDonald.

Staff present: Charlotte Page, Interim Zoning Administrator and Joni Savage, Deputy Clerk/Minute Taker.

#### 7:01 ITEM 2: APPROVAL OF MINUTES: Minutes of May 9, and May 14, 2018.

Chair Wood and Danny Smith were the only two remaining members of the Board.

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood	x		x			
Smith		x	x			
Pontious						
McDonald						
Vincent						

#### 7:03 ITEM 3: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

#### 7:04 ITEM 4: REVIEW/APPROVAL OF BUSINESS SIGN FOR FOUR-EIGHT WINEWORKS

APPLICANT: MATT LAVOIRE

ADDRESS: 140 MAIN STREET

ZONE: C-1

OWNER OF RECORD: BEYOND SKY FIRE LLC

APN: 401-06-006

The applicant is seeking approval to add a sign for the purpose of a new business in addition to the current occupation. Applications for liquor license, business license, construction review and Conditional Use Permit pending with Planning & Zoning & Council.

#### Approval of business sign.

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood			x			
Smith	x		x			
Pontious			x			
McDonald		x	x			
Vincent			x			

#### 7:07 ITEM 5: REVIEW/APPROVAL OF LOCATION CHANGE FOR BUSINESS SIGN AT 115

JEROME AVE., FOR MINE CAFE

APPLICANT: JEROME HISTORICAL SOCIETY

ZONE: C-1

ADDRESS: 115 JEROME AVE

APN: 401-06-010

OWNER OF RECORD: ABOVE

The applicant seeks approval to move the existing sign for the purpose of better visibility. It will be

mounted to an upper deck, not on the face of the building. No changes are to be made to the sign.

7:08 Jay Kinsella represented the Jerome Historical Society.

Mr. McDonald noted that he was a part-time employee for the Historical Society and recused himself from the vote.

**Approval of location change for business sign.**

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood			x			
Smith			x			
Pontious	x		x			
McDonald						x
Vincent		x	x			

**7:09 ITEM 6: REVIEW/APPROVAL OF CHANGE TO 539 MAIN STREET EXTERIOR STAIRCASE RAILINGS AND PORCH RAILINGS TO REPLACE EXISTING**

APPLICANT: JANET BUSTRIN

ADDRESS: 539 MAIN STREET, 538 SCHOOL ST

ZONE: C-1

OWNER OF RECORD: ABOVE

APN: 401-06-092

The applicant is seeking approval to remove and replace rotted exterior railings on all levels, including stair and porch rails. Proposes to replace with wrought iron 'hoop railings' with cast iron topped finials. If this is not approved she has also submitted a second option with framed welded wire.

7:11 Craig Bustrin the owner spoke.

7: 13 Gerard Mayer the General Contractor spoke.

**Approval to change exterior staircase and porch railings.**

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood			x			
Smith	x		x			
Pontious		x	x			
McDonald			x			
Vincent			x			

**7:19 ITEM 7: REVIEW/APPROVAL OF EXTERIOR LIFT FOR HANDICAP ACCESSIBILITY**

APPLICANT: JOE WIDMAN FOR NANCY PROCHASKA

ADDRESS: 146 JUAREZ ST.

ZONE: C-1/AR

OWNER OF RECORD: NANCY PROCHASKA

APN: 401-06-133C

The applicant is seeking approval to add an exterior lift appropriate for safe handicap access to the home.

7:20 Joe Widman addressed the Board.

7:21 Hunter Bachrach addressed the Board.

7:22 Jay Kinsella addressed the Board.

**Approval of exterior lift for handicap accessibility.**

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood	x		x			
Smith			x			
Pontious			x			
McDonald		x	x			
Vincent			x			

**7:25 ITEM 8: FUTURE AGENDA ITEMS**

Chair Wood would like to address the sign code.

Mr. Pontious suggested SHPO come for a presentation.

Chair Wood asked for nominations for a Vice Chair.

**Danny Smith was nominated and appointed as Vice Chair.**

Board Member	Moved	Second	Aye	Nay	Absent	Abstain
Wood			x			
Smith			x			
Pontious		x	x			
McDonald			x			
Vincent	x		x			

**ITEM 9: ADJOURN**

**The meeting adjourned at 7:29 p.m.**

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Wood			x			
Smith		x	x			
Pontious	x		x			
McDonald			x			
Vincent			x			

*Approval on next page.*

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**MINUTES**

*Respectfully submitted by Joni Savage on August 13, 2018.*

Approved:     *Ben Wood*     Date:     8-13-18      
Design Review Board Chair

Attest:     *Dana Sutt*     Date:     8-13-18      
Design Review Board Vice Chair