



TOWN OF JEROME

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

WORK SESSION OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Thursday, September 13, 2018 TIME: 5:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

AGENDA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Planning & Zoning Commission will attend either in person or by telephone, video or Internet conferencing. The Planning & Zoning Commission 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

ITEM 2: P&Z REVIEW OF DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS IN REGARD TO ACCESSORY BUILDINGS

Discussion/Possible Action/Possible Direction to Staff

ITEM 3: P&Z REVIEW OF ZONING ORDINANCE SECTION 304 DESIGN REVIEW, IN REGARD TO CERTIFICATES OF NO EFFECT

Discussion/Possible Action/Possible Direction to Staff

ITEM 4: POSSIBLE REVIEW OF 509 SIGN ORDINANCE

Discussion/Possible Action/Possible Direction to Staff

ITEM 5: FUTURE AGENDA ITEMS

Discussion/Possible Direction to Staff

ITEM 6: ADJOURN

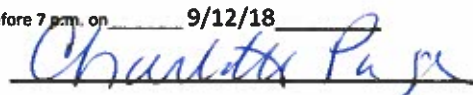
Discussion/Possible Action

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on 9/12/18

970 Gulch Road, side of Gulch Fire station, exterior posting case

600 Clark Street, Jerome Town Hall, exterior posting case

120 Main Street, Jerome Post Office, interior posting case



Charlotte Page, Acting Zoning Administrator, Attest

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the Deputy Town Clerk Joni Savage at (928) 634-7943.

Requests should be made as early as possible to allow sufficient time to make arrangements. Anyone needing clarification on a P&Z Commission agenda item may call Jerome Town Hall at (928) 634-7943 and ask to speak with Charlotte Page, Acting Zoning Administrator.



TOWN OF JEROME

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

ITEM 2: P&Z REVIEW OF DEFINITIONS AND PROPERTY DEVELOPMENT STANDARDS IN REGARD TO ACCESSORY BUILDINGS

In summary: The commission was agreeable to addition of a definition for "Accessory Building, Height of". This item will mirror the current definition of **"Building, Height of" (pg. 14)**.

It was noted that the current ordinance does have a section that prohibits locating Accessory building in the front yard and restricts locating within five foot of other structures.

Comments from individuals (at Chair request for one more specific to consider).

H. Vincent, the Accessory structure definition would stay unchanged with a definition of the appropriate height, and the working session would be for additional concepts to be introduced.

J. Moore, would like Accessory to remain subordinate to any Main building, not be a structure for rental use, and suggests limit height to 12'.

S. Hudson, agrees with limiting height and wants more time to consider things.

L. Schall, reinforce the definition, he is not concerned with potential for misuse, he mentioned supporting appropriate architecture to 'fit in' in regard to how something would look, and also mentioned possibly specifying a different lot coverage method in regard to Accessory buildings.

M. Hardie, would limit Accessory to 12' max, one story buildings and subordinate to principal building for use.

Note: reference to employee housing is in the definition of 'Guest House' on page 17 of the Zoning Ordinance

ITEM 3: P&Z REVIEW OF ZONING ORDINANCE SECTION 304 DESIGN REVIEW, IN REGARD TO CERTIFICATES OF NO EFFECT

In summary: Chair Hardie mentioned the exclusion that allows ordinary maintenance or repairs any exterior elements of any building or structure. I believe she feel this allows any like for like repairs. She further stated having additional layers of approval or need for compliance puts more burden on the Zoning department and doesn't feel this is necessary.

Schall agreed that same color and type roof materials should not be subject to review, same paint colors etc.

Zoning commented that the exclusion is vague, and not specific (see pg. 41/J Exclusions) There are a list of items that are allowed by the building code without permits that would need to be approved by DRB and there seems to be some confusion about why an approval is necessary when no permit is needed. Examples were given for minor projects being reviewed at the DRB September meeting that might be examples of items that could be considered for Certificates of No Effect – moving a business sign location that was approved in May, replacing deck materials with Trex of a similar color, and color change that is brown/tan on a remodel. Having a procedure allowing specific items would help applicants who don't want to wait, and sometimes just go ahead, and Zoning would be better able to direct these requests.

TOWN OF JEROME

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

ITEM 4: REVIEW OF SECTION 509 SIGNS FOR POSSIBLE TEXT AMENDMENTS

INCLUSIONS:

Section 509.B.7 – Clarify definition

Section 509.B.14 – add verbiage to support variety of sign attachments currently approved in use

Section 509.B.19 - these are specifics for temporary signs which have been reviewed and are the subject of Public Hearing, September 5, 2018, not adopted

Section 509.D.c – remove '**and other temporary signs**'

Section 509.D.d – '**NEW**' consider what signs are actually allowed that are described in the ordinance as a result of removing 'temporary in 509.D.c above

509.E.6 – Remove 'temporary' from this reference

509.E.7 – remove '**shall be prohibited**' and add '**NEW**' verbiage to support signs as actually allowed and in use by Haunted Hamburger and Mile High

509.E.10 – remove references to payment for realtor or realtor brokerage signs as this is no longer current practice

509.G.1 – add verbiage that is in the definitions and not supported in this section of the regulation

509.G.8 – the current 'b & c' will be removed and replaced with specifics for temporary signs which have been reviewed and are the subject of Public Hearing, September 5, 2018, not adopted

Recommendation: Consider a simpler description for 509.E.7

DRAFT TEXT AMENDMENT: ACCESSORY BUILDINGS

Text additions as Proposed

ARTICLE II - DEFINITIONS

SECTION 201. GENERAL

For the purpose of this ordinance, certain words and terms used herein are defined as follows: all words used in the present tense include the future tense; all words in the plural number include the singular number, all words in the singular number include the plural number, unless the natural construction of the wording indicates otherwise. The word "lot" includes the word "plot"; the word "building" includes the word "structure"; and the word "shall" is mandatory and not discretionary. Other words and phrases used in this ordinance shall have the following meaning:

Accessory building - a building or structure which is subordinate to and the use of which is customarily incidental to that of the main building, structure or use on the same lot or parcel

Accessory building, Height of - the vertical measurement down from the highest point on the structure to **the original grade or to** an intersection with the horizontal projection of a plane established as the median between the highest and lowest points of original grade beneath the enclosed portion of the structure. (See Appendix for diagrams.)

Accessory feature - any manmade structure erected upon or appurtenant to real property.

Accessory use - a use incidental, related, appropriate and clearly subordinate to the main use of the lot or building, which accessory use does not alter the principal use of the subject lot or parcel.

Building, Height of - the vertical measurement down from the highest point on the structure to **the original grade or to** an intersection with the horizontal projection of a plane established as the median between the highest and lowest points of original grade beneath the enclosed portion of the structure. (See Appendix for diagrams.)

Guest House - living or sleeping quarters, **having no cooking facilities**, within an accessory building for the sole use of occupants of the premises, guests of such occupants or persons employed on the premises. Such quarters shall not be rented, and/or otherwise used for income purposes.

Guest Room - a room having no cooking facilities intended for occupancy by one or more persons not members of the family. Does not include dormitories for sleeping purposes.

Height, Building or Structure - (see Building, Height of).

SECTION 502. GENERAL PROVISIONS

H. YARD, LOT, AND AREA REQUIREMENTS

6. Accessory Buildings (attached) – A private automobile garage, carport or accessory building having any part of a wall in common with a dwelling shall be considered an integral part of the main building in determining yard, lot, and area requirements.
7. Accessory Buildings (detached) – Any detached accessory building or swimming pool in any zone shall not be located in the front yard, shall be at least five (5) feet from the main structure, shall be at least five (5) feet from the rear and interior side lot lines, and shall maintain side yard setbacks from the street side lot lines as required for the main structure in that zone.

I. BUILDING HEIGHT REQUIREMENTS

1. No building shall be erected, reconstructed, or structurally altered to exceed in height the limit hereinafter designated for the zone in which such building is located, except as otherwise specifically provided.
2. Height regulations established elsewhere in this Ordinance shall not apply:
 - a. In any district, to church spires, belfries, cupolas and domes not for human occupancy, water towers, flagpoles, non-commercial radio or television antennas, provided that such structures and antennas shall be so located and constructed that if it should collapse, its reclining length would still be contained on the property on which it was constructed.
 - b. In industrial districts, to chimneys, smokestacks, derricks, conveyors, grain elevators, or similar structures wherein the industrial process involved customarily requires a height greater than otherwise permitted, provided that such structure shall be so located and constructed that if it should collapse, its reclining length would still be contained on the property on which it was constructed.
3. In any district, the height of a deck may not exceed twenty-seven (27) feet from the natural grade.

SECTION 503. "AR" ZONE, AGRICULTURAL RESIDENTIAL

E. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty five (25) feet as defined in "building, height of". On slopes over forty-five percent (45%) there will be a one (1) foot reduction in height for each additional five percent (5%) of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

7. ACCESSORY BUILDINGS

- a. Accessory buildings, attached: Shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings, detached: Shall meet all required set backs, and maintain a space of five (5) feet from the main building or other structures.
 1. Accessory buildings shall be constructed to a height not greater than one (1) story or sixteen (16) feet to the peak or highest point of the roof, unless otherwise permitted by a Conditional Use Permit or Variance.
 2. Accessory buildings will not have a separate address or separate utility services from the main building.

SECTION 504. "R1-10" ZONE, SINGLE FAMILY RESIDENTIAL

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty five (25) feet as defined in building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade." (see Appendix for diagrams).

7. ACCESSORY BUILDINGS

- a. Accessory buildings, attached: Shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings, detached: Shall meet all required set backs, and maintain a space of five (5) feet from the main building or other structures.
 1. Accessory buildings shall be constructed to a height not greater than one (1) story or sixteen (16) feet to the peak or highest point of the roof, unless otherwise permitted by a Conditional Use Permit or Variance.
 2. Accessory buildings will not have a separate address or separate utility services from the main building.

SECTION 505. "R1-5" ZONE, SINGLE FAMILY RESIDENTIAL

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty five (25) feet as defined in building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

7. ACCESSORY BUILDINGS

- a. Accessory buildings, attached: Shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings, detached: Shall meet all required set backs, and maintain a space of five (5) feet from the main building or other structures.
 1. Accessory buildings shall be constructed to a height not greater than one (1) story or sixteen (16) feet to the peak or highest point of the roof, unless otherwise permitted by a Conditional Use Permit or Variance.
 2. Accessory buildings will not have a separate address or separate utility services from the main building.

SECTION 506. "R-2" ZONE, MULTIPLE FAMILY RESIDENTIAL

D. PROPERTY DEVELOPMENT STANDARDS

6. MAXIMUM **MAIN** BUILDING HEIGHT: No building shall exceed the height of twenty five (25) feet as defined in "building, height of." On slopes over forty-five (45) percent there will be a one (1) foot reduction in height for each additional five (5) percent of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

7. ACCESSORY BUILDINGS

- a. Accessory buildings, attached: Shall be considered in determining yard, lot and area requirements.
- b. Accessory buildings, detached: Shall meet all required set backs, and maintain a space of five (5) feet from the main building or other structures.
 1. Accessory buildings shall be constructed to a height not greater than one (1) story or sixteen (16) feet to the peak or highest point of the roof, unless otherwise permitted by a Conditional Use Permit or Variance.
 2. Accessory buildings will not have a separate address or separate utility services from the main building.

SECTION 507. "C-1" ZONE, GENERAL COMMERCIAL

E. PROPERTY DEVELOPMENT STANDARDS

6. **MAXIMUM BUILDING HEIGHT:** The maximum building height shall not exceed the height of twenty-five (25) feet except when the following conditions prevail:

- a. The maximum building height shall not exceed that established by any building within one hundred (100) feet on either or both sides of the lot. Where more than one such building is within one hundred (100) feet of the lot then the maximum building height of the nearest such building shall be the maximum building height of the lot. Except that where the lot is between two (2) such buildings, each within one hundred (100) feet of the lot, then the maximum building height of the center of this lot shall be that established by a line joining the highest point of the other such buildings. Nothing in the above shall require that the maximum building height in this district be less than twenty-five (25) feet. (see Appendix for diagrams).
- b. Notwithstanding these provisions no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade."

7. ACCESSORY BUILDINGS

1. Accessory buildings shall be constructed to a height not greater than one (1) story or sixteen (16) feet to the peak or highest point of the roof, unless otherwise permitted by a Conditional Use Permit or Variance.
2. Accessory buildings, detached: Shall meet all required set backs, and maintain a space of five (5) feet from the main building or other structures.
3. Accessory buildings will not have a separate address or separate utility services from the main building.

SECTION 508. "I-1" ZONE, LIGHT INDUSTRIAL

E. PROPERTY DEVELOPMENT STANDARDS

Same as C-I Zone.

ADDITIONAL NOTES – CHAIR HARDIE – FOR ACCESSORY BUILDING DISCUSSION

- An Accessory Building used for 'Home Occupation' must comply with all regulations in SECTION 502.M.
- Accessory Buildings may not be used for habitation.
- Measure Height as 12-14' from the floor up.
- Limit to one story
- Accessory Buildings in residential zones may not be leased, subleased or rented, separate and apart from the main building, and no main building shall be leased, subleased or rented, separate and apart from an accessory building.
- Use the terminology 'Accessory Use Regulations for Non-Habitable Structures (Attached & Detached).
- Accessory Buildings may not contain kitchens or full baths. Accessory Buildings that is not an approved Accessory Dwelling Unit may contain a sink and toilet, but may not contain a shower or tub.

ARTICLE II

DEFINITIONS

SECTION 201. GENERAL

For the purpose of this ordinance, certain words and terms used herein are defined as follows: all words used in the present tense include the future tense; all words in the plural number include the singular number, all words in the singular number include the plural number, unless the natural construction of the wording indicates otherwise. The word "lot" includes the word "plot"; the word "building" includes the word "structure"; and the word "shall" is mandatory and not discretionary. Other words and phrases used in this ordinance shall have the following meaning:

Abutting - the condition of two adjoining properties having a common property line or boundary, including cases where two or more lots adjoin only a corner or corners.

Access - denotes the right vested in the owner of land which adjoins a road or other highway to go and return from his own land to the highway without obstruction. Access to property does not necessarily carry with it possession

Accessory building - a building or structure which is subordinate to and the use of which is customarily incidental to that of the main building, structure or use on the same lot or parcel

Accessory feature - any manmade structure erected upon or appurtenant to real property

Accessory use - a use incidental, related, appropriate and clearly subordinate to the main use of the lot or building, which accessory use does not alter the principal use of the subject lot or parcel,

Acre - an area of land containing 43,560 square feet.

Adjacent, adjoining - nearby, but not necessarily, touching.

Agriculture - the tilling of the soil, raising of crops, horticulture, viticulture, silviculture, small livestock farming, dairying and/or pasture and range livestock production, including all uses customarily incidental thereto but not including slaughter houses, fertilizer yards, or plants for the reduction of animal matter or any other industrial use which is similarly objectionable because of noise, odor, smoke, dust or fumes. Agriculture does not include the concentrated single-use operation of feed lots, hog, turkey, chicken, fur-bearing animals or other similar farms, unless these operations are operated in conjunction with or are a part of the crop production of the same or adjoining parcel under common ownership.

Alley - a public passageway, affording a secondary means of access to abutting property and is not intended for general traffic circulation.

Amendment - a change in the wording, context, or substance of this ordinance, or an addition or deletion or a change in the zone district boundaries or classifications of the zoning map.

Animal hospital - facilities for the care, treatment, and boarding of animals including the term "veterinary clinic."

Antenna - accessory feature used for electronic signal reception or transmission.

Antique - a product that is sold or exchanged because of value derived, because of oldness as respects the present age, and not simply because same is not a new product.

Apartment - a room or suite of two (2) or more rooms in a multiple dwelling, occupied or suitable for occupancy as a residence for one (1) family.

Apartment House - A building containing apartments with two (2) or more families living independently of each other.

Appeal - an action which permits anyone to arrange for a hearing from other than the individual or group from whose decision the appellant seeks redress.

Area, open - (see Open Area).

ARS - Arizona Revised Statutes (Arizona State Law).

Artist - one who practices an art in which imagination and taste presides over the execution. This is not deemed to include the business of teaching the mechanics of the art.

Attached building - (see Building, Attached).

Automobile Service Station - (see Service Station).

Automobile Repair Garage - a structure or part thereof, other than a private garage, where motor vehicles are repaired or painted.

Bed and breakfast - a building or buildings containing central kitchen facilities and not more than three (3) rooms used to provide lodging for compensation; provided that, 1) No more than one (1) family is lodged per day, 2) no meals are provided other than breakfast, 3) the host family lives on the premises, 4) smoke alarms are installed and, 5) parking has no negative effect on the neighborhood.

Board of Adjustment - (see Section 105)

Boarding or Rooming House - a building or buildings containing central kitchen facilities and not more than eight (8) rooms where lodging is provided for compensation with or without meals, but not to include rest homes.

Boundary, Zone - the limit and extent of each zone district classification as shown on the official zoning map.

Building - a structure having a roof supported by columns or walls (see Structure).

Building, Attached - a building which has at least part of a wall in common with another building, or which is connected to another building by a roof.

Building, Detached - a building which is separated from another building or buildings on the same lot.

Building, Height of - the vertical measurement down from the highest point on the structure to an intersection with the horizontal projection of a plane established as the median between the highest and lowest points of original grade beneath the enclosed portion of the structure. (See Appendix for diagrams.)

Building, Main - a building, or buildings, in which is conducted the principal use of the lot on which it is situated. In any residential district, any dwelling shall be deemed to be the main building of the lot on which the same is situated.

Building Area - the total areas, taken on a horizontal plane at the mean grade level, of the principal buildings and all accessory buildings (including decks), exclusive of uncovered porches, terraces and steps.

Building Permit - a permit required for the erection, construction, modification, addition to or moving of any building, structure or use in the incorporated area of the Town of Jerome.

Building Setback Line - the minimum distance as prescribed by this ordinance between any property line and the closest point of the foundation or any supporting post or pillar of any building or structure related thereto.

Garage, Public - any building, except one herein defined as a private or storage garage used for the storage, care or repair or self-propelled vehicles or where any such vehicles are equipped for operation or kept for hire.

Garage, Repair - (see Automobile Repair Garage).

Governmental Agency - includes any agency of the federal, state, county or municipal governments.

Greenhouse - a building or structure constructed chiefly of glass, glass like translucent material, cloth or lath, which is devoted to the protection or cultivation of flowers or other tender plants.

Guest House - living or sleeping quarters within an accessory building for the sole use of occupants of the premises, guests of such occupants or persons employed on the premises. Such quarters shall not be rented, and/or otherwise used for income purposes.

Guest Room - a room having no cooking facilities intended for occupancy by one or more persons not members of the family. Does not include dormitories for sleeping purposes.

Height, Building or Structure - (see Building, Height of).

Home Occupation - any occupation or profession which is incidental and subordinate to the use of the dwelling unit for dwelling purposes and does not change the character thereof, and in connection with which there are no employees other than a member of the immediate family residing in the dwelling unit.

Hospital - a place for the treatment or care of human ailments, and unless otherwise specified, the term shall include sanitarium, preventorium, clinic and maternity home.

Hotel - a building in which there are nine (9) or more rooms where lodging with or without meals is provided for compensation, usually on a transient basis, "hotel" shall not be construed to include motel, trailer court, sanitarium, hospital, or other institutional building or jail or other building where persons are housed under restraint. No provision is made for cooking in the individual rooms or suites.

Industry, Light - those industrial uses which do not result in extensive open yard area, storage of extensive raw materials, nor otherwise result in noise, odors, dust, lights, vibration, waste products or adversely affect the surrounding properties.

Junk Yard - the use of two hundred (200) or more square feet of any lot or parcel of land for outside storage of any used or secondhand materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture. The outside storage of used or secondhand materials in an area less than two hundred (200) square feet is permitted only on the rear half of a lot or parcel.

Kitchen - any room in a building or dwelling unit which is used or intended to be used for cooking or the preparation of food.

Kindergarten - same as nursery school, except when operated in conjunction with a school of general instruction and having accredited instruction.

Laundry, Self Help - a building in which domestic type washing machines and/or dryers are provided on a rental basis for use by individuals doing their laundry.

Land - any lot or parcel, developed or undeveloped, and capable of being located, surveyed, staked and described by a legal description

Lodge - an order or society of persons organized for some common non-profit purpose, but not including groups organized primarily to render a service which is customarily carried on as a business.

SECTION 303.2. FINAL SITE PLAN REVIEW

A. FINAL PLAN PROCEDURES

A final site plan shall be submitted to the Zoning Administrator for review by the Building Inspector, Zoning Administrator and Planning and Zoning Commission with a permit application. The request for approval shall be accompanied by eight (8) identical copies of the plan. Each copy shall be on one or more sheets of paper measuring not more than twenty-four by thirty-six inches (24" x 36"), drawn to a scale not smaller than forty (40) feet to the inch which show all of the features required in the Preliminary Plan and:

1. Any additional features required as a result of engineering and/or soils studies;
2. Compliance with the appropriate sections of the Zoning Ordinance for the Zoning District including:
 - a. lot area
 - b. lot width
 - c. maximum lot coverage
 - d. yard requirements
 - e. off-street parking and loading
 - f. building height
 - g. any other property development standards specific to the zone.
3. Compliance with all applicable codes, including the Uniform Building Code.
4. Compliance with any conditions recommended by the Planning and Zoning Commission, the Building Inspector or the Zoning Administrator from the Preliminary Site Plan Review.
5. Compliance with any conditions recommended by the Design Review Board from the Preliminary Site Plan Review.

B. REVIEW

1. The Final Plan shall be checked for completeness by the Zoning Administrator. A completed final plan shall be presented to the Planning and Zoning Commission and the Design Review Board, when necessary, at the earliest possible meetings.

The Planning and Zoning Commission may approve, approve with conditions or deny. Once denied, the original plan shall not be resubmitted.

The Design Review Board approval of the Design elements of the Final Plan is outlined in Section 304.

2. All copies of the approved plan, with any conditions shown thereon or attached thereto, shall be dated and signed by the Zoning Administrator. One (1) copy of said approved plan and conditions together with a notification of all Design Review requirements and procedures shall be mailed to the applicant and one (1) copy shall be filed with the Building Inspector.

[Ord. No. 293]

2. No yard or other open space provided about any building for the purpose of complying with the provisions of these Restrictions shall be considered as a yard or open space for any other building; and no yard or other open space on one (1) lot shall be considered as a yard or open space for a building on any lot.
3. Awnings, fire-escape stairs, window-type refrigeration units, suspended or roof evaporative coolers, and forced air furnaces, may not project more than five (5) feet over any required yard, provided that they shall be no closer than three (3) feet to any lot line.
4. Architectural details such as canopies, cornices, and eaves may project not more than three (3) feet over any required yard, provided that they shall be no closer than three (3) feet to any lot line.
5. Sills, leaders, belt courses and similar ornamental features may project not more than six (6) inches over or into any required yard.
6. Accessory Buildings (attached) – A private automobile garage, carport or accessory building having any part of a wall in common with a dwelling shall be considered an integral part of the main building in determining yard, lot, and area requirements.
7. Accessory Buildings (detached) – Any detached accessory building or swimming pool in any zone shall not be located in the front yard, shall be at least five (5) feet from the main structure, shall be at least five (5) feet from the rear and interior side lot lines, and shall maintain side yard setbacks from the street side lot lines as required for the main structure in that zone.
8. No automobile service station pump shall be located closer than twelve (12) feet to a street property line.
9. Except as provided herein, every part of a required yard shall be open to the sky and unobstructed. Trees, shrubbery, etc., shall not be considered obstructions.
10. No portion of any deck shall be located within five (5) feet of the lot line except in those districts where residential use is not a permitted use. In those districts, decks should conform to the required yard for that zone. Decks shall not encroach into any public easement. Square footage of decks shall be included in lot coverage for each zoning district.

[Ord. No. 374]

I. BUILDING HEIGHT REQUIREMENTS

1. No building shall be erected, reconstructed, or structurally altered to exceed in height the limit hereinafter designated for the zone in which such building is located, except as otherwise specifically provided.
2. Height regulations established elsewhere in this Ordinance shall not apply:
 - a. In any district, to church spires, belfries, cupolas and domes not for human occupancy, monuments, water towers, flagpoles, non-commercial radio or television antennas, provided that such structures and antennas shall be so located and constructed that if it should collapse, its reclining length would still be contained on the property on which it was constructed.
 - b. In industrial districts, to chimneys, smokestacks, derricks, conveyors, grain elevators, or similar structures wherein the industrial process involved customarily requires a height greater than otherwise permitted, provided that such structure shall be so located and constructed that if it should collapse, its reclining length would still be contained on the property on which it was constructed.

3. In any district, the height of a deck may not exceed twenty-seven (27) feet from the natural grade.

[Ord. No. 374]

J. WALLS AND FENCES

1. No freestanding wall or fence shall be constructed until a permit for such construction has been issued by the Building Inspector. No such permit shall be issued until the application for such permit has been reviewed and approved by the Zoning Administrator and Design Review Board in accordance with the provisions of Section 303 and Section 304.
2. In any residential or commercial zone, no wall or fence over three (3) feet high shall be constructed or maintained nearer to the street line than the front and side walls of the building erected, nor be more than six (6) feet in height on any side or rear-lot-line. Provided, however, that open wire fences exceeding the above heights may be built around schools and other public or quasi-public institutions when necessary for the safety or restraint of the occupants thereof.
3. No fence or wall shall contain barbed wire, electrical current or charge of electricity, broken glass, or similar hazardous materials or devices, provided, however, that fences enclosing storage areas in industrial districts may use barbed wire so long as such wire is located not less than six (6) feet above grade.

K. EXTERIOR LIGHTING

All lighting for off-street parking or loading areas or for the external illumination of buildings or signs shall be directed away from and shielded from any adjacent residential district and shall not detract from driver visibility on adjacent streets.

L. REMOVAL OR DEMOLITION OF BUILDINGS OR STRUCTURES

No building or structure which has been wholly or partially erected on any property located within the Town of Jerome shall be demolished or removed until a permit for such demolition or removal has been issued by the Zoning Administrator. A permit for removal or demolition of any building or structure shall not be issued until the application for such a permit has been reviewed and approved by the Design Review Board in accordance with the provisions of Section 304.

M. HOME OCCUPATIONS

Home occupations shall be permitted in any residential zone, subject to the following requirements:

1. Home occupations shall be clearly incidental and subordinate to the use of the property and dwelling unit for dwelling purposes, and shall not change the character thereof.
2. There shall be no employees other than members of the immediate family residing on the premises.
3. No business shall be conducted which requires delivery vehicles or other services not customary to a residence.
4. Signs shall be subject to applicable provisions of Section 509.

* "AK", "K1-10", "K1-5", "K-2"

Max Building Height #6 are identical

material do not become a public health nuisance and do not disturb the peace, comfort, or health of any person.

2. Any person, firm, or corporation is prohibited from keeping or sheltering any animal, bird, or fowl other than a household pet within one hundred (100) feet of a building, other than his own, used for human habitation.
3. Pigs shall not be kept within the city limits.

E. PROPERTY DEVELOPMENT STANDARDS

1. MINIMUM LOT AREA: Ten thousand (10,000) square feet.
2. MINIMUM LOT WIDTH: One hundred (100) feet
3. MINIMUM SQUARE FOOTAGE OF DWELLING: Eight hundred and fifty (850) square feet of enclosed floor space exclusive of any attached garage.
4. MAXIMUM LOT COVERAGE: Not more than forty (40) percent of the net area of the lot may be covered by the main building and all accessory buildings.
5. YARDS:
 - a. Front Yard
 - 1) There shall be a front yard not less than twenty (20) feet in depth.
 - 2) Where lots have a double frontage on two (2) streets, the required front yard of twenty (20) feet shall be provided on both streets.
 - b. Side Yard
 - 1) There shall be a side yard along interior lot lines of not less than ten (10) feet in width.
 - 2) Where a side lot line abuts a street, there shall be a side yard of not less than twenty (20) feet in width.
 - c. Rear Yard
 - 1) There shall be a rear yard of not less than twenty (20) feet in depth, except where the rear lot line is in common with or separated by an alley from the side lot line of another lot, there shall be a rear yard of not less than ten (10) feet in depth.
 - 2) Where the rear lot line abuts an alley, the required rear yard shall be measured from the center line of the alley.

- * 6. MAXIMUM BUILDING HEIGHT: No building shall exceed the height of twenty five (25) feet as defined in "building, height of". On slopes over forty-five percent (45%) there will be a one (1) foot reduction in height for each additional five percent (5%) of slope or portion thereof. Notwithstanding these provisions, no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade". (see Appendix for diagrams).

7. Accessory Buildings

F. GENERAL PROVISIONS

The provisions of Section 502 shall apply.

G. SIGNS

The provisions of Section 509 shall apply.

* "C-1" Zone

lot line of a lot in a commercial or industrial zone, there shall be a rear yard of not less than ten (10) feet in depth.

- 2) Where the rear lot line abuts an alley, the required rear yard shall be measured from the centerline of the alley.



6. **MAXIMUM BUILDING HEIGHT:** The maximum building height shall not exceed the height of twenty-five (25) feet except when the following conditions prevail:

- a. The maximum building height shall not exceed that established by any building within one hundred (100) feet on either or both sides of the lot. Where more than one such building is within one hundred (100) feet of the lot then the maximum building height of the nearest such building shall be the maximum building height of the lot. Except that where the lot is between two (2) such buildings, each within one hundred (100) feet of the lot, then the maximum building height of the center of this lot shall be that established by a line joining the highest point of the other such buildings. Nothing in the above shall require that the maximum building height in this district be less than twenty-five (25) feet. (see Appendix for diagrams).
- b. Notwithstanding these provisions no face of any building shall exceed thirty-five (35) feet above the low point of original grade as defined in "original grade."

F. GENERAL PROVISIONS

The provisions of Section 502 shall apply.

G. SIGNS

The provisions of Section 509 shall apply.

H. PARKING AND LOADING

The provisions of Section 510 shall apply.

I. PLAN REVIEW

The provisions of Section 303 shall apply.

J. DESIGN REVIEW

The provisions of Section 304 shall apply to all property, buildings and structures within the Historic Overlay District.

"I-1" Zone Property Development Standards
"Same as C-1 Zone."

DRAFT TEXT AMENDMENT: CERTIFICATES OF NO EFFECT

SECTION 304.D.4

Except for an application for a Certificate of No Effect under Section 304.F.8, upon receipt of a complete application for Final Approval, the Zoning Administrator shall forward it to the chairman of the Design Review Board. The application shall be reviewed by the Design Review Board within the time limits established in Subsection F of this Section. The Zoning Administrator shall notify the applicant of the time and place of the meeting

SECTION 304.F.1

The Design Review Board shall review a submitted application for design approval for all new construction and/or installation of Accessory Features except for projects eligible for Certificates of No Effect under section 304.F.8. In doing so, both the Design Review Board and the applicant shall use photographs, lithographs and the like of Jerome, to support their findings. If photographs, etc., are unavailable, then the determination or finding shall be based on the works of a recognized historic preservation authority; such as, but not limited to, text books or architect/historian. Each of the following criteria must be satisfied before an application can be approved. ...

SECTION 304.F.8 (NEW)

CERTIFICATES OF NO EFFECT

An application for Certificate of No Effect shall be filed with the Zoning Administrator on a form prescribed by the Planning & Zoning Department which shall include the following:

1. Name, Address and contact information for the Property Owner(s)
2. Photographs of the existing structure
3. Parcel Number & Zone
4. Description of the proposed project
5. Photographs of the adjoining properties
6. Materials, examples and color samples
7. Fee \$25.00
8. Signature space to indicate acceptance of proposal by Zoning Administrator with date, or recommendation for additional review.

The Zoning Administrator shall review applications for Certificates of No Effect with regard to protecting the historic character of the subject property and the historic status of the Town of Jerome. If accepted these documents and submitted details shall be filed with property files.

Applicants shall have six (6) months to act on a Certificate of No Effect or the application will expire. Zoning Administrator shall visit the project within six (6) months and confirm project completion, photograph and complete file or expire the Certificate of No Effect by notifying applicant, in writing.

Only the following types of projects shall be eligible for consideration of Certificates of No Effect:

1. In-Kind repair or replacement: roofs, doors, windows, broken glass, trim repair, stairwells, porch, similar paint colors on historic properties
2. Paint on non-historic properties
3. Stabilizing deteriorated or damaged masonry, wood or metal
4. One-story playhouse or garden shed, located in rear yard, 10' x 12' or smaller without utilities, constructed of wood
5. Retaining walls less than 4' tall
6. Sidewalks and driveways
7. Paver bricks used for landscaping or driveway covering
8. Treehouse or playground equipment located in rear yard
9. Example?

At the discretion of the Zoning Administrator, any application may require additional review for the Design Review Board and/or the Planning and Zoning Commission.

Zoning Administrator may take up to 10 days to review details, ask for additional input and make site visits. Projects accepted as submitted may begin work as soon as Zoning Administrator approves and signs off the application. Projects that require additional review, will be notified within 10 days and scheduled at the earliest possible board meeting(s). The fee charged for Certificate of No Effect will be applied to subsequent application for review.

If the Zoning Administrator determines the proposed work will in any way diminish, eliminate or adversely affect the historic character of the subject property or historic status of the Town of Jerome, Certificate of No Effect will NOT be issued. In such cases, applicant shall be required to submit for full review of Design Review Board and Planning and Zoning Commission as appropriate.

Zoning Administrator shall not issue Certificates of No Effect, for any items not specifically named in SECTION 304.F.8.

SECTION 304.G

1. When, in the opinion of the Design Review Board, upon hearing and considering all relevant information, a project is not in keeping with either the tenets of this Ordinance or the Jerome Comprehensive Plan, the project shall be denied by specific motion of the Board. Any applicant who is aggrieved by such a decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of esthetics or design standards are not appealable to the Mayor and Council, but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right: (i) to review any and all decisions of the Design Review Board and (ii) to act on any application for a Final Approval if the Design Review Board fails to act on such application within ninety (90) days after the application is submitted.
2. In relation to SECTION 304.F.8, the Zoning Administrator's decision may be appealed to Council.

DRAFT TEXT AMENDMENT: SIGNS – LIGHTING, REAL ESTATE, OTHER MINOR CLARIFICATIONS

Text additions: as Proposed

SECTION 509. SIGN

A. PURPOSE This section provides a set of standards for the design and construction of signs within the Town of Jerome. The purpose of this section is to encourage the preservation of historic buildings and artifacts, to protect the general public from damage and injury, to protect property values, to preserve the beauty and unique character of Jerome, to aid in the free-flow of traffic within the town, and to promote the tourist industry which is important to the economy of Jerome, and the Historic Overlay District.

B. DEFINITIONS

Within and for the purposes of this section, the following definitions, and only these definitions, apply.

1. Sign - An object meant to convey a message through the use of words or symbols. A sign can be painted on one surface, or both surfaces, be free-standing or be signs supported by a pole or be attached to a building. All exterior whether public or private, are regulated by this ordinance.
2. Area - A rectangular area calculated by drawing horizontal and vertical lines from all sign extremities excluding those which are essentially sign supports.
3. Sign, Campaign - A sign whose sole purpose is to advertise a political candidate or issue.
4. Sign, District - A sign which advertises one or more than one business in a single building or area. A district sign operates as a directory with a heading stating the district and uniform nameplate signs for those businesses within the district.
5. Sign, Canopy - A sign mounted on or painted on a canopy or awning.
6. Sign, Free-Standing - A sign not attached to or supported by a building.
7. Sign, Height - The vertical distance from the ground directly under a sign to the bottom of the sign.
8. Sign, Interior - Signs within a building not accessible from outside. Interior signs are not regulated by this ordinance, except if stating a business name and placed within twenty-four (24) inches of a window. Such signs will fall under the sixteen (16) square foot rule and require Design Review Board approval.
9. Sign, Gas Generated - Gas generated signs or signs illuminated by gas generated lighting, other than those existing on June 14, 1977, are prohibited.

10. Sign, Off-premise - A sign not located on the premises of the business which it advertises. A district sign is not an off-premises sign.
11. Sign, On-premise - A sign, the content of which relates to the premises on which it is located, referring exclusively to the name, location, products, persons, accommodations, services, or activities of or on those premises, or the sale or lease of those premises.
12. Sign, Nameplate - A sign which is limited to the name and/or business of the residents of the premises, not exceeding two inches by twelve inches (2" x 12").
13. Sign, Business Door Identification - A nameplate sign of a business name on an entry door, not exceeding two inches by twelve inches (2" x 12").
14. Sign, Projecting - A building mounted sign which projects from and is supported by a wall of a building **or other appropriate secure location, such as a porch rail or freestanding pole located on the property.**
15. Sign, Wall - A sign attached flush to the exterior surface of a building, or permanently applied to a window of a building. The sign must not project above the roof. Light sources aimed at the wall sign may project further.
16. Sign, Historical/Historical Period - A sign in use in Jerome during the period between 1876 and 1953.
17. Sign, Service - An interior sign whose purpose is not to advertise the business displaying the sign, but to inform or provide for the safety of the public. Signs such as credit card placards, directional signs, "No Smoking" signs, and menu boards are examples of service signs.
18. Sign, Open/Closed - A sign indicating that a place of business is open or closed.
19. Sign, Temporary - A sign displayed for not more than forty-five (45) consecutive days.

C.APPLICABILITY

The provisions of this section shall apply to all signs placed or maintained within the Town of Jerome with the exception of the following:

1. Non-illuminated names of buildings, dates or erection, monument citations, commemorative tablets and the like when carved into stone, concrete, metal or any other permanent type construction and made an integral part of a permitted structure or made flush to the ground.
2. Signs required by law or signs of a duly constituted governmental body, such as traffic signs, warning signs, or no trespassing signs.
3. Signs placed by a public utility for the safety, welfare, or convenience of the public, such as signs identifying high voltage, public telephone, or underground cables.

4. Signs upon a vehicle, provided that any such vehicle is used for bona fide delivery or other business purposes.
5. Temporary holiday decorations.

D. PERMITS

1. A sign permit shall be required before a sign may be placed, constructed, re-constructed, or altered within the Town of Jerome with the exception of the following:
 - a. Name-plate signs - and business door identifiers two inches by twelve inches (2" x 12").
 - b. Repainting or maintenance of signs, provided there is no change in size, shape, wording, composition, or color.
 - c. Political signs.
 - d. Realtor, contractor, architect, construction warning signs or project funding source signs are allowed associated with a specific project under regulations outlined in Section 509.E. numbers 9, 10, and 11.**
2. An application for a sign permit shall be filed with the Zoning Administrator on a form prescribed by the Zoning Administrator. The application shall be accompanied by eight identical copies of the sign plans. Each copy shall be on one or more sheets of paper measuring not more than twenty-four inches by thirty-six inches (24"x 36") drawn to scale, which shall show the following:
 - a. Signature of the applicant.
 - b. The name and address of the sign owner and sign erector.
 - c. Drawings showing the design, dimensions, color, material, and structure of the sign.
 - d. A drawing or photograph of the building façade indicating the proposed location of the sign, and all other existing signs maintained on the premises and regulated by this ordinance.
 - e. Proposed method of lighting the sign.
 - f. Any additional information which the Design Review Board may require in order to decide on the application.
 - g. Payment of a non-refundable, one-time filing fee in an amount established by a schedule adopted by resolution of the Council and filed in the offices of the Town Clerk. Applicant may re-submit modified plan without paying an additional fee. Payment of the filing fee shall be waived when the applicant is an agency of Town, County, State or Federal Government.

3. Plan Review
The Zoning Administrator shall review and accept completed plans in accordance with the provisions of Section 303. These plans shall be placed on the agenda of the next Design Review Board meeting.
4. Design Review
The Design Review Board shall, in accordance with the provisions of Section 304, deny, approve, or conditionally approve any application for a sign permit. Upon approval of an application by the Design Review Board, the Zoning Administrator shall be instructed to issue the sign permit.
5. Design Review Board may waive the requirements of this section in order to allow the preservation or restoration of signs or commercial graphics which are determined to be of historical significance.

E. REGULATIONS APPLICABLE TO SIGNS IN ALL ZONES

1. The design, color, shape, materials and style of signs shall be subject to review and approval of the Design Review Board.
2. All signs shall be constructed, designed, or attached to structures in conformance with the building code adopted by the Town of Jerome.
3. No sign shall be constructed, erected or lit in such a manner as to interfere in any way with, the flow of traffic on the public right of way, or present a traffic hazard.
4. Free-standing signs shall not exceed four (4) feet in height.
5. There shall be no off-premise signs.
6. Organizations may apply for a Sign Permit from the Design Review Board or for special event banners or signs.
7. Lighting shall be directed at the sign from an external incandescent light source, and shall be installed so as to avoid any glare or reflection into any adjacent property, or onto a street or alley so as to create a traffic hazard. Internally lighted signs **may only be permitted if the sign is constructed of opaque materials that block the transmission of light except through apertures in the sign that constitute no more than 15% of the area of the sign. For example, a sign with internal lighting that is constructed of steel and has apertures designed to form the image of letters would be permitted if the area encompassed by the apertures is less than 15% of the sign. A bulb shall produce no more than 3,100 lumens for this type of sign. Any new installation of a lit sign will be required to be turned off one hour after close of business.** No sign that flashes or blinks shall be permitted. No visible bulbs, neon tubing, or luminous paints, shall be permitted as part of any sign.
8. No sign or part of a sign shall have mechanically moving parts or audible devices.
9. Political signs shall be permitted up to a total area of six (6) square feet in area for each

premise, but shall not be placed in the public right-of-way or upon power or telephone poles. Political signs may be erected no earlier than sixty (60) days prior to any primary or general election; they shall be removed within ten (10) days after the election.

10. One (1) real estate sign located on the property it refers to will be permitted.
 - a. The sign shall be a maximum size of eighteen inches by twenty-four inches (18" x 24"). Additionally, one (1) rider denoting the name of the agent not exceeding six inches by 24 inches (6" x 24") may be attached to the real estate sign. Upon opening of an escrow, an additional rider not exceeding six inches by twenty-four inches (6" x 24") and containing the word "sold" or "pending" may be attached. Any other types of descriptive riders are specifically prohibited.
 - b. All real estate signs must be removed within three (3) days of any transfer of ownership (recordation of the property).
11. Contractor identification signs or Contractor and/or Architect identification signs may be erected for the duration of construction. Such construction signs are to be removed seven days after certificate of occupancy is issued. The signs shall not exceed four (4) square feet in area. Also, signs warning of construction debris or denoting project sponsored by a funding source may be erected.
12. Any existing nonconforming sign may be continued in use; if such a sign is damaged, it may be restored or repaired. If a new sign is constructed, it must conform to the provisions of this chapter.
13. Once a year it shall be the duty of the Zoning Administrator to review all district signs and make appropriate recommendations to the Design Review Board.
14. Signs shall be removed upon thirty (30) days of business relocation or closure.
15. If any sign becomes a danger to the public or becomes deteriorated or is abandoned, the property owner, or owner of the sign shall be notified to remove or repair the sign. If he/she does not comply within ten (10) days, the Zoning Administrator shall have the sign removed, and the cost assessed to the owner of the property on which such sign is located.

F.REGULATIONS APPLICABLE TO SIGNS IN RESIDENTIAL ZONES

1. One nameplate sign not exceeding two inches by twelve inches (2"x 12") indicating the names of the occupants or business, and one set of numbers four inches by twelve inches (4"x 12") indicating the street address shall be allowed for each dwelling unit without a permit.
2. One non-illuminated sign not exceeding eight (8) square feet in area shall be allowed to identify a home business and requires a permit. A two-sided sign is one sign.
3. No sign shall extend above the eaves line of a building, or extend higher than ten (10) feet above the ground directly below it.

G.REGULATIONS APPLICABLE TO SIGNS IN COMMERCIAL AND INDUSTRIAL ZONES

1. No more than two (2) signs are permitted for any one business except that a business having frontage on and physical access from two (2) or more streets will be allowed a total of three (3) signs. **Signs stating a business name and placed within twenty-four (24) inches of a window, will count as an additional exterior sign, fall under the sixteen (16) square foot rule and require Design Review Board approval.**
2. The area of any single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.
3. No sign shall extend above the roof of the building to which it is attached.
4. The bottom of any projecting sign shall be no lower than eight (8) feet above the ground directly below it.
5. No part of any projecting or free-standing sign may project over any roadway.
6. One (1) set of address numbers not exceeding four inches by twelve inches (4" x 12") in total area shall be allowed in addition to normal sign allowances.
7. District signs, in addition to other allowed signs, will be considered on a case by case basis by the Design Review Board.
8. Temporary signs, **as defined herein**, such as "sale" signs are allowed in addition to other signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:
 - a. No temporary sign may exceed eight (8) square feet.
 - b. Temporary Signs shall require an application to be filed with the Zoning Administrator.**
 - c. One Temporary Sign is allowed per 45 Day Period.**
 - d. Maximum number of occurrences shall not exceed three (3) times calendar year. Each occurrence shall require application with the Zoning Administrator.**
9. Exterior signs indicating open and closed are permitted in addition to normal sign allowances. These signs should be no more than four (4) square feet in area. Such an exterior open/closed sign requires a permit and approval from the Design Review Board.
10. Standard copyright signs offering information on incidental services or recommendations, e.g., AAA or Bank Americard, are permitted in addition to normal sign allowances, provided:
 - a. They conform to all provisions contained in this section.
 - b. They are inside a window.

c. There is no more than one (1) sign per incidental service per public entrance to the business.

d. No sign's area shall exceed sixteen (16) square inches.

DRAFT

SECTION 509. SIGNS

A. PURPOSE

This section provides a set of standards for the design and construction of signs within the Town of Jerome. The purpose of this section is to encourage the preservation of historic buildings and artifacts, to protect the general public from damage and injury, to protect property values, to preserve the beauty and unique character of Jerome, to aid in the free-flow of traffic within the town, and to promote the tourist industry which is important to the economy of Jerome, and the Historic Overlay District.

B. DEFINITIONS

Within and for the purposes of this section, the following definitions, and only these definitions, apply.

1. Sign - An object meant to convey a message through the use of words or symbols. A sign can be painted on one surface, or both surfaces, be free-standing or be signs supported by a pole or be attached to a building. All exterior whether public or private, are regulated by this ordinance.
2. Area - A rectangular area calculated by drawing horizontal and vertical lines from all sign extremities excluding those which are essentially sign supports.
3. Sign, Campaign - A sign whose sole purpose is to advertise a political candidate or issue.
4. Sign, District - A sign which advertises one or more than one business in a single building or area. A district sign operates as a directory with a heading stating the district and uniform nameplate signs for those businesses within the district.
5. Sign, Canopy - A sign mounted on or painted on a canopy or awning.
6. Sign, Free-Standing - A sign not attached to or supported by a building.
7. Sign, Height - The vertical distance from the ground directly under the to the sign highest point of the sign.
8. Sign, Interior - Signs within a building not accessible from outside. Interior signs are not regulated by this ordinance, except if stating a business name and placed within twenty-four (24) inches of a window. Such signs will fall under the sixteen (16) square foot rule and require Design Review Board approval.
9. Sign, Gas Generated - Gas generated signs or signs illuminated by gas generated lighting, other than those existing on June 14, 1977, are prohibited.
10. Sign, Off-premise - A sign not located on the premises of the business which it advertises. A district sign is not an off-premises sign.
11. Sign, On-premise - A sign, the content of which relates to the premises on which it is located, referring exclusively to the name, location, products, persons, accommodations, services, or activities of or on those premises, or the sale or lease of those premises.
12. Sign, Nameplate - A sign which is limited to the name and/or business of the residents of the premises, not exceeding two inches by twelve inches (2" x 12").
13. Sign, Business Door Identification - A nameplate sign of a business name on an entry door, not exceeding two inches by twelve inches (2" x 12").

14. Sign, Projecting - A building mounted sign which projects from and is supported by a wall of a building.
15. Sign, Wall - A sign attached flush to the exterior surface of a building, or permanently applied to a window of a building. The sign must not project above the roof. Light sources aimed at the wall sign may project further.
16. Sign, Historical/Historical Period - A sign in use in Jerome during the period between 1876 and 1953.
17. Sign, Service - An interior sign whose purpose is not to advertise the business displaying the sign, but to inform or provide for the safety of the public. Signs such as credit card placards, directional signs, "No Smoking" signs, and menu boards are examples of service signs.
18. Sign, Open/Closed - A sign indicating that a place of business is open or closed.
19. Sign, Temporary - A sign displayed for not more than forty-five (45) consecutive days or a total of ninety (90) days in a calendar year.

C. APPLICABILITY

The provisions of this section shall apply to all signs placed or maintained within the Town of Jerome with the exception of the following:

1. Non-illuminated names of buildings, dates or erection, monument citations, commemorative tablets and the like when carved into stone, concrete, metal or any other permanent type construction and made an integral part of a permitted structure or made flush to the ground.
2. Signs required by law or signs of a duly constituted governmental body, such as traffic signs, warning signs, or no trespassing signs.
3. Signs placed by a public utility for the safety, welfare, or convenience of the public, such as signs identifying high voltage, public telephone, or underground cables.
4. Signs upon a vehicle, provided that any such vehicle is used for bona fide delivery or other business purposes.
5. Temporary holiday decorations.

D. PERMITS

1. A sign permit shall be required before a sign may be placed, constructed, re-constructed, or altered within the Town of Jerome with the exception of the following:
 - a. Name-plate signs - and business door identifiers two inches by twelve inches (2" x 12").
 - b. Repainting or maintenance of signs, provided there is no change in size, shape, wording, composition, or color.
 - c. Political signs and other temporary signs.
2. An application for a sign permit shall be filed with the Zoning Administrator on a form prescribed by the Zoning Administrator. The application shall be accompanied by eight identical copies of the sign plans. Each copy shall be on one or more sheets of paper measuring not more than twenty-four inches by thirty-six inches (24"x 36") drawn to scale, which shall show the following:
 - a. Signature of the applicant.
 - b. The name and address of the sign owner and sign erector.

- c. Drawings showing the design, dimensions, color, material, and structure of the sign.
 - d. A drawing or photograph of the building facade indicating the proposed location of the sign, and all other existing signs maintained on the premises and regulated by this ordinance.
 - e. Proposed method of lighting the sign.
 - f. Any additional information which the Design Review Board may require in order to decide on the application.
 - g. Payment of a non-refundable, one-time filing fee in an amount established by a schedule adopted by resolution of the Council and filed in the offices of the Town Clerk. Applicant may re-submit modified plan without paying an additional fee. Payment of the filing fee shall be waived when the applicant is an agency of the Town, County, State or Federal Government.
3. Plan Review
- The Zoning Administrator shall review and accept completed plans in accordance with the provisions of Section 303. These plans shall be placed on the agenda of the next Design Review Board meeting.
4. Design Review
- The Design Review Board shall, in accordance with the provisions of Section 304, deny, approve, or conditionally approve any application for a sign permit. Upon approval of an application by the Design Review Board, the Zoning Administrator shall be instructed to issue the sign permit.
5. Design Review Board may waive the requirements of this section in order to allow the preservation or restoration of signs or commercial graphics which are determined to be of historical significance.

E. REGULATIONS APPLICABLE TO SIGNS IN ALL ZONES

- 1. The design, color, shape, materials and style of signs shall be subject to review and approval of the Design Review Board.
- 2. All signs shall be constructed, designed, or attached to structures in conformance with the building code adopted by the Town of Jerome.
- 3. No sign shall be constructed, erected or lit in such a manner as to interfere in any way with, the flow of traffic on the public right of way, or present a traffic hazard.
- 4. Free-standing signs shall not exceed four (4) feet in height.
- 5. There shall be no off-premise signs.
- 6. Organizations may apply for a Temporary Sign Permit from the Design Review Board or for temporary special event banners or signs.
- 7. Lighting shall be directed at the sign from an external incandescent light source, and shall be installed so as to avoid any glare or reflection into any adjacent property, or onto a street or alley so as to create a traffic hazard. Internally lighted signs shall be prohibited. No sign that flashes or blinks shall be permitted. No visible bulbs, neon tubing, or luminous paints, shall be permitted as part of any sign.
- 8. No sign or part of a sign shall have mechanically moving parts or audible devices.
- 9. Political signs shall be permitted up to a total area of six (6) square feet in area for each premise, but shall not be placed in the public right-of-way or upon power or telephone

poles. Political signs may be erected no earlier than sixty (60) days prior to any primary or general election; they shall be removed within ten (10) days after the election.

10. One (1) real estate sign located on the property it refers to will be permitted upon the application and payment in accordance with Section 509.2.
 - a. The sign shall be a maximum size of eighteen inches by twenty-four inches (18" x 24"). Additionally, one (1) rider denoting the name of the agent not exceeding six inches by 24 inches (6" x 24") may be attached to the real estate sign. Upon opening of an escrow, an additional rider not exceeding six inches by twenty-four inches (6" x 24") and containing the word "sold" or "pending" may be attached. Any other types of descriptive riders are specifically prohibited.
 - b. A duly licensed real estate brokerage company may apply for a blanket permit which will allow placement of a real estate sign on each property which they have listed for sale or lease. The blanket permit fee will be an amount established by a schedule adopted by resolution of the Town Council and filed in the office of the Town Clerk.
 - c. All real estate signs must be removed within three (3) days of any transfer of ownership (recordation) of the property.
11. Contractor identification signs or Contractor and/or Architect identification signs may be erected for the duration of construction. Such construction signs are to be removed seven days after certificate of occupancy is issued. The signs shall not exceed four (4) square feet in area. Also, signs warning of construction debris or denoting project sponsored by a funding source may be erected.
12. Any existing nonconforming sign may be continued in use; if such a sign is damaged, it may be restored or repaired. If a new sign is constructed, it must conform to the provisions of this chapter.
13. Once a year it shall be the duty of the Zoning Administrator to review all district signs and make appropriate recommendations to the Design Review Board.
14. Signs shall be removed upon thirty (30) days of business relocation or closure.
15. If any sign becomes a danger to the public or becomes deteriorated or is abandoned, the property owner, or owner of the sign shall be notified to remove or repair the sign. If he/she does not comply within ten (10) days, the Zoning Administrator shall have the sign removed and the cost assessed to the owner of the property on which such sign is located.

F. REGULATIONS APPLICABLE TO SIGNS IN RESIDENTIAL ZONES

1. One nameplate sign not exceeding two inches by twelve inches (2"x 12") indicating the names of the occupants or business, and one set of numbers four inches by twelve inches (4"x 12") indicating the street address shall be allowed for each dwelling unit without a permit.
2. One non-illuminated sign not exceeding eight (8) square feet in area shall be allowed to identify a home business and requires a permit. A two-sided sign is one sign.
3. No sign shall extend above the eaves line of a building, or extend higher than ten (10) feet above the ground directly below it.

G. REGULATIONS APPLICABLE TO SIGNS IN COMMERCIAL AND INDUSTRIAL ZONES

1. No more than two (2) signs are permitted for any one business except that a business having frontage on and physical access from two (2) or more streets will be allowed a total of three (3) signs.
2. The area of any single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.
3. No sign shall extend above the roof of the building to which it is attached.
4. The bottom of any projecting sign shall be no lower than eight (8) feet above the ground directly below it.
5. No part of any projecting or free-standing sign may project over any roadway.
6. One (1) set of address numbers not exceeding four inches by twelve inches (4" x 12") in total area shall be allowed in addition to normal sign allowances.
7. District signs, in addition to other allowed signs, will be considered on a case by case basis by the Design Review Board.
8. Temporary signs, such as "sale" signs are allowed in addition to other signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:
 - a. No temporary sign may exceed eight (8) square feet.
 - b. No business may display a temporary sign more than ninety (90) days per calendar year, or forty-five (45) consecutive days.
 - c. No permit is required for temporary signs.
9. Exterior signs indicating open and closed are permitted in addition to normal sign allowances. These signs should be no more than four (4) square feet in area. Such an exterior open/closed sign requires a permit and approval from the Design Review Board.
10. Standard copyright signs offering information on incidental services or recommendations, e.g., AAA or Bank Americard, are permitted in addition to normal sign allowances, provided:
 - a. They conform to all provisions contained in this section.
 - b. They are inside a window.
 - c. There is no more than one (1) sign per incidental service per public entrance to the business.
 - d. No sign's area shall exceed sixteen (16) square inches.