



# 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, March 11, 2019 TIME: 7:00 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 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

### ITEM 2: APPROVAL OF MINUTES: Minutes of February 11, 2019 Discussion/Possible Action/ Possible Direction to Staff

**ITEM 3: PETITIONS FROM THE PUBLIC** – Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Commission. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Commission's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.

### ITEM 4: ELECTION OF OFFICERS Board to elect Chair and Vice Chair for 2019-2020 term

### ITEM 5: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION Discussion/Possible Direction to Staff

**ITEM 6: SECTION 509 – SIGNS**  
DRB to review Zoning Ordinance, Article V, Section 509 SIGNS. P&Z advanced to Council Text Amendments regarding Temporary Signs. Council was unable to support changes, asked P&Z to revise, P&Z seeks DRB input. Discussion/Possible Action/Possible Direction to Staff

### ITEM 7: FUTURE AGENDA ITEMS Discussion/Possible Direction to Staff

### ITEM 8: 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 3/10/2019

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, 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) 637-7943. Requests should be made as early as possible to allow sufficient time to make arrangements. Anyone needing clarification on a DRB agenda item may call Jerome Town Hall at (928) 634-7943 and ask to speak with Charlotte Page, Zoning Administrator.



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

Chair Brice Wood called the meeting to order at 7:02 p.m.

Charlotte Page called roll. Present were Chair Brice Wood, Vice Chair Danny Smith, Henry Vincent, Tyler Christensen and John McDonald.

Staff present were Charlotte Page, Zoning Administrator and Joni Savage, Deputy Clerk.

#### 7:03 (1:10) ITEM 2: APPROVAL OF MINUTES: Minutes of January 14, 2019

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
CHRISTENSEN			X			
MCDONALD		X	X			
VINCENT			X			

#### 7:03 (1:50) ITEM 3: PETITIONS FROM THE PUBLIC

Chair Wood spoke about the discussion of signs on agenda Item 8. He told the board he would table this item, because he anticipated hours of discussion. He knew Mr. Fallen wanted to discuss signs and asked him to approach the dais.

7:04 (3:00) Charles Fallen, a representative of Passion and Cabal Cellars, spoke in support of the sandwich boards and their importance for businesses to be successful. His request is to allow the sandwich boards.

Chair Wood said he anticipated that signs would be on the agenda for several months to come and encouraged Mr. Fallen to return.

#### 7:07 (6:00) ITEM 4: REPORT OF RECENT P&Z ACTIVITIES, HENRY VINCENT, P&Z LIASION

Mr. Vincent summarized, the P & Z Commission gave final approval to the Williams on East Avenue. They gave preliminary approval for tandem parking at the Clubhouse. The Feher addition was tabled for legal review. A preliminary approval for Andrea Allen, she didn't realize she needed approval. The Chair asked her to come back with better drawings, showing where the parking is at and come back with that for the platform. Rezoning on Hampshire is being forwarded to Council with two conditions, the parcel is limited to duplexes and triplexes and a Prop 207 waiver is to be signed by all affected property owners. They will have a work session on the 25<sup>th</sup> of February where they will contemplate bringing additional parcels into that rezone.

Chair Wood said there has always been a sequence for an applicant. Historically we waited for P & Z to make their

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*approvals, we got a little bit out of that sequence lately and we need to go back to that sequence. He believes it should be done that way.*

**7:17 (15:40) ITEM 5: LOT #8, NORTH DRIVE, PARCEL NEXT TO 160 NORTH DRIVE**

APPLICANT: Nelle Moffett ZONE: R1-5  
 ADDRESS: 156 North Drive APN: 401-11-012J

(Mailing: PO Box 1406, Astoria, OR 97103)

OWNER OF RECORD: N. Moffett & R. Bowers

Applicant seeks approval for a simple single wire fence constructed with T-posts and a single stranded wire on the north east border of her lot. It is to establish boundary of the property line.

*Mr. Smith asked about the fence, his concern is if there is a thin wire it might not be seen. He suggested hanging something on it.*

**Approval of Fence Half a Foot Inside Her Property Line to Delineate Her Property.**

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
CHRISTENSEN		X	X			
MCDONALD	X		X			
VINCENT			X			

**7:21 (18:52) ITEM 6: 752 GULCH RD., THREE WINDOWS TO BE REPLACED WITH TWO**

APPLICANT: Copper Star Remodeling for Janice Pontious ZONE: R1-5  
 ADDRESS: PO Box 1082 APN: 401-09-015  
 OWNER OF RECORD: Steve & Janice Pontious

Applicant seeks approval to remove three windows and replace with two. These windows are in the master bath on the side of the house. The replacement windows will be mounted at the same height but are smaller to allow additional privacy in the bathroom.

*7:21 (19:20) Janice Pontious explained what windows they were removing and that it was a privacy issue.*

**Motion to Approve the Project as Presented**

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT			X			

**7:22 (21:05) ITEM 7: GULCH RADIO – SHED, 105 GULCH LANE**

APPLICANT: Chuck Runyon for Richard Martin ZONE: R1-5  
 ADDRESS: PO Box 43, 105 Gulch Lane APN: 401-07-063  
 OWNER OF RECORD: Martin Property Investments, LLC

Applicant seeks approval from DRB for a shed on vacant property to house equipment for a radio station. The site location and antenna were approved by Conditional Use Permit last year.

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*Mr. Vincent asked what would be put in the shed.*

*7:23 (22:00) Mr. Runyon responded the transmitter and some other small equipment.*

*Chair Wood said he liked the design and asked if it was historical.*

*7:23 (22:40) Mr. Runyon said some of the materials are from the Verdugo house at the top of Gulch Road.*

**Motion to Approve Gulch Radio Shed**

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
CHRISTENSEN		X	X			
MCDONALD	X		X			
VINCENT			X			

**7:25 (24:05) ITEM 8: SECTION 509 – SIGNS**

DRB to review Zoning Ordinance, Article V, Section 509 SIGNS. P&Z advanced to Council Text Amendments with regard to Temporary Signs. Council was unable to support changes, asked P&Z to revise, P&Z seeks DRB input. Possible revisions to be suggested by Zoning Administrator for review.

*Chair Wood said he would like to table this for now.*

*Vice Chair Smith suggested they might do a work session with Planning and Zoning.*

*Mr. Vincent prepared a handout pertaining to signs and temporary signs.*

*Chair Wood thanked him and suggested that it be on the next agenda.*

**7:35 (34:34) ITEM 9: FUTURE AGENDA ITEMS**

*There were no future agenda items.*

**ITEM 10: ADJOURN**

**Adjourned at 7:38**

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD	X		X			
VINCENT			X			

*Approval on next page.*

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## REGULAR MEETING OF THE TOWN OF JEROME

### DESIGN REVIEW BOARD

DATE: Monday, February 11, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER  
600 Clark St., JEROME, ARIZONA 86331

### MINUTES

*Respectfully submitted by Joni Savage on March 11, 2019.*

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Design Review Board Chair

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Design Review Board Vice Chair



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD

March 11, 2019

### ITEM 8: SECTION 509 – SIGNS

DRB to review Zoning Ordinance, Article V, Section 509 SIGNS. P&Z advanced to Council Text Amendments with regard to Temporary Signs. Council was unable to support changes, asked P&Z to revise, P&Z seeks DRB input.

Possible revisions to be suggested by Zoning Administrator for review. A copy of the proposed changes in Ordinance No 433, and a Current copy of the SECTION 509 SIGNS is provided with notes in regard to public comment and proposed changes.

**From Council review: Business owners want clarification if all these are temporary signs:**

**A-Frame, day signs taken in at night**

**Last meeting suggested that these allowed if business has vestibule only – not on sidewalk**

**Special Signs – chalk board, changes message based on special event outside – allowed?**

**Inside window – can they put anything they want in their window?**

**Menu exterior display – is standard practice for restaurants? Does this count as one sign?**

**Vestibule – or other space like patio, can or can't be use for exterior day signs**

**Change ZO reference to window logo? Or not?**

**Event banners need larger possibility, also, not require approval –**

**Change ZO - Special Events do require approval, because this isn't current practice**

**Or list those allowed – art walk, Christmas, Home Tour, Halloween event more**

**Consider a task force or work session for more creative solutions:**

### **Public Input from Council Regular Meeting of November 13, 2018**

Council may conduct the second reading of, and possibly adopt, Ordinance 443, amending the Jerome Zoning Ordinance regarding temporary signs. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.

*Ms. Page reviewed the provisions of this Ordinance and answered questions from Council. The question of the ordinance's application to "daily specials" or sandwich board signs was brought up. Several members of the public requested to speak.*

*8:50 Margie Hardie, Jerome resident and member of the Planning & Zoning Commission, spoke about the Commission's reasoning for this ordinance.*

*8:52 Liz Gale, Jerome business owner, stated that she didn't believe we needed an application process for temporary signs.*

*8:53 Nick Bartell, resident and business owner, said that he understood the difference between daily specials signs versus temporary signs, however it would be "a disaster for tax revenues" and it would kill businesses if daily specials signs were not allowed*

*8:54 Aaron Bailey, Jerome business owner, said that he understood the concern regarding temporary signs and he would work with the Town. He added that temporary signs do increase his business, and his business would suffer without them.*

*8:56 Rebekah Kennedy, resident and business owner, spoke about her mannequin that she places in her alcove and not on the sidewalk. She added that she believes that A-frame signs are already prohibited on the sidewalk.*

*8:59 Jane Moore, resident and business owner, and member of the Planning & Zoning Commission, recommended that this ordinance be sent back to Planning & Zoning, and said that she regretted that no business people had shown up at those meetings when this was discussed. She added that one reason for this ordinance was to avoid clutter.*

*9:01 Liz Gale spoke again and said that the previous Zoning Administrator had been very clear about not putting a sign on the sidewalk.*

*Ms. Gallagher noted that there is a provision in Chapter 10 of the Town Code stating that one cannot obstruct sidewalks or streets.*

**DRB Sign Ordinance discussion  
February 11, 2019**

**GENERAL CONSIDERATIONS**

**Menu boards**

**Signs inside foyer**

**Signs inside window**

**Sign on window (lettering)**

**Exit/entrance**

**A Frame**

**Non-conforming pre-existing**

**Abandoned, dangerous or defective**

**Jerome's directory signs re: businesses**

**Home occupation**

**TEMPORARY**

**Property sale**

**Political**

**Construction**

**Required construction funding signs**

**A Frame**

**Hand held**

**Sale (reduced prices)**

**Special event**

**Street banners**

**Bisbee's exceptions:**

**Name plate**

**Historic designation plaques**

**Political**

**Real estate**

**Home occupations**

**Traffic control**

**Sandwich board**

**Integral building sign (name of building, contractor, date of construction or carved into building)**

**Sign walker**

**Murals**

**Bisbee contains language of within and not within the Historic Overlay District**

**Camp Verde Ordinance provides a good matrix of temporary signs. Copy attached**

"Subdivision directional sign" means a sign limited to directional messages or direction instructions for new subdivisions and may be on or off premise and such signs shall be made of any heavy duty, weather-resistant material including laminated paper, plastic, metal or wood.

"Temporary sign" means any sign or advertising display intended to be viewed for a temporary period of time, ordinarily until the happening of a particular event, Sec 404D.

"Under-canopy sign" or "under-marquee sign" means a sign suspended below the ceiling or roof of a canopy or marquee.

"Wall sign" means a sign mounted flat against or painted on the wall of a building with the face in a parallel plane to the plane of the building wall.

"Window sign" means a sign installed inside a window for the purpose of viewing from outside the premises. This term does not include merchandise located in a window.

D. Temporary Signs

CAMP VERDE ORDINANCE

REQUIREMENTS FOR PERMITTED TEMPORARY SIGNS				
Temporary Signs shall be permitted in conformance with provisions specified below.				
Type/Purpose	Maximum Size/Area	Location/Property	Maximum Time Period Allowed:	Comment/Additional Regulation
Event, Show, Election, Public Notice*	16 sq ft; max 2x2' in Public R/W ****Except in Council Designated (Event Show) temporary sign areas.	On-site, or with Owner's written permission	10 days after event; in Public R/W: max 48 hrs after and max 30 days total	Public R/W ** only for Local Events,*** but not on street, traffic, or utility poles; must not create traffic visual obstruction
For Sale, Lease or Rent	7 sq ft; max 32 sq ft per 500' street frontage;	On-site for sale, lease, rent;	10 days after close of escrow or lease;	Permit & Fees required for Temporary signs greater than 7 sq ft;
Open House	max 3 signs @ 7 sq ft, two sided, no illumination	on/off-site with owner's written permission	only when sales person in home being advertised	Not in Public R/W
Opening New Subdivision	32 sq ft to 100 sq ft per Final Plat; 1 sign per exterior street	On-site, min 5' setback from R/W	3 years from date of permit issuance	Not permitted in Public R/W; Permit & Fees required
Opening New Multi-Family, Commercial, Industrial	32 sq ft; 1 add'l sign per exterior street under same ownership	On-site, min 5' setback from R/W	1 year from installation or certificate of occupancy, whichever occurs first	Not permitted in Public R/W; Permit & Fees required
Buildings under Construction	32 sq ft; max 16 sq ft in single-family residential	On building under construction	_____	Permit & Fees required
Directional for New Subdivision	1.5 sq ft, 3ft hgt per sign; max 30 signs 20' apart; 40' from other signs; 5 max per 500' same street	On/off-site w/in 3mi radius with Owner's written permission	3 years from date of permit issuance	Not permitted in Public R/W; Permit & Fees required
Garage/Yard Sales	2' x 3'	With Owner's written permission	Duration of sale; immediate removal after	Not permitted in Public R/W; phone number required on signs

**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. ? wording
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. ? A-Frames
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.

? other options are used in practice

### 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. (Big Changes in Proposed Ordinance)

? Hamburger & Mile High 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. ? changes suggested by Council 7/2018
- 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. *? not current practice*
  - 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. *11*
  - c. All real estate signs must be removed within three (3) days of any transfer of ownership (recordation) of the property. *... Good*
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. *? business*
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. *- Good / Enforce*
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 *ON Premise Only*

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.

on premise

\*  
Big Changes  
in Proposed  
Ordinance

Businesses don't  
want  
application  
process

- Day Signs - one day or special "chalkboard"  
on premise - outside on "window only"  
- Menu Board - Exception for cases?



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

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

*As Reviewed by Council 11/13/18*

## ORDINANCE NO. 443

### AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE REGARDING TEMPORARY SIGNS

WHEREAS, the Jerome Planning & Zoning Commission held a public hearing on September 5, 2018, regarding certain changes to the Jerome Zoning Ordinance regarding temporary signs; and

WHEREAS, the Commission has recommended that the Zoning Ordinance be so amended;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1. Item 19 of Paragraph B, "Definitions," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout-text~~, additions in UNDERLINED CAPS):

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.~~

Section 2. Item 8 of Paragraph G, "Regulations Applicable to Signs in Commercial and Industrial Zones," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout-text~~, additions in UNDERLINED CAPS):

8. Temporary signs FOR BUSINESSES, such as "sale" signs, are allowed in addition to other signs. AND ~~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. ALL 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 PER CALENDAR YEAR.
  - e. ~~No business may display a temporary sign more than ninety (90) days per calendar year, or forty-five (45) consecutive days.~~
  - f. ~~No permit is required for temporary signs.~~

Section 3. Item 1 c. of Paragraph D, "Permits," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout-text~~, additions in UNDERLINED CAPS):

**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.~~

Section 4. Item 6 of Paragraph E, "Regulations Applicable to Signs In All Zones," of Section 509, "Signs," of Article V, "Use Regulations," of the Jerome Zoning Ordinance is hereby amended as follows (deletions in ~~strikeout text~~, additions in UNDERLINED CAPS):

6. ~~Organizations may apply for a A Temporary Sign Permit~~ FOR TEMPORARY SPECIAL EVENT BANNERS OR SIGNS MAY BE OBTAINED FROM THE ZONING ADMINISTRATOR FOR SPECIAL EVENTS SPONSORED BY THE COMMUNITY, LOCAL NON-PROFITS AND OTHER ORGANIZATIONS. ~~from the Design Review Board or for temporary special event banners or signs.~~
  - a. SPECIAL EVENT BANNERS OR SIGNS MAY BE DISPLAYED FOR UP TO FORTY-FIVE (45) CONSECUTIVE DAYS AND MUST BE REMOVED NO LATER THAN THREE DAYS AFTER THE EVENT DATE.
  - b. SPECIAL EVENT BANNERS OR SIGNS MAY BE LARGER THAN SIXTEEN (16) SQUARE FEET.
  - c. SPECIAL EVENT BANNERS OR SIGNS MUST BE POSTED ON PRIVATE PROPERTY OR OBTAIN PERMISSION TO POST ON TOWN OF JEROME PROPERTY.

Section 5. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 et seq.

Section 6. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 7. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018.

\_\_\_\_\_  
Mayor

Date of first reading: 10/9/18

Date of adoption: \_\_\_\_\_

Voting record at adoption:

	MOVED	RECORDED	AYE	NAY	ABSENT	ABSTAIN

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Candace Gallagher, Town Manager/Clerk

\_\_\_\_\_  
William J. Sims, Esq.  
Town Attorney

Date of first reading: 10/9/18

Date of adoption: \_\_\_\_\_

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN