



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, May 13, 2019 TIME: 7:00 pm
PLACE: JEROME CIVIC CENTER
600 Clark St., JEROME, ARIZONA 86331

MINUTES

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

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 Charlotte Page, Zoning Administrator and Joni Savage, Deputy Clerk.

ITEM 2: APPROVAL OF MINUTES: Minutes of April 8, 2019.

Motion to Approve the Meeting Minutes of April 8, 2019

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

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

7:03 ITEM 4: REPORT OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Commissioner Vincent updated the Design Review Board on events that occurred at the last Planning and Zoning Meeting.

7:14 ITEM 5: REVIEW FOR POSSIBLE FINAL APPROVAL, 221 DUNDEE AVE, PROPOSED NEW RESIDENCE IN R1-5 ZONE

APPLICANT: Lee Christensen for Scott & Wendy Prior

MAILING ADDRESS: 3694 Via Bernado, Oceanside, CA 92056

ZONE: R1-5

PROJECT ADDRESS: 221 Dundee Ave., Jerome

APN: 401-11-019S

OWNER OF RECORD: Prior Fam 2008 Revocable Trust & Prior Scott William & Wendy Lynne Ttees.

A new home is planned for the site.

7:14 Mr. Christensen addressed questions from the Board.

Commissioner Vincent asked if there was a drainage plan.

7:15 Mr. Christensen explained that on the west end of the house there is a series of stepped planters and on the east side the driveway will create a slope. He believes they will be creating a slower runoff.

7:22 Mr. Christensen explained the elevation and mid-point. He directed them to the site plan to see those measurements. He is within what is allowed by the ordinance. He is using the information given to him by a licensed surveyor.

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Motion to Approve the Plan as Submitted for the New Residence at 221 Dundee Avenue

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

Mr. McDonald noted the house is looming on the neighboring house.

Chair Wood noted that the house meets the setbacks.

7:29 Mr. Christensen spoke again about the building. He also noted that he was on the Board for many years. He believed that there had been a liaison between the boards.

7:32 ITEM 6: SIGNS FOR PARKING LOT, 200 HILL ST, GRAND HOTEL

APPLICANT: Larry A. Altherr

MAILING ADDRESS: PO Box H, Jerome

ZONE: R1-5 Parking lot C-1 Hotel

PROJECT ADDRESS: 200 Hill St., Jerome

APN: 401-07-166L

OWNER OF RECORD: Larry A. Altherr

Signs reserving parking for guests of hotel and restaurant for review.

7:33 Larry Altherr spoke about his signs. He didn't understand that parking signs didn't need to go before the board.

Motion to Approve the Parking Lot Signs

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

7:35 ITEM 7: NEW ROOF, CHANGE OF MATERIALS 110 JUAREZ ST.

APPLICANT: Ann Rees

MAILING ADDRESS: PO Box 784, Jerome

ZONE: AR

PROJECT ADDRESS: 110 Juarez St., Jerome

APN: 401-07-185D

OWNER OF RECORD: Ann & Elizabeth Rees

Metal roof to replace shingle roof for review.

Motion to Approve the Metal Roof at 110 Juarez Street

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

7:52 ITEM 8: SIGN REVIEW, 403 CLARK ST. B-7, SMOKIN' JEROME'S

APPLICANT: Aeron Bailey

MAILING ADDRESS: PO Box 425, Jerome

ZONE: C-1

PROJECT ADDRESS: 403 Clark St., #B-7

APN: 401-06-152H

OWNER OF RECORD: 1299 Properties

Review Sign for permanent display.

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Motion to Approve the Second Sign at 403 Clark Street

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

7:55 ITEM 9: SECTION 509 – SIGNS - REVIEW

Draft of DRB prior recommendations for changes to Zoning Ordinance, Article V, Section 509 SIGNS.

The Board discussed the proposed changes. Direction to staff to pass the changes onto Planning and Zoning.

7:38 ITEM 10: ELIMINATE P&Z LIAISON TO DESIGN REVIEW BOARD

P&Z was given direction in this regard from Council. Review of the item in P&Z prompted suggestion to consider input from DRB regarding possible action.

Chair Wood wants to get input from the attorney.

Mr. Vincent explained thoroughly why he believes the liaison is an important position.

Mr. Tyler Christensen asked how long has there been a liaison and if there are any items personally brought to the board, what would happen. (It was explained the member would recuse themselves.)

7:46 Mr. Christensen said that Mr. Currier had been the representative from DRB to Council and it was found to be illegal.

Chair Wood Made a Motion to Table and Get Attorney Input, It was not Seconded

Motion to Continue With the Liaison Position Unchanged

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

8:17 ITEM 11: APPLICATIONS FOR DRB, ONE PAGE PAINT, SIMPLE PROJECTS AND REVISED APPLICATION FOR LARGER PROJECT

Review of administrative changes for forms used by DRB for possible input of Board.

Everyone was fine with the application changes she made.

8:18 ITEM 12: PAINT COLORS SUBMISSION, 819 HAMPSHIRE W/NEW PAINT APPLICATION

APPLICANT: Spring Peterson, represented by Zoning Administrator

MAILING ADDRESS: PO Box 6, Jerome

ZONE: R1-5

PROJECT ADDRESS: 819 Hampshire

APN: 401-07-126

OWNER OF RECORD: Andrew & Spring Peterson

Paint Colors for review.

Motion to Approve the Paint Colors at 819 Hampshire Avenue

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

8:20 ITEM 13: FUTURE AGENDA ITEMS

Chair Wood talked about District Sign Duplication.

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ITEM 14: ADJOURN

Adjourned at 8:23

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

Approval on next page.

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Respectfully submitted by Joni Savage on June 10, 2019.

Approved:  Date: 6-10-19
Design Review Board Chair

Attest:  Date: 6-10-19
Design Review Board Vice Chair