



# 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, June 12, 2017 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**

The meeting was called to order by Chair Venker at 7:03 pm. Kyle Dabney, Zoning Administrator (ZA) called roll. Present were Chair Mark Venker, Vice Chair John Schroeder, and Brice Wood. Mike Parry was absent. Staff present were Kyle Dabney, Zoning Administrator and Charlotte Page, Minute Taker.

#### **ITEM 2: APPROVAL OF MINUTES:** Minutes of 02/27/2017 and 5/8/2017

Discussion of 2/27 Minutes, no comments regarding content, however two of three members were not present, therefore the board will not be able to approve these minutes.

Discussion of 05/08/2017 Minutes, Mr. Wood, is appreciative of the details included of the complicated discussion regarding the proposed solar project for Mr. Johnson at 222 Dundee (401-11-013P). Also, the group met the following day on the site regarding making a decision. Mr. Wood commented he was looking for notes from the site visit. There should be an addendum regarding approval, based on the site visit.

Mr. Dabney, ZA commented that the approval was conditional based on the site visit and neighbors input. However, the petitioner has decided not to pursue the solar structure at this time.

**Mr. Wood moved to approve the minutes of 5/08/2017 as presented. Mr. Schroeder seconded the motion. All were in favor and the motion passed unanimously.**

#### **ITEM 3: PETITIONS FROM THE PUBLIC**

There were no petitions from the public.

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## ITEM 4: STORAGE SHED

APPLICANT: INGRID SARRIS

ADDRESS: 541 MAIN ST

OWNER OF RECORD: SARRIS AND ASSOCIATES

ZONE: C-1

APN: 401-06-093

The applicant is seeking approval to install a shed on the property. The applicant was present.

Mr. Dabney presented the item. Mr. Dabney reviewed the plan on an instruction booklet and does not have any issue with a storage shed in the proposed location, says it does meet set back requirements, and due to the staircase and landscaping it is mostly hidden from view.

Mr. Venker comments, it appears it is only really noticeable from School St., as you're walking towards town. He has concerns with the plastic material.

Ingrid Sarris wanted to know if this is because Mr. Venker thinks it looks cheap.

Mr. Venker said it would be jarring to the eye walking down between a lot of historic (properties).

Ms. Sarris approached the board with pictures, she mentioned that Kyle told them they could 'go ahead and build it'. The pictures demonstrate how far it is in process. She says, you can see how it blends into the neighborhood. It's not cheap looking, she says they actually chose it because of the color scheme, and feels it looks pretty well blended into the neighborhood.

Mr. Schroeder comments that when you see these plastic structures in Arizona, they may look fantastic the first year but after they sit in the Arizona sun for 10 years they start to just look like garbage. Also, he doesn't think a structure like this fits into that area at all. It is visible from School St., he doesn't think he can vote to approve a plastic structure like that.

Ms. Sarris shows again how it currently looks with pictures.

Mr. Schroeder questions Ms. Sarris if she did research into the cost to have a tool shed built.

Ms. Sarris, again says she believed that it was approved by Kyle Dabney, she didn't believe they would have to go through design review, and doesn't believe she can't take the shed back. She has already invested \$1,000.00.

Mr. Schroeder, says technically it's not approved until we approve it.

Ms. Sarris believed that Mr. Dabney said we don't need to go through design review, it was only after neighbors complained that he came back and said he had to retract.

Mr. Dabney, mentions that his opinion was preliminary to finding out the storage structure was plastic, and on that initial visit he looked at an instruction booklet. He then later went back and talked with Ingrid about the plastic structure.

Mr. Wood comments the language we (DRB) are trying to satisfy is 'visual compatibility'. His opinion is this means a couple of things; form - does it look like it belongs, does it look similar to something else. This, it looks like what it is, a prefab plastic box. He says he wishes people would come before the board and seek advice before they invest in something like this. Mr. Wood, doesn't feel he should approve this.

Ms. Sarris says she thought that they did the right thing by calling Kyle and asking him if it would be ok to put it up there.

Mr. Wood says he is sorry

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Mr. Dabney says it doesn't require a permit, yes they have the right to build it.

Mr. Schroeder comments that he (Mr. Dabney) is right.

Mr. Wood, says the general rule is a visual site you can see, is the purview of Design Review. He says, so this falls under that, (requires DRB review). Also he says, we (DRB) have approved prefab sheds before but to my recollection never a plastic one or this sort of Lego® design.

Mr. Venker, makes a general comment about wanting structures to be 'not necessarily identical, but similar or reminiscent of a time frame, not to convince someone it's historic, but to mimic the authenticity of the area'. Again, with the integrity of the town and its historic status, Mr. Venker doesn't feel he can move forward on a plastic structure.

**Mr. Schroeder made a motion to deny the proposal, Mr. Venker seconded the motion. The vote was unanimous and the motion was denied.**

## ITEM 5: KATHLEEN KELLER

APPLICANT: KATHLEEN KELLER, UI AND MARY BETH BARR, UI

ADDRESS: 841 GULCH RD

ZONE: AR

OWNER OF RECORD: ABOVE

APN: 401-09-020

The applicant is seeking approval for a ground floor deck. The applicant was present.

Mr. Dabney presented the item.

Mr. Venker identifies the project as Item 5, a review of installed lower deck. So this is a structure that has already been built.

Mr. Dabney says this is correct, he spoke with the owner and explained it did need to go before this board, and she agreed and followed through with this and has been compliant with all his requests. He also requested the building inspector to review the project, she may need to get permits as well. The applicants stated purpose for the lower deck was to match the upper deck.

Mr. Venker asks when it (upper deck) was constructed.

Mary Beth Barr says the upper deck was constructed about mid last year, so the upper deck and structure was permitted. This (current project) was a safety item, noted by the insurer. He noted the sonar tubes/support gave him concerns about safety to walk around the house because of dirt and rocks mounded up and surrounding the structure. They considered they could make a concrete structure (patio), which was more expensive. The hired contractor recommended pressure treated wood laid down to 'do the same thing'. He didn't know they needed a permit to 'cover the ground'.

Mr. Schroeder asks how old is this house?

Ms. Barr replies that the house is from the early 30's

Mr. Schroeder asks, when you did the upper deck, did that go through DRB?

Ms. Barr replies yes.

Mr. Schroeder comments so you didn't think you had to go through it (DRB) for the lower deck.

Ms. Barr replies no, because we were just covering existing structure, the main part of the structure was already there.

Mr. Wood comments the only problem is that we didn't know about it, otherwise it seems ...

Ms. Barr injects that it certainly was not intentional.

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Mr. Wood says in your favor, is this information on an existing permit?

Ms. Barr says the lower deck was not on the permit. The upper deck was complete and signed off and the permit was signed off.

Mr. Wood asks if there is a time limit on open permits.

Mr. Dabney replies, "Right, there is, 6 months."

Ms. Barr says the upper deck has been at least 6 months and seems sure it was closed out.

Mr. Wood says he has no problem with this design, or function of the project and will make a motion to approve the project

Mr. Venker agrees saying yes, and the visual impact looks like the same build out, and he thinks concrete pavement would have been less desirable.

Ms. Barr says it's not visible, to anyone or any kind of eyesore, and is above the road, and states she can't even see it from her house above this property.

Mr. Schroeder makes a brief comment of visibility and neighbor's opinions and the function of DRB is this regard.

**Mr. Wood, made a motion to pass the proposal, Mr. Venker seconded the motion. The vote was unanimous, the motion passes.**

## **ITEM 6: RESUBMIT CHANGES TO PREVIOUSLY APPROVED PLAN**

### **ORIGINAL APPROVAL DATE: DECEMBER 7, 2016 REGARDING ADDITION OF SECOND PUBLIC BATHROOM**

APPLICANT: ROBERT CONLIN

ADDRESS: 119 JEROME AVE

OWNER OF RECORD: EKZ LLC

ZONE: C-1

APN: 401-06-013

The applicant is seeking approval for changes. The applicant is not present

Mr. Dabney presented the item. The applicant has decided to withdraw the project changes. The applicant plans to resubmit in July.

## **ITEM 7: REVIEW OF THE BOARDWALK**

Mr. Venker comments on Item 7: Review of the Boardwalk. This ties into a previous meeting regarding improvements made to the boardwalk, without approval.

Mr. Dabney informs the board that he asked for the building inspector to visit the site with him, and it was inspected. He (building inspector) checked the boards that were replaced and walked the entire length to check the structure. The only concern the inspector had was the handrail, it is extremely loose in some areas. He did decide that the boards that had been replaced were fine. Barry Wolstencroft made the inspection and the decision.

Mr. Venker asks if there are other questions about the boardwalk.

Mr. Schroeder comments about the plan to have the private homeowners paying for each section, he thinks it seems unlikely that they (DRB) could enforce this or collect the funds. He wonders if the town could write a grant for something like this.

Mr. Dabney mentions he has a presentation tomorrow regarding homeowner maintenance and a more user friendly approach for the town in this regard.

Mr. Schroeder says he knows about some grant programs that might be available to do small projects like this. It's complicated to get the homeowners on the same page, he is willing to look into this for the boardwalk project.

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Mr. Dabney has also looked at some grant opportunities, he says there are some tax incentive grants and better if it's not a vacant structure.

Ann Bassett makes a comment about the historic easement that went through to County Road, the section of easement was pretty dilapidated in front of the Rosemary DeCamp house, which she identifies as the last house on the boardwalk where it ends. She further states, there has been a slight shift in the ownership of that house, they were the ones that held the neighborhood at ransom for separate titles to our houses to push through letting go of the historic easement for the boardwalk through that property. She suggests trying to reestablish the easement and possibly rebuilding and restoring the boardwalk all the way to County Road. This would be a pleasing outcome for her.

Mr. Venker asks Anne Bassett, for the record, please state your full name.

She replied, Ann Bassett.

Mr. Schroeder, says he loves the idea, but with the easement ceded it might be near impossible to try to get it back. He asks if the property changed hands, and if the new owner might be more amenable?

Ms. Bassett states the couple got divorced, the more radically opposed partner is not there now.

Mr. Schroeder, asks if maybe Mr. Dabney could approach them by sending a letter asking if they might consider this.

Ms. Bassett says to ask her, (current owner) if she has any thoughts about restoring the easement.

Mr. Schroeder suggests presenting it as for the historic integrity of the boardwalk, he further comments that he would love to see this happen.

Ms. Bassett indicates she hopes that the owner may be willing and there would be no legal battle.

Mr. Schroeder agrees this type of thing can be a legal battle, and he thanks her for bringing it up, he didn't know about this history.

Ms. Bassett comments that she doesn't believe the original change was handled exactly legally.

Mr. Venker asks if there are any other comments regarding the boardwalk.

Mr. Wood says you would need a workshop to understand the history of that neighborhood, he is in favor of restoration, and asks if there is a motion to pursue. Or what action can we take?

Mr. Dabney recommends the focus be the main issue, identified as the handrail. It's extremely loose and could be dangerous. First to contact the homeowners, see if they have plans to fix it. He also asks if Mr. Wood was referring to the current conversation about the restoration of the historical section as discussed with Ms. Bassett.

**Mr. Wood, makes a motion to work on the handrail, Mr. Schroeder seconded it, and the motion passes unanimously. To pursue owner agreement to some form of rail repair, restoration of the boardwalk whatever is an immediate structural concern at least, passes.**

## ITEM 8: FUTURE AGENDA ITEMS

Mr. Wood, thanks Mr. Dabney for advertising the vacancies of this board, encourages anyone that is interested to consider joining DRB and/or P&Z to put in an application. We need your help.

## ITEM 9: ADJOURN

**Mr. Schroeder made a motion to adjourn, and Mr. Wood seconded it. The motion carried unanimously and the meeting adjourned at 7:28 pm.**

Approval on next page

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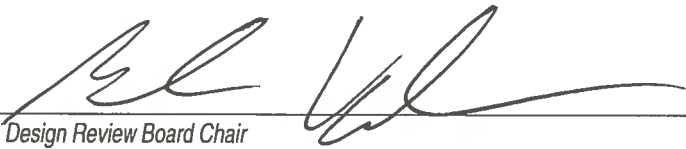
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## MINUTES

*Respectfully submitted by Charlotte Page on June 12, 2017.*

Approved:  Date: 8.14.17  
Design Review Board Chair

Attest:  Date: 8/14/17  
Design Review Board Vice Chair