



# 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, September 12, 2016 TIME: 7:00 p.m.

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 Steve Pontious at 7:01 p.m.

Albert Sengstock, Zoning Administrator, called roll. Present were Chair Pontious, Brice Wood, and John Schroeder. Mike Parry was absent. Vice Chair Mark Venker arrived at 7:04 p.m.

Staff present were Albert Sengstock, Zoning Administrator (via internet); and Jennifer Julian, Minute Taker.

### ITEM 2: APPROVAL OF MINUTES: Minutes of May 9, 2016

Mr. Schroeder moved to approve the minutes of May 9, 2016 as presented. Mr. Wood seconded. The motion passed unanimously.

### ITEM 3: PETITIONS FROM THE PUBLIC

There were no petitions from the public.

### ITEM 4: REPLACE ROOFING MATERIAL

APPLICANT: JACQUELINE BABBAGE

APN: 401-07-180

ADDRESS: 100 HOLLY AVE

ZONE: R-15

OWNER OF RECORD: ABOVE

The applicant asks for review and approval of a new roof for her house.

Mr. Sengstock presented the item. The materials are in keeping with the neighborhood and he recommended approval.

Mr. Schroeder said that according to the previous owner, the roof had been shingled prior to the current metal roof.

Mr. Pontious moved to approve the item. Mr. Wood seconded. All in favor and the motion passed unanimously.

### ITEM 5: FUTURE AGENDA ITEMS

(Mr. Venker arrived.)

Mr. Wood wanted to consider the proliferation of signs around town. He wondered if anything could be done to encourage thinning them out.

Mr. Sengstock said that he did a sign inventory and found that many of the signs had been approved. He has had four signs removed. If there are particular signs of concern, provide him a list and he will research them.

Mr. Pontious asked if Mr. Sengstock has a total number of approved signs. Mr. Sengstock said he does not. The sign code is very simple: each business is allowed two signs. Even in a retail space with several businesses, each business is allowed two signs. He is glad to see no one has abused that.



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Mr. Pontious requested an update on unsafe buildings. Mr. Sengstock said in his opinion, historic buildings should be boarded up to protect them from water and preserve the historical character. He explained that some communities have a "board up code" requiring the boards used to be removable and the same color as the house. However, that is not what has been done in Jerome. If it were done, there are currently four or five properties in town that would become a code enforcement issue. Doing something like this would be a new direction for Jerome.

Mr. Wood asked if there is a list of the derelict buildings and their owners. Mr. Sengstock said yes, and referred to two specific properties that are in violation of code. While he has been in communication with the owners, he hasn't been able to get anything done nor has he pulled the trigger on a code enforcement. He explained that there are some homes in Town that are occupied and historic but would never qualify as safe buildings based on the building code.

Mr. Schroeder asked about a specific property that had been approved for demolition. How long does the owner have to complete the demolition and clearing of the site? Mr. Sengstock said that he will contact the owner to make sure the work continues.

## **ITEM 6: ADJOURNMENT**

Mr. Pontious made a motion to adjourn. It was seconded by Mr. Wood. The motion carried unanimously and the meeting adjourned at 7:11p.m.

*Approval on next page.*



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*Respectfully submitted by Jennifer Julian on November 14, 2016.*

Approved:

*[Signature]*  
Design Review Board Chair

Date: \_\_\_\_\_

Attest:

*[Signature]*  
Design Review Board Vice Chair

*[Signature]*  
Jennifer Wood

Date: 11.14.16