



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, December 9, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Henry Vincent called the meeting to order at 7:06 p.m.

Roll was called by Joni Savage, Deputy Clerk. Present were Henry Vincent, (who chaired the meeting), Tyler Christensen, John McDonald and Vice Chair Danny Smith was present telephonically. And Chair Brice Wood was absent.

Additional staff present was John Knight, Zoning Administrator.

7:06 (00:57) ITEM 2: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

7:06 (01:09) ITEM 3: APPROVAL OF MINUTES: Minutes of Regular DRB Meeting of October 15, 2019 and Joint Meeting of November 18, 2019.

Motion to Approve the Meeting Minutes of October 15, 2019 and the Joint Meeting Minutes of November 18, 2019

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

7:07 (01:52) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent updated the Board on recent P & Z activities.

7:10 (05:45) ITEM 5: Design Review for New Home

APPLICANT: Lori Leachman & Andrew Farber

ADDRESS: 18 North Drive

OWNER OF RECORD: Lori Leachman & Andrew Farber

Applicant is seeking Design Review to construct a single-family home

ZONE: R1-5

APN: 401-11-007C

7:13 (08:35) Lori Leachman, the applicant, spoke about the design.

Motion to Approve Preliminary and Final Approval of Design as Presented

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

7:18 (12:55) ITEM 6: Design Review to Construct Front Yard Fence

APPLICANT: Mary Chinander

ADDRESS: 860 Hampshire Ave.

OWNER OF RECORD: Mary and Andy Chinander

Applicant is seeking approval to install a metal fence in the front yard

ZONE: R1-5

APN: 401-07-133

7:21 (16:05) Andy Chinander, the owner, spoke about the application.

7:24 (19:18) Nancy Smith, a Jerome resident and neighbor spoke.

7:27 (22:34) Mr. Chinander spoke again. He would provide the base and post, but not reconstruct her side of the deck.

Mr. Vincent believes his job is to hear the petition and Ms. Smith does not have an application. Our job is to here the petition and act upon it.

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7:31 (25:56) *Mary Chinander, the owner, said they will put something in the middle so that Ms. Smith could attach to it.*

Motion for Final Approval of the Design as Presented

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

7:38 (33:25) ITEM 7: Design Review for Enclosed Porch

ADDRESS: 700 Holly
OWNER OF RECORD: Jack Dillenberg

ZONE: R1-5
APN: 401-07-089B

Applicant is seeking Design Review to enclose a porch to create a greenhouse

Mr. Christensen asked about the window design?

7:40 (35:38) *Mike Parry, the contractor, responded the windows were double pane.*

Motion for Final Approval of the Design as Presented

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

7:42 (36:53) ITEM 8: Sidewalk Encroachment Policy

The Town Council has asked the Planning and Zoning Commission and DRB Boards to provide input on a new sidewalk encroachment policy.

John Knight presented his information and the Board gave their input.

7:53 (48:45) ITEM 9: Future Agenda Items for Jan. 13, 2020

Mr. Knight said there would be a sign for the Jerome Winery.

7:54 (49:15) ITEM 10: Update on Nov. 12th Council Meeting Items

Mr. Knight gave his updates.

7:55 (50:05) ITEM 11: Move Meeting Time to 6:00 pm (from 7:00 pm)

Mr. Vincent asked how the Board felt about moving the meeting time to 6:00 p.m.

Motion to Move the Meeting Time from 7:00 pm to 6:00 pm on a Permanent Basis

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

7:56 (51:14) ITEM 12: Approvals by Resolution (for January meeting)

Mr. Knight spoke about his idea for Resolutions.

7:57 (52:30) ITEM 13: To/From Board Members

Mr. McDonald asked when they might have another Joint meeting. He thought it had gone well and they discussed possibly in another six months.

ITEM 14: ADJOURN

Motion to Adjourn at 7:58

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

Approval on next page.

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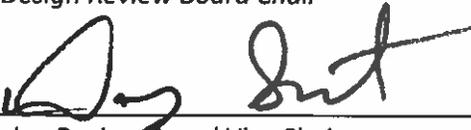
DATE: Monday, December 9, 2019 TIME: 7:00 pm

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

MINUTES

Respectfully submitted in spirit by Joni Savage on January 13, 2019.

Approved:  Date: 1-13-2020
Design Review Board Chair

Attest:  Date: 1-13-2020
Design Review Board Vice Chair