



# 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, January 13, 2020 TIME: 6:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

## MINUTES

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

Chair Brice Wood called the meeting to order at 6:00 p.m.

Roll was called by Rosa Cays, Deputy Clerk. Present were Vice Chair Danny Smith, Tyler Christensen, John McDonald, and Henry Vincent.

Zoning Administrator John Knight was also present.

The audio of this meeting was inadvertently recorded in three segments: #1, #2, and #3.

6:00 (#1, 00:38) ITEM 2: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

6:00 (#1, 00:45) ITEM 3: APPROVAL OF MINUTES: Minutes of Regular DRB Meeting of December 9, 2019.

#### Motion to Approve the Meeting Minutes of December 9, 2019

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

6:01 (#1, 01:38) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent updated DRB members on recent P&Z activities.

6:03 (#1, 03:23) ITEM 5: Design Review for Single-Family Home

APPLICANT: Matt Dougan

ADDRESS: 174 North Drive

OWNER OF RECORD: Celurius LLC (Terrill Currington)

Applicant is seeking preliminary and final site plan review.

ZONE: R1-5

APN: 401-11-012N

#### **Discussion/Possible Action - DRB Reso. 2020-1**

Chair Wood made a motion to move to the central table in the chambers to better see the larger set of plans and discuss the item there.

#### Motion to move to central table in chambers to better view architectural plans

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

The board members moved to the central table to view architect Matt Dougan's site plan. Chair Wood talked about the advantage of being able to look at the larger site plan.

6:04 (#2, 1:09) Mr. Dougan spoke about the revised design, which now complies with the zoning height restriction. He spoke about several design finishes and the style of the home. Comments were made as he pointed them out on the site plan.

Chair Wood asked if the board members understood what changes were made to the site plan.

Mr. Knight reminded the board that this has been presented to P&Z Commission and that the original and revised plans were

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included in their packets.

6:07 (#2, 2:50) Mr. Dougan continued with describing the design elements of the home.

Chair Wood expressed he was pleased with the design and asked resident (and neighbor of proposed home) Richard Johnson for his input.

6:10 (#2, 04:36) Resident Richard Johnson supports the design and talked about the similar roof pitch to his home.

Mr. Knight asked Mr. Johnson to clarify his name and address for the record.

6:11 (#2, 5:39) Mr. Dougan spoke about Mr. Johnson's home in relation to his client's home; Mr. Johnson pointed out the lots that separate them. Mr. Dougan stated that his client purchased his lot from Mr. Johnson.

Mr. Knight asked Mr. Dougan a few more questions about the "round" door and pointed out to the board members that images were included in their packets.

6:12 (#2, 6:39) Mr. Johnson pointed out that the design worked well with the circular elements of his home; Mr. Dougan agreed there is a visual relationship.

Chair Wood said, "Dundee and North Drive are their own thing."

Mr. Knight spoke about the resolutions in the board packets.

DRB members returned to the dais.

## Motion to Approve DRB Resolution 2020-1

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

## 6:15 (#3, 00:10) ITEM 6: Demolition Permit for Shed

APPLICANT: Don and Paula Nord

ADDRESS: 128 First Street

OWNER OF RECORD: Don and Paula Nord

Applicant is seeking a demolition permit to remove an old shed/garage.

ZONE: C-1

APN: 401-10-006

### **Discussion/Possible Action - DRB Reso. 2020-2**

Mr. Knight explained the condition of the shed.

Chair Wood stated that in general, he "resists the notion of demolition" and explained why. He also understood the desire to clear the land.

## Motion to Approve DRB Resolution 2020-2

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

## 6:19 (#3, 04:05) ITEM 7: Design Review for new sign face

APPLICANT: John and Brigid McLoughlin

ADDRESS: 114 Jerome Avenue (formerly Jerome Jewelry and Gifts)

OWNER OF RECORD: Jerome 114 Avenue LLC

Applicant is seeking a Design Review approval to replace an existing sign with a new face.

ZONE: C-1

APN: 401-06-003E

### **Discussion/Possible Action (Recommendation to Council) – DRB Reso. 2020-3**

Chair Wood made a comment about the design of the sign.

Mr. Knight gave background on the location and sign. The sign for the previous business at 114 Jerome Avenue, Jerome Jewelry and Gifts, was taken down, which exposed an old sign. Mr. Knight said the new sign for Old Jerome Winery meets all the zoning ordinance criteria.

Chair Wood asked if the height also met the zoning criteria, and Mr. Knight said it did. Chair Wood asked applicant Ms. Brigid McLoughlin to share which of the two designs in the packet presented to the board that she preferred. She approached the dais.

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6:21 (#3, 6:20) Ms. McLoughlin said she preferred the design marked #4 (white background).  
A few comments were made by the board members regarding design #4.

**Motion to Approve DRB Resolution 2020-3**

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

**6:23 (#3, 07:48) ITEM 8: Design Review for new sign face**

APPLICANT: Eric Jurisin

ADDRESS: 309 Main Street (Clinkscale Building; formerly Mile High Grill & Inn) ZONE: C-1

OWNER OF RECORD: 309 Main Street LLC

APN: 401-06-022B

Applicant is seeking a Design Review approval to replace an existing sign with a new face.

**Discussion/Possible Action (Recommendation to Council) – DRB Reso. 2020-4**

Chair Wood introduced the item, and pointed out that the name of the building, now the new name of the restaurant, was etched into the façade of the building. Chair Wood said, "Good choice."

Vice Chair Smith made a comment about using the same sign and just changing the wording.

6:25 (#3, 8:20) Applicant Eric Jurisin explained that only two sides of the three-sided sign would show the name of the new restaurant.

Chair Wood asked if the side facing the street would be removed.

6:25 (#3, 8:28) Mr. Jurisin replied yes and that three sides was "too much."

Board member Tyler Christensen made a comment about similar signs being approved in the past and was concerned about the light the new sign would be emitting.

Chair Wood said this has been addressed in the zoning ordinance. Discussion ensued.

Mr. Knight read from the ordinance.

**Motion to Approve DRB Resolution 2020-4**

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

**6:26 (#3, 11:06) ITEM 9: Design Review for new mixed-use commercial building**

APPLICANT: Josh Lindner and Windy Jones

ADDRESS: 324 Queen Street (site of former Cuban Queen)

ZONE: C-1

OWNER OF RECORD: Cuban Queen Bordello LLC

APN: 401-06-127

Applicant is seeking design review for a retail building with a boarding house.

**Discussion/Possible Action/Recommendation to Council – DRB Reso. 2020-5**

Chair Wood started the discussion by asking the applicants if they had heard of a paper called Geology and Landslide Activity on Arizona SR 89A in Jerome, Arizona, a seismic report by the Arizona Dept. of Transportation (ADOT) from 2003.

6:26 (#3, 11:38) Applicant Windy Jones replied they were aware of it, but that 324 Queen Street is out of the "active slide belt."

Chair Wood said they were in the "subsidence" area. He pulled out a map and asked if the board was familiar with the report.

Chair Wood expressed concern about the town being exposed to liability if they approve the project and down the road it starts to slide downhill. He proposed getting the town attorney's opinion before approving this item.

Chair Wood then gave more background on the origin of the report.

(#3, 14:16) Glen Odegard of Nordic Builders spoke of some of the engineering and geological findings from the job site and the original Cuban Queen structure.

Chair Wood turned the topic back to the town's exposure to liability and wants to discuss with the town attorney and table the item until then.

Vice Chair Smith asked if this had already been approved by the Planning and Zoning Commission.

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Mr. Knight confirmed that it was. Mr. Knight said it was not unreasonable to talk with the town attorney about liability if the board would like that to happen.

Chair Wood asked if P&Z was asked about liability. Mr. Knight said no. He is willing to ask the attorney, but in his opinion, he doesn't think town has liability if they have the applicants meet all the requirements, have engineers sign off on the plans, etc. It's ultimately the applicants' responsibility.

Vice Chair Smith said this is why he asked the question and feels this is more to do with planning and zoning, not DRB.

Board member Henry Vincent spoke. He said asking for the attorney's opinion is kicking the can down the road. Applicants are entitled to prompt due process and honest consideration of plans; the issue of subsidence and other geological concerns are part of the application process, including engineering. He does not support the chair's idea.

Chair Wood replied that he was asking a question that was in the town's interest.

Mr. Knight said he would get clarification from the attorney regarding town liability.

Chair Wood said he still wanted to table the item until after Mr. Knight has spoken with the attorney. He moved to table the item.

None of the members second the motion.

Mr. Wood asked if anyone cared to make a motion.

Mr. McDonald did and added he thought input from the town attorney would be informational.

**Motion to Approve DRB Resolution 2020-5**

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

**6:36 (#3, 20:30) ITEM 10: Future Agenda Items: February 10, 2020 DRB Meeting**

Mr. Knight had one item to add: a request for a shed demolition on Beale Street. Mr. Knight explained owners may request a special meeting for this to expedite the approval process and post a notice as soon as possible.

Vice Chair Smith said a couple more weeks of the shed existing as is won't make much difference.

Mr. Knight expressed it is ultimately the property owner's responsibility to tape off the area to keep the public out of danger.

**ITEM 11: Updates: December 10, 2019 Council Meeting**

Chair Wood skipped this item.

**6:39 (#3, 23:12) ITEM 12: To and from Board members**

- Discussion to/from Board members on any other subject not specifically listed on the agenda

**Discussion/Possible Direction to Staff**

Chair Wood said he'd been wanting to address this item. He explained "Around the Board" used to be a regular item on the agenda at the end of every meeting. It was mostly about future agenda items. Talk ensued about what can and cannot be discussed before it is publicly posted.

Mr. Knight explained it was mostly for informational items, like reporting back about a workshop attended.

Chair Wood thought Item 10: Future Agenda Items covered this.

**6:42 (#3, 26:20) ITEM 13: Adjourn**

**Motion to Adjourn at 6:42 pm**

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

Approval on next page.

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DATE: Monday, January 13, 2020 TIME: 6:00 pm  
PLACE: JEROME CIVIC CENTER  
600 Clark St., JEROME, ARIZONA 86331

## MINUTES

*Respectfully submitted by Rosa Cays on February 10, 2020.*

Approved: Brian Wood Date: 2-10-2020  
Design Review Board Chair

Attest: Rosa Cays Date: 2/10/2020  
Deputy Clerk

