



TOWN OF JEROME

Design Review Board Meeting

POST OFFICE BOX 335, JEROME, ARIZONA (928) 634-7943

MINUTES

via VIDEOCONFERENCE (ZOOM)

Monday, June 8, 2020, 6:00 pm

6:03 (1:02) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:03 p.m.

Rosa Cays, deputy clerk, called the roll. Remotely present were Chair Christensen, Vice Chair Brice Wood, and board members John McDonald and Danny Smith. Zoning Administrator John Knight was also remotely present.

**Item 1: 6:03 (1:35) Item 2: Petitions from the public
Possible Direction to Staff**

Zoning Administrator John Knight stated that resident and homeowner Jera Peterson had joined the meeting. Ms. Peterson had sent a petition via email to John shortly before the meeting.

(1:42) Jerome resident Jera Peterson introduced herself and stated her address, 10 North Drive. She said she wanted to address the construction of a new home adjacent to her lot. She was concerned about how it would affect the historic overlay of the town because of its modern design. She asked if it had been approved or if it was a preliminary approval.

Chair Christensen started to explain what had been approved and was interrupted by Mr. Knight reminding him that the petition could not be discussed. Chair Christensen requested that Mr. Knight gather the materials regarding this project and present to the board with verification of the status of approval.

6:09 (6:41) Item 3: Approval of Minutes: Minutes of the regular meeting of May 11, 2020, and reapproval of the joint meeting minutes of April 29, 2020

Discussion/Possible Action/ Possible Direction to Staff

Motion to Approve the Minutes of the Regular Meeting of May 11, 2020

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN		X	X			
MCDONALD			X			
SMITH			X			
WOOD	X		X			

Motion to Reapprove the Minutes of the Joint Meeting* of April 29, 2020

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN	X		X			
MCDONALD			X			
SMITH		X	X			
WOOD						X

*The Planning and Zoning Commission voted separately and previously approved the joint meeting minutes.

Continued Items/Old Business: None

New Business:

6:12 (10:02) Item 4: Reapproval of Design Review for an apartment building and parking structure

Applicants: Steve Knowlton/Nancy Robinson

Address: 446 Clark Street

Zone: C-1

Owner of record: Ideas-a-Plenty, LLC

APN: 401-06-032, -033, and -026Q

Applicant is seeking preliminary and final design review approval of a previously approved apartment project and adjacent parking structure.

Discussion/Possible Action – DRB Reso. 2020-18

Mr. Knight reminded the board members that this item was up for reapproval as a single project, on advice from the town attorney, Bill Sims, so work on it could continue without expiration. This is essentially rectifying an administrative oversight.

Mr. Knight also said that P&Z had reapproved this project. He mentioned that the applicant and property owner, Steve

Knowlton, had joined the meeting.

Mr. Knowlton introduced himself and reiterated what Mr. Knight had said and explained that the parking had to be done after the foundation was finished.

Board member Danny Smith verified with Mr. Knowlton that nothing had changed regarding the previously approved plans and made the motion to approve.

Mr. Knowlton extended his thanks to the boards and the town for the continued support.

Motion to Approve DRB Resolution 2020-18

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD		X	X			
SMITH	X		X			
WOOD			X			

6:19 (16:36) Item 5: Possible change to DRB meeting day of the month

Applicant: Town of Jerome

Discussion/Possible Action

Mr. Knight reminded the board that idea had started with the discussion of amending the DRB bylaws. He said that P&Z had voted to move their monthly meetings to the third Wednesday (from the first Wednesday), subject to Council approval, and that moving the DRB monthly meetings to the first Monday (from the second Monday) would help streamline the approval process as well as help spread out the administrative load. Mr. Knight referred to the calendars in the agenda packet.

Chair Christensen expressed that he was all for it and whatever helps out the town staff.

Vice Chair Brice Wood shared his thoughts on the meeting order and approval process, and defined P&Z as the quantitative, first step, and DRB as the qualitative/aesthetic second step. Discussion ensued.

Motion to Approve Changing the Monthly DRB Meetings to the first Monday

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD		X	X			
SMITH	X		X			
WOOD			X			

6:26 (23:52) Item 6: Community Garden Site Plan Review

Applicant: Town of Jerome

Location: Middle Park

Zone: C-1

Owner of record: Town of Jerome

APN: 401-06-015

The Town of Jerome is requesting a "courtesy review" of the proposed site design for the community garden.

Discussion/Possible Action

Chair Christensen expressed his enthusiasm for the project and liked the idea of self-sustainability for Jerome.

Mr. Knight explained that this was a "courtesy review" and said he would be scheduling a Saturday morning meeting sometime soon. He said the concerns that have been expressed have been about the fence design and the shed. He asked if the board members had any suggestions or ideas.

Chair Christensen suggested matching the railing at Middle Park if possible. He asked if fencing materials had been chosen.

Mr. Knight said nothing has been decided on the design, but that someone had suggested similar fencing (metal looped top) to what is around town, but he found it to be expensive.

Chair Christensen said he wanted it to be aesthetically pleasing but also functional to keep the wildlife out. The discussion continued about "javelina proofing" the garden between Chair Christensen, Mr. Smith, and Ms. Peterson.

Mr. Christensen asked if the board would be reviewing the fencing materials once it was chosen and expressed interest. Mr. Knight said he could plan on it.

Vice Chair Brice Wood said he thought the town was required to go through the design review process.

Mr. Smith said he had heard the Council can override the boards' decisions so they could basically do what they want.

Chair Christensen said that the Council is obviously open to working with DRB if they've asked for this to be considered. He listed the elements he liked about the community garden plans.

Mr. Knight said he would come back to the board with more updates.

Informational Items (Current Event Summaries):

6:35 (13:21) Item 7: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **Planning and Zoning Commission – June 3, 2020:** UVX patio cover, updated bylaws, ordinance amendments to lodging definitions, ordinance amendments to sign code regarding temporary signs, ordinance amendment to create a sidewalk encroachment policy, courtesy review of the community garden project
- b) **Council – May 12, 2020:** Six-month extension of all DRB/P&Z approvals; initiate amendments to sign code; community garden and gardening workshop

Mr. Knight updated the board members.

6:36 (34:02) Item 8: Future DRB Agenda Items - July 13, 2020 Meeting: Design Review for 639 Center Ave.

Mr. Knight shared the details about this property, recently purchased by Greg Worth. He said there may also be a sign application coming through for approval but that it was still in the works.

Chair Christensen made comments about the Center Avenue house and said he was happy to see it was finally being restored.

6:39 (36:05) Item 9: Adjournment

Motion to Adjourn at 6:39 p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD		X	X			
SMITH	X		X			
WOOD			X			

Approved: _____

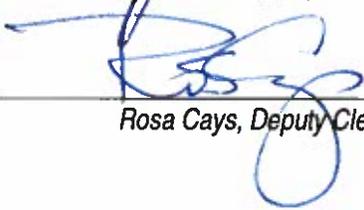


Tyler Christensen, Design Review Board Chair

Date: _____

7.15.20

Attest: _____



Rosa Cays, Deputy Clerk

Date: _____

7/15/2020

