



# TOWN OF JEROME

## Design Review Board Meeting

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

### MINUTES

via VIDEOCONFERENCE (ZOOM)

Monday, August 10, 2020, 6:00 pm

**6:00 (0:20) Item 1: Call to order**

Chair Tyler Christensen called the meeting to order at 6:00 p.m.

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

**6:00 (0:52) Item 2: Petitions from the public – There were no petitions from the public.**

**6:00 (0:56) Item 3: Approval of Minutes:** Minutes of the regular meeting of July 13, 2020.

**Motion to Approve the Minutes of the Regular Meeting of July 13, 2020**

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

**Continued Items/Old Business:** None (Design Guideline discussion with SHPO postponed until next meeting)

**New Business:**

**6:01 (1:44) Item 4: Design Review for stairs and misc. improvements**

Applicant: Janet Bustrin

Address: 538 School Street

Zone: C-1

Owner of record: Bustrin Family Trust

APN: 401-06-092

Applicant is seeking preliminary and final design review approval to construct rear yard stairs and various yard improvements.

**Discussion/Possible Action – DRB Reso. 2020-20**

6:02 (2:18) Jerome homeowner Janet Bustrin introduced the item and added that she and her brother purchased the home through the family trust almost six years ago. She said the stairs behind the property [off School Street] have always been a danger, so their objective is to create a safe entrance and exit. She described the details of the new stairs and added landings.

Chair Christensen commented that the photos provided in the packet were good and made it easy to see the plans.

Mr. Knight added that the project was approved by P&Z on August 5.

Mr. Smith said he liked how the new railing looked.

Chair Christensen commented that a good material was chosen for the stairs and that it will allow snow to fall through.

Mr. Knight said the work also includes a swale between the applicant's property and Ghost City Inn right next door. He said the details have not been worked out yet, but the applicant is aware that the property will have to discharge into an approved drain storm system.

**Motion to Approve DRB Resolution 2020-20**

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

**6:05 (5:39) Item 5: Design Review for an addition and stairs**

Applicant: Greg Worth

Address: 639 Center Avenue

Zone: R1-5

Chair Christensen confirmed that Trex was the material to be used for the decks and the railing that was shown in the application packet.

Homeowner Mary Chinander said they were still deciding on the railing, but that it would be a dark metal. Discussion ensued. Mr. Knight asked what their proposal preference was and that he did not realize they were still considering options. Discussion continued as the Chinanders described the square design of the other railing being considered.

Mr. Smith said they had the square style railing in stock at Home Depot—it was what he used on his upper deck.

**Motion to Approve DRB Resolution 2020-22 with the square tubing for the railing**

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

**6:23 (24:05) Item 7: Design Review for a new sign for University Shack**

Applicant: Jane Rolfes

Address: 112 Main Street

Zone: C-1

Owner of record: Jerome Historical Society

APN: 401-06-009B

Applicant is seeking preliminary and final design review approval for a new hanging sign.

**Discussion/Possible Action – DRB Reso. 2020-23**

Mr. Knight introduced the simple proposal, which was basically to relocate a shop sign. He said his only concern was that the sign be hung with a clearance of 8 feet from the ground. The applicant had confirmed the sign would meet this requirement.

6:25 (25:15) Jane Rolfes introduced herself and confirmed that she was using the same sign she had been for 15 years and was merely moving it to the new location of her shop.

Mr. McDonald did bring up that the sign would be located at the “wind alley” and would need to be anchored.

Ms. Rolfes said she had already talked to property manager Jay Kinsella about it and knows right where to hang the sign.

**Motion to Approve DRB Resolution 2020-23**

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

**6:26 (26:50) Item 8: Design Review for a retaining wall and fence**

Applicant: Anthony Schadegg

Address: 111 Third Street

Zone: R1-5

Owner of record: Anthony Schadegg

APN: 401-08-039

Applicant is seeking preliminary and final design review approval for a retaining wall and fence on the east side of the property.

**Discussion/Possible Action – DRB Reso. 2020-24**

Mr. Knight said DRB approval is needed for fences and walls per the zoning ordinance and that the height determines if a building permit is needed. If less than 4 feet, then a building permit is not needed, said Mr. Knight, but this does not mean the project is exempt from going before DRB, so the applicant did submit the required paperwork and fees. Mr. Knight described the fencing being added to the wall.

6:28 Homeowner Anthony Schadegg introduced himself and said he didn't think he needed to go before any of the boards to rebuild the wall since it did not require a building permit. He said he was rebuilding a fallen wall and reusing stones in the new wall.

Chair Christensen said he appreciated Mr. Schadegg submitting the required application and fees.

Vice Chair Wood sang Mr. Schadegg's praises and pointed out that he has done other work around Jerome. He said that what Mr. Schadegg has done has improved the neighborhood.

**Motion to Approve DRB Resolution 2020-24**

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

**Informational Items (Current Event Summaries):**

**6:31 (31:46) Item 9: Updates of Recent and Upcoming Meetings:** John Knight, Zoning Administrator