



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Monday, November 1, 6:00 pm

CONDUCTED VIA ZOOM

MINUTES

6:04 (0:11) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:04 p.m.

Deputy Town Clerk Rosa Cays called the roll. Present were Chair Christensen and board members Carol Wittner, Mimi Romberger, and John McDonald. (Vice Chair Brice Wood joined the meeting at 6:06.) Town Manager/Clerk Candace Gallagher was also present.

6:04 (0:46) Item 2: Petitions from the public – There were no petitions from the public.

6:05 (0:53) Item 3: Approval of Minutes: Minutes of the regular meeting of October 4, 2021

Discussion/Possible Action

Motion to Approve the Minutes of the Regular Meeting of October 4, 2021

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

Continued Items/Old Business: none

New Business:

6:05 (1:46) Item 4: Signage for new business: Cornish Pasty

Applicant: Robert Umbower

Zone: C-1

Address: 414 Clark Street, B2-3

APN: 401-06-036

Applicant is seeking approval for a sign to be mounted on the UVX building in the same place the Prohibition Pizza sign is still located.

Discussion/Possible Action - DRB Resolution 2021-23

Chair Christensen introduced the item; Vice Chair Wood joined the meeting.

Chair Christensen elaborated on the details of the sign and asked if it would be a two- or three-sided sign. Ms. Cays said she was of the understanding that it would be a three-sided sign. Chair Christensen said it would not meet the square footage requirements if this were the case.

Ms. Cays explained that former zoning administrator John Knight had left notes about the sign and had compared it to similar signs in town. A brief discussion ensued about the square footage of the sign.

Vice Chair Wood said he needed more information regarding the exact location the sign would be installed. He said such a large sign would be hazardous to hang above the stairs, as indicated in the application. Discussion continued and it was agreed that more information was needed. The applicant was not present to answer questions. Chair Christensen listed what aspects of the sign the applicant needed to clarify. Vice Chair Wood said it was important to know how high above the sidewalk—or stairs—the sign would be installed.

Ms. Wittner asked for a rendition of the sign on the building. Chair Christensen he would also like to see samples of the materials to be used. Ms. Cays said she would contact Mr. Umbower.

Motion to Table DRB Resolution 2021-23 until more information is provided

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

Informational Items (Current Event Summaries):

6:18 (15:04) Item 5: Updates of Recent and Upcoming Meetings – Rosa Cays, Deputy Town Clerk

- a) October 12, 2021, Council meeting – CUP for microbrewery at House of Joy; zoning administrator; co-

sponsorship of chamber events; design review guidelines

- b) **October 20, 2021, P&Z meeting** – Ordinance amendments public hearing continued; 300 Queen Street rezone; Barber garage; Bauers deck

Ms. Cays shared highlights from the Council and P&Z meetings and updated the board members on the status of current items. Ms. Gallagher clarified that town co-sponsorship of chamber events was mostly regarding waiving some requirements for certain temporary signs.

6:22 (18:50) Item 6: Future DRB Agenda Items for Monday, December 6, 2021: No items currently scheduled.

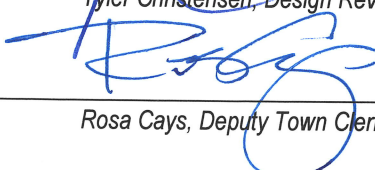
Ms. Cays said the Cornish Pasty would now be on the December 6 agenda [provided that the application is completed in time].

6:23 Item 7: Adjourn

Motion to adjourn at 6:23 p.m.

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

Approved:  Date: 12.8.21
Tyler Christensen, Design Review Board Chair

Attest:  Date: 8 December 2021
Rosa Cays, Deputy Town Clerk