



# TOWN OF JEROME

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

## REGULAR MEETING OF THE DESIGN REVIEW BOARD

Monday, November 2, 2020, 6:00 pm

### AGENDA

#### PUBLIC PARTICIPATION IN THE MEETING

Members of the public are welcome to participate in the meeting via the following options:

1. Zoom Conference
  - a. Computer: <https://us02web.zoom.us/j/9286347943>
  - b. Telephone: 1 669 900 6833 **Meeting ID:** 928 634 7943
2. Submitting questions and comments:
  - a. If attending by Zoom video conference, click the chat button and enter your name and what you would like to address.
  - b. Email [j.knight@jerome.az.gov](mailto:j.knight@jerome.az.gov) (Please submit comments at least one hour prior to the meeting.)

#### Item 1: Call to order

**Item 2: Petitions from the public** — Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the board. All comments are subject to reasonable time, place, and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please unmute your microphone, state your name, and please observe the three (3)-minute time limit. No petitioners will be recognized without a request. The board's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.

#### **Possible Direction to Staff**

**Item 3: Approval of Minutes:** Minutes of the regular meeting of October 5, 2020  
**Discussion/Possible Action**

**Continued Items/Old Business:** None

#### **New Business:**

#### **Item 4: Design Review for a metal cornice**

Applicants: Mary Wills and Sally Dryer

Address: 136 Main Street

Owner of record: Mary Wills and Sally Dryer

Zone: C-1

APN: 401-06-007

Applicants are seeking preliminary and final design review to install a new metal cornice on an existing building (where Nellie Bly is located).

**Discussion/Possible Action – DRB Reso. 2020-28**

#### **Item 5: Design Review for a two-rail pipe fence**

Applicant: Larry A. Altherr

Address: 200 Hill Street

Owner of record: Larry Altherr

Zone: C-1

APN: 401-07-166L & 169B

Applicant is seeking preliminary and final design review to install a two-rail pipe fence along Hill Street from the Grand Hotel to just before the overflow ditch

**Discussion/Possible Action – DRB Reso. 2020-29**

#### **Item 6: Design Review for a new sign**

Applicant: Michelle Romberger

Address: 420 Hull Avenue

Owner of record: Charles and Michelle Romberger

Zone: C-1

APN: 401-06-078C

Applicant is seeking preliminary and final design review to install a new sign to change from Lola to MiMi

**Discussion/Possible Action – DRB Reso. 2020-30**

**Item 7: Design Review for painting**

Applicants: Candace Gallagher and Michael Gallagher

Address: 123 Beale Street/236 Diaz St.

Zone: AR

Owner of record: Candace and Michael Gallagher

APN: 401-06-111D

Applicants are seeking preliminary and final design review to paint the house and garage

**Discussion/Possible Action – DRB Reso. 2020-31**

**Item 8: Discussion about changes in the field**

Applicant: Town of Jerome

Discussion and possible direction to staff on how staff should address minor changes in the field to account for existing and topographical conditions that may not be known at the time of permit approval

**Discussion/Possible Direction to staff**

**Informational Items (Current Event Summaries):****Item 9: Updates of Recent and Upcoming Meetings:** John Knight, Zoning Administrator

- a) **October 8, 2020 Council Meeting** – Zoning Administrator work priorities (recreational marijuana ordinance, code amendments/code enforcement, telecom ordinance, design guidelines, and small projects)
- b) **October 13, 2020 Council Meeting** – beekeeping ordinance, COVID-19 reopening, and recreational marijuana ordinance
- c) **October 14, 2020 Council Meeting** – Recreational marijuana ordinance
- d) **October 21, 2020 P&Z Meeting** – Ordinance amendments for mixed use, stair setbacks, yards, appeals and project approvals

**Future DRB Agenda Items for December 7, 2020:** Deck on Juarez Street

**Item 10: Adjourn**

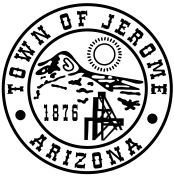
The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 6:00 p.m. on \_\_\_\_\_

- 970 Gulch Road, side of Gulch fire station, exterior posting case
- 600 Clark Street, Jerome Town Hall, exterior posting case
- 120 Main Street, Jerome Post Office, interior posting case

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Rosa Cays, Deputy Clerk, Attest

*Persons with a disability may request reasonable accommodations such as a sign language interpreter by contacting Town Hall at (928)634-7943. Requests should be made as early as possible to allow enough time to make arrangements. Anyone needing clarification of an agenda item may call John Knight at (928) 634-7943.*



# TOWN OF JEROME

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

## REGULAR MEETING OF THE DESIGN REVIEW BOARD

Monday, October 5, 2020, 6:00 pm

### MINUTES

#### 6:06 (0:15) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:06 p.m.

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

#### 6:06 (0:54) Item 2: Petitions from the public – There were no petitions from the public.

#### 6:07 (1:09) Item 3: Approval of Minutes: Minutes of the regular meeting of August 31, 2020

Vice Chair Brice Wood commended Ms. Cays for her work on the minutes.

##### **Motion to Approve the Minutes of the Regular Meeting of August 31, 2020**

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

#### 6:08 (2:09) Item 4: Presentations: Official welcome of new board member Carol Wittner

Chair Christensen welcomed Ms. Wittner to the board and expressed his appreciation.

Mr. Knight said a few words and apologized for not officially welcoming her at the previous DRB meeting.

Ms. Wittner said she got involved because of Vice Chair Wood and conversations she had had with him. Her interest is to help preserve Jerome. She bought her house in 1974, which is now definitely home.

**Continued Items/Old Business:** None

#### **New Business:**

#### 6:10 (4:31) Item 5: Design Review for garage remodel

Applicants: Don and Kathi Feher

Address: 11 Rich Street

Owner of record: Donald J. and Mary K. Feher

Zone: C-1

APN: 401-06-085

Applicants are seeking preliminary and final design review approval to add a window and new garage doors.

##### **Discussion/Possible Action – DRB Reso. 2020-26**

Mr. Knight shared some background and reminded the board that this project had been previously approved in July. He said the applicants have since changed where they want the windows and door, so they're back before DRB; hence, part of the approval and part of the work has been done. He also pointed out that in his staff report, the documentation shows "no change" to the elevation, which was in reference to no changes since the previous approval.

(7:20) After a few seconds of minor audio difficulties, applicant Don Feher gave a quick update on the work that has been done. He said the side door was not in a good place, so he decided to put it on the front of the garage with a window to balance it out. He said the door has been installed, and he apologized for this and said it was a case of "putting the cart before the horse."

Ms. Wittner said she liked it.

Chair Christensen asked what materials were used for the door.

Mr. Feher said all the doors will be clad with zinc plating. He said it fits in with "working town" Jerome.

Mr. Knight asked where he had gotten the material.

Mr. Feher said he special ordered it and cut it into various pieces to give it a "cladding" look. He had considered copper but thought it was too "fancy" and that galvanized steel could work, but that real zinc is better.

**Motion to Approve DRB Resolution 2020-26**

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

**6:18 (12:36) Item 6: Design Review for stair replacement**

Applicant: Kyle W. Kelt

Address: 665 Main Street

Zone: R1-5

Owners of record: Kyle and Erica Kelt

APN: 401-07-064

Applicant is seeking preliminary and final design review to replace existing exterior wood stairs.

**Discussion/Possible Action – DRB Reso. 2020-27**

Mr. Knight said the primary work is to replace a lower section of stairs and remarked that the only access to this unique property is from Main Street via a stairway, then a walkway. He said the same contractor who did Janet Bustrin's stairs, Arnie [Warren], is working on this project. Technically the stairway is an easement on Scott Hudson's property. Mr. Knight said they are also redoing the handrail to extend up the stone steps to make them safer. The homeowners also have dogs, so they are designing the stairs around their comfort and using wood for the steps instead of metal.

(15:25) Applicant Kyle Kelt said the existing wood is rotting. They chose steel to replace the wooden handrailing so they would last longer, like the stairs at 538 School Street.

Chair Christensen pointed out that Chief Blair approved of the handrail, which is the same design as at the Bustrin's.

Mr. McDonald opined that it was "an imaginative use in a very unusual situation" and that the materials will blend in well.

Vice Chair Wood shared an historical note: He said the house was always called the Rosie Salas house and that she was the local music teacher and gave piano lessons there. He said it was also the first property he purchased in Jerome, which he sold to John Scarcella, who was the public works director in town and fixed it up. Chair Wood said he was glad to see the property still preserved.

Mr. Knight said he could not imagine getting a piano up those stairs.

Vice Chair Wood said there were originally four easements that all got encroached.

(19:25) Homeowner Scott Hudson said he approved of the project.

Ms. Wittner commented that it will be beautiful.

**Motion to Approve the Minutes of the Regular Meeting of August 31, 2020**

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

**Informational Items (Current Event Summaries):****6:26 (20:29) Item 7: Updates of Recent and Upcoming Meetings:** John Knight, Zoning Administrator

- a) **P&Z – September 16, 2020:** Study session on code amendments for residential lodging, temporary signs, and mixed use
- b) **Council – September 21, 2020 (special meeting):** Discussion and direction on setbacks, yards, and the appeals process, and P&Z's role when reviewing site plans

Mr. Knight mentioned the work session with P&Z regarding amendment changes to the ordinance sections on lodging, signs, and mixed use in C-1, and reiterated what was discussed at the Sept. 21 Council meeting, including P&Z's role in site plan approvals—some to be recommendations, some final approvals. He added that the Council would be discussing a model ordinance for legalizing recreational marijuana at the next regular meeting (the item was put on the agenda at the last minute).

**6:28 (22:20) Item 8: Future DRB Agenda Items for November 2, 2020:** 123 Beale Street fence

Mr. Knight said he has been talking with the Gallaghers about their fence project.

**6:28 (22:34) Item 9: Miscellaneous:** SHPO awarded Jerome a Certified Local Government (CLG) grant to prepare design guidelines

Mr. Knight said he had sent an email to the board members to announce that Jerome received a \$20k grant from SHPO to prepare design guidelines, and that the DRB will be an important part of the process.

Chair Christensen said he did not receive the email, nor did Ms. Wittner. Mr. Knight said he would resend it.

Ms. Wittner then asked about the Council meeting on Oct. 13 and asked if she could listen in. Ms. Cays and Mr. Knight let Ms. Wittner know when and how she could access the meeting.

Mr. Knight said a couple of unique items will be discussed at upcoming Council meetings.

Vice Chair Wood asked how he could submit a petition to Council for the next regular meeting. Mr. Knight informed him of the process now that the meetings are being held online.

**Item 10: Adjourn**

**Motion to Adjourn at 6:32 p.m.**

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

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Tyler Christensen, Design Review Board Chair

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Rosa Cays, Deputy Clerk





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, November 2, 2020

**ITEM 4:** Design Review for a metal cornice  
**Location:** 136 Main Street  
**Applicant/Owner:** Mary Wills and Sally Dryer  
**ZONE:** C-1  
**APN:** 401-06-007  
**Recommendation:** Approve  
**Prepared by:** John Knight, Zoning Administrator  
**Resolution:** DRB Resolution 2020-28

**Background and Summary:** The applicants request preliminary and final design reviews to install a new metal cornice on an existing building (where Nellie Bly is located).

**Discussion:** The applicants' proposal includes the addition of a metal cornice at the top of the parapet wall. The cornice will be painted to give it an aged look. The intent is to help restore the historical look and character of the building. The applicant has included historical photos from the Jerome Historical Society (see attached).

**Ordinance Compliance:** The Design Review Board (DRB) shall review the applicants' proposal for compliance with the code sections noted below.

### Section 304.F.1. Review Procedures and Criteria

1. *The Design Review Board shall review a submitted application for design approval for all new construction and/or installation of Accessory Features. In doing so, both the Design Review Board and the applicant shall use photographs, lithographs and the like of Jerome, to support their findings. If photographs, etc., are unavailable, then the determination or finding shall be based on the works of a recognized historic preservation authority; such as, but not limited to, textbooks or architect/historian. Each of the following criteria must be satisfied before an application can be approved.*
  - h. *ARCHITECTURAL DETAILS – Doors, windows, eaves, **cornices**, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.*

**Response:** The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding architectural features and details. The applicants' proposal appears to meet these criteria.

## **Section 304.F.2. Review Procedures and Criteria**

*2. The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*

- a. ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.*
- b. ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
- c. COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*
- d. MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

**Response:** The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding architectural features and details. The applicants' proposal appears to meet these criteria through use of compatible colors and materials.

## **Section 304.F.5. Approval process**

*5. The Design Review Board shall have thirty (30) days from the date of submission of a complete application to review the request and approve, conditionally approve, or reject, said request and notify the applicant of his decision in writing. If, however, the Design Review Board wishes to hold a public hearing on the request, the Board shall fix a reasonable time for such hearing, but not more than forty-five (45) days from the date of submission of a complete application. Prior to holding a public hearing, a Neighborhood Meeting may be required in accordance with Section 306 of this Zoning Ordinance. The Design Review Board shall give notice of the hearing at which the application will be considered by publication of notice in the official newspaper of the Town and by posting the property affected not less than, fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered. In such case, the Design Review Board shall render its decision within fifteen (15) days after the public hearing.*

**Response:** The DRB has the authority to approve or conditionally approve the applicants' request. To ensure compliance with the criteria identified in Sections 304.F.1. and 304.F.2, the DRB may include additional conditions.

**Recommendation:** The zoning administrator recommends that the DRB approve the attached resolution with the conditions included.

### **Attachments:**

- DRB Resolution 2020-28
- Application and supplemental information





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943

## **DRB Resolution 2020-28** **Approving Design Review for a metal cornice**

WHEREAS, the Town of Jerome has received an application from Mary Wills and Sally Dryer for preliminary and final design review approvals to install a metal cornice on an existing building at 136 Main Street (where Nellie Bly is located, APN 401-06-007); and

WHEREAS, the property is in the C-1 zoning district; and

WHEREAS, the Design Review Board has determined that a public hearing is not necessary under Zoning Ordinance Section 304.F.5.; and

WHEREAS, the Design Review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and to its designation as a National Historic Landmark, and

WHEREAS, the Design Review Board has carefully reviewed the applicants' proposal and finds that the applicable criteria have been satisfied:

1. Material, texture and color – The materials, texture, and color of the facade of a building or structure shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.
2. Architectural details – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.
3. Architectural features and details - Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
4. Color – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.
5. Materials and texture - The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary and final design for 136 Main Street is hereby approved, subject to the following conditions:

1. **Expiration of Approval** – this approval shall become null and void if a building permit is not issued within six (6) months of final Design Review Board approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

## DRB RESOLUTION NO. 2020-28

2. **Appeal** – Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review all decisions of the Design Review Board.

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 2nd day of November 2020.

ATTEST:

APPROVED:

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Rosa Cays, Deputy Town Clerk

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Tyler Christensen, Chair



File #:

Town Use

**TOWN OF JEROME, ARIZONA**600 Clark Street, P.O. Box 335, Jerome, AZ 86331  
(928) 634-7943**General Land Use Application – Check all that apply**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200  | <input type="checkbox"/> Signage/Awning \$50                 | <input type="checkbox"/> Paint/Roofing \$0                  |
| <input type="checkbox"/> Time Extension \$0     | <input type="checkbox"/> Other: _____                        | <input type="checkbox"/> Other: _____                       |

*Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.*

Applicant: <u>MARY WILKS &amp; SALLY DRYER</u>	Owner: <u>MARY WILKS &amp; SALLY DRYER</u>
Applicant address: <u>713 Main St.</u>	Owner Mailing Address:
<u>Jerome, AZ 86331</u>	<u>P.O. Box 11, Jerome, AZ 86331</u>
Applicant role/title: <u>owners</u>	
Applicant phone: <u>928 634-0255 928 301-7797</u>	Owner phone: <u>928 301-7797</u>
Applicant email: <u>mail@nhscapes.com</u>	Owner email: <u>mail@nhscapes.com</u>
Project address: <u>136 Main St.</u>	Parcel number: <u>401-06-007</u>
Describe project: <u>Construction and installation of a metal decorative strip</u> <u>47' X 20" - replication the original detail on the upper</u> <u>facade of the historical SULLIVAN HOTEL BUILDING.</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Mary Wilks Date: 10.4.20Owner Signature: Mary Wilks Date: 10.4.20**For Town Use Only**

Received from: \_\_\_\_\_ Date: \_\_\_\_\_

Received the sum of \$ \_\_\_\_\_ as: ☐ Check No. \_\_\_\_\_ ☐ Cash ☐ Credit Card

By: \_\_\_\_\_ For: \_\_\_\_\_

Tentative Meeting Date/s - DRB: \_\_\_\_\_ P&amp;Z: \_\_\_\_\_



EXISTING "NELLIE  
BLY" SIGNAGE

NEW METAL CORNICE - PAINTED

NEW METAL CAP FLASHING -  
PAINT TO MATCH CORNICE

EXISTING DECORATIVE  
MASONRY

EXISTING AWNING

EXISTING "NELLIE  
BLY" SIGNAGE

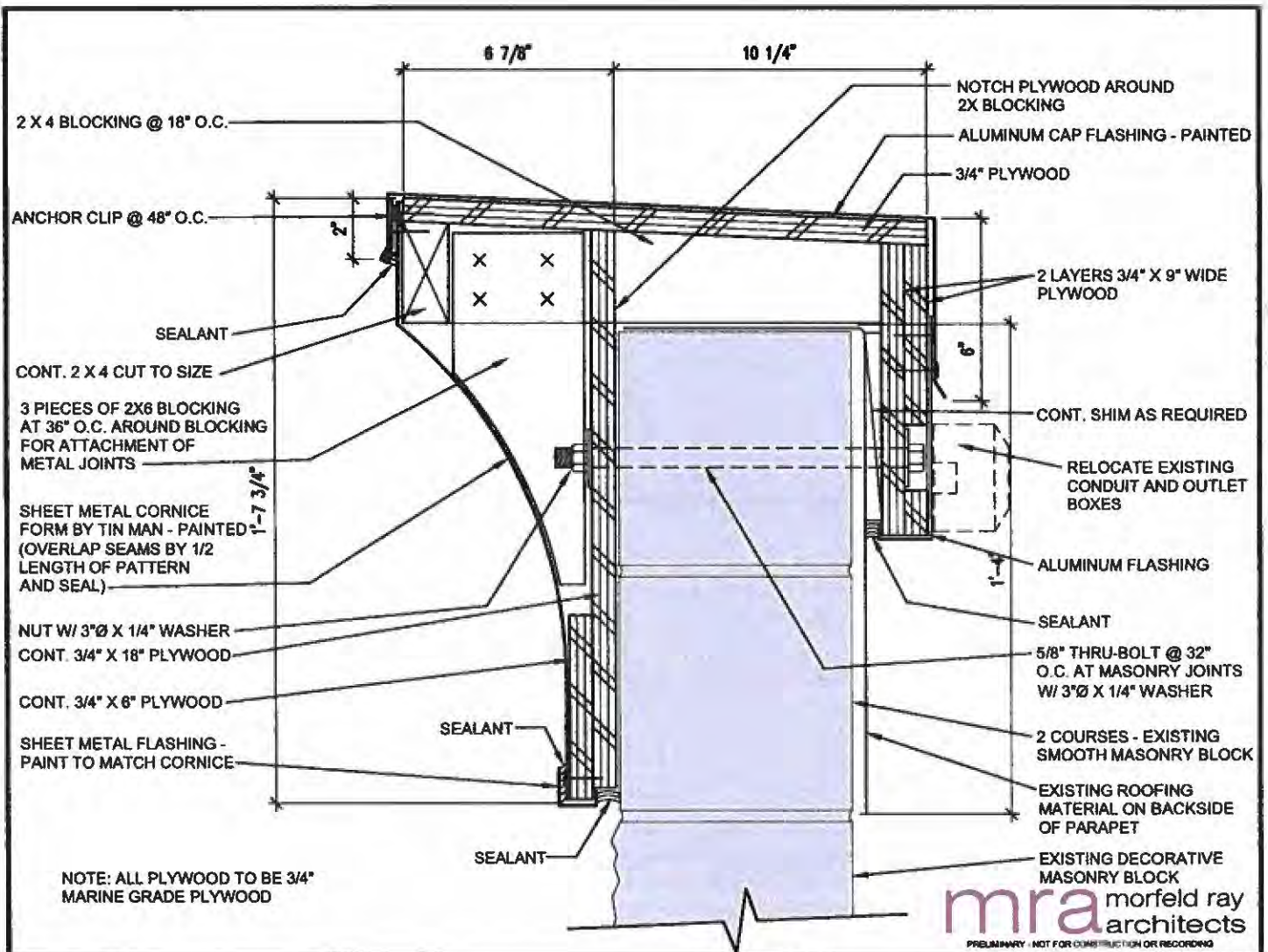
FINISH SIDEWALK  
GRADE

**FRONT ELEVATION - SULLIVAN HOTEL BUILDING**



**mra** morfeld ray  
architects





From: **Nellie Bly Kaleidoscopes** mail@nbscopes.com  
Subject: **Nellie Bly finish suggestion**  
Date: **September 22, 2020 at 5:04 PM**  
To: **Mike Morfeld** mike@morfeldray.com









From: **larry kubeczka** lakub65@gmail.com  
Subject:  
Date: **August 25, 2020 at 12:08 PM**  
To: mail@nbscopes.com

TINMAN.COM  
4' sections x 18"









From: **Mike Morfeld** [mike@morfeldray.com](mailto:mike@morfeldray.com)  
Subject: **items for P&Z package**  
Date: **October 4, 2020 at 4:54 PM**  
To: [mail@nbscopes.com](mailto:mail@nbscopes.com)

Mary,

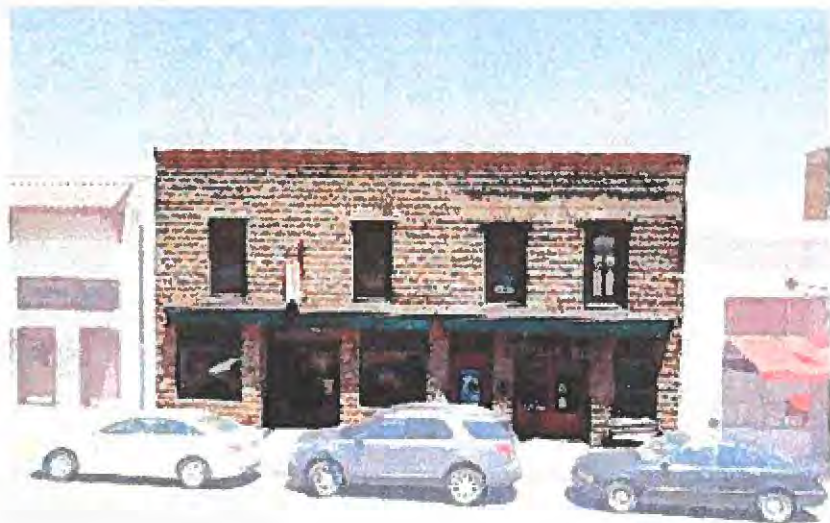
Attached are 3 PDFs for the P&Z PDF package. These are based on the checklist from the town and info I would anticipate the P&Z people would want to see.

They are a PDF copy of the info on the big board, a drawing of the front elevation of the building and a detail of how the cornice will be assembled.

I will also send copies of the photos of the roof parapet you took in another email as they are large.

• **mike morfeld, a.i.a.**  
morfeld ray architects  
2727 west baseline suite six tempe arizona 85283  
p 602.437.1100 f 602.437.2215 c 602.714.3567  
[mike@morfeldray.com](mailto:mike@morfeldray.com)

**P** Please do not print this e-mail unless necessary

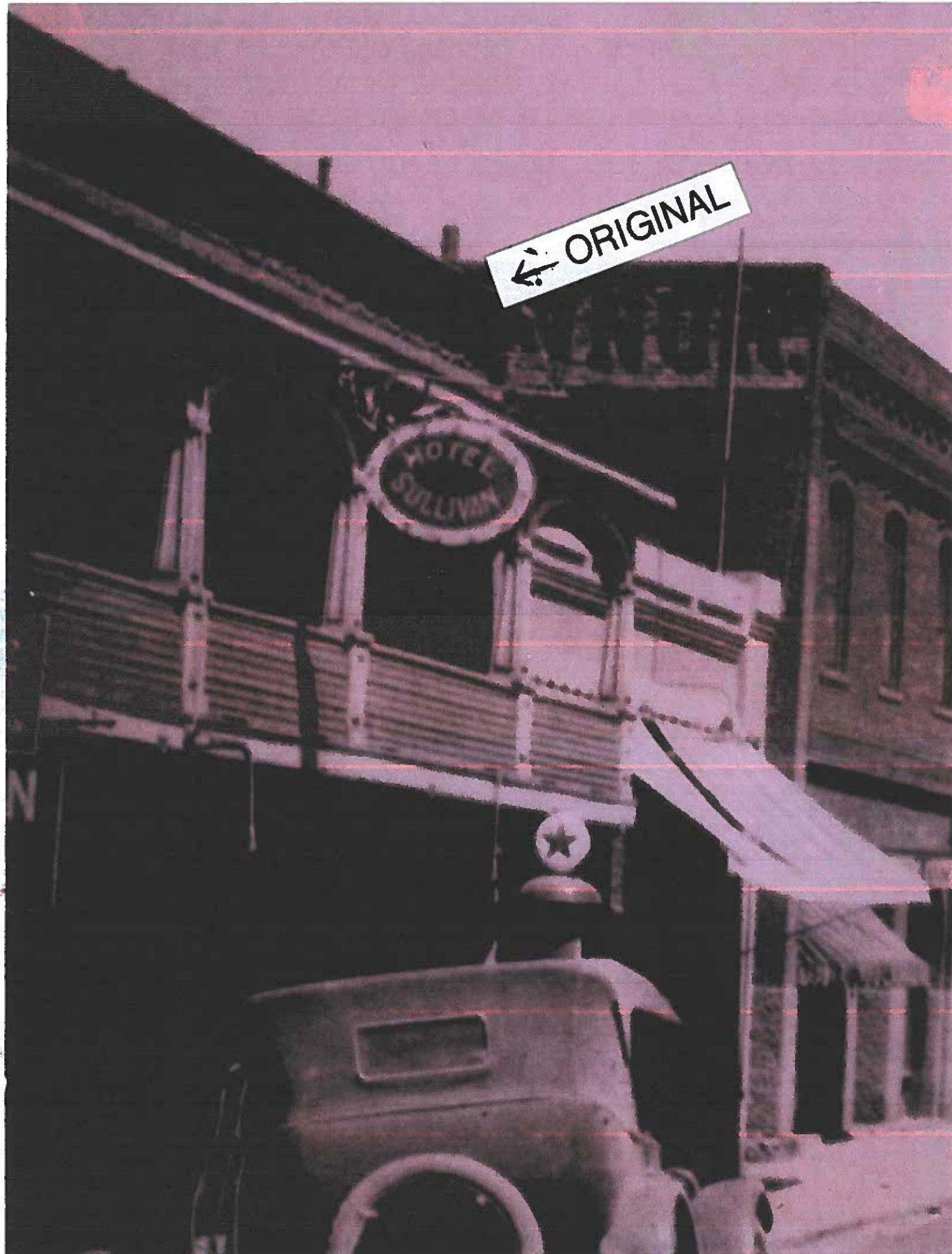


**NELLIE BLY - PROPOSED ELEVATION**

**mra** morfeld ray  
architects

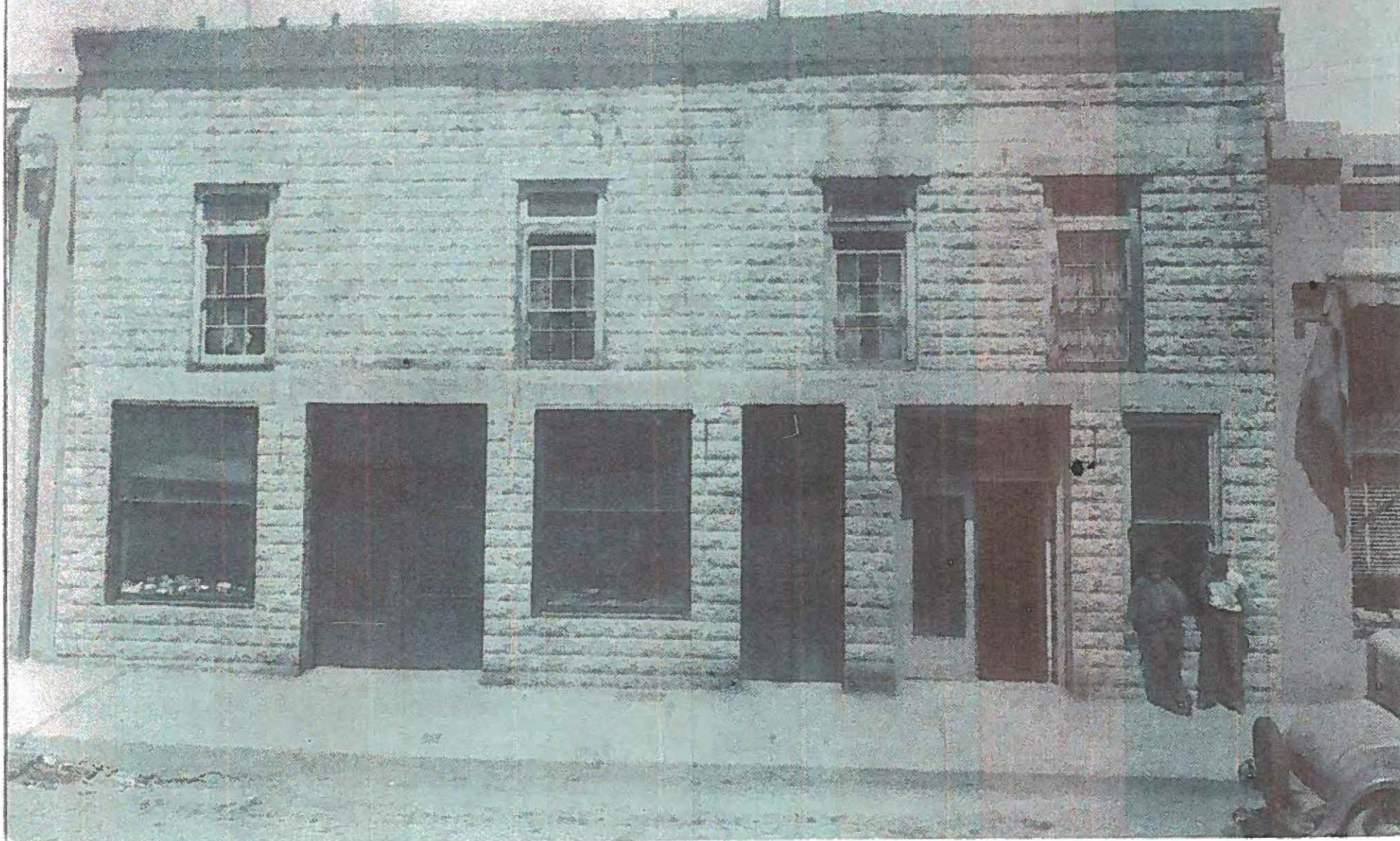


← ORIGINAL





J-90-121-12





## Jerome Historical Society

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**From:** "William Collins" <wcollins@pr.state.az.us>  
**To:** <jeromehs@cybertrails.com>  
**Sent:** Friday, April 22, 2005 10:06 AM  
**Attach:** Sullivan Hotel Photo.jpg  
**Subject:** Sullivan Hotel Photo

Attached is the photo from the 1981 inventory form.

William Collins



4/22/2005



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, November 2, 2020

**ITEM 5:** Design Review for a two-rail pipe fence  
**Location:** 200 Hill Street  
**Applicant/Owner:** Larry A. Altherr  
**ZONE:** C-1  
**APN:** 401-07-166L and 169B  
**Recommendation:** Approve  
**Prepared by:** John Knight, Zoning Administrator  
**Resolution:** DRB Resolution 2020-29

**Background and Summary:** Applicant requests preliminary and final design reviews for construction of a new two-rail pipe fence along Hill Street from the Grand Hotel to the overflow ditch.

**Discussion:** The applicant's proposal includes construction of a rail fence in front of the Grand Hotel down Hill Street. The fence will be painted to black to match the existing rail fence already in front of the hotel. The lower portion of the fence will be painted silver to match the existing pipe rail fence (see attached photos for more detail). The new fence will begin where the existing belt fence is located. The fence is intended to address pedestrian safety and better mark the edge of the roadway for vehicles.

**Ordinance Compliance:** The Design Review Board shall review the applicant's proposal for compliance with the code sections noted below.

### Section 304.F.1. Review Procedures and Criteria

1. *The Design Review Board shall review a submitted application for design approval for all new construction and/or installation of Accessory Features. In doing so, both the Design Review Board and the applicant shall use photographs, lithographs and the like of Jerome, to support their findings. If photographs, etc., are unavailable, then the determination or finding shall be based on the works of a recognized historic preservation authority; such as, but not limited to, textbooks or architect/historian. Each of the following criteria must be satisfied before an application can be approved.*
  - a. *PROPORTION – The relationship of the width of building or structure to its height shall be visually compatible to buildings, structures and places to which it is visually related*
  - b. *OPENINGS – The relationship of the width of the windows and doors, to height of windows and doors in a building shall be visually compatible with buildings, structures, and places to which the building is visually related.*
  - c. *PATTERN – The relationship of solids to voids in the facade of a building or structure shall be visually compatible with buildings, structures and places to which it is visually related.*

- d. *SPACING* – The relationship of buildings or structure to the open space between it and adjoining buildings shall be visually compatible to the buildings, structures, and places to which it is visually related.
- e. *ENTRANCES, PORCHES, DECKS AND PROJECTIONS* – The height, projection, supports, and relationship to streets and sidewalks, of entrances, porches, decks, awnings, canopies, and balconies of a building shall be visually compatible to the buildings, structures, and places to which it is visually related
- f. *MATERIALS, TEXTURE AND COLOR* – The materials, texture and color of the facade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.
- g. *ROOFS* – The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
- h. *ARCHITECTURAL DETAILS* – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.
- i. *ACCESSORY BUILDINGS* - Garages, carports and sheds shall be visually compatible with buildings, structures and places to which they are visually related.
- j. *ACCESSORY FEATURES* – **Fences**, walkways, decks, stairways, lighting, antenna and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.
- k. *LANDSCAPING* – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.
- l. *SCREENING* – The proposed addition, alteration or other changes shall be screened with appropriate materials and in an appropriate design so as to be visually compatible with related properties, when, in the opinion of the Design Review Board, all other means of assuring visual compatibility are not reasonably possible.
- m. *SOLAR INSTALLATIONS* – Refer to “Solar Energy System Design Guidelines” approved by the Town Council in June 2015, utilizing best practices for installing solar on historical buildings as recommended by the Department of the Interior. These Guidelines are available at Jerome Town Hall, the Jerome Library and on the Town of Jerome website.

**Response:** The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding architectural features and details. The applicant's proposal appears to meet these criteria through use of compatible colors and materials.

## **Section 304.F.2. Review Procedures and Criteria**

- 2. *The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*
  - a. *ARCHITECTURAL FEATURES AND DETAILS* – Original porches, decks, balconies, canopies, doors, windows, walls, **fences**, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible.



*Necessary replacement of these features should be as near as possible to the original feature in design and material.*

- b. ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
- c. COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*
- d. MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

**Response:** The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding architectural features and details. The applicant's proposal appears to meet these criteria through use of compatible colors and materials.

#### **Section 304.F.5. Approval process**

*5. The Design Review Board shall have thirty (30) days from the date of submission of a complete application to review the request and approve, conditionally approve, or reject, said request, and notify the applicant of his decision in writing. If, however, the Design Review Board wishes to hold a public hearing on the request, the Board shall fix a reasonable time for such hearing, but not more than forty-five (45) days from the date of submission of a complete application. Prior to holding a public hearing, a Neighborhood Meeting may be required in accordance with Section 306 of this Zoning Ordinance. The Design Review Board shall give notice of the hearing at which the application will be considered by publication of notice in the official newspaper of the Town and by posting the property affected not less than, fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered. In such case, the Design Review Board shall render its decision within fifteen (15) days after the public hearing.*

**Response:** The DRB has the authority to approve or conditionally approve the applicant's request. To ensure compliance with the criteria identified in Sections 304.F.1. and 304.F.2, the DRB may include additional conditions.

**Recommendation:** The zoning administrator recommends that the DRB approve the attached resolution with the conditions included.

#### **Attachments:**

- DRB Resolution 2020-29
- Application and supplemental information





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943

## **DRB Resolution 2020-29** **Approving Design Review for a two-rail pipe fence**

WHEREAS, the Town of Jerome has received an application from Larry A. Altherr for preliminary and final design review approvals to construct a new two-rail pipe fence along 200 Hill Street, from the Grand Hotel to just before the overflow ditch (APNs 401-07-166L and 169B); and

WHEREAS, the property is in the C-1 zoning district; and

WHEREAS, the Design Review Board has determined that a public hearing is not necessary under Zoning Ordinance Section 304.F.5.; and

WHEREAS, the Design Review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and to its designation as a National Historic Landmark, and

WHEREAS, the Design Review Board has carefully reviewed the applicant's proposal and finds that the applicable criteria have been satisfied:

1. Proportion – The relationship of the width of building or structure to its height shall be visually compatible to buildings, structures, and places to which it is visually related.
2. Openings – The relationship of the width of the windows and doors, to height of windows and doors in a building shall be visually compatible with buildings, structures, and places to which the building is visually related.
3. Pattern – The relationship of solids to voids in the facade of a building or structure shall be visually compatible with buildings, structures, and places to which it is visually related.
4. Spacing – The relationship of buildings or structure to the open space between it and adjoining buildings shall be visually compatible to the buildings, structures, and places to which it is visually related.
5. Entrances, porches, decks, and projections – The height, projection, supports, and relationship to streets and sidewalks, of entrances, porches, decks, awnings, canopies, and balconies of a building shall be visually compatible to the buildings, structures, and places to which it is visually related.
6. Material, texture and color – The materials, texture, and color of the facade of a building or structure shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.
7. Roofs – The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
8. Architectural details – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.
9. Accessory buildings - Garages, carports, and sheds shall be visually compatible with buildings, structures, and places to which they are visually related.
10. Accessory features – Fences, walkways, decks, stairways, lighting, antenna, and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.

## DRB RESOLUTION NO. 2020-29

11. Landscaping – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.
12. Screening – The proposed addition, alteration, or other changes shall be screened with appropriate materials and in an appropriate design so as to be visually compatible with related properties, when, in the opinion of the Design Review Board, all other means of assuring visual compatibility are not reasonably possible.
13. Solar installations – Refer to “Solar Energy System Design Guidelines” approved by the Town Council in June 2015, utilizing best practices for installing solar on historical buildings as recommended by the Department of the Interior. These guidelines are available at Jerome Town Hall, the Jerome Library, and the Town of Jerome website.
14. Architectural features and details - Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
15. Roofs – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.
16. Color – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.
17. Materials and texture - The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary and final design for 200 Hill Street is hereby approved, subject to the following conditions:

1. **Expiration of Approval** – this approval shall become null and void if a building permit is not issued within six (6) months of final Design Review Board approval of this application. If necessary, the applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.
2. **Appeal** – Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review all decisions of the Design Review Board.

**DRB RESOLUTION NO. 2020-29**

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 2nd day of November 2020.

ATTEST:

APPROVED:

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Rosa Cays, Deputy Town Clerk

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Tyler Christensen, Chair





File #: \_\_\_\_\_

Town Use

**TOWN OF JEROME, ARIZONA**  
600 Clark Street, P.O. Box 335, Jerome, AZ 86331  
(928) 634-7943

**General Land Use Application – Check all that apply**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200  | <input type="checkbox"/> Signage/Awning \$50                 | <input type="checkbox"/> Paint/Roofing \$0                  |
| <input type="checkbox"/> Time Extension \$0     | <input type="checkbox"/> Variance \$200                      | <input type="checkbox"/> Other: _____                       |

*Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.*

Applicant: Larry A. Altherr	Owner: Larry A. Altherr
Applicant address: 200 Hill Street, Jerome, Az 86331	Owner Mailing Address: PO Box H, Jerome, Az 86331
Applicant role/title: Owner	
Applicant phone: (928) 202-6126	Owner phone: (928) 202-6126
Applicant email: altherr1950@yahoo.com	Owner email: altherr1950@yahoo.com
Project address: 200 Hill Street, Jerome, Az 86331	Parcel number: 401-07-166L & 401-07-169B
Describe project: Install 2 rail pipe fence in front of Hotel to continue down Hill Street and end just before the overflow ditch. Rail fence to be painted black to match existing rail in front of hotel. Rail fence to be painted silver down Hill Street to match other rail fences in Jerome. Rail fence is to address pedestrian safety and better mark edge of roadway for vehicles.	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: *Larry Altherr* Date: 10/14/2020

<b>For Town Use Only</b>	
Received from: _____	Date: _____
Received the sum of \$ _____ as: <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: _____	For: _____
Tentative Meeting Date/s - DRB: _____ P&Z: _____	

E-mail completed forms and application information to: John Knight, Zoning Administrator [j.knight@jerome.az.gov](mailto:j.knight@jerome.az.gov)





# Jerome Grand Hotel

October 12, 2020

To: John Knight, Zoning Administrator for Design and Review Board

Proposal: Pipe rail fence for Jerome Grand Hotel.

The fence will be a 2 pipe rail fence similar to many found on many sidewalks in Jerome. Some of the original fence pipe salvaged from the 300 foot level will also be used in the new fence.

Contractor: Red Rock Fence Co. ROC # 316288 - contact Charles West

Materials: 2 3/8" schedule 40 round pipe and salvaged pipe from 300 level. Set in concrete and welded.

Paint: The railing around the front of the Hotel will be painted a gloss black to match the original low guard rail and lamp posts. The balance of the rail fence will be painted silver matching most rail fences in town.

Dimensions: Fence height approx. 40". Total length of fence is 573 feet.

Cost: \$13,556.48



Post Office Box H  
200 Hill Street  
Jerome, Arizona 86331

Web Site:  
[www.jeromegrandhotel.com](http://www.jeromegrandhotel.com)

Phone: (928) 634-8200  
or (888) 817-6788  
Fax: (928) 639-0299

## Photo Index

#1 and #2 Photos: Show the original 2 pipe rail fence in front of the Clubhouse property on Hill Street. The new fence will match this fence as well as a lot of others in Town. Photo #2 shows where the pipe rail fence ends and transitions to a “belt” fence. The “belt” fence ends just above the Town overflow ditch and the new fence will start.

#3 Photo: An aerial view of Jerome Grand Hotel and Hill Street with location of new pipe rail fence. The new fence will be directly behind and attached to the original guard rail which also supports the lamp posts. This section of new fence will be painted black to match the guard rail and lamp posts. From Lower Giroux St. down, the new fence will be painted silver to match other pipe rail fences.

#4 Photo: Shows where new fence ends in front of Hotel and begins going down Hill Street.

#5 and # 6 Photos: Shows location of new fence going down Hill Street

#7 Photo: Shows where new fence ends and transitions to old “belt” fence and location of Town overflow ditch.

#8 Photo: Shows original guard rail with integrated lamp posts in front of Hotel Lobby.

#9 Exhibit shows locations of Hotel and Parking parcels.



Photo 1, shows original two pipe rail fence in front of Clubhouse building on Hill Street.

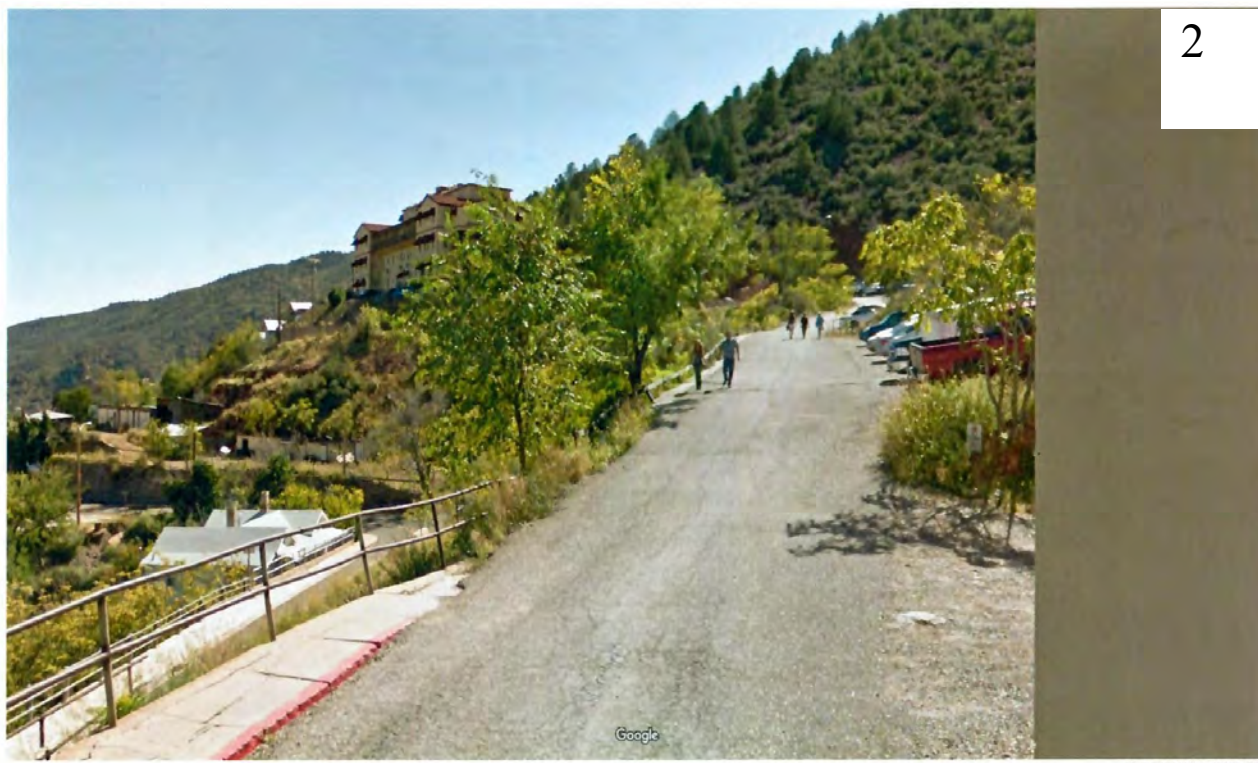


Photo 2, shows the end of the pipe rail fence just past the Clubhouse. A “belt” type fence is used from that point to just past the overflow ditch.





Photo 3 shows site plan of entire 573 feet of fence. Fence will be secured to original guard rail around the front of the Hotel and painted black to match.



Photo 4 shows where fence will stop (15 feet from fire hydrant), and start again on opposite side of Lower Giroux St.

Fence will be painted silver from here and on down Hill Street.





Photo 5 shows pipe rail fence continuing down Hill Street to end just before the overflow ditch. Fence will be located as close to the edge as possible to allow for a future sidewalk when possible.



Photo 6, shows the fence stops just before the overflow ditch near where the “belt” fence ends.





Photo 7, shows where “belt” fence ends and new fence begins.  
Town overflow ditch.



Original black guard rail in front of Hotel with lamp posts. New fence will be directly behind the guard rail and painted black to match.

The two parcels above show the Hotel parcel and parking parcel. The area between is an easement provided by the mine.







# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
OFFICE (928) 634-7943

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, November 2, 2020

**ITEM 6:** Design Review for new signage  
**Location:** 420 Hull Avenue – Mimi (formerly Lola)  
**Applicants/Owners:** Michelle (Mimi) Romberger and Charles (Chuck) Romberger  
**ZONE:** C-1  
**APN:** 401-06-078C  
**Recommendation:** Approve  
**Prepared by:** John Knight, Zoning Administrator  
**Resolution:** DRB Reso. 2020-30

**Summary:** The applicants request approval to repaint the existing hanging sign to change the business name to Mimi. This is a new business that is replacing Lola. The sign is 24 by 18 inches and is constructed of wood. The applicant is not proposing any window signage at this time.

**Ordinance Compliance:** The Design Review Board (DRB) shall review the applicants' proposal for compliance with the code sections noted below.

**Section 304.F.4. Review Procedures and Criteria:** *The Design Review Board shall review a submitted application for Design Approval of Signs and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*

- a. *MATERIALS – Signs made of wood are preferred.*
- b. *LETTERING – Lettering and symbols on signs should be routed, applied, or painted.*
- c. *COLORS – Colors of a sign shall be visually compatible to the colors of buildings, structures, and signs to which the sign is visually related.*
- d. *EXCEPTIONS – The Design Review Board may waive the requirements of this Section and Section 507 in order to allow the preservation or restoration of signs or commercial graphics which are determined to be of historical significance or of particular interest.*

**Response:** The Design Review Board shall review the application for compliance with the above-referenced criteria and refer to the specific criteria regarding architectural features and details.

**Section 509.G. Signs in Commercial and Industrial Zones:**

1. *No more than two (2) signs are permitted for any one business except that a business having frontage on and physical access from two (2) or more streets will be allowed a total of three (3) signs.*
2. *The area of any single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.*
3. *No sign shall extend above the roof of the building to which it is attached.*
4. *The bottom of any projecting sign shall be no lower than eight (8) feet above the ground directly below it.*
5. *No part of any projecting or freestanding sign may project over any roadway.*

**Response:** The applicants' proposal meets the above code requirements; please refer to table below.

Standard	Allowed	Proposed	Notes
Number of signs	2 max.	1 sign	Meets standard
Max. square footage	16 square feet each	Less than three (3) square feet	Meets standard
May not extend above roof line	Up to roof line	Sign is below the roof line	Meets standard
Height above sidewalk/ground	8 feet minimum	Approximately 10 feet	Meets standard

**Section 509.E.7. Regulations applicable to signs in all zones**

7. *Lighting shall be directed at the sign from an external incandescent light source and shall be installed so as to avoid any glare or reflection into any adjacent property, or onto a street or alley so as to create a traffic hazard. These restrictions shall apply to internally lighted signs, which may be allowed if constructed of metal or wood. No internally lit signs that are constructed of acrylic or plastic are allowed. No sign that flashes or blinks shall be permitted outside. No visible bulbs, neon tubing, or luminous paint, shall be permitted as part of any sign.*

**Response:** The applicant does not intend to provide lighting for the sign.

**Recommendation:** The zoning administrator recommends that the DRB approve the resolution with the conditions included.

**Attachments:**

- DRB Resolution 2020-30
- Application and supplemental information



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

## DRB RESOLUTION NO. 2020-30 APPROVING PROPOSED SIGNAGE

WHEREAS, the Town of Jerome has received an application from Michelle (Mimi) Romberger and Charles (Chuck) Romberger for preliminary and final design review for new signage at 420 Hull Avenue for Mimi (APN 401-06-078C); and

WHEREAS, the property is in the C-1 zoning district; and

WHEREAS, the design review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and to its designation as a National Historic Landmark; and

WHEREAS, the Design Review Board has carefully reviewed the applicants' proposal and finds that the proposal satisfies the following criteria:

- a. Materials – Signs made of wood are preferred.
- b. Lettering – Lettering and symbols on signs should be routed, applied, or painted on the surface of the signage material.
- c. Colors - Colors of a sign shall be visually compatible to the colors of buildings, structures, and signs to which the sign is visually related.
- d. Exceptions – The Design Review Board may waive the requirements of Section 509 and Section 507 to allow the preservation or restoration of signs or commercial graphics determined to be of historical significance or of particular interest.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the request for signage is hereby approved, subject to the following conditions:

1. **Expiration of Approval** - This approval shall become null and void if a building permit is not issued or work has not begun within six (6) months of final Design Review Board approval of this application. If necessary, the applicant may request an extension by the approval body if the extension is submitted prior to approval expiration.
2. **Appeal** - Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review all decisions of the Design Review Board.

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 2nd day of November 2020.

ATTEST:

APPROVED:

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Rosa Cays, Deputy Town Clerk

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Tyler Christensen, Chair





**TOWN OF JEROME, ARIZONA**  
600 Clark Street, P.O. Box 335, Jerome, AZ 86331  
(928) 634-7943

File #:

Town Use

**General Land Use Application – Check all that apply**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200       | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200  | <input checked="" type="checkbox"/> Signage/Awning \$50 | <input type="checkbox"/> Paint/Roofing \$0                  |
| <input type="checkbox"/> Time Extension \$0     | <input type="checkbox"/> Variance \$200                 | <input type="checkbox"/> Other: _____                       |

*Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.*

Applicant: Michelle Romberger	Owner: Michelle and Charles Romberger
Applicant address: 420 Hull Ave Jerome AZ 86331	Owner Mailing Address: PO Box 401
Applicant role/title: Owner	
Applicant phone: 916-235-6502	Owner phone: 916-235-6502
Applicant email: mimi.romberger@gmail.com	Owner email: mimi.romberger@gmail.com
Project address: 420 Hull Ave	Parcel number: ?
Describe project: Change sign from Lola to MIMI	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

09/10/2020

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

09/10/2020

Received from: <u>Chuck Romberger</u>		Date: <u>10/7/20</u>	
Received the sum of \$ <u>50.00</u>	as: <input checked="" type="checkbox"/> Check No. <u>1323</u>	<input type="checkbox"/> Cash	<input type="checkbox"/> Credit Card
By: <u>KM</u>	For: <u>DRB</u>		
Tentative Meeting Date/s - DRB: <u>11/2/20</u>		P&Z: _____	

E-mail completed forms and application information to: John Knight, Zoning Administrator [j.knight@jerome.az.gov](mailto:j.knight@jerome.az.gov)





# Signage Modification Project to New Business Name

Modification to existing business store front '*Lola*' sign  
to new store front business name '*Mimi*'.

420 Hull Avenue, Jerome, AZ  
Charles (Chuck) and Michelle (Mimi) Romberger

October 20th, 2020



Existing signage.



New Business Name.



## Project:

Modification to existing business store front '*Lola*' sign to new store front business name '*Mimi*'.

### *Business Location:*

420 Hull Avenue, Jerome, AZ

### *Business Owners:*

Charles (Chuck) and Michelle (Mimi) Romberger

*Address:* 420 Hull Avenue, Jerome, AZ  
916 235-6502

## Project details:

Payment and Application for business name/ signage. change, logged in to town system. John Knight.

Project details document preparation for the November ORB meeting.

## Additional information:

*Will use the existing street front hanging business sign, prep, paint and modify to retain the original 'look and feel' of the current sign.*

Current existing signage.



Looking towards House of Joy.



Looking towards Jerome Ghost Pepper Co.

1. Match signs existing background color to block out old font (lola...)
2. Match old (lola...) font color- paint new Mimi logo.

Both will be prepped and painted with a custom matched exterior acrylic enamel paint product.

## Final modified new Name proposed, look and feel.



Looking towards House of Joy.



Looking towards Jerome Ghost Pepper Co.



Mimi- Open Studio and Gallery- 420 Hull Avenue, Jerome AZ





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, November 2, 2020

**ITEM 7:** Design Review for painting  
**Location:** 123 Beale Street  
**Applicant/Owner:** Candace and Michael Gallagher  
**ZONE:** AR  
**APN:** 401-06-111D  
**Recommendation:** Approve  
**Prepared by:** John Knight, Zoning Administrator  
**Resolution:** DRB Resolution 2020-31

**Background and Summary:** Applicants' request preliminary and final design reviews to change the paint color of their house and garage.

**Discussion:** The applicants' proposal includes repainting the base color of the house gray with copper trim on the fascia and white trim on the windows (see attached photos and paint samples). Note the home was constructed in 2001.

**Ordinance Compliance:** The Design Review Board shall review the applicants' proposal for compliance with the code sections noted below.

### Section 304.F.2. Review Procedures and Criteria

*2. The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*

- a. ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.*
- b. ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
- c. COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*
- d. MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

**Response:** The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding color. The applicants' proposal appears to meet these criteria through use of compatible colors.

#### **Section 304.F.5. Approval process**

*5. The Design Review Board shall have thirty (30) days from the date of submission of a complete application to review the request and approve, conditionally approve, or reject, said request, and notify the applicant of his decision in writing. If, however, the Design Review Board wishes to hold a public hearing on the request, the Board shall fix a reasonable time for such hearing, but not more than forty-five (45) days from the date of submission of a complete application. Prior to holding a public hearing, a Neighborhood Meeting may be required in accordance with Section 306 of this Zoning Ordinance. The Design Review Board shall give notice of the hearing at which the application will be considered by publication of notice in the official newspaper of the Town and by posting the property affected not less than, fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered. In such case, the Design Review Board shall render its decision within fifteen (15) days after the public hearing.*

**Response:** The DRB has the authority to approve or conditionally approve the applicants' request. To ensure compliance with the criteria identified in Section 304.F.2., the DRB may include additional conditions.

**Recommendation:** The zoning administrator recommends that the DRB approve the attached resolution with the conditions included.

#### **Attachments:**

- DRB Resolution 2020-31
- Application and supplemental information



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943

## **DRB Resolution 2020-31** **Approving Design Review for paint colors**

WHEREAS, the Town of Jerome has received an application from Candace and Michael Gallagher for preliminary and final design review approvals to repaint their house and garage a different color at 123 Beale Street (APNs 401-06-111D); and

WHEREAS, the property is in the AR zoning district; and

WHEREAS, the Design Review Board has determined that a public hearing is not necessary under Zoning Ordinance Section 304.F.5.; and

WHEREAS, the Design Review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and to its designation as a National Historic Landmark, and

WHEREAS, the Design Review Board has carefully reviewed the applicant's proposal and finds that the applicable criteria have been satisfied:

Color – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary and final design for paint colors for 123 Beale Street is hereby reapproved, subject to the following conditions:

1. **Expiration of Approval** – this approval shall become null and void if a building permit is not issued or work begun within six (6) months of final Design Review Board approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.
2. **Appeal** – Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review all decisions of the Design Review Board.



**DRB RESOLUTION NO. 2020-31**

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 2nd day of November 2020.

ATTEST:

APPROVED:

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Rosa Cays, Deputy Town Clerk

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Tyler Christensen, Chair



**TOWN OF JEROME, ARIZONA**  
600 Clark Street, P.O. Box 335, Jerome, AZ 86331  
(928) 634-7943

**General Land Use Application – Check all that apply**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200  | <input type="checkbox"/> Signage/Awning \$50      | <input checked="" type="checkbox"/> Paint/Roofing \$0       |
| <input type="checkbox"/> Time Extension \$0     | <input type="checkbox"/> Variance \$200           | <input type="checkbox"/> Other: _____                       |

*Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.*

Applicant: Candace & Michael Gallagher	Owner: Same
Applicant address: 123 Beale Street	Owner Mailing Address: PO Box 1208, Jerome, AZ 86331
Applicant role/title: Owner	
Applicant phone: 609-213-7616	Owner phone: Same
Applicant email: gallaghers123@gmail.com	Owner email: Same
Project address: 123 Beale Street	Parcel number: 401-06-111D
Describe project: Repaint house and garage. Current colors are sage green with orange trim.	
Will repaint to pale grey with white trim and copper brown fascia. See attached.	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

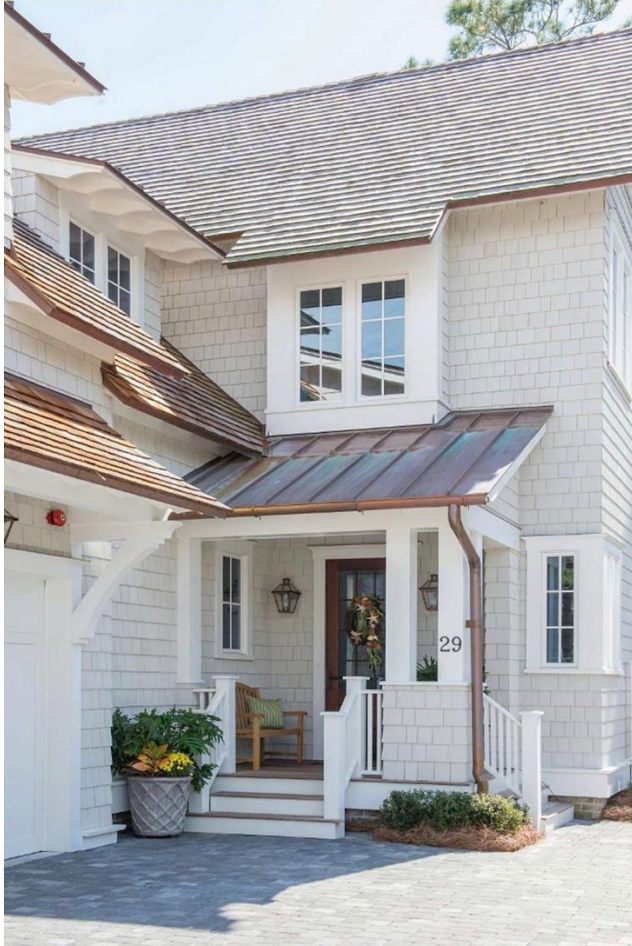
Applicant Signature: Candace B. Gallagher Date: 10/25/2020

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>For Town Use Only</b>	
Received from: _____	Date: _____
Received the sum of \$ _____ as: <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: _____	For: _____
Tentative Meeting Date/s - DRB: _____ P&Z: _____	

E-mail completed forms and application information to: John Knight, Zoning Administrator [j.knight@jerome.az.gov](mailto:j.knight@jerome.az.gov)





New colors



Current colors

SW 7015

**Repose Gray**

Interior / Exterior

Location Number: 244-C1



Main color

SW 6356

**Copper Mountain**

Interior / Exterior

Location Number: 125-C7



Fascia boards

White trim around windows as in picture





House elevations





Garage elevations





Neighbor to west (at top, barely visible)



Neighbor to east





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

OFFICE (928) 634-7943 FAX (928) 634-0715

## ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, November 2, 2020

**ITEM 8:** Discussion about changes in the field  
**Applicant/Owner:** Town of Jerome  
**Recommendation:** Discussion and possible direction to staff  
**Prepared by:** John Knight, Zoning Administrator

**Background and Discussion:** Staff would like input and possible direction from the Design Review Board regarding changes that sometimes occur between design review approval and building permit finalization. It's not unusual for contractors to make minor changes on projects either during the final design process or during the construction process. These changes are often a result of previously unknown features (like discovering a large buried rock or utility line) or sometimes a change in material availability. Typically, these changes do not adversely impact the design or alter code requirements (like height or setback standards).

From a planning perspective, the typical standard used when reviewing plans or projects in the field is that the project must be "substantially in conformance with what was approved." This leaves a bit of room for interpretation. In some cases, it may be appropriate for an applicant to return to the Design Review Board to approve the modifications. In other cases, it may be appropriate for staff to approve the changes administratively.

This issue came up recently on 538 School Street (the Bustrin property). The original approval included a metal set of stairs that curved at the bottom. Due to field conditions, the contractor was forced to change the design and replace the curved portion of the stairs with an angle. This change is relatively minor, but it is different than what was originally approved by the board. Should this type of change be handled administratively by staff or should it return to the board for a revision?

It would be helpful to staff to have some preliminary discussion on this matter and, if necessary, provide direction.

**Recommendation:** The zoning administrator recommends that the DRB discuss the issue and provide direction if necessary.