



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

MINUTES

6:00 (0:14) 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, Danny Smith, and Carol Wittner. Zoning Administrator John Knight was also present.

6:00 (0:41) Item 2: Petitions from the public – There were no petitions from the public.

6:00 (0:55) Item 3: Approval of Minutes: Minutes of the regular meeting of October 5, 2020

Mr. Smith abstained from the vote as he was not in attendance at the October 5 meeting.

Motion to Approve the Minutes of the Regular Meeting of October 5, 2020

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

Continued Items/Old Business: None

New Business:

6:01 (1:52) Item 4: Design Review for a metal cornice

Applicants: Mary Wills and Sally Dryer

Address: 136 Main Street

Zone: C-1

Owner of record: Mary Wills and Sally Dryer

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

Chair Christensen introduced the item and Mr. Knight read from his staff report. He said the applicants were interested in dressing up the building with a metal cornice, replicating the original as close as possible.

6:03 (3:12) Mary Wills spoke about their plans and their desire to reconstruct the original look of the building based on historic photos.

(4:24) Mike Morfeld, the designer, also joined the meeting and spoke about the cornice and the photo Ms. Wills had found in the Jerome Historical Society archives. He said work needed to be done to the building to make sure everything is attached properly and that they're working with an engineer and an architect. Mr. Morfeld said old photos show the cornice has been gone for quite some time.

Motion to Approve Resolution 2020-28

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

6:07 (7:21) Item 5: Design Review for a two-rail pipe fence

Applicant: Larry A. Altherr

Address: 200 Hill Street

Zone: C-1

Owner of record: Larry Altherr

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

Audio issues slightly delayed discussion. Mr. Knight described the project as a two-rail pipe fence that would also serve as a safety rail along Hill Street toward the Grand Hotel. He pointed out that sections in photos included in the agenda packet show where it would connect to the existing belt fence (side note: Chair Christensen said he had heard, though not verified, that the belt fences were originally used for the mine shafts and that the

braided of the belt originated in Jerome). Mr. Knight said this pipe fencing is common in town and that Mr. Altherr would like to add a sidewalk at some point in the future.

Chair Christensen said he liked the project, especially the safety measure. Ms. Wittner agreed.

(11:53) Mr. Altherr introduced himself as the owner of the Grand Hotel and said several insurance companies had advised him to construct a railing in front of the hotel. Because people walk up and down Hill Street, Mr. Altherr decided it would be best to extend the fencing down Hill Street.

Mr. Christensen asked about the color of the railing. Mr. Altherr said it would be matched to the black by the hotel and be silver in color along Hill Street (and likely eventually rust).

Motion to Approve Resolution 2020-29

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

6:14 (14:04) Item 6: Design Review for a new sign

Applicant: Michelle Romberger

Address: 420 Hull Avenue

Zone: C-1

Owner of record: Charles and Michelle Romberger

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

Mr. Knight said the applicant is changing the name of the retail store from Lola to Mimi.

(15:01) Michelle “Mimi” Romberger introduced herself. She said she had decided to change the name from Lola to Mimi with encouragement from friends and talked about her plan to stay with the exact same sign and colors and simply change the name.

Mr. Knight asked Ms. Romberger if she had determined the material of the sign, and Mr. Romberger confirmed that it was wood.

After the board approved the project, Mr. Knight mentioned that the Rombergers have volunteered to paint the sign for the community garden.

Motion to Approve Resolution 2020-30

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

6:17 (17:48) 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

Chair Christensen introduced the item, then commented that the new house color seemed close to the old one, perhaps because of the lighting in his house.

Ms. Gallagher explained which photos were their house and that the images showing the new color was a different house. She said the house had not been painted in 20 years.

Mr. Knight said the house had been built around 2000.

Motion to Approve Resolution 2020-31

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

6:20 (20:49) 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

Mr. Knight explained “changes in the field”: When someone goes to build a project, oftentimes they must make changes midway, perhaps because of discoveries in the topography or a certain material becoming unavailable, etc. For a recent Jerome project at 538 School St, the stairway had to

change direction because of existing topography. Mr. Knight wanted to bring this up for discussion to get direction on how to handle changes in the field going forward.

Chair Christensen said he would like to give staff authorization to determine if it needs to be brought back to the board.

Ms. Wittner asked if an applicant had to come back to the board, would they have to wait till the next regular meeting or would a special meeting be scheduled?

Mr. Knight shared a few scenarios for how different projects would be handled and then shared three options for how to handle a change in the field: 1) stop construction completely unless it's a safety issue and schedule the project on the next meeting agenda; 2) let the project proceed but inform the applicant they must go back to the board for final approval, or 3) if the change is in substantial conformance with the original approval, then let the project proceed.

Mr. Smith said he generally sides with the property owner—any delay in a project can be a pain. He said Mr. Knight knows what he is doing and is in favor of the staff making decisions on changes in the field. If it's more than a minor change, then bring it to the board.

Mr. Wood said this was a perennial issue. He said the staff does have to make calls along the way; changes in the field are part of that process. In the years he has served on the board, he has never disagreed with a decision made regarding a change in the field. He said writing this sort of thing into the ordinance is a balancing act and doesn't see this as a significant problem. Jerome has always cruised through these situations, and though he agreed with Mr. Smith, he also wanted to give the staff credit for making sound decisions.

Mr. Smith said he had never been on a "ground-up" project that went smoothly—he said there are always changes in the field.

Chair Christensen said this was a good topic to discuss and could only see a drastic material or paint color change needing to come back to the board.

Mr. Wood said that it's usually a neighbor complaining whose gone through the town's process and is pushing for someone to go back to the staff or board because they had to.

Mr. Knight gave the example of an applicant claiming they're building a 300-square-foot deck and suddenly it's 600 square feet, which would halt the project. Discussion continued.

Ms. Wittner asked if special meetings are called and was told they do happen on occasion.

Mr. Knight shared an old planners' saying: "There's no such thing as a "planning emergency."

Chair Christensen acknowledged that Mr. Knight has probably been adequately handling changes in the field.

Mr. Knight said it was the building inspector Barry Wolstencroft who was concerned because of a project change at 538 School Street.

Informational Items (Current Event Summaries):

6:35 (35:45) Item 8: 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

Mr. Knight highlighted topics discussed at recent Council meetings and topics coming up at future Council and P&Z meetings.

(37:05) Item 9: Future DRB Agenda Items for December 7, 2020: Deck on Juarez Street

Chair Christensen said another project on East Avenue may be coming up for DRB.

Item 10: Adjourn

Motion to Adjourn at 6:38 p.m.

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

Approved:  Date: 12.10.20
Tyler Christensen, Design Review Board Chair

Attest:  Date: 12/10/2020
Rosa Cays, Deputy Clerk