



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

Monday, May 11, 2020 TIME: 6:00 pm
600 Clark St., JEROME, ARIZONA 86331

REVISED AGENDA

IN ACCORDANCE WITH AN EXECUTIVE ORDER BY GOVERNOR DUCEY, IN-PERSON ATTENDANCE AT PUBLIC MEETINGS HAS BEEN SUSPENDED UNTIL FURTHER NOTICE.

Notice is hereby given pursuant to A.R.S. 38-431.02 that members of the Design Review Board and staff will attend by audio/video conference call.

PUBLIC PARTICIPATION IN THE MEETING

THIS MEETING WILL BE HELD BY REMOTE PARTICIPATION ONLY.

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

1. Zoom Conference
 - a. Computer: <https://us04web.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 the agenda item you would like to address.
 - b. Email j.knight@jerome.az.gov (Please submit comments at least one hour prior to the meeting.)

NOTE: FOR THOSE WITHOUT HOME INTERNET: A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. Bring your device and access the internet while sitting in your car. The network is **Sparklight Yavapai Free WIFI and no password is required.**

1) CALL TO ORDER/ROLL CALL

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 commission. 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 step to the podium, state your name, and please observe the three (3)-minute time limit. No petitioners will be recognized without a request. The commission'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

3) Approval of Minutes: Minutes of the Regular Meeting of April 13, 2020 and Joint Meeting of April 29, 2020
Discussion/Possible Action/ Possible Direction to Staff

Continued Items: None

New Business:

4) Design Review for new signage at new business - Jerome Heritage Shop

APPLICANT: Josh Lindner

ADDRESS: 105 Main Street

OWNER OF RECORD: Simple Complex Co, LLC

ZONE: C-1

APN: 401-06-156D

Applicant is seeking design review for a new projecting sign and window sign

Discussion/Possible Action - DRB Reso. 2020-15

5) Design Review for new patio cover – Jerome UVX Center

APPLICANT: John Bartell

ADDRESS: 403 Clark Street

OWNER OF RECORD: 1299 Properties

ZONE: C-1

APN: 401-06-152H

Applicant is seeking design review for a new patio cover and red tile “eyebrow”

Discussion/Possible Action - DRB Reso. 2020-16

6) Extension Request for new home

APPLICANT: Lori Leachman & Andrew Farber

ADDRESS: 18 North Drive

OWNER OF RECORD: Lori Leachman & Andrew Farber

ZONE: R1-5

APN: 401-11-007C

Applicant is seeking a six-month extension to the Design Review approved in December of 2019

Discussion/Possible Action - DRB Reso. 2020-17

Informational Items (Current Event Summaries):

7) Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **Planning and Zoning Commission/DRB Joint Meeting – April 29, 2020:** Training session
- b) **Planning and Zoning Commission Meeting – May 6, 2020:** CANCELLED
- c) **Council –**
 - **April 14, 2020:** R-2 Rezone (second reading); settlement agreement regarding 324 Queen Street; meeting time for DRB & P&Z meetings; community garden
 - **April 22, 2020:** Special meeting regarding the community garden
 - **May 12, 2020:** Six-month extension of all DRB/P&Z approvals; amendments to sign code; community garden and gardening workshop

8) Future DRB Agenda Items: June 8, 2020 DRB Meeting (none currently scheduled)

9) 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

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.



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REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

via VIDEO CONFERENCE (Zoom)

Monday, April 13, 2020 TIME: 6:00 pm
600 Clark St., JEROME, ARIZONA 86331

MINUTES

*Times noted approximately correlate with the video recorded on Facebook:
https://www.facebook.com/watch/live/?v=533775733991970&ref=watch_permalink*

6:06 (8:13) CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 6:06 p.m.

Roll was called by Rosa Cays, Deputy Clerk. Present were Chair Wood (by telephone), Vice Chair Danny Smith, and board members Tyler Christensen and John McDonald (all by video/Zoom).

Vice Mayor Sage Harvey, town manager Candace Gallagher and zoning administrator John Knight were also present by video.

6:08 (9:23) 2) PETITIONS FROM THE PUBLIC – There were no petitions from the public.

6:08 (9:31) 3) Approval of Minutes: Minutes of the Regular Meeting of March 16, 2020

Motion to Approve the Meeting Minutes of March 16, 2020

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

Continued Items: None

New Business:

6:08 (10:24) 4) Select New Officers (Chair and Vice Chair)

Motion to Nominate Tyler Christensen for DRB Chair

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

Motion to Nominate Brice Wood for DRB Vice Chair

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



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

6:13 (14:45) 5) Design Review for Window Replacement at Lola

APPLICANT: Mike Diehl

ADDRESS: 420 Hull Avenue ZONE: C-1

OWNER OF RECORD: Joseph Christopher and David Marbella

JT APN: 401-06-078C

Applicant is seeking design review to replace windows on front elevation

Discussion/Possible Action - DRB Reso. 2020-14

Newly appointed Chair Tyler Christensen introduced the agenda item.

Mike Diehl, the applicant for the project, went into further detail of the work involved to replace the windows.

Board member Danny Smith asked if the windows would look the same, which Mr. Diehl confirmed they would.

Motion to Approve DRB Resolution 2020-14

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

6:17 (18:25) (6) Update DRB Bylaws to address Council comments

APPLICANT: Town of Jerome

Discussion/Possible Action

Zoning administrator John Knight gave background information on why the bylaws were being updated. He reiterated that the Jerome Town Council has final say regarding changes, then reviewed the council's decisions on the suggested revisions to the bylaws.

Discussion ensued about changing the day of the month for the regular DRB meeting, and possibly scheduling it later in the month.

DRB board members all agreed that they prefer the regular meetings start at 6p rather than 7p. The council members generally preferred a start time of 7p at the March 10 regular meeting. Board members Danny Smith and John McDonald commented in favor of continuing to schedule DRB meetings at 6p.

Chair Christensen asked why the council didn't want to change the meeting time to 6p, and recalled the petition from the public at the last council meeting when Jerome resident Margie Hardie stated that longtime residents are used to the meetings starting at 7p.

Town Manager Candace Gallagher said she believed that the council did agree with Ms. Hardie's line of thought.

Mr. Smith commented that residents will eventually get used to the new start time.

Mr. Knight said he surveyed other local municipal meetings and found they generally started earlier than Jerome's.

Chair Christensen confirmed with board members that they prefer the 6p meeting start time.

Mr. Wood clarified that this would go back to council as a recommendation.

DRB members accepted the rest of the changes to the bylaws that council had recommended.

Chair Christensen said he would like to schedule meetings so that the workload is not a burden to the town staff. He also asked if the agenda packets had to be prepared by a certain time.

Mr. Knight said it was preferred to have packets ready a week out, but officially, 24 hours in advance of the meeting was all that was necessary.

In summary, Chair Christensen stated that all revisions from the Council were accepted by DRB except for the meeting time, which they prefer to remain at 6p.

Mr. Knight said he would prepare a memo to council.



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Informational Items (Current Event Summaries):

6:29 (31:16) 7) Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **Planning and Zoning Commission** (April 1, 2020 meeting cancelled)
- b) **Council – April 14, 2020:** Community Garden, Garden Workshop, Meeting Time Change, Amendments to Zoning Ordinance
- c) **Joint DRB/P&Z Training Meeting** (to be scheduled for week of April 20 as an electronic meeting – i.e., Zoom)

Mr. Knight reviewed the informational items above. He said the April 20 meeting would likely last about two hours. Board member John McDonald pointed out April 20 was just a week away.

Mr. Knight said it could also be scheduled the following Monday, April 27. He will check with P&Z members and see what the consensus is.

Ms. Gallagher interjected that Vice Mayor Harvey had her “hand up” and wanted to make a comment.

Vice Mayor Harvey explained the reasoning behind wanting to move the DRB meeting later in the month.

Mr. Knight said that the P&Z meetings actually needed to be timed better with council meetings since the commission’s decisions sometimes needed to go before the council. DRB approvals generally did not need to go before the council.

6:35 (36:46) 8) Future DRB Agenda Items: May 11, 2020 DRB Meeting (none currently scheduled)

Mr. Knight said the UVX had an application in for a new awning; nothing else has been submitted at this time.

6:35 (37:35) 9) Adjourn

Motion to Adjourn at 6:35 pm

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

Approved: _____ Date: _____

Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____

Rosa Cays, Deputy Clerk



TOWN OF JEROME

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SPECIAL JOINT WORKSHOP MEETING OF THE JEROME PLANNING AND ZONING COMMISSION & DESIGN REVIEW BOARD via VIDEO CONFERENCE (Zoom) Wednesday, April 29, 2020 TIME: 5:00 pm MINUTES

5:05 (0:01) 1) CALL TO ORDER/ROLL CALL

Deputy Clerk Rosa Cays called roll. Present from the P&Z Commission were Chair Lance Schall, Vice Chair Joe Testone, Jessamyn Ludwig, Chuck Romberger, and Henry Vincent. Board members present from DRB were Chair Tyler Christensen, Danny Smith, and John McDonald. DRB Vice Chair Brice Wood was absent. Also present were Town Manager Candace Gallagher, Councilmember Jack Dillenberg, and Zoning Administrator John Knight.

5:08 (2:48) 2) PETITIONS FROM THE PUBLIC – There were no petitions from the public.

5:09 (3:09) 3) Approval of Minutes: Minutes of the Regular Jerome Planning and Zoning Commission Meeting of February 12, 2020

Chair Lance Schall stated that Commissioner Henry Vincent had seconded, but it was Commissioner Joe Testone who seconded the motion.

Motion to Approve the Meeting Minutes of February 12, 2020

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG			X			
ROMBERGER						X
SCHALL	X		X			
TESTONE		X	X			
VINCENT			X			

Continued Items: None

New Business:

5:10 (4:21) 4) Select New Officers for the Planning and Zoning Commission (Chair and Vice Chair)

Mr. Knight clarified that officers can serve two consecutive terms. Discussion ensued about Ms. Ludwig serving as vice chair and Mr. Testone as vice chair for a second term.

Motion to Nominate Jessamyn Ludwig for Chair and Joe Testone for Vice Chair

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG			X			
ROMBERGER			X			
SCHALL		X	X			
TESTONE			X			
VINCENT	X		X			

5:15 (14:00) 5) Board Training on the following items: Planning 101, Statutory/Regulatory Authority, Town Codes and General Plan, Riggins Rules, Robert's Rules, Open Meeting Law, Conflict of Interest, Bylaws

Discussion/Possible Direction to Staff

Zoning Administrator John Knight led the board training.

Informational Items (Current Event Summaries):

6:38 (1:32:02) 6) Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **Planning and Zoning Commission – May 6, 2020:** No items currently scheduled (meeting will likely be cancelled)

- b) **Design Review Board – May 11, 2020:** UVX Apartments front improvements and sign for new business at 105 Main Street (formerly Cleopatra Hill)
- c) **Council – April 22, 2020:** Community garden
- d) **Council – May 12, 2020:** Ordinance amendment to update Section 509. Signs, and new Telecommunications ordinance
- e) **Council – July 14, 2020:** Ordinance amendments regarding definitions of *boarding house* and *hotel*, possible exemptions for small projects, and misc. updates

Mr. Knight updated the commissioners and board members on the recent meetings.

Commissioner Henry Vincent inquired about the Cuban Queen Project and the parking overlay district. Mr. Knight informed Mr. Vincent that the parking issue for the Cuban Queen had been resolved and that the parking overlay district was set aside by Council for now.

6:41 (1:35:20) 7) Adjourn

Motion to Adjourn at 6:41 p.m.

P&Z COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG	X		X			
ROMBERGER			X			
SCHALL			X			
TESTONE			X			
VINCENT			X			
DRB BOARD MEMBER			X			
CHRISTENSEN			X			
MCDONALD		X	X			
SMITH			X			
WOOD					X	

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

Approved: _____ Date: _____
 Jessamyn Ludwig, Planning & Zoning 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, May 11, 2020

ITEM 4: Design Review for new signs
Location: 105 Main Street
Applicant/Owner: Josh Lindner/Simple Complex Co., LLC
ZONE: C-1
APN: 401-06-156D
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Reso. 2020-15

Summary: Applicant requests approval to construct a projecting sign and add window signage to their new shop at 105 Main Street (next to Made in Jerome Pottery).

Ordinance Compliance: The Design Review Board shall review the applicant's 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 (DRB) shall review the application for compliance with the above-referenced criteria and refer to the specific criteria regarding architectural features and details. Note that the applicant has proposed the sign to be made of metal instead of wood to minimize maintenance.

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 free-standing sign may project over any roadway.

Response: The applicant's proposal meets the above code requirements – refer to table below.

Standard	Allowed	Proposed	Notes
Number of signs	2 max.	2	Meets standard
Max. square footage	16 sq. ft. each	13.5 sq. ft. & 10 sq. ft.	Meets standard
May not extend above roof line	Up to roof line	2 ft. below roof parapet	Meets standard
Height above sidewalk/ground	8 ft. min.	11 ft.	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 has proposed to add indirect, solar lighting to the projecting sign. This is part of the approval request but will be added later.

Recommendation: The Zoning Administrator recommends that the DRB approve Resolution 2020-15 with the conditions included.

Attachments:

- DRB Resolution 2020-15
- Application and narrative



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

DRB RESOLUTION NO. 2020-15 APPROVING PROPOSED SIGNAGE

WHEREAS, the Town of Jerome has received an application from Josh Lindner for signage at 105 Main Street (APN 401-06-156D); 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 applicant's 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 this Section 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 at 309 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 Planning and Zoning and 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 11th day of May 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



File #:

Town Use

TOWN OF JEROME, ARIZONA600 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 checked="" 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: Josh Lindner	Owner: Josh Lindner
Applicant address: 2549 Haskell Springs Rd Clarkdale, AZ 86324	Owner Mailing Address: 2549 Haskell Springs Rd Clarkdale, AZ 86324
Applicant role/title: Owner	
Applicant phone: 714-261-0521	Owner phone: 714-261-0521
Applicant email: JeromeHeritage@yahoo.com	Owner email: JeromeHeritage@yahoo.com
Project address: 105 Main Street, Jerome AZ 86331	Parcel number: 401-06-156D
Describe project: New sign requested for new business at existing building	

- 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.

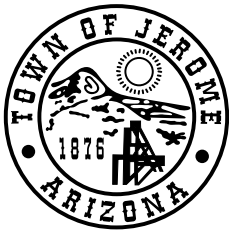
Applicant Signature: Joshua Lindner Date: 4/26/2020Owner Signature: Joshua Lindner Date: 4/26/2020**For Town Use Only**

Received from: _____ Date: _____

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

By: _____ For: _____

Tentative Meeting Date/s - DRB: _____ P&Z: _____



Sign or Awning Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☐ General Land Use Application Form
- ☐ Written narrative describing the details of the proposed sign/s or awning
- ☐ Site plan showing property lines, buildings, and all existing and proposed sign locations
- ☐ Scale drawing of proposed sign or awning including length, width, depth of sign and letter size
- ☐ Square footage summary of all existing and proposed signs
- ☐ Elevations showing the location of the sign/s or awning on the building
- ☐ Identification of any signs to be removed
- ☐ Photographs showing all sides of existing structures
- ☐ Photographs showing adjoining properties, buildings, and structures
- ☐ Material and color samples (may be brought to meeting)
- ☐ Method of attachment of sign/s or awning to building
- ☐ Method of lighting (if applicable)
- ☐ Additional information requested by zoning administrator
 - ☐ _____
 - ☐ _____
 - ☐ _____

Town of Jerome and Design Review Board,

I am proposing a sign for my new business at 105 Main Street. My proposed sign designs are intended to fit with the signage that currently exists on Main Street. Per the zoning ordinance, 2 signs are permitted. For the 1st sign, I am proposing a window decal of the business name, which Jerome has allowed previously at several business such as Paul & Jerry's and The Bordello of Jerome. For the 2nd sign, I am proposed a projecting sign with a cut out shape, which Jerome has allowed previously at several businesses such as Vaqueros, Amore Pinup and Made in Jerome Pottery.

Joshua L. Link

Sample Existing Window Signage in Jerome



Sample Existing Projecting Signage in Jerome



**105 Main Street
previous business's signage**



**105 Main Street currently
(mounting surface/loops)**



105 Main Street

Current Front Elevation (middle unit of 3 plex)



Proposed Front Window Signage



- 1' x 10' (10sqft) Adhesive lettering on window glass
- Black, white and metallic copper color font
- Sign to be installed by owner

Proposed Projecting Signage

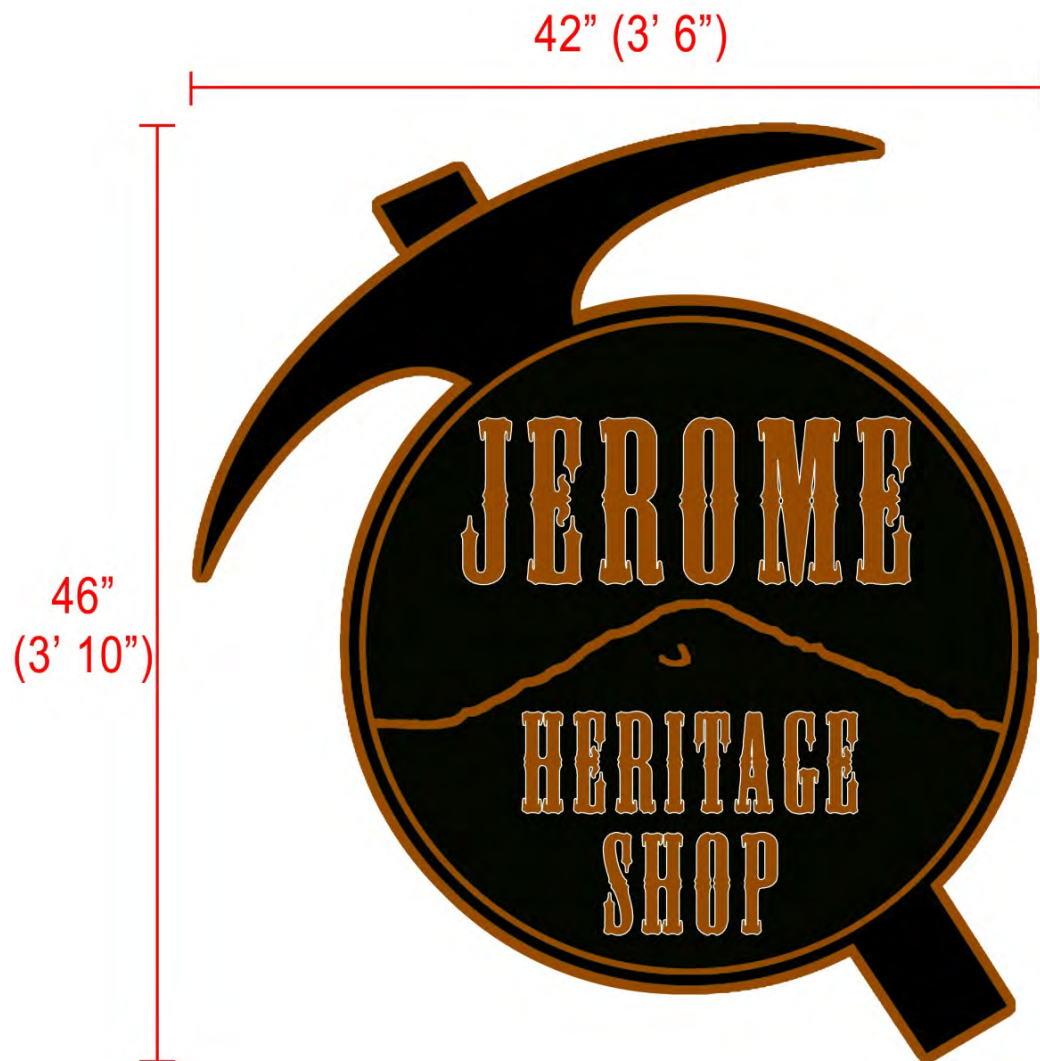


- Black, white and metallic copper paint on metal sign
- Sign: 42" wide x 46" (13.5 sqft) to match size of neighboring business sign (Made in Jerome Pottery)
- 11' ground clearance
- Signs to be installed by owner
- Optional for future: 2 directional solar lights to be mounted on roof and point on sign from each side
- Owner would like Design Review opinion on Design 1 or 2

Design 1 – Font only



Design 2 – Font and skyline with J





TOWN OF JEROME

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

ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, May 11, 2020

ITEM 5: Design Review for new patio cover
Location: 403 Clark Street
Applicant/Owner: John Bartell/1299 Properties
ZONE: C-1
APN: 401-06-152H
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Resolution 2020-16

Summary: Applicant requests preliminary and final design review approval to add a patio cover over an existing concrete patio. The patio cover is approximately 14-by-20 feet and will include a red roof tile "eyebrow" feature. This eyebrow is similar to what is used on the existing structure. The applicant is proposing to use a standing seam, metal roof behind the eyebrow feature. This metal roof portion should only be visible if viewed from the properties above and not from the street. Note that this item is scheduled for Planning and Zoning Commission approval on May 20, 2020. The DRB approval is subject to approval by P&Z.

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

Section 304.F.1.i. Review Procedures and Criteria:

- i. ACCESSORY BUILDINGS - Garages, carports and sheds shall be visually compatible with buildings, structures and places to which they are visually related.*

Response: The Design Review Board (DRB) shall review the application for compliance with the above-referenced criteria and refer to the specific 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 Design Review Board (DRB) shall review the application for compliance with the above-referenced criteria and refer to the specific criteria regarding architectural features and details. The applicant's proposal appears to be compatible with the colors and materials on the existing building.

Other Issues: There is a large, mature pine tree growing in the middle of the proposed patio cover. In discussions with the applicant, they have agreed to retain the pine tree and work the roof and construction around the tree. A condition has been added to ensure that an arborist assesses the health of the tree, and the plans include adequate protection for the tree during construction.

Recommendation: The Zoning Administrator recommends that the DRB approve Resolution 2020-16 with the conditions included.

Attachments:

- DRB Resolution 2020-16
- Application and supplemental information



TOWN OF JEROME

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

DRB Resolution 2020-16 Approving Design Review for a Patio Cover

WHEREAS, the Town of Jerome has received an application from John Bartell for preliminary and final design review to construct a covered patio 403 Clark Street (APN 401-06-152H); 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. Accessory Buildings - Garages, carports, and sheds shall be visually compatible with buildings, structures, and places to which they are visually related.
2. 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.
3. 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.
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 to construct a covered patio at 403 Clark Street is hereby approved, subject to the following conditions:

DRB RESOLUTION NO. 2020-16

1. **Compatibility** – this approval is contingent upon the plans matching the existing structure.
2. **Planning and Zoning Commission Approval** – this approval is contingent upon site plan review and approval by the Planning and Zoning Commission.
3. **Arborist Report** – prior to issuance of the building permit, the applicant shall provide a recommendation from a certified arborist on the health and protection of the existing pine tree located within the patio footprint.
4. **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.
5. **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 11th day of May 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



TOWN OF JEROME, ARIZONA

Jerome Town Hall and Civic Center
600 Clark Street
P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

Dropped
off
3/5/20

APPLICATION FOR DESIGN REVIEW

PLEASE PRINT LEGIBLY SO THAT PROCESSING WON'T BE DELAYED

APPLICANT NAME: Jerome UVX Center
MAILING ADDRESS: P.O. Box 1173
TELEPHONE: 928-351-1040 EMAIL: JeromeUVXcenter@gmail.com
PROJECT ADDRESS: 403 Clark St.
PARCEL NUMBER: 401-06-1524 ZONE DISTRICT: Commercial
APPLICATION FOR (Please describe the project.): PATIO COVER - Red Tile
eyebrow (matching UVX) and other Materials to match colors.

- I hereby apply for consideration and conditional approval by the Design Review Board.
- I understand that application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I have obtained and reviewed information on the criteria used in evaluation by the Design Review Board and/or reviewed the application provisions in the Town Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and reviewed.

APPLICANT SIGNATURE: [Signature] DATE: 3/5/20

TOWN USE BELOW

RECEIVED FROM: _____ DATE: _____

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

Per Fee schedule - Ordinance 331

BY: _____ FOR: _____

PLEASE NOTE:

After approval from the Planning & Zoning Commission and Design Review Board, most building projects must then be submitted to the Building Inspector for review, approval and issuance of building permit.

REGARDING BUILDING PERMITS:

Additional fees are required for building permits to reimburse the Town for costs of providing plan review and construction inspection services. Commercial projects, and some residential projects may require plans to be prepared and/or sealed by an Arizona registrant, such as a licensed architect or engineer, per A.R.S. §32-144. Licensed contractors may be required for construction projects per A.R.S. §32-1121.

REQUIRED ITEMS ARE PER ZONING ORDINANCE SECTION §304

Each application will be filed with the Zoning Administrator and forwarded to the Design Review Board. The application shall be submitted with eight (8) copies of a plan. The plan shall be on paper not measuring more than twenty-four inches by thirty-six inches (24" x 36") and drawn to a scale not smaller than (40') forty feet to the inch.

Applications for Design Review Board shall include eight (8) copies of the following required items:

<input checked="" type="checkbox"/>	Plot plan or site layout, including all improvements drawn to scale	
<input checked="" type="checkbox"/>	Elevations (all sides of proposed building or project) drawn to scale	Front aerial
<input checked="" type="checkbox"/>	Legible photographs showing all sides of existing structures	
<input checked="" type="checkbox"/>	Legible photographs showing adjoining properties, buildings and structures	Jeff + Terry Host Society Bldg
<input checked="" type="checkbox"/>	Materials samples	Picture of Tile, Stucco/window
<input checked="" type="checkbox"/>	Color samples	Picture of Stucco, Tile, Windows
<input type="checkbox"/>	Explanation and location of any building or structure to be demolished or removed	NONE
<input type="checkbox"/>	Additional information requested by Zoning Administrator	
<input type="checkbox"/>	Additional information may be requested by Design Review Board at preliminary review.	

Items reviewed by the Design Review Board include but are not limited to:

PROPORTION	PORCHES / DECKS / PROJECTIONS	LANDSCAPING
OPENINGS	MATERIALS / TEXTURE / COLOR	SCREENING
PATTERN	ROOFS	VISUAL COMPATIBILITY
SPACING	ARCHITECTURAL DETAILS	LIGHTING
ENTRANCES	ACCESSORY FEATURES	

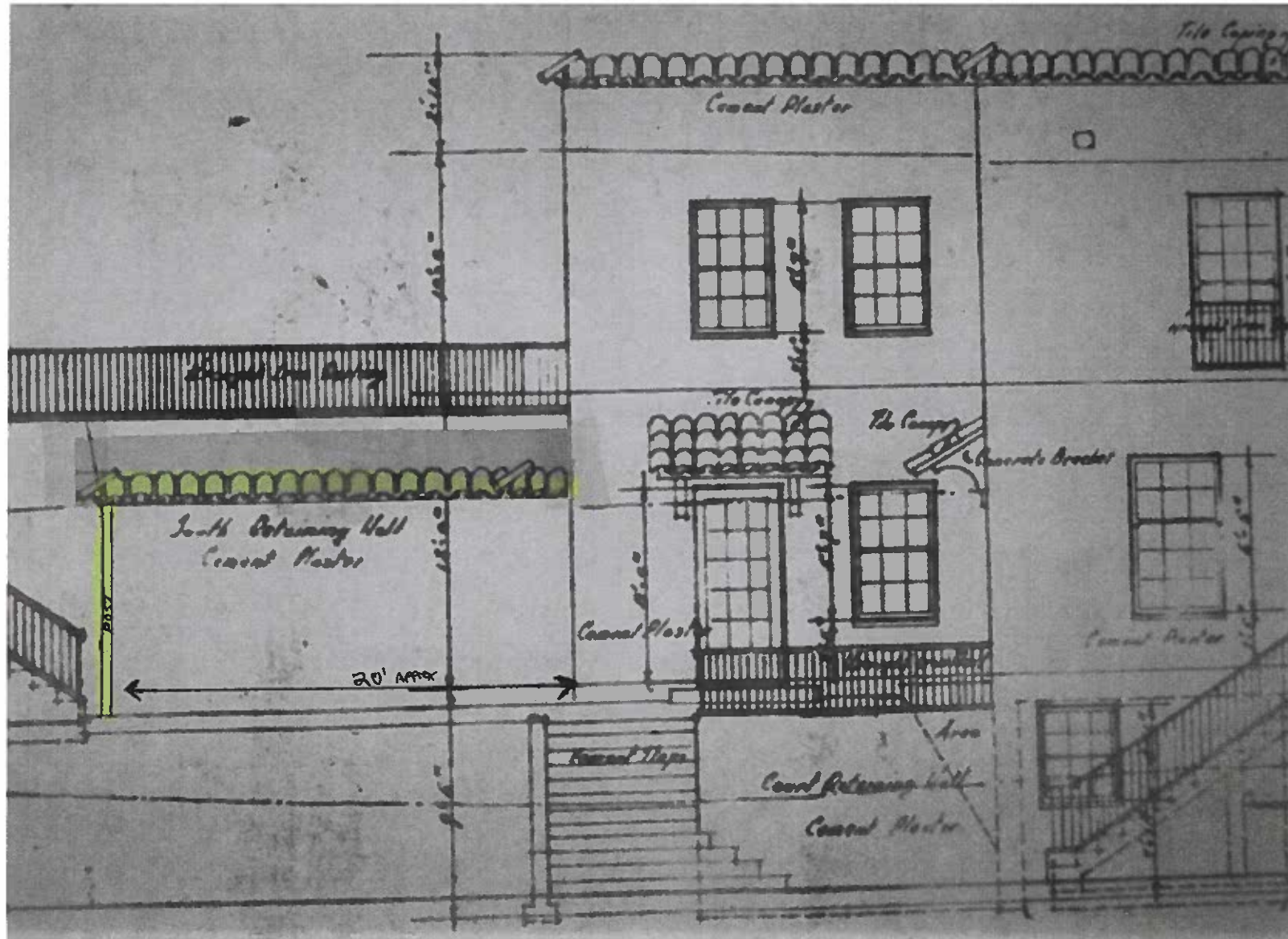
Additional information requested by Design Review Board. The following items to be submitted for DRB final approval.

DEMOLITION – Please review ZONING ORDINANCE §304.D.2 and §304.F.3.

<input type="checkbox"/>	Plot plan or site layout
<input type="checkbox"/>	Legible photos showing all sides of the building or structure to be demolished
<input type="checkbox"/>	Legible photos showing adjoining properties
<input type="checkbox"/>	Any other information the Design Review Board may find necessary to establish compliance with this section

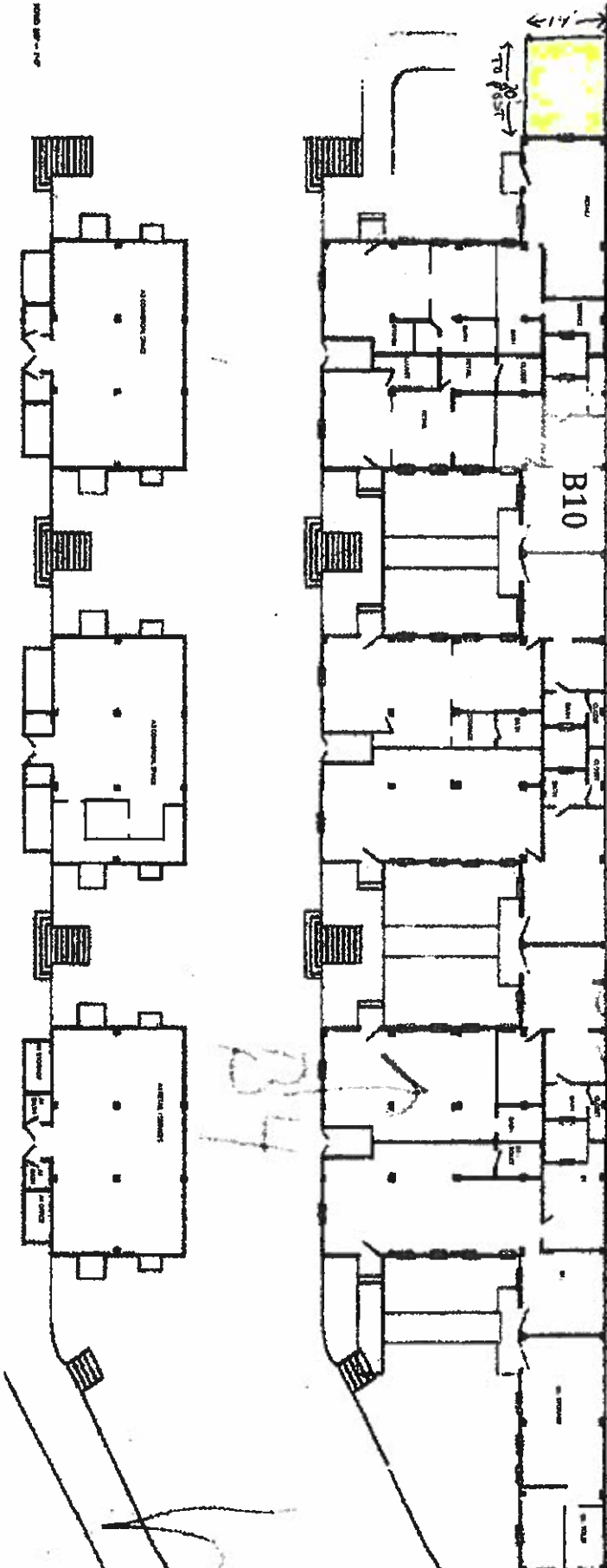
In passing on an application for demolition, partial demolition or removal, the Design Review Board shall consider, among other things, the architectural or aesthetic quality or significance of the building or structure to the public interests of the Town.

ELEVATION & TRUSS



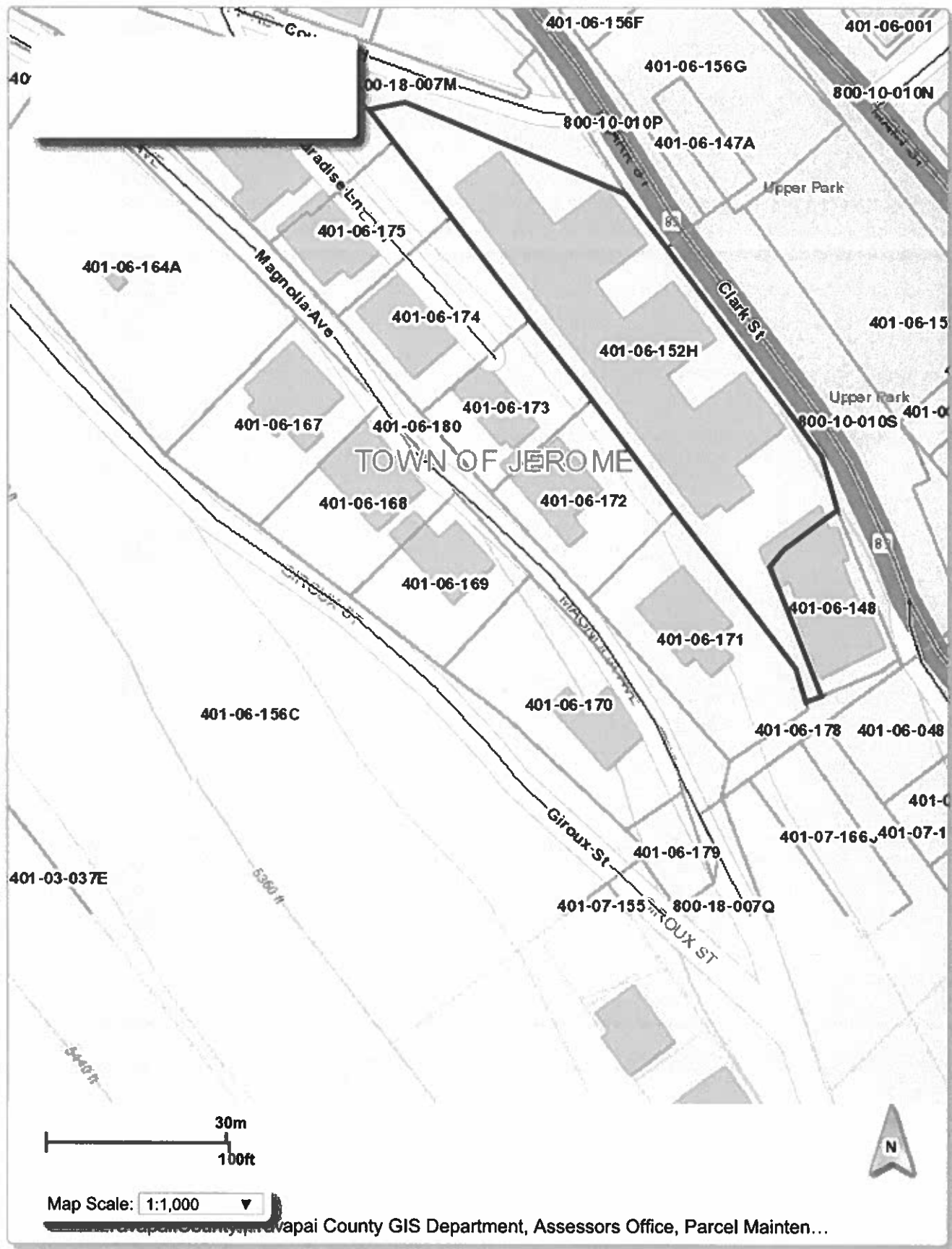
STREET
LEVEL

COURTYARD
LEVEL



ELEVATION 1 AERIAL

COURTYARD



EXISTING STRUCTURE: VIEW FRONT



EXISTING STRUCTURE: VIEW SIDE



MATERIAL / COLORS BASE AREAS:



MATERIALS / COLORS - TILE





Proposed Roofing Material

Neighbor - HIST



Neighbor - Jeff, Terry





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

**ZONING ADMINISTRATOR ANALYSIS
DESIGN REVIEW BOARD
Monday, May 11, 2020**

ITEM 6: **Design Review Extension**
Location: 18 North Drive
Applicant/Owner: Lori Leachman and Andy Farber
ZONE: R1-5
APN: 401-11-007C
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: **DRB Reso. 2020-17**

Summary: Applicant requests a six-month extension to the previous Design Review Board approval for a single-family home at 18 North Drive. Unless a building permit is issued, the approval would expire on June 9, 2020.

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

Section 304.F.H. Review Procedures and Criteria: Expiration of Design Review Approval

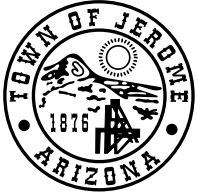
- 1. Six (6) months from the date of approval, a Design Approval becomes void if a building permit has not been issued.*
- 2. An extension of approval may be granted if the applicant files for an extension prior to the approval becoming void and the extension is granted by the Design Review Board.*

Response: The Design Review Board (DRB) may grant an extension if the request is filed prior to expiration. Note that the granting of an extension is not mandatory. However, given the current slowdown due to the Governor's Emergency Order, an extension is appropriate.

Recommendation: The Zoning Administrator recommends that the DRB approve Resolution 2020-17 with the conditions included.

Attachments:

- DRB Resolution 2020-17
- Application with extension request
- Notice of Decision and P&Z Resolution 2019-1
- Plan Set
- Excerpt from Minutes



TOWN OF JEROME

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

Design Review Board Resolution 2020-17

Approving an extension request of Preliminary and Final Design Review for a single-family home at 18 North Drive

WHEREAS, on April 29, 2020, the Town of Jerome received an application for an extension request of the Preliminary and Final Site Design Review for a single-family home at 18 North Drive (APN 401-11-007C); and

WHEREAS, the property is in the R1-5 zoning district, and single-family homes are an allowed use in that District; and

WHEREAS, the Design Review Board granted approval on December 9, 2019; and

WHEREAS, the approval will expire on June 9, 2020 if a building permit is not issued; and

WHEREAS, the Design Review Board has reviewed the extension request;

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that a six-month extension is approved, subject to the following conditions:

1. **Conditions** – This approval is subject to and shall be consistent with the original approval on December 9, 2019.
2. **Expiration of Approval** - This approval shall become null and void if a building permit is not issued by December 9, 2020.
3. **Additional Extensions:** The applicant may request an additional extension from the Design Review Board prior to the expiration of the approval on December 9, 2020.

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 11th day of May 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

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 type="checkbox"/> Signage/Awning \$50 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input checked="" 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>Andy Farber/Lori Leachman</u>	Owner: <u>Andy Farber & Lori Leachman</u>
Applicant address: <u>18 North Dr.</u>	Owner Mailing Address: <u>215 Piedras del Norte Sedona 86351</u>
Applicant role/title: _____	_____
Applicant phone: <u>919 602 0369</u>	Owner phone: <u>919 602 0369</u>
Applicant email: <u>Lori.Leachman@duke.edu</u>	Owner email: <u>Lori.leachman@duke.edu</u>
Project address: <u>18 North Dr</u>	Parcel number: <u>APN 401-11-007C</u>
Describe project: <u>build new home on empty lot</u>	
<u>Approved Dec 4 & 11, 2019</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: [Signature] Date: 4/29/20
Owner Signature: [Signature] Date: 4/29/20

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&Z: _____



Founded 1876
Incorporated 1899

Town of Jerome, Arizona
PO Box 335, Jerome, Arizona 86331
Office: (928) 634-7943 Fax: (928) 634-0715
Celebrating Our 118th Anniversary
1899-2017

NOTICE OF DECISION
PLANNING & ZONING COMMISSION AND
DESIGN REVIEW BOARD

December 10, 2019

Lori Leachman and Andrew Farber
215 Piedras Del Norte
Sedona, AZ 86351
APN: 401-11-007C
Re: Site Plan Review and Design Review for New Home 18 North Drive

Dear Ms. Leachman and Mr. Farber,

On December 4, 2019, the Planning and Zoning Commission approved your request for Preliminary and Final Site Plan Review for a new home at 18 North Drive. The approval is subject to the conditions contained in P&Z Resolution 2019-1 (attached for reference). On December 9, 2019, the Design Review Board approved your request for Preliminary and Final Design Review for the same home. No additional conditions or changes were included at the meeting. Please note, these approvals are valid for six (6) months from December 9, 2019. A building permit must be issued prior to June 9, 2020. If necessary, you may request an extension prior to that date.

Please contact our Building Official, Barry Wolstencroft, to confirm what building permits may be required prior to construction. Should you have any questions or need further clarification, feel free to call me at 928-634-7943.

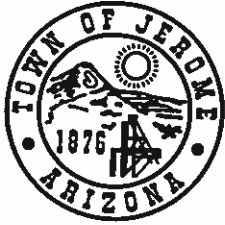
Sincerely,

John Knight
j.knight@jerome.az.gov
Zoning Administrator/Historic Preservation Officer

Attachment: P&Z Resolution 2019-1

cc: Barry Wolstencroft, Building Official
Parcel File

This approval is subject to all limitations, including termination provisions set forth in the Jerome Zoning Ordinance and in this Notice of Decision. Approval becomes void if not completed within 6 months from the date of decision. If you have any questions regarding this Notice of Decision, please contact the Town of Jerome.



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TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

P&Z RESOLUTION NO. 2019-1

APPROVING PRELIMINARY AND FINAL SITE PLAN REVIEW FOR A SINGLE-FAMILY HOME AT 18 NORTH DRIVE

WHEREAS, the Town of Jerome has received an application for Preliminary and Final Site Plan Review to construct a single-family home at 18 North Drive (APN 401-11-007C);

WHEREAS, the property is located in the R1-5 zoning district, and single-family homes are an allowed use in that District;

WHEREAS, a notice was posted at the Site on November 13, 2019 in accordance with Jerome Zoning Ordinance Section 303.1C;

WHEREAS, the Jerome Planning & Zoning Commission reviewed this application at their December 4, 2019 meeting and approved the application with certain conditions;

NOW, THEREFORE, BE IT RESOLVED by the Planning and Zoning Commission of the Town of Jerome, Arizona, that Preliminary and Final Site Plan Review is hereby approved, subject to the following conditions:

1. **Parking Spaces** – A total of two (2) off-street, parking spaces shall be provided.
2. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
3. **Sign** – A separate application for DRB will be required for approval of any signage.
4. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans; including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc.; will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
5. **Drainage** - The building permit submittal shall indicate both existing and proposed drainage. This includes but is not limited to showing how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, and gravel catchments to help dissipate hydraulic energy.
6. **Grading** - Grading shall comply with the requirements of Section 303.3 of the Zoning Code. Grading plans shall include, but not be limited to, adequate dust control measures, erosion control/drainage, and fencing to protect sensitive features (such as trees to be saved).
7. **Sewer** - The plan submittal shall show and include details on the location and connection to the existing public sewer.
8. **Home Occupations** - Any proposed use of the property for a Home Occupation shall be incidental to the primary use of the property and in compliance with Section 502.M. of the Zoning Code.

P&Z RESOLUTION NO. 2019-1

9. **Building Permit Submittal and Code Requirements** - The applicant shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code Requirements, including but not limited to, coverage, height, parking and setbacks (Section 505).
10. **Expiration of Approval** - This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicant may request an extension by the approval body prior, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 4th day of December 2019.

ATTEST:


Joni Savage, Deputy Town Clerk

APPROVED:


Chairman Lance Schall

A SUBDIVISION OF PARTS OF GREEN FLOWER AND GREEN UP
LODES, U.S. MINERALS SURVEY NO. 1455 YAVAPAI COUNTY,
ARIZONA

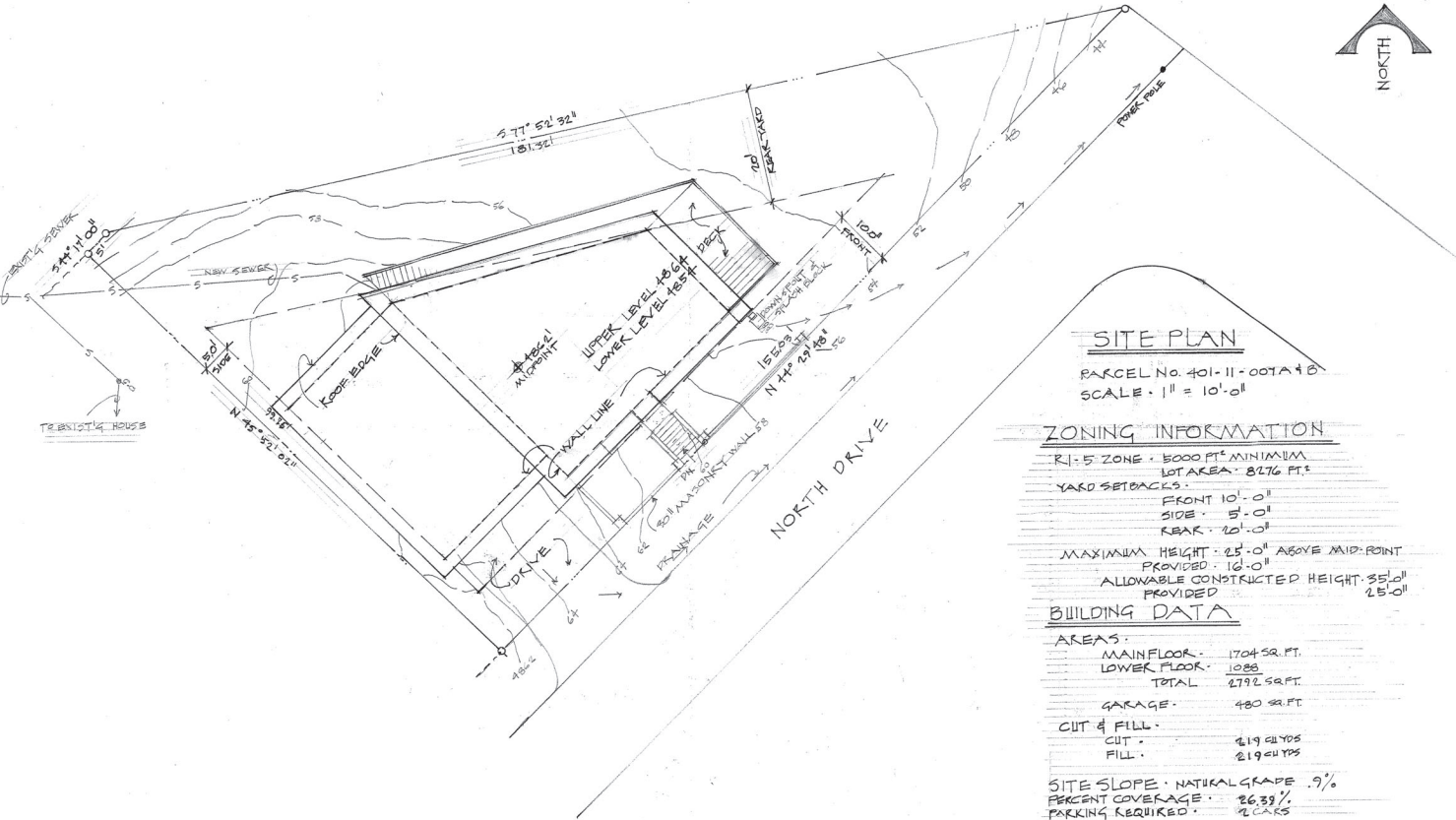
SURVEYS REVIEWED:
BK. 93, L.S. PG. 47
BK. 17 L.S. PG. 82
INSTRUMENT# 2018-0029087

ELEVATIONS ARE TAKEN FROM
GPS MEASUREMENTS AND NOT
TIED TO ANY LOCAL DATUM



09-09-2019

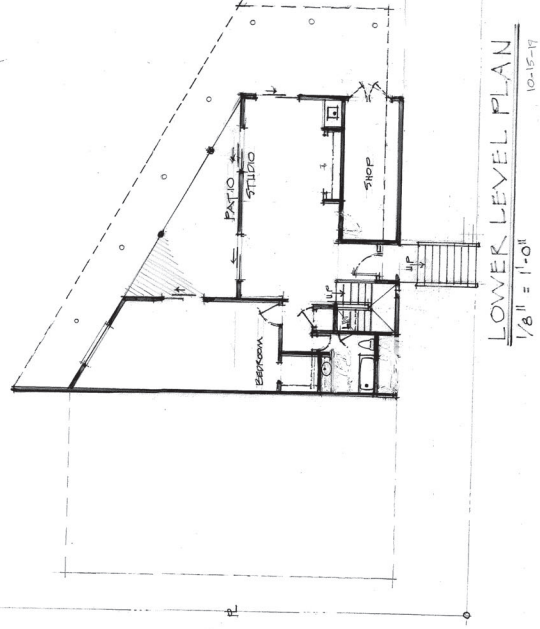
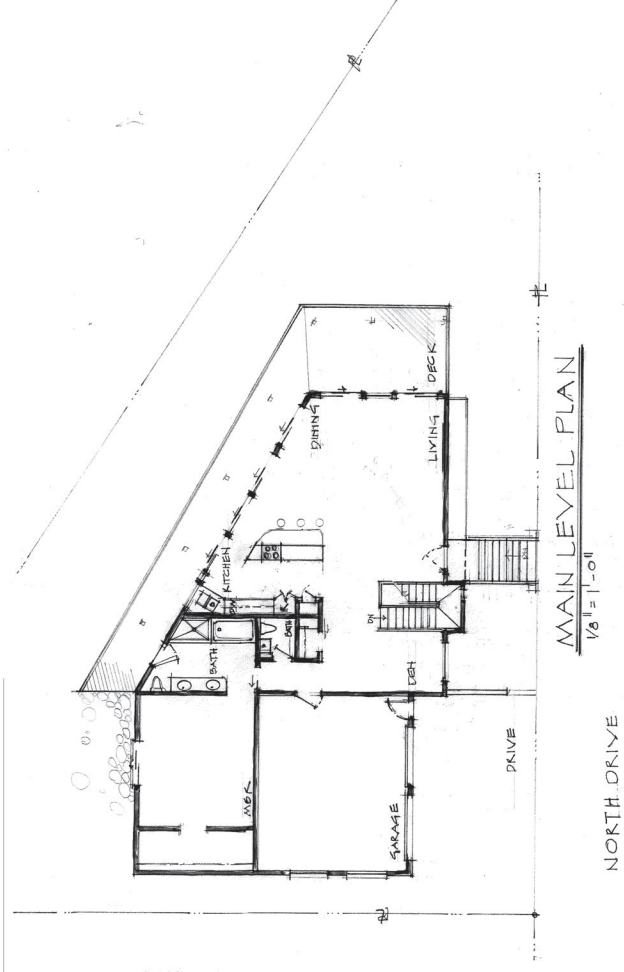
HAMMES SURVEYING LLC
2100 VIA SILVERADO
CAMP VERDE, AZ. 86322
(928) 282-5686 (928) 567-2833



SITE PLAN
 PARCEL NO. 401-11-007A & B
 SCALE: 1" = 10'-0"

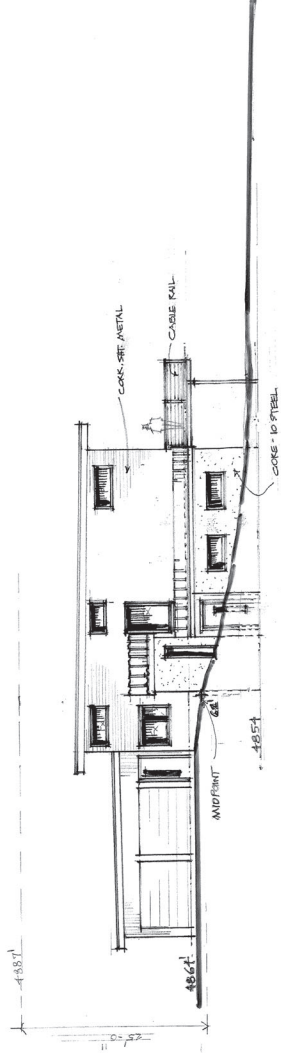
ZONING INFORMATION
 R1-5 ZONE - 5000 FT² MINIMUM LOT AREA - 8176 FT²
 YARD SETBACKS:
 FRONT 10'-0"
 SIDE 5'-0"
 REAR 20'-0"
 MAXIMUM HEIGHT - 25'-0" ABOVE MID-POINT
 PROVIDED - 16'-0"
 ALLOWABLE CONSTRUCTED HEIGHT - 35'-0"
 PROVIDED - 25'-0"

BUILDING DATA
 AREAS:
 MAIN FLOOR - 1704 SQ. FT.
 LOWER FLOOR - 1088
 TOTAL - 2792 SQ. FT.
 GARAGE - 480 SQ. FT.
 CUT & FILL:
 CUT - 219 CU YDS
 FILL - 219 CU YDS
 SITE SLOPE - NATURAL GRADE .9%
 PERCENT COVERAGE - 26.33%
 PARKING REQUIRED - 2 CARS
 PROVIDED - 4 CARS

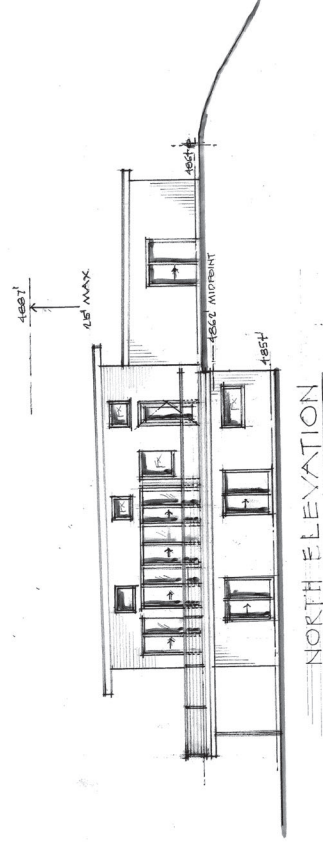


PROPOSED RESIDENCE for ANDY & LORI
JEROME, ARIZONA
18 NORTH DRIVE

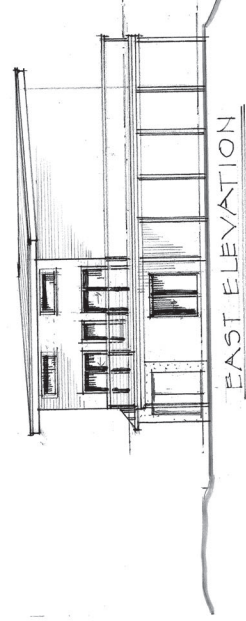
LEEN CHRISTENSEN & ASSOCIATES ARCHITECTURE & PLANNING



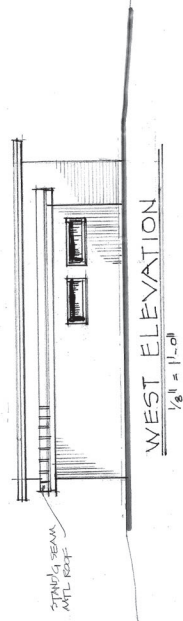
SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, December 9, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Henry Vincent called the meeting to order at 7:06 p.m.

Roll was called by Joni Savage, Deputy Clerk. Present were Henry Vincent, (who chaired the meeting), Tyler Christensen, John McDonald and Vice Chair Danny Smith was present telephonically. And Chair Brice Wood was absent.

Additional staff present was John Knight, Zoning Administrator.

7:06 (00:57) ITEM 2: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

7:06 (01:09) ITEM 3: APPROVAL OF MINUTES: Minutes of Regular DRB Meeting of October 15, 2019 and Joint Meeting of November 18, 2019.

Motion to Approve the Meeting Minutes of October 15, 2019 and the Joint Meeting Minutes of November 18, 2019

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD					X	
SMITH			X			
CHRISTENSEN		X	X			
MCDONALD	X		X			
VINCENT			X			

7:07 (01:52) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent updated the Board on recent P & Z activities.

7:10 (05:45) ITEM 5: Design Review for New Home

APPLICANT: Lori Leachman & Andrew Farber

ADDRESS: 18 North Drive

OWNER OF RECORD: Lori Leachman & Andrew Farber

ZONE: R1-5

APN: 401-11-007C

Applicant is seeking Design Review to construct a single-family home

7:13 (08:35) Lori Leachman, the applicant, spoke about the design.

Motion to Approve Preliminary and Final Approval of Design as Presented

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD					X	
SMITH			X			
CHRISTENSEN	X		X			
MCDONALD			X			
VINCENT		X	X			

7:18 (12:55) ITEM 6: Design Review to Construct Front Yard Fence

APPLICANT: Mary Chinander

ADDRESS: 860 Hampshire Ave.

OWNER OF RECORD: Mary and Andy Chinander

ZONE: R1-5

APN: 401-07-133

Applicant is seeking approval to install a metal fence in the front yard

7:21 (16:05) Andy Chinander, the owner, spoke about the application.

7:24 (19:18) Nancy Smith, a Jerome resident and neighbor spoke.

7:27 (22:34) Mr. Chinander spoke again. He would provide the base and post, but not reconstruct her side of the deck.

Mr. Vincent believes his job is to hear the petition and Ms. Smith does not have an application. Our job is to here the petition and act upon it.

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, December 9, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

Respectfully submitted in spirit by Joni Savage on January 13, 2019.

Approved: Brian Wood Date: 1-13-2020
Design Review Board Chair

Attest: Dy Sut Date: 1-13-2020
Design Review Board Vice Chair