



TOWN OF JEROME

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

REGULAR MEETING OF THE DESIGN REVIEW BOARD Monday, August 31, 2020, 6:00 pm (Rescheduled from September 7, 2020 due to Labor Day Holiday) **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 (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 August 10, 2020
Discussion/Possible Action

Continued Items/Old Business:

Item 4: Study session with the State Historic Preservation Office (SHPO)

New Business:

Item 5: Design Review for signage at Wrenwood and Hawthorn

Applicant: Brett and Erica Jurisin

Address: 367 Main Street

Owner of record: Sullivan Apartments, LLC

Zone: C-1

APN: 401-06-026N

Applicants are seeking preliminary and final design review for a new hanging sign and window signage for a new business (at the former location of Threads on Main)

Discussion/Possible Action – DRB Reso. 2020-25

Item 6: Community Garden Design Update

Applicant: Town of Jerome

Address: Middle Park

Owner of record: Town of Jerome

Zone: C-1

APN: 401-06-015

Update on the status of the Community Garden and various design features

Discussion/Possible Action

Informational Items (Current Event Summaries):

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

- a) **Council – August 11, 2020:** Updates to the residential parking ordinance and appointment of Carol Wittner to the Design Review Board
- b) **Council – August 20, 2020:** Adopting election results and initiating ordinance amendments for setbacks, yard requirements and appeals to Council

Item 8: Future DRB Agenda Items: 123 Beale Street fence

Item 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.



TOWN OF JEROME

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

Petition to Speak

Name: _____

Address: _____

Date: _____

Topic/Comments: _____

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-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.



TOWN OF JEROME

Design Review Board Meeting

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

MINUTES

via VIDEOCONFERENCE (ZOOM)

Monday, August 10, 2020, 6:00 pm

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

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

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

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

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

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

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

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

New Business:

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

Applicant: Janet Bustrin

Address: 538 School Street

Zone: C-1

Owner of record: Bustrin Family Trust

APN: 401-06-092

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

Discussion/Possible Action – DRB Reso. 2020-20

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

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

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

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

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

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

Motion to Approve DRB Resolution 2020-20

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

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

Applicant: Greg Worth

Address: 639 Center Avenue

Zone: R1-5

Owner of record: Gregory A. Worth Living Trust

APN: 401-08-037

Applicant is seeking preliminary and final design review approval to construct an addition and second story access stairs for a single-family home.

Discussion/Possible Action – DRB Reso. 2020-21

6:06 (6:07) – Homeowner Greg Worth talked about buying the neglected house at 639 Center built in 1908, and said they just wanted to restore the house to “Jerome and not Savannah” and to its former glory. He said in 1928 a stairway was added to the front of the house, and they want to restore those stairs, which would also make the house safer as it would provide another exit from the second story in case of fire. He said they may add a 16-square-foot addition to enlarge the bathroom.

Mr. Knight said the project was basically a rehabilitation of the house, a small addition, and the stairway. He added that the project had gone before P&Z and was approved, but that it has since been appealed [the appeal was later rescinded], and that this does not affect DRB’s decision. He also said the remodel is significant, and that the stars on the front of the building, popular among Jerome residents who some have said have been there since 1890 (and others since 1980), were not original nor of historic character.

Mr. Worth said they plan to use the stars for some sort of art project, perhaps a design contest for resident artists.

Chair Christensen referred to the architectural drawing in the packet and the stairs to be built off the front of the house. He asked where the steps would land.

Mr. Worth said the last step would land on the property, not to the sidewalk as it did originally. He also said that the porch to the landing is about a five-foot drop, and that the stairs land at Fourth Street but not at the sidewalk level.

Mr. Knight mentioned that the stairway cannot be in the right of way; it has to be completely on the property.

Chair Christensen asked if the bottom supports were like the old ones, which Mr. Worth answered they were, as the rails would be as well, although at a compliant height for safety. “We have a grandchild,” said Mr. Worth.

Chair Christensen asked about the roofing material, which Mr. Worth said would be metal. Discussion ensued. He said they were trying to take the house back to 1908.

Mr. Wood said he was pleased to see the house and garage get fixed up and liked the design decisions. He said he would like the motion to include the roof. Mr. Worth said there was a 90 percent chance the roof would be metal, which pleased the board.

Mr. Worth said they wanted the renovation to be safe and to keep it with the Jerome look.

Mr. Smith said it was great to see someone wanting to save one of the old houses of Jerome. He expressed his appreciation for the Worths’ efforts and commitment and said the board should work with the applicant to make this happen.

Motion to Approve DRB Resolution 2020-21 with the metal roof

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

6:16 (16:30) Item 6: Design Review for new rear deck and deck rehabilitation

Applicant: Mary and Andrew Chinander

Address: 860 Hampshire Avenue

Zone: R1-5

Owner of record: Andrew and Mary Chinander

APN: 401-07-133

Applicant is seeking preliminary and final design review approval to construct a new deck in the rear yard and rehabilitate the existing decks.

Discussion/Possible Action – DRB Reso. 2020-22

Chair Christensen introduced the item. [Just then, audio difficulties began with the Chinanders’ connection.]

Mr. Knight introduced the item in the meantime. [Audio reconnected.]

(19:13) Homeowner Andy Chinander explained the project was basically a rehabilitation of the existing deck and the addition of an upper deck to take advantage of the view.

Mr. Knight shared on screen the architectural drawing (addendum) that illustrated the structure of the decks. He explained the proportions of the two decks and reiterated that the old deck and stairs were being rehabilitated. Mr. Knight asked if Trex® or a comparable composite material was being used (Mr. Chinander confirmed this), then he asked if he had covered all the work that was being proposed.

The Chinanders both said yes.

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

Homeowner Mary Chinander said they were still deciding on the railing, but that it would be a dark metal. Discussion ensued.

Mr. Knight asked what their proposal preference was and that he did not realize they were still considering options.

Discussion continued as the Chinanders described the square design of the other railing being considered.

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

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

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

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

Applicant: Jane Rolfes

Address: 112 Main Street

Owner of record: Jerome Historical Society

Zone: C-1

APN: 401-06-009B

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

Discussion/Possible Action – DRB Reso. 2020-23

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

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

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

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

Motion to Approve DRB Resolution 2020-23

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

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

Applicant: Anthony Schadegg

Address: 111 Third Street

Owner of record: Anthony Schadegg

Zone: R1-5

APN: 401-08-039

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

Discussion/Possible Action – DRB Reso. 2020-24

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

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

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

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

Motion to Approve DRB Resolution 2020-24

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

Informational Items (Current Event Summaries):

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

- a) **Council – July 14, 2020:** Updated P&Z and DRB bylaws (and approved new meeting dates)
- b) **Planning and Zoning Commission – August 5, 2020:** Stair setback interpretation; yard setback interpretation; site plan review of 538 School Street; site plan review of 639 Center Avenue; site plan review of 860 Hampshire Avenue; discussion about mixed-use in C-1 zone

Mr. Knight summarized the recent and upcoming meetings: the DRB bylaws were approved by the Council, including the new meeting dates. The P&Z meeting was August 5, which included the same items as on this DRB agenda minus Item 8, and that a discussion about mixed use in the C-1 zone was also part of the P&Z meeting. He said the community garden meetings have been happening and reminded the board that courtesy reviews will be brought to both boards. Mr. Knight said they have had good turnouts at the garden meetings and invited board members to join in.

6:33 (33:58) Item 10: Set date for next DRB meeting: Regular meeting date falls on Labor Day holiday.

Suggest moving the meeting a week earlier to **Monday, August 31, 2020.**

Mr. Knight explained the need to reschedule the DRB meeting in September to avoid Labor Day, which would require a vote from the board. He proposed having it on Monday, August 31.

Motion to Move the September DRB Regular Meeting to Monday, August 31, 2020

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

6:35 (35:31) Item 11: Future DRB Agenda Items: Design Guidelines discussion with SHPO; 123 Beale Street fence; new sign for 367 Main Street

Mr. Knight went over future agenda items. He said the State Historical Preservation Office (SHPO) will “zoom in” at the next DRB meeting to talk about design guidelines and possibly other items. He said the fence on Beale Street was likely not going to happen, and that a new sign at 367 Main Street will be on the agenda, as well as the community garden plan.

Item 12: Adjourn

Motion to Adjourn at 6:37 p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN	X		X			
MCDONALD			X			
SMITH			X			
WOOD		X	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, August 31, 2020

ITEM 4: Study session with the State Historic Preservation Office (SHPO)
Applicant/Owner: Town of Jerome
Recommendation: Discussion/possible direction
Prepared by: John Knight, Zoning Administrator

Background and summary: The entire town limits were designated as a National Historic Landmark in 1967. In the 1970s, the Town adopted a zoning ordinance, created a design review board, and developed approval criteria for new development and modifications to existing structures. The Design Review Board (DRB) also serves as the historic preservation commission and reviews all new projects to ensure compatibility with the historic character of the town and neighboring structures. The approval criteria are contained in Section 304.F. Most of the criteria state that proposed projects should be *“visually compatible with buildings, structures and places to which it is visually related.”*

At the July 2020 Design Review Board meeting, the board asked for additional information from SHPO. Jerome staff contacted SHPO staff and they agreed to participate in a study session with the DRB.

The study session will be informal; however, staff suggests the following topics to help guide the discussion.

- When is SHPO consulted and what is their role in Jerome?
- What are some issues/concerns related to Jerome?
- When new construction is adjacent to historic buildings, how should the new buildings look?
- Under what circumstances would Jerome lose their historic status?
- Are the current design criteria sufficient to address historic concerns?
- What is the process for developing detailed design guidelines, and how were the Williams guidelines adopted?
- What funding sources are available for historic preservation?
- What are the advantages/disadvantages of having a building designated as a historic structure?
- What buildings in Town are designated historic, and what is the difference between the federal and the state historic designation?

Recommendation: Discussion with SHPO and possible direction to staff for further discussions with SHPO.

Attachment: Williams DRAFT Design Guidelines



Williams Historic Business District Design Guide

A Resource for the Management of the Williams
Historic National Register District

ABSTRACT

This document provides history and development guidelines to promote the educational, cultural, economic benefit and welfare of the community and to encourage preservation of the Williams Historic Business District. It also contains guidelines and submittal requirements on the maintenance, rehabilitation and remodeling of buildings within the historic preservation district to ensure harmonious development that will preserve the heritage of the district and the City of Williams.

Compiled by
City of Williams Historic Commission

Designed Guide developed by Bill
Ottwell Associates Architects

Contents

Introduction	2
Historic District Overview	2
District Qualities and Design Elements	5
DISTRICT REQUIREMENTS.....	7
DISTRICT RECOMMENDATIONS.....	7
District Design Guidelines	8
Appropriate New Construction & Infill Design Guidelines.....	14
Threats to District Integrity	16
Sustainability Considerations.....	17
Energy Conservation: Improve Thermal Performance.....	17
Cyclical Maintenance and Repair Considerations	17
Report References	18
Appendix A.....	19
Williams Historic District Boundary Map.....	19
Appendix B: Figures	22
Appendix C.....	31
Williams Historic District Streetscape Plan	31
Appendix D.....	32
Chapter 12-17: Williams Historic Preservation Zone.....	32
Appendix E.....	33
Guide Request to the City and Historic Preservation Commission.....	33
Appendix F	34
Various Forms	34
Appendix G.....	35
National Register Nomination Form for the Williams Historic Business District.....	35

Introduction

The City of Williams has a unique stock of important historic buildings. The Williams Historic Business District, listed on the National Register of Historic Places, consists of seven blocks of buildings. They date from the late 1880s to the 1930s. The District has a high degree of significance as an important intermodal transportation hub connecting the South Rim of the Grand Canyon with the world. The interrelationship of Route 66 and the transcontinental and Grand Canyon railroads allows people to arrive by private car, bus and train.

The architecture of the Williams Historic Business District has a high degree of integrity. The vast majority of facades exhibit their original configurations and materials. This level of preservation of historic fabric is rare and deserves continued respect and conservation of original materials and components. These Design Guidelines provide guidance on maintaining the historic integrity, and preservation, of the architectural heritage of the Williams Historic Business District. Figure 1 (See Appendix B: Figures)

Historic District Overview

Location and Boundaries of the Historic District

Boundaries for the Williams Historic Business District include all of the area associated with the commercial development of downtown Williams at the turn of the 20th-century (Hoffman, Williams Historic Business District National Register Nomination (NR Nom), p. 4). The north and south of the District are residential areas. To the east and west, along U.S. Route 66, are post-1945 commercial establishments (motels, gas stations, restaurants) which cater to the Williams tourism industry.

With the exception of the buildings which served the Railroad (Fray Marcos Hotel and ticket office, and track warehouses), the District lies south of and adjacent to the railroad tracks. Since the 1920s, U.S. Highway 66 (a.k.a. Route 66), a major national highway, has run through the center of the District. (NR Nom, Appendix G)

The Williams Historic Business District has been the primary commercial center of Williams since 1880. It is divided into three zones: 1) Saloon row, extending along the south side of the Railroad Avenue from 1st Street to 2nd Street; 2) a commercial zone, and 3) Railroad properties, which lie north of Railroad Avenue on both sides of the railroad tracks. (NR Nomination)

District Boundary Map

(See Appendix A) Note: District boundary is at the centerline of the alley

Williams Historic Business District History

The Williams Historic Business District has always been associated with the Santa Fe Railroad and the U.S. Highway 66. The business district of Williams was created in anticipation of the coming of the railroad, and remained and grew as the Santa Fe used the town to locate managerial offices and maintenance facilities, and for food, lodging, and recreational opportunities. The District is essentially a result of the National effort to connect the east and west coasts by rail, serving people involved in national transportation, the railroad enterprise, tourists, and those who served the tourists (NR Nomination).

Williams is located in northern Arizona surrounded by pine-covered hills and volcanic mountains, including Bill Williams Mountain to the south, the San Francisco Peaks to the east, and many grassy valleys, meadows and prairies. Much of the area, including Williams, was originally dedicated to sheep and cattle ranching. In addition, the forested area constituted the largest continuous stand of Ponderosa pine in the world, which by virtue of the arrival of railroad; lumber production became a profitable industry (Putt, p. 91).

One of the early settlers was Charles T. Rogers, a merchant from Prescott who ran cattle near Williams. In 1879, when Atlantic and Pacific Railroad made plans to extend its route past the north side of Bill Williams Mountain, Rogers purchased a ranch from John R. Vinton, close to what is now downtown Williams and established a home there. As the railroad progressed westward, construction camps were established followed by rail heads connecting to other communities to the south. The Atlantic and Pacific Railroad made steady westward progress extending their route, reaching Williams in 1882. By August 1883 offices of the Atlantic and Pacific Railroad were located in Williams, and the community was prospering. The arrival of the railroad opened the forest to logging and provided easier access to market for ranchers, than in other similar suitable environments, and thereby secured the sheep and cattle and timber industries in northern Arizona. Williams became an important shipment center for cattle, sheep, and wool and timber.

During the 1880's several businesses opened on land still owned by rancher Charles Rogers, which essentially became the town of Williams (NR Nom). The first post office was established on June 14, 1881 and Charles Rogers was appointed the first postmaster. The first major business was a store, opened by Mr. Rogers (NR Nom). The principle businesses were general merchandise stores, wholesale and retail liquor dealers, a saloon and a restaurant. Williams developed a reputation for being a "tough" town in the 1880s, catering to cowboys, shepherders and railroad workers seeking relaxation. Business increased over time, including expansion of railroad facilities.

Mills to harvest timber sprung up to serve the construction of the railroad and related building construction. A portable lumber mill was installed in 1891, mainly to supply ties and bridge timbers for railroad construction. In the early years, logging was only legal on the railroad-owned land which had been allocated through a land grant provision of a Congressional charter which granted first claim on odd numbered sections within 50 miles of the railroad route to the Atlantic and Pacific Railroad (NR Nom). In 1892, the Saginaw Lumber Company, out of Saginaw, Michigan acquired logging rights to thousands of acres of timberland around Williams. They constructed two sawmills, the Saginaw Lumber Company was built along the west side of Williams and in Chalender in 1893 (NR Nom). The company supplied railroad ties for the Prescott & Phoenix Railroad (Putt: 96). The company used the railroad spurs to access timber stands and haul logs to the mill, as they had done in Michigan. The Williams Mill, located near the site of present-day Williams High School, had a production capacity of 35,000 board feet of lumber per day (Putt: 97). The Saginaw Lumber continued to expand operations, and eventually closed the smaller mill in Chalender. By late 1897, timber resources were diminishing due to over logging. Nearly every tree along the Santa Fe Railroad was gone by the late 1880s. Forced to go further to obtain timber, the Saginaw Lumber Company financed the Saginaw Southern Railroad company in 1898 to operate between Williams and the Verde Valley, accessing previously inaccessible forests. The newly tapped resources allowed the Williams mill to operate at full capacity for several years (Putt: 98).

By 1898, extensive timber cutting had taken a toll on the forests, resulting in attempts to develop a systemic approach to managing the forests to "strike a balance between lumber demands and the forest's ability to grow trees" (Putt, p. 91). In 1899, the Saginaw Lumber Company merged with the Manistee Lumber Company, also out of Michigan. The new company was known as the Saginaw

and Manistee Lumber Company. The increased worth of the combined companies allowed the new corporation to obtain larger loans which it used to remodel its mill in Williams and build new railroad spurs into the forest. By the early 1900s, the Saginaw and Manistee was the largest lumber producer in the Kaibab Forest. Due to the success of the timber industry, most of the accessible timber was cut, and the stands that remained in the Williams area were inaccessible to logging railroads and too far away to transport logs with horses. The loss of the timber resource, combined with a growing conservation movement, led to federal forest management plans, which included yield restrictions and forest restoration requirements (Putt: 93-113). By 1942, after 50 years of logging, the forests of the South Kaibab had been depleted of lumber, the Saginaw and Manistee's Williams sawmill and box factory closed (Putt: 121).

The town of Williams grew over the years, and by 1895 the population was 600. By 1900 it had doubled to 1200 people. To meet increasing needs of the residents, new businesses were established. Fires in 1895, 1896, 1901, 1903 and 1908 resulted in the loss of many business properties, but fortunately 1908 was the last major fire to occur in Williams (NR Nom: 4-5). By 1910, lumber, livestock and railroad industries provided the basis of the economy of Williams. By 1920, it was apparent that the best source of income from tourists traveling to the Grand Canyon.

In the 1920s, a federal highway was established along the route approximating the old Whipple Wagon Road. It became known as the National Old Trails Highway. Around 1928, it was renamed U.S. Highway 66 (a.k.a. Route 66). Route 66 construction, including federal support for highway maintenance, was significant in adding to the number of tourists who arrived in Williams since the highway was routed through the center of Williams (NR Nom, p. 8.7).

Most important of all to Williams is its tourist traffic. Although not all Grand Canyon tourists stop in Williams, not all those traveling on Route 66 are traveling to the Grand Canyon. However, the volume of traffic is such that tourism remains Williams' major industry. Auto tourist-related businesses grew and benefitted from the increased traffic flow to and through Williams, which created, and maintains, the Williams Historic Business District to this day.

Formation of the District

The Williams Historic Business District lies at the center of City of Williams, and includes portions of the Original Town Site, portions of the Scott Addition, businesses associated with the Atchison, Topeka, Santa Fe Railroad. The Williams Historic Business District was first inventoried in 1979, and listed on the National Register of Historic Places in 1983. Boundaries for the District were chosen to include all of the area associated with the commercial development of downtown Williams around the turn of the 20th Century. Each of the areas of commercial development, and the buildings related to these enterprises, were taken into consideration in the formation of the District. Outside the proposed District there are buildings of required age (over 50 years old) and architectural integrity, but they were not connected with the development of the downtown in a commercial sense (see Boundary Map in Appendix A).

Authority over Activities in the District

The City of Williams entered into the Arizona Certified Local Government (CLG) Program in 1986, and established a Historic Preservation Commission in 1990. The Commission consists of members of the community who have an interest in or have knowledge of Williams History and/or individuals who have an economic interest within the Historic District. The Historic Preservation Commission provides recommendations to City Council and to business owners within the historic district.

District Qualities and Design Elements

Architectural Overview

The architectural character of Williams has remained relatively intact over time, due to a later growth than other Arizona communities, including Flagstaff. As stated in the William Historic Business District National Register Nomination: “Williams remains a virtually unique museum of late 19th and early 20th century adaptive vernacular architecture, reflecting pan-United States tastes, the aspirations and life styles of the times in which they were conceived and the adaptation of those styles to the frontier environment... some of the finest examples in the region of vernacular frontier commercial architecture” (NR Nom, p. 1). Although fires repeatedly destroyed downtown Williams in the early years, after 1908 no major fires occurred, nor building booms, which has left a significant stock of early 20th century buildings. Downtown Williams is a time capsule of sorts of adaptive architectural styles from the late 1800s to the early 1900s (NR Nom, p.1).

Most of the buildings (all but four) in the District are single-story businesses in a Victorian Commercial style. Examples include recessed central entrances, with transom windows flanked by large glass front bays. The facades are topped by simple corbelled brick parapets. Vernacular buildings throughout the District include those with pressed metal siding or rock construction. All buildings in the District are rectangular in plan, with the exception of the Fray Marcos Hotel. Most fill a narrow lot (approximately 25 feet wide). The single most common design element, aside from the general character, is the rounded or segmental arch (NR Nom, p. 2).

The Williams Historic Business District is significant for its range of architectural styles, representing adaptation of styles of the “outside world” to the frontier environment. (NR Nom, p. 8.1). “It is a microcosm of turn-of-the-century architectural styles as interpreted in a frontier town” (NR Nom, 8.1).

All of the buildings within the District contribute to its sense of time and place. The District is an excellent collection of representative architectural styles from the late 19th century to the present day. The 19th century buildings that retain most of their original integrity are:

- Tetzlaff Building
- Grand Canyon Hotel
- Cabinet Saloon

Those from 1900-1915 which retain most of the original integrity include:

- The Fray Marcos Hotel
- Duffy Brothers Grocery Store
- The Old Parlor Pool Hall
- Alternative Impressions
- Messimer’s Insurance
- Applegate Western and Casual Wear
- Foster’s Indian Store
- The Telegraph Office
- Citizen’s Bank
- The Freight Depot
- Pollock Building

Boyce-Belgard Building

Other buildings which are significant historically (where the modifications are reversible, or the building has acquired a new significance of its own) include:

Babbitt-Polson Building (only example of Art Deco in the District)

The Sultana Building

Landscape/Streetscape

Generally, buildings in the District are built with a zero lot -line setback, with no landscape buffer. Where gas stations, conveniences stores and motels appear in the District, some landscaping and parking is in place. Period style streetlights and brick textured sidewalks are the main streetscape feature.

Traffic Flow, Pedestrian Circulation, Parking

The alternate one-way streets that transverse the east/west length of the District allow for a mixture of diagonal and parallel parking. This configuration, along with signage, provides a traffic calming/slowing effect that contributes to pedestrian safety and better viewing of storefronts. The strong Route 66 theme celebrates the automobile. The older gas stations in the District have been preserved and rehabilitated to play on the auto/Route 66 theme.

Relationship to Grand Canyon Railway and South Rim

In 1891, William W. Bass began a regular stage service between Williams and the Grand Canyon (NR Nom, p. 8.6). Work began in 1898 on a railroad from Williams to the Canyon. The addition of the railroad route from Williams to the Grand Canyon was an important economic stimulus for the town. In 1902, the slogan now used by Williams, "Gateway to the Grand Canyon," first appeared in the *Williams News*. It was officially adopted as the town slogan in the 1930's and trademarked in 1984.

During the early years of the 20th century accommodations for tourists were limited. The principal hotel was the Grand Canyon Hotel in Williams. The railroad completed the El Tovar Hotel at the Grand Canyon in 1905, placing it under the operation of the Fred Harvey Company, which had been providing meals for tourist in converted railroad cars sidelined at Williams, because they did not have a hotel facility in Williams. In 1908, the Fray Marcos Hotel, a Harvey House, opened in Williams.

Travel to the Grand Canyon increased substantially in 1901, following the opening of a road between Williams and the Grand Canyon South Rim and the Grand Canyon Railway which was extended from the Anita Copper Mine area to the canyon. Auto travel from Williams to the Grand Canyon eventually exceeded that of the train (ca. 1927). By 1930, cars far exceeded the railroad in the number of tourists brought to the Canyon (NR Nom, p. 8.7). Although rail travel, generally, increased during WWII, the Grand Canyon tourist line was discontinued in July 1942. The Grand Canyon Railway, which had control of the line since 1901, was dissolved in 1943 and its property was transferred to the Atchison, Topeka and Santa Fe Railway Company. Service to the Canyon was restored after the war. In 1968 the railroad was abandoned due to ever increasing popularity of the automobile (NR Nom, p. 8.8). The Grand Canyon Railway resumed operations in 1989, which still takes tourists on a scenic trip to and from the Grand Canyon today.

DISTRICT REQUIREMENTS

Alterations of existing structures or the construction of new structures must conform to the Williams City Code pertaining to the Historic Preservation District, Adopted Building Codes, Williams Historic District Streetscape Plan and the Secretary of Interior Standards for Rehabilitation as required in Section 158.106 of the Williams City Code (see Appendix D for list of city codes related to the historic district).

Secretary of the Interior Standard for Rehabilitation

<https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm>

The Standards will be applied taking into consideration the economic and technical feasibility of each project.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

DISTRICT RECOMMENDATIONS (All Figure referred to in the next sections are located in Appendix B of this document.)

Elements Worthy of Preservation/Character-Defining Features

Siting of Buildings

All of the contributing buildings in the Williams Historic Business District have zero setbacks, which means they are aligned at the inner edge of the sidewalk. [Figure 2](#)

Streetscape/Landscape

The streetscape in the Williams Historic Business District is designed, and is still functioning, as a one-way configuration with cross streets and alleys. In some areas, businesses have taken over the open space between buildings for outdoor seating areas, business access, and parking.

The Streetscape landscaping consists of flower in planter and pots hanging from replicate historic streetlight fixtures. [Figure 2](#)

Building Size and Scale

Most roofs in the District are concealed behind a parapet. This is a strong character-defining element. [Figure 3](#)

Doors and Windows

Doors and windows are an important character-defining feature of historic buildings (and all buildings). Generally, the mass of historic buildings is balanced by an open and accessible first floor with vertical windows. Vertical windows were originally a climatic response in which transoms, operable openings above the doors, along with double hung windows, allowed the breezes to travel across the tops of rooms to remove the warm air. This combination of style and practicality should be respected and preserved in historic buildings. Street level storefronts are mostly glass with window area using 60-90% of the façade street frontage. Second story windows have a much lower percentage of window area, approximately 10-25% of frontage. [Figures 4, 5, 6, 7, 8](#)

District Design Guidelines

The four major approaches to preserving historic buildings are defined by the National Register of Historic Places as Restoration, Preservation, Rehabilitation and Reconstruction. Rehabilitation is the most common approach, in which the historic, character-defining features which remain are preserved, but aesthetically compatible changes are made to allow the building to continue to be utilized, often for a use different from the original use. This approach respects the character of the past while allowing for contemporary changes which do not damage or detract from the historic character of the building. Most of the buildings in the Williams Historic Business District have been rehabilitated, and that approach will likely continue.

As a comparison, Restoration is the process of accurately returning a building to a specific period in time and the same (or a very similar) use of the building, including restoration of missing or altered features, including windows, doors, materials, colors and other original design features.

Preservation is a process of retaining what remains of the character-defining features, but no reconstruction of missing features or attempt to replicate the character of the building at a point in time. All other elements of the building are repaired and maintained in their current condition.

Reconstruction is the accurate reproduction of historic property which has been demolished or is unsalvageable as it stands. Reconstruction is generally a last effort, saved primarily for properties which have a high level of significance as defined by the National Register of Historic Places (https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm)

Siting

To maintain the historic pattern, all setback should be zero for at least 50% of the first floor and 100% for second and third floor facades (including the roofline). There is no requirement regarding depth, angle or shape of inset. (Exception: Historical gas stations). This allows up to one half of the first floor façade to be inset under the second floor, providing shelter, public safety and additional commercial display space. [Figures 9 & 10](#)

Streetscape/Landscape

Since there is a zero setback, landscaping on private property is not possible within the District.

Landscaping is not allowed at the front of the building within the front property line. Chairs, benches, pots, etc may be approved to be placed on the public sidewalk or **hanging pots to the exterior of their building**. They must meet design requirements, ADA access/clearances and supply the city with required insurance.

Hanging plants suspended from the structure are only permitted when using existing hook/nails in the exterior wall. Plants may also be hung from awnings or signs, but must be provide sufficient headroom clearance for pedestrians to pass beneath (minimum height 8'). Landscaping within the District is limited to the public right of way. [Figure 11](#)

Care should be taken that historic portions of the sidewalk are preserved, such as the sandstone curbs and sidewalks along Second Street, south of Route 66.

Any approved new attachments to an exterior wall; such as awnings or signs must be properly installed in a mortar joint as to not to damage the brick face.

Building Scale, Massing and Proportion

Maximum building height 35 feet (refer to City of Williams Land Development Code)

One-story buildings shall be between 16 and 24 feet in height (as measured from the front sidewalk to the uppermost part of the roof line)

Two story buildings shall be between 28 and 35 feet in height

The mass to void ratio defines the building character, and should be maintained. [Figure 13](#)

As a generally rule, the wider the building, the taller it should be. [Figure 14](#)

No roofs, roof materials, or mechanical equipment mounted on the roof shall be visible from the front elevation.

Flat Roof (low slope, draining to the back of the building) with parapets (a vertical extension of the façade above the roof) are an important part of the massing of buildings in the historic District, and therefore should be maintained (repaired) or replaced in kind. [Figure 12](#)

Doors and Windows

The way the openings (doors and windows) are set in an elevation has a significant impact on the mass, style and gracefulness of a building. The arrangement of doors and windows was an important element in the original design of historic buildings in the district. (See Section 158.106 of the City of Williams Code for specifications on doors and window).

Preservation of Original Windows: Historic/original fixed and operable windows should be preserved as the preferred treatment. Repairs, if needed, should be performed in the gentlest manner possible.

- **Window Repairs:** Original sashes shall be repaired with “Dutchman” replacement pieces or epoxy filler. Exact replacement sash may be used if more economical to repair.
- **Storm window** inserts may be added in place of the screen sash for thermal energy performance improvement.

Window Replacement: If windows or window components are beyond repair, the following window replacement guidelines shall be followed:

- The use of wood windows and storefronts is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood.
- Aluminum or bare metal are **not acceptable** for any application. Steel may be used for doors and windows if painted a compatible color with the building or anodized to make or appear rusty.
- Replacement with generic commercial windows is **not recommended**. All replacement windows shall be custom build to accommodate existing size and design.

Windows: Proper orientation of window openings avoids the appearance of either being too delicate on one hand, or too imposing on the other. Windows types, orientation, quantity, and size guidelines are as follows:

- **Window types:** Windows should be single, double hung, or fixed. Casement windows are acceptable if they meet the vertical orientation criteria (see *Orientation* below). Sliding, awning, hopper or jalousie windows are not acceptable. The use of wood for windows is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Aluminum or bare metal is not acceptable. [Figure 15](#)
- **Orientation:** Windows shall be vertical in orientation. The height of each window opening should be at least one and one-half times the width (e.g. a 3-foot wide opening must be at least 4-1/2 feet tall). [Figure 16](#)

- **Second floor windows:** All the windows in the second and third floors should be between two and four feet wide. No single opening in the second or third floor should exceed four feet in width. [Figure 17](#)
- **Storefronts:** The first floor shall consist of “storefront” openings. The storefronts should have opaque (solid) lower panels one and a half to three feet high. The use of wood for storefronts is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Cast iron storefronts are acceptable. Aluminum or bare metal is **not acceptable**. [Figure 18](#)
- **Glass panes:** Window panes shall be glass (not plastic or Plexiglas). The individual glass panes should have a vertical orientation (as described above under Window Orientation).
- **Transom windows:** Fixed transom windows above the doors and windows up to the bottom of the interior finished ceiling are encouraged. Transoms do not need to be operable. [Figure 19](#)
- **Window area:** Door and windows can be up to 75% of the front elevation; second and third floor windows openings can be up to 50% of the elevation. Large, continuous openings on the first floor are encouraged, but are not mandatory. [Figure 20](#)

Doors:

- **Door swing:** No door should swing into the public right of way (sidewalk).
- **Material:** The use of wood for doors is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Aluminum or bare metal is not acceptable. Steel may be used for doors and windows if painted or anodized to make rusty if compatible with the rest of the building. [Figures 21 - 23](#)

Wall Materials & Finishes

The materials of a building contribute significantly to its character and is often the first identifying feature of a building. Much of the character of the buildings in the Williams Historic Business District has to do with the use of materials as it does with the siting and massing. Thus, the compatible use of materials is strongly encouraged to continue the design theme established at the turn of the 20th-century.

Existing materials shall be treated in the following sequence: 1) Repaired; if not repairable, 2) replaced in kind. See: NPS Preservation Briefs (<https://www.nps.gov/tps/how-to-preserve/briefs.htm>) for additional technical information on building materials, repairs and replacement. (See Section 158.106 of the City of Williams Codes for specifications on Wall Materials & Finishes) .

Masonry: The use of brick and stone masonry is required. [Figures 24 - 28](#)

- Masonry may be either structural or veneer: fired clay brick or native stone
- Native stone of the area includes basalt and sandstone.
- Split-face masonry is acceptable if used with an integral color.

- The façade material must be left in a natural condition with no glazing, paint or other applied finishes.

Stucco: Stucco shall be used as an accent only, except in existing circumstances.

[Figure 29](#),

- New or existing materials shall not be covered in stucco, gunite or other spray applied material.
- Stucco accents may be painted.

Wood: Wood may be used as an accent material only (trim, cornices, etc.). [Figures 10, 18, 19, 26, 30, 31](#)

- New or existing facades shall not be sheathed in wood, metal or vinyl.
- Wood may be stained or painted.

Roof and Roof Parapet: [Figures 32](#)

- Pressed metal cornice (prefabricated) shall be repaired or replaced in kind
- Metal roofing is acceptable.
- Most roofs in the District are concealed behind a parapet. This is a strong character-defining element that should be respected in rehabilitation
- The color of the roofing material shall be an earth tone or match the color of the building to reduce glare.

Awnings [Figures 33-36](#)

Awnings shade in the summer and provide cover during rain; add an inviting human-scale to the front of a building that looks sheltering and inviting; provide an opportunity for color and variety to the building elevation; and a place for appropriate business identification at street level. (See Section 158.106(F)(7) of the City of Williams Code).

- The use of canvas awnings is recommended.
- Metal awnings, including aluminum, plastic, vinyl or other shiny materials are **not acceptable**.
- Copper awnings with a patina finish or aged metal (non-shiny metal surfaces) are acceptable.
- First floor awnings may extend over the public right of way (sidewalk).
- The width of the awning may be up to the width of the storefront or inset.
- The color should match or be complementary to the primary color of the façade. The color must not detract from the façade.
- Second floor awnings are also encouraged.
- One awning should be used for each window, although one awning may cover not more than two windows at a time.

- Awnings should be horizontal with an angle of approximately 45 degrees from the sidewalk to the façade. Curved awnings are permitted but not encouraged.

Signage Figures 2, 27, 37-39

Current signage within the district is eclectic, with just about any type of frontage sign imaginable. The largest sign is the Circle K, with the Arizona Motor Hotel a close second. The tallest sign is the Canyon Club. Most other signs are similar in size and character to each other. (See Section 158.195 of the City of Williams Codes for specifications on signs on the exterior of buildings and on the interior and exterior of windows).

- Many historic buildings include insets or other areas within the façade designed specifically for signage. Where this condition exists, the signage shall be constrained within this area and shall not extend beyond the provided borders.
- Signage should complement and not detract from the building.
- Signage shall be used for identification only, not for advertising.
- All signage should be placed flat against the façade. One suspended perpendicular sign per building is permitted if it complies with the rest of the requirements of these guidelines.
- Signage painted directly on the façade is only permitted where they exist or on buildings that are painted and must be done in a historically compatible style. Painted signage is not allowed on any unpainted brick.
- Signage painted on window glazing is acceptable and must comply with section 158.195(K)(10) of the City Code.
- Signage lighting, LED is allowed but it must be of an output to comply with Coconino County Dark Sky Ordinances (<https://coconino.az.gov/DocumentCenter/View/3004/Section17>).
- Fluorescent lighting is not acceptable, either exposed or as back lighting.
- Signage lettering may be painted or individually cut figures.
- Neon may be used for lettering if set into individually cut channel-type figures.
- Box-type or cabinet sign are acceptable. Lighting for cabinet requires the main panel be of an opaque color, not translucent.

Colors Figures 40

There is currently a wide range of colors in use in the Williams Historic Business District. Generally, the natural building colors range are red brick and sandstone (from the local area), and stucco and brick which have been painted any number of colors and color combinations. The styles of the turn of the 20th century buildings (late 1800s and early 1900s) were generally natural, neutral earth tones, with natural wood (stained) or painted wood trim. Buildings in the District from the 1930s and later, in keeping with the Route 66 theme, have

bolder colors, and stronger contrast in colors, primarily black and white (of the Route 66 signage) with bright accent colors and neon lighting indicative of the new era of automobile travel.

- Generally, the two distinct eras of architecture in the Williams Historic District should be identifiable in the buildings of each time period, and the colors reflect the building colors of those time periods in which the building were constructed, utilizing time period appropriate colors and accent colors which do not detract from the architecture, but rather enhance the entire Historic District.
- All building colors shall be of an acceptable color of the era including neutral tones, compatible with the building design and the entire District.
- Accent colors of a strong contrast may be used in limited applications, such as in building signage and trim colors, subject to the approval of the Williams Historic Preservation Commission. Such color shall not detract from the architecture, but rather enhance it, and the continuity of the Historic District as a whole.
- The color of the roofing material shall be an earth tone or match the color of the building to reduce glare.

Appropriate New Construction & Infill Design Guidelines

When new construction occurs in the Williams Historic Business District, the design shall be compatible with the adjacent historic buildings and the historic district character overall in applying the following guidelines:

- The mass to void ratio defines a building's character; therefore, new construction shall seek to emulate the mass to void ratio of surrounding historic buildings.
- Most roofs in the District are concealed behind a parapet. This is a strong character-defining element that should be respected and emulated in new construction.
- There are a number of vacant and/or open lots, where fire and demolition has caused buildings to be removed. These spaces provide for outdoor uses and in the case of gas stations and motels provide for vehicular traffic and parking. These spaces can be developed and improved for various uses:
 - Outdoor dining
 - Display of Route 66 artifacts, such as gas pumps, historic cars, etc.
 - Outdoor venues for events, wedding receptions, etc.
 - Pocket parks providing shade and/or interpretive information on the history of Williams and its flora and fauna
 - Adaptive reuse of gas stations and motel parking lots has the potential to add vibrant activities to the District. Car shows, swap meets, and farmers' markets can be accommodated while preserving historic fabric wherever possible
- New buildings should respect the scale of the District and all other aspects of the built environment, including the following:

- Structures should be one and two-story.
 - Materials should be primarily masonry (brick and/or stone).
 - Window pattern and proportion (spacing, size, and percentage of solid wall to opening area) of doors and windows should match the scale and proportion of existing historic structures.
 - Building should be sited with zero front setbacks when possible, with parking behind the building.
 - Rooflines should be mostly hidden behind parapets. Note: The historic Freight Depot is a rare example of a hip roof with overhangs on all sides. Buildings in proximity to the Depot may reflect this feature.
 - Parapets on the front elevation (see design guidelines for existing buildings); note that design and shape of parapets is not stipulated. It may be flat, triangular or round as long as it is sufficiently tall to conceal the roof behind it.
- Details add character to a façade and are encouraged, in keeping with the design of the building and the character of the District as a whole. Details can range from simple brick patterns at the roof line or window openings, to whimsical faces cast into medallions in the façade. **Figure 49-52** Details should be constructed of materials already in the building façade, or complimentary materials. They should add to, not distract from, the overall design of the building.
 - Details may include cornices (a projection at the top of a wall); friezes (areas below the cornice which may contain additional detailing); pediments (a triangular element resembling a gable at the building crown); accentuated lintels (the area above an opening); sills (the area below an opening); columns, parapet copings (caps at the top of the wall); arches above openings; brackets (a projection from the wall used to support a cornice); an corbelling (outward stepping at the top of a wall to form a ledge) Figures 49-52
 - New construction should include awning bands into the design (bands set into the front façade, usually just above the storefront).
 - There is also open space at the northwest corner of the District, largely railroad property. This area should be developed with consideration for the existing historic buildings and future needs in the District. This area is the largest opportunity for development of new buildings in the District.

Circulation and Parking

The street circulation in the Williams Historic Business District is designed is a one-way configuration with cross streets and alleys. Parking occurs along both sides of the main east/west one-way streets. Relatively wide sidewalks allow for ease of pedestrian circulation.

- The current streetscape landscaping consisting of flowers in planters and periodic benches along storefronts is encouraged.

- Pots hanging from replicate historic streetlight fixtures should be maintained and replaced in kind, when necessary. The maintenance and hanging of the pots is the responsibility of the City.
- The first floor shall be pedestrian oriented and used for functions only accessible by foot (stores, offices, entertainment, banking, etc.).
- No uses should allow or encourage automobiles to traverse the property or cross the public sidewalk. This includes parking garages, facilities with drive-thrus or drive up windows, etc.
- Automobile access should be at the back of the property for service to the building.
- Parking is discouraged anywhere on the property.

Threats to District Integrity

Demolition

Demolition of historic properties results in a loss of historic character that cannot be replaced, affecting the visual appeal and historic attraction of the Williams Historic Business District. In turn, these losses can lead to a reduction in tourism and thereby the economic benefit to the City of Williams that tourists bring to the local economy.

- Rehabilitation is encouraged, preserving those features of the building which are most character-defining of that particular building
- If a building can't be rehabilitated as a whole, every attempt should be made to preserve the building exterior (shell), particularly the street façade(s), even if the interior is entirely new.
- See City of Williams Historic Properties demolition requirements in Section 158.107.

Changes to Building Appearance

Change is anticipated, but in Historic Districts, those changes can be either enhance the district or detract from it. Changes made to historic properties require particular attention and care to ensure that the qualities which made those properties eligible for listing on the National Register of Historic Places are not lost. The building should continue to convey its original character, while meeting the needs of the current use of the building and the overall historic quality of the Historic District as a whole.

Inappropriate New Construction

New construction (infill) in historic districts is an inherent threat to the character of a Historic District. Infill construction must be done in a sensitive manner to ensure that it doesn't detract from the aesthetic character of the surrounding historic properties. To do so threatens the integrity of the entire District. (See New Construction and Infill guidelines in this document).

Building Deterioration

Cyclical maintenance is critical for the preservation and continued quality of historic properties. Most of the historic buildings in Williams were constructed of natural materials that innately require additional care, particular in the Williams climate, in which temperature and precipitation extremes are the norm. A small effort in annual maintenance will insure that Williams' historic properties are protected and continue to provide the beauty and

history for both residents and tourists. (See Cyclical Maintenance and Repair Considerations below).

Sustainability Considerations

Sustainability in historic districts includes maintenance, additions, improvement and new construction that addresses the following:

- Retain as much of the original, historic building fabric, which preserves both the building character and the embodied energy of the materials used to construct it (energy used to extract, process, transport and install the building materials).
- Utilize natural, renewable materials (wood and metal vs. plastics) which are less environmentally harmful, and can be recycled.
- Select low water use plant materials for landscaping/streetscaping and planter boxes to reduce water consumption.
- Use non-toxic materials for construction to preserve environmental and human health (adhesives, paint, sealants, wood vs. plastic, etc.)
- Conserve energy by adding insulation at exterior walls and ceiling/roof (see Energy Conservation below).

Energy Conservation: Improve Thermal Performance

Improving the thermal performance of an existing building will reduce heat loss in winter and overheating in summer, thereby using less energy (reduced cost to heat or cool) to maintain the same level of building comfort. This can be accomplished through the following building improvement:

- Install additional insulation in the attic or on the roof (min. R-30).
- Check ductwork to make sure all ducts are properly sealed; and insulated where they run through unconditioned areas.
- Seal any gaps (leaks) in windows and install weather stripping on doors. Add automatic door closers to minimize loss of conditioned interior air.

Cyclical Maintenance and Repair Considerations

The climate of Williams is tough on buildings. Winter conditions bring snow and ice, and a daily freeze-thaw condition. For a good part of the year, protection from water intrusion and appropriate means for allowing building to breathe to remove water and water vapor are extremely important.

Buildings in the District are mostly well maintained and have withstood the test of time. Maintenance priorities include the following:

- Roofs and parapets should be inspected annually and repaired or replaced, as needed, to maintain a weathertight condition.
- Roof drainage should be directed away from foundations.
- Masonry coatings (seals and paints should be breathable to allow moisture to escape the substrate.
- Historic photos indicate that most buildings in the District did not have awnings over the storefronts. Over the years, awnings have been added. These awnings provide shade and protection from the elements for the storefronts. If properly installed, these awnings are reversible and do not damage the historic fabric of the buildings.

Report References

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Putt, Patrick John. 1991. *South Kaibab National Forest: A Historical Overview*. Northern Arizona University, Flagstaff, Arizona.

General References

Reference publications and recent articles on historic preservation, restoration and rehabilitation

Case Studies, NPS Tech Notes

<https://www.nps.gov/tps/how-to-preserve/tech-notes.htm>

Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings

<https://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>

National Register of Historic Places Criteria for Listing Historic Properties

https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm

NPS Technical Brief – Sustainability Case Studies

<https://www.nps.gov/tps/sustainability/case-studies.htm>

NPS Preservation Briefs

<https://www.nps.gov/tps/how-to-preserve/briefs.htm>

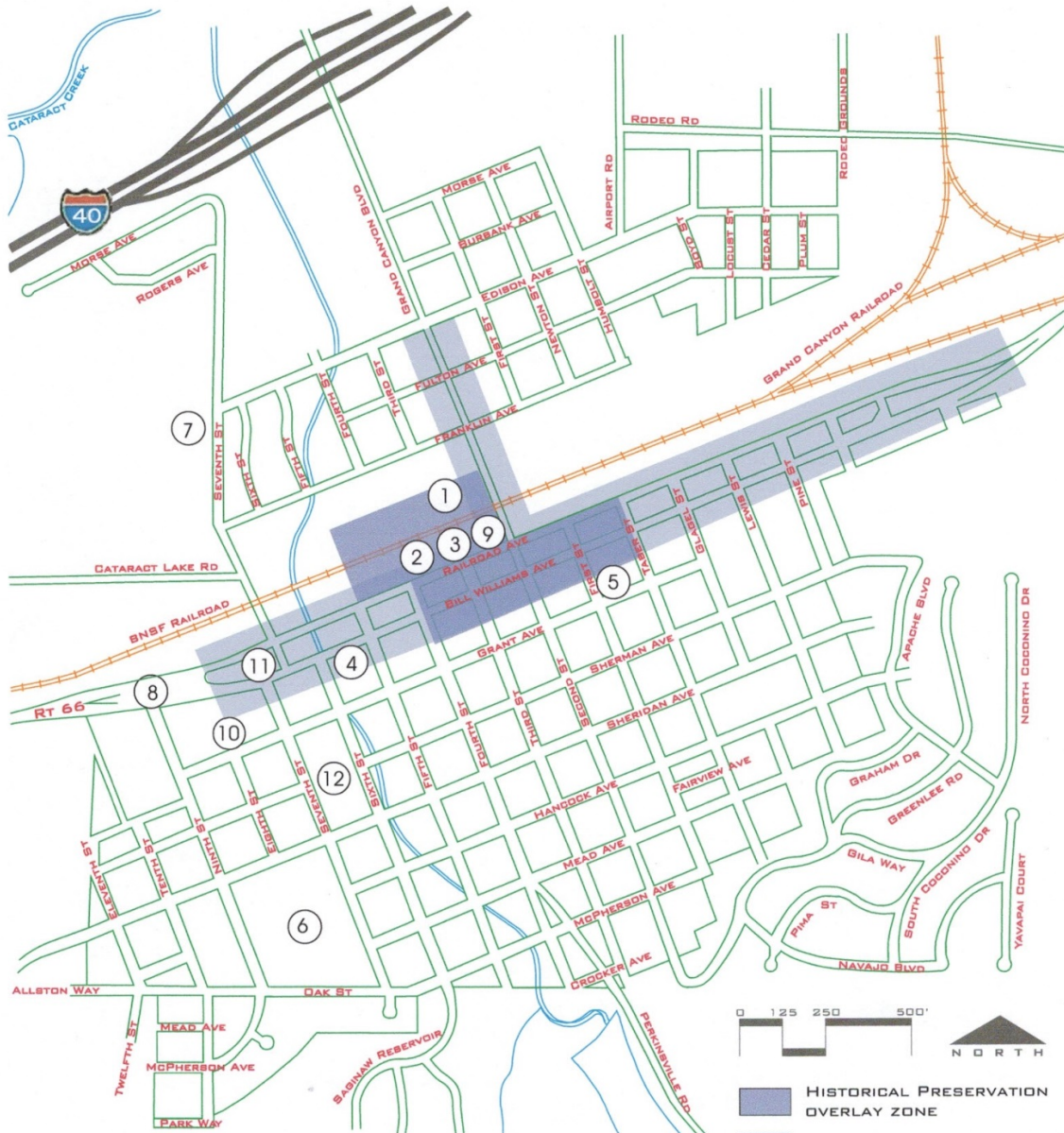
Revising Preservation Brief 14: Additions and Infill Design

https://www.nps.gov/tps/how-to-preserve/revisingPB14_pg2.htm

Secretary of the Interior’s Standards for Treatment of Historic Properties

<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>

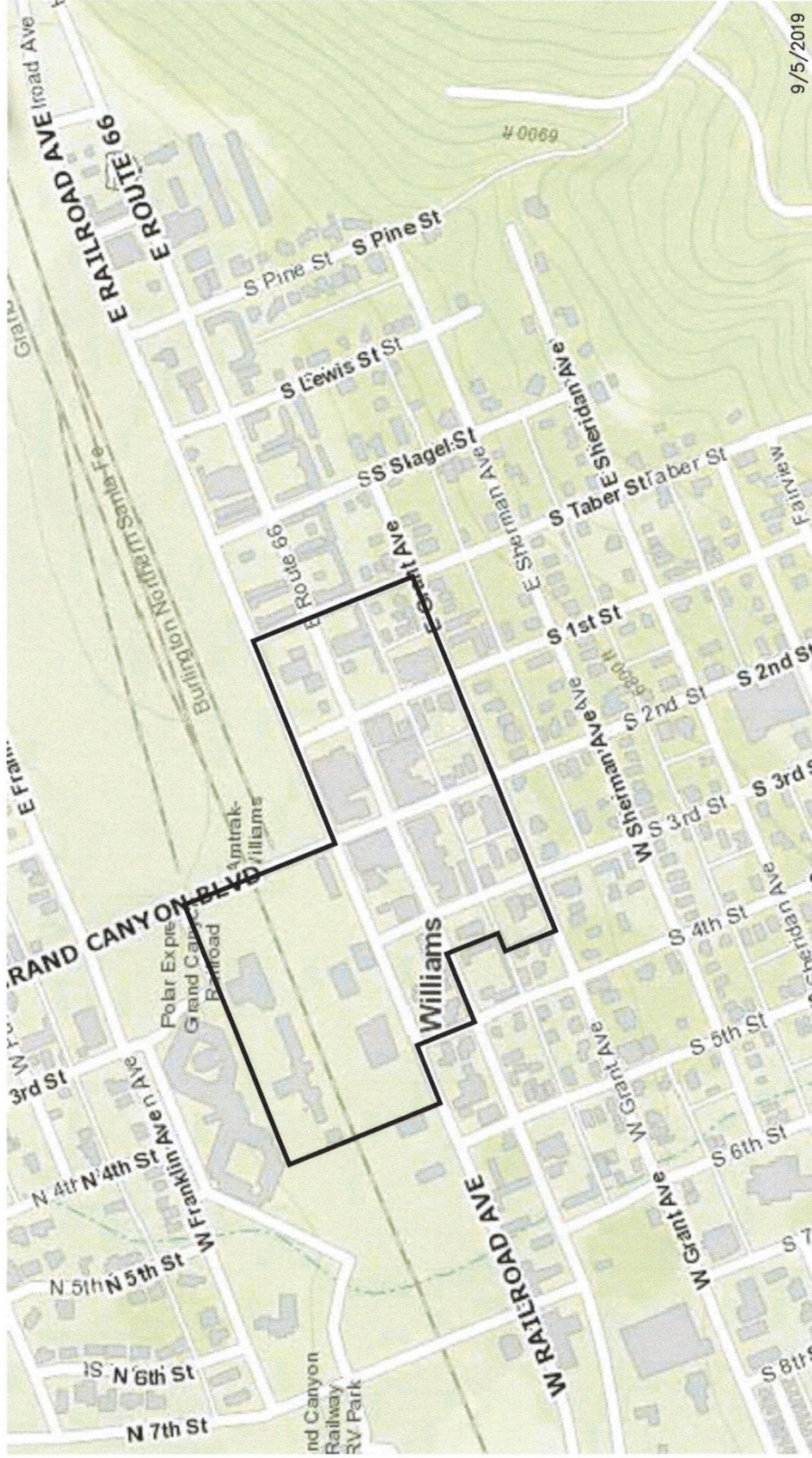
Appendix A
Williams Historic District Boundary Map



- | | | |
|------------------------|----------------------------------|-----------------------|
| ① GRAND CANYON RAILWAY | ⑤ CITY HALL | ⑨ CITY VISITOR CENTER |
| ② CITY POOL | ⑥ HIGH SCHOOL | ⑩ SENIOR CENTER |
| ③ CITY SKATE PARK | ⑦ ELEMENTARY/
MIDDLE SCHOOL | ⑪ ADOT BUILDING |
| ④ POLICE DEPARTMENT | ⑧ BILL WILLIAMS
MONUMENT PARK | ⑫ HEALTH CENTER |

MAIN STREET AREA

CITY OF WILLIAMS



HISTORIC BUSINESS DISTRICT,
WILLIAMS, ARIZONA

Appendix B: Figures



Figure 1: Downtown Williams 1914



Figure 2: Streetscape/Zero Building Setback



Figure 3: Typical Roof Parapets



Figure 4: Windows



Fig windows





Figure 7: Storefront



Figure 8: Storefront



Figure 9: Storefront



Figure 10: Storefront



Figure 11:



Figure 12: Preservation of Existing



Figure 13: One-Story Building Massing



Figure 14: Two-Story Building Massing



Figure 15: Preservation of Original Wood Window



Figure 16: Vertical Window with Transom



Figure 17: Second Floor Vertical



Figure 18: Storefront with Transom



Figure 19: Storefront with Transom Windows



Figure 20: Window to Wall Areas - First and Second Floors



Figure 21: Wood Door (recommended)



Figure 22: Wood Door



Figure 23: Wood



Figure 24: Stone



Figure 25: Mixed Masonry Types (brick and stone)



Figure 26: Brick Facade/Wood and Glass Storefront



Figure 27: Painted Brick Facade (acceptable but unfinished preferred)



Figure 28: Stone Facade



Figure 29: Stucco (as an accent only)



Figure 30: Wood Trim



Figure 31: Wood Trim



Figure 32: Parapet



Figure 33: Awning over Storefront



Figure 34: Awning over Doorway



Figure 35: Multiple Awnings over Doorway and



Figure 36: Second Floor Awnings



Figure 37: Building, Window and Projecting Signs



Figure 38: Building and Window Signs



Figure 39: Awning Sign



Figure 40: Projecting Sign



Figure 41: Neon and Window Signs



Figure 42: Natural Stone (signage and awning as color)

Dark contrasting trim color (common for utility buildings/gas stations)

White painted masonry block - typical gas station color



Signage painted on fascia of gas station canopy (restored bright colored pumps)

Original garage doors color painted bldg color

Figure 43: Gasoline Station (white with bold accent color)

Muted two-toned painted brick facade

Exposed brick preserved where stucco has fallen away



Storefront white and window trim matches wall color

First floor facade painted (only)

Figure 44: Two-Story Brick (neutral colors/white accent)



Light colored soffit (reflects light)

Trim color complimentary to brick and mortar color

Unfinished natural sandstone veneer

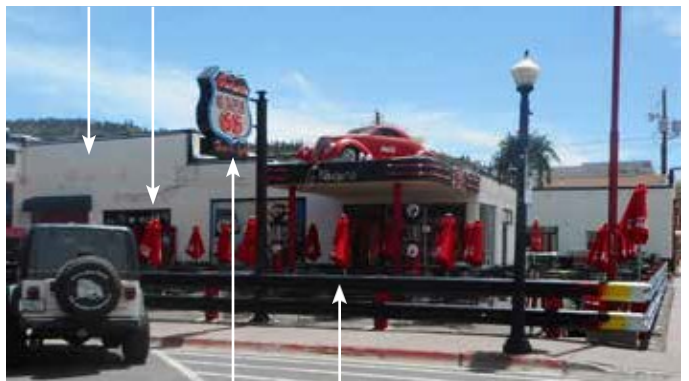
Painted wood door, frame and window trim match

Bronze colored kick plate compliments green door color

Figure 45: Sandstone (left unfinished; muted trim color)

White painted masonry block - typical gas station

Dark contrasting trim color (also common for utility buildings/gas stations of the era)



Historic Signage (Route 66) and bold colored streetscape fence and sun umbrella

Figure 46: Historic Gasoline Station to Restaurant



Natural brick (unpainted)

Trim color complimentary to brick & mortar colors with green accent band, sill and door transom frame

Unfinished sandstone veneer

Painted wood door color matches green trim bands

Figure 47: Brick & Stone with muted accent colors



Preserved "ghosted" historic signage painted on brick

Signage compliments the building color

Black trim with gold accents

Modern neon sign at window (interior)

Figure 48: Natural materials with bold accent colors



TOWN OF JEROME

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

ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, August 31, 2020

ITEM 5: Design Review for new signage
Location: 367 Main Street – Wrenwood and Hawthorn
Applicant/Owner: Brett and Erica Jurisin/Sullivan Apartments, LLC
ZONE: C-1
APN: 401-06-026N
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Reso. 2020-25

Summary: The applicants request approval to add a new projecting sign and new window signage for Wrenwood and Hawthorn. This is a new business that is replacing Threads on Main. The projecting sign will be approximately six (6) square feet and will be nearly the same size as the former Threads on Main sign. The projecting sign will be constructed out of a type of foam core that is resistant to the elements and mimics wood. The window sign is approximately five (5) square feet.

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. Note that the material proposed for the sign will be more weather resistant than a wood sign.

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 signs	Meets standard
Max. square footage	16 square feet each	Six (6) square feet Five (5) square feet	Meets standard
May not extend above roof line	Up to roof line	Sign will be attached to wall well below the roof line	Meets standard
Height above sidewalk/ground	8 feet minimum	Approximately 9 feet above sidewalk	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 2020-25
- Application and supplemental information



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

DRB RESOLUTION NO. 2020-25 APPROVING PROPOSED SIGNAGE

WHEREAS, the Town of Jerome has received an application from Brett and Erica Jurisin for preliminary and final design review for new signage at 367 Main Street for Wrenwood and Hawthorn (APN 401-06-026N); 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 31st day of August 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair

From: Brett Jurisin brettjurisin@gmail.com
 Subject: Sign Permit
 Date: August 10, 2020 at 2:20 PM
 To: rickity@mac.com



Thank You
 Brett

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 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: Brett & Erica Jurisin	Owner: Sullivan Apts. LLC
Applicant address: 141 North Drive Jerome AZ 856331	Owner Mailing Address: PO Box 43 Jerome AZ 86331
Applicant role/title: Business Owner	
Applicant phone: 9283013960	Owner phone: 9283012972
Applicant email: brettjurisin@gmail.com	Owner email:
Project address: 367 Main Street	Parcel number: 401-06-026N
Describe project: Signage for retail store	

- 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: Brett Jurisin Date: 8/10/20
 Owner Signature: Richard J. Masten Date: 8/11/20

For Town Use Only	
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 jknight@jerome.az.gov

Design and Review Board

Description for Wrenwood & Hawthorn at 367 Main St. Jerome, AZ 86331

We are opening an Accessory and Home Décor store with a focus on Handmade items.

We will be open 7 days a week from 10 to 5 and employ 1 full and one part time employee.

Thank you

Brett and Erica Jurisin

8/17/20





WRENWOOD & HAWTHORN
EST. 2020

50"

20.5

COMING THIS FALL
A NEW RETAIL
DESTINATION
BY FOUNDRY GALLERY

5'2"

60"

12"

WRENWOOD & HAWTHORN
EST. 2020

9'

7'11"

BILLMAN APARTMENTS
ONE BILLMAN APARTMENTS
1000 W. 10TH ST. SUITE 100
DENVER, CO 80202
PH: 303.733.1234
WWW.BILLMANAPARTMENTS.COM

60"

WRENWOOD & HAWTHORN

EST. 2020

12"



WINDOW IMAGE

50"



20.5"

SIGN



369

AURUM
Jewelry

VAGHEESE
GRILL & CANTINA

WHENWOOD & HAWTHORN
EST. 1888

ON-SITE REPAIRS
&
CUSTOM WORK





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, August 31, 2020

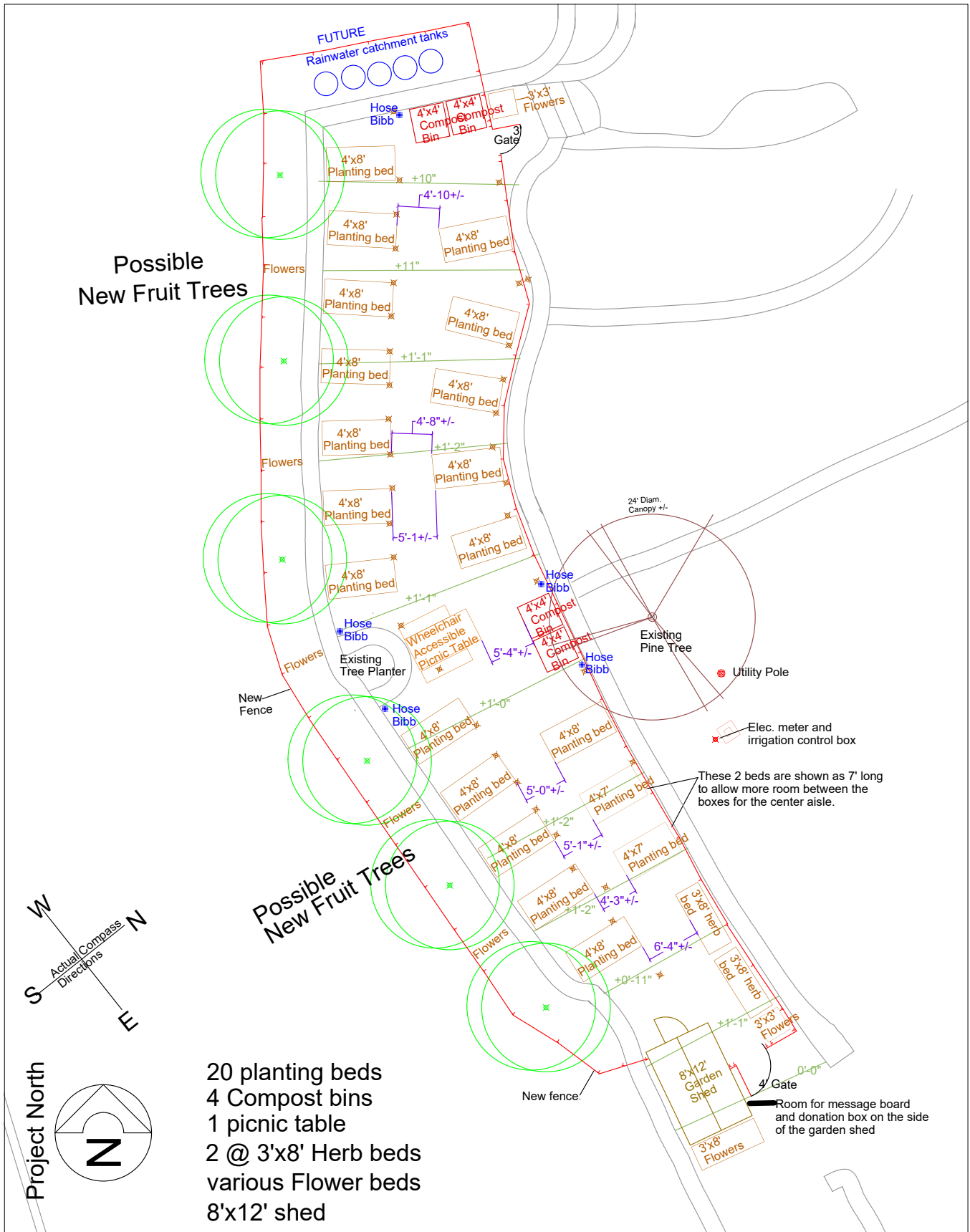
ITEM 6: Community garden design update
Location: Middle Park
Applicant/Owner: Town of Jerome
ZONE: C-1
APN: 401-06-015
Recommendation: Discuss and provide feedback
Prepared by: John Knight, Zoning Administrator

Background and Summary: At the May 12, 2020 Council meeting, the Council requested that the community garden concept plan be reviewed by both the Planning and Zoning Commission (P&Z) and the Design Review Board (DRB). The DRB and P&Z reviewed the conceptual garden design at their June 2020 meetings. Since that time, additional site design work has been completed and a shed design has also been prepared.

Recommendation: Discuss and provide feedback to staff

Attachments:

- Site plan for community garden
- Shed design

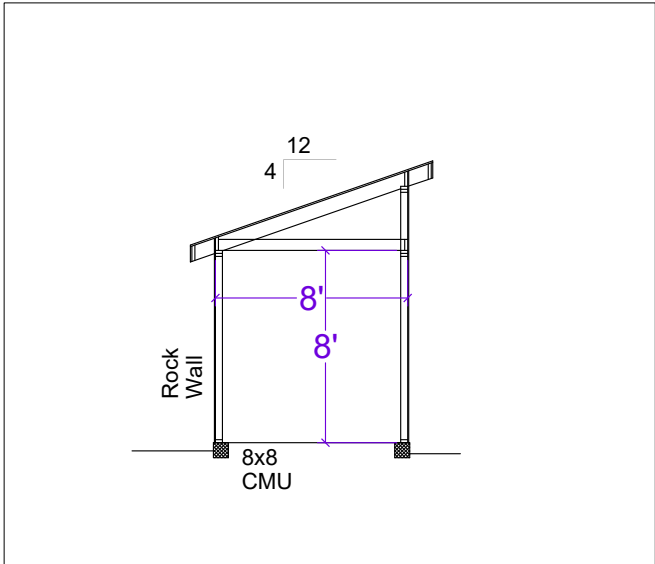


Proposed Community Garden Plan w/ 4'x8' planting beds (2@7')

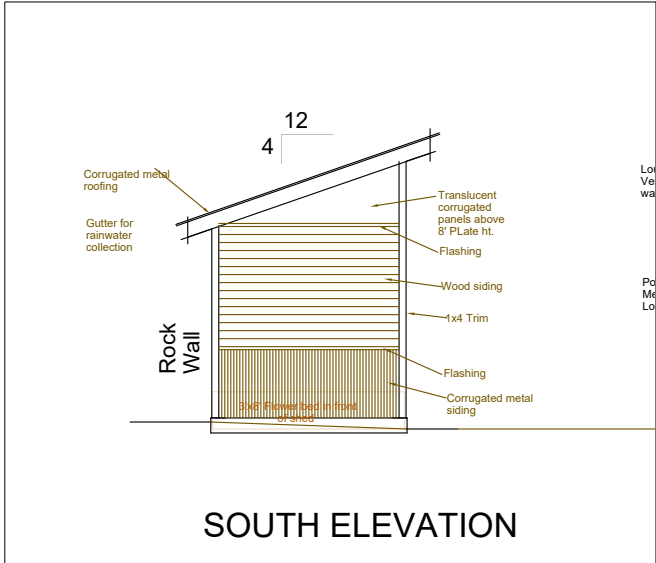
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Drawn by: WIM

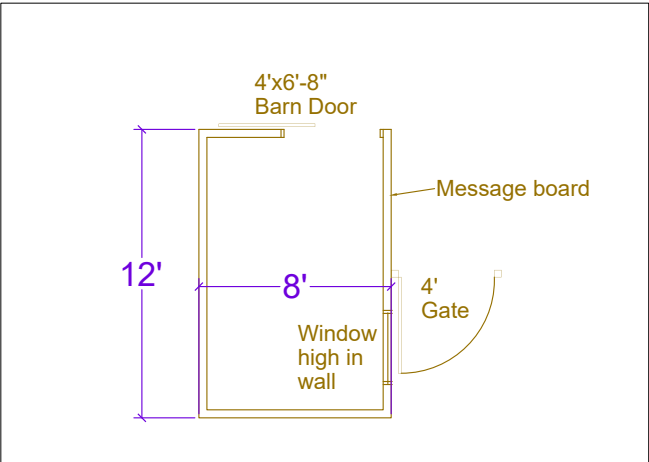
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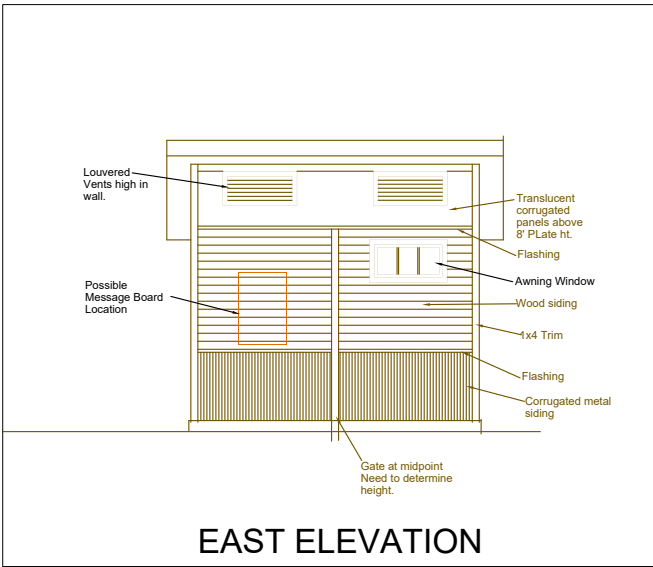
SHED SECTION



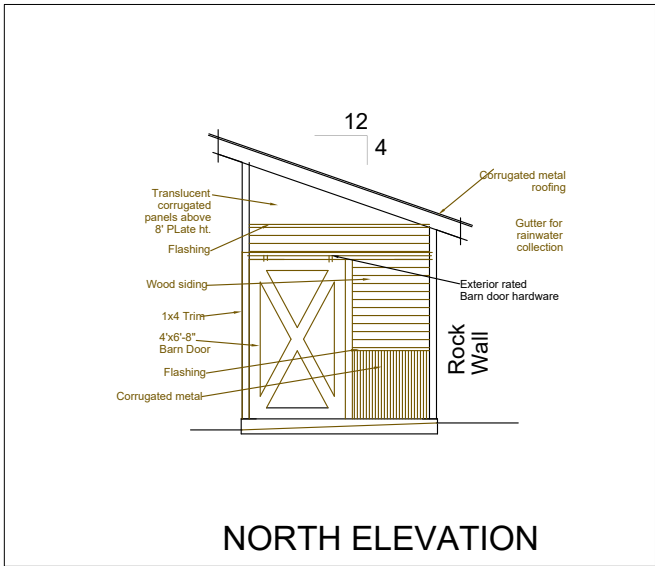
SOUTH ELEVATION



SHED PLAN



EAST ELEVATION



NORTH ELEVATION

Jerome Community Garden Proposed Garden Shed Option 1

Date: 2020-08-20
 Drawn by: WIM
 Scale: 1/8" = 1'-0"

