



TOWN OF JEROME

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

REGULAR MEETING OF THE DESIGN REVIEW BOARD Monday, February 1, 2021, 6:00 pm MINUTES

6:02 (0:16) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:02 p.m.

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

6:02 (0:45) Item 2: Petitions from the public – There were no petitions from the public.

6:03 (0:53) Item 3: Approval of Minutes: Minutes of the regular meeting of December 7, 2020

Discussion/Possible Action

Motion to Approve the Minutes of the Regular Meeting of December 7, 2020

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

Continued Items/Old Business:

6:03 (1:37) Item 4: Community Garden – Fence Design

Applicant: Town of Jerome

Address: Community Garden – Middle Park

Zone: C-1

Owner of record: Town of Jerome

APN: 401-06-015

The Town of Jerome is seeking input on fencing options for the community garden.

Discussion/Possible Direction

Mr. Knight said estimates had been collected on the cost of building a fence around the community garden, too much work to expect the volunteers to do it. He referred to the different options of fences pictured in the agenda packet, asked for the board's input, and reminded them that an approval was not required.

Chair Christensen said the two-rail round pipe was a better fit for Jerome than the square-rail fencing.

Vice Chair Wood agreed with the chair and commented that he wished more projects like this would come before DRB.

Mr. Smith agreed that the two-rail round pipe was the best choice.

Ms. Wittner also agreed and asked how the fence would be paid for.

Mr. Knight answered that his understanding is the town would use money the Yavapai-Apache had granted to the town.

Mr. Knight said he was advised to get heavier wiring to make the fencing as javelina proof as possible.

New Business:

6:09 (7:32) Item 5: Design Review for exterior modifications

Applicant: Andy Farber and Lori Leachman

Address: 18 North Drive

Zone: R-2

Owner of record: Lori Leachman and Andrew Farber

APN: 401-11-007C

Applicants are seeking preliminary and final design review for exterior modifications to a previous approval.

Discussion/Possible Action – DRB Reso. 2021-01

Mr. Knight reminded the board members that this project was first presented to them in December 2019 and that permits have been pulled. He said it was back in front of them due to changes in the field, mostly to windows and doors.

(9:16) Property owner Lori Leachman introduced herself and said because of the amount of artwork she and Mr. Farber have, they decided against the clerestory windows to create more wall space. She listed a few more minor changes they were making to sliding doors and the tin aesthetic that would not be visible from the road.

Vice Chair Wood said he liked the changes and would like to see the project move forward.

Chair Christensen said he didn't see any drastic changes and would also like to see the project continue.

Mr. Smith said he liked it, and Ms. Wittner said they'll be happy with less windows, referring to her own clerestory windows.

Mr. Knight asked the applicants for a construction update. Mr. Farber said Paul Barnett would be doing the stem wall work to complete the foundation; in May more concrete work will be done including the garage pad, and framing would commence in early July.

Motion to Approve DRB Resolution 2021-01

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

6:16 (14:45) Item 6: Administrative Review of small projects

Applicant: Town of Jerome

The Town of Jerome is seeking input from the DRB on types of projects that could be approved administratively.

Discussion/Possible Direction

Mr. Knight said that this item has been discussed with Council and P&Z but not DRB, and that at the next P&Z meeting they will be initiating an ordinance amendment. He said he would like DRB support on some of this as well. Mr. Knight went through the list of categories from his staff report, highlighting where he would want DRB input and illustrated example scenarios. He said he was ambivalent about awnings and signs and clarified the permit requirements for walls. He continued to go through his report. As for sheds, he said square footage is the same as for an addition and would not need a permit for less than 120 square feet yet would still have to follow all setbacks and other requirements. Mr. Knight said he needed to refine the last item in Category 2, did not go into Category 3, and that he was looking for direction to take back to the next P&Z meeting.

Mr. Smith said he was who initiated this item when Kyle Dabney was the zoning administrator. He said paint has been a pet peeve in Jerome mostly because there is no guidance and that acceptable colors are basically at the whim of the residing board, and because paint is temporary, it does nothing to threaten the town's historic status. Discussion ensued.

Mr. Knight asked how the board felt about murals and referred to the one at the Surgeon's House.

Mr. Smith said murals are different than painting a house from white to brown.

Chair Christensen agreed that small projects not presenting drastic change—for example, a window frame—should be able to get approved administratively. He then brought up the bay window replaced at 538 School Street, which was a significant change, and how that would be a project to be reviewed by DRB.

Mr. Knight reminded the board members that there would still be DRB criteria in place that would need to be followed.

Vice Chair Wood said DRB is expected to exist and how the community works as the town code is written. He said different people have different talents that are brought to the boards; that some are more visual, others more aural. As for murals, Vice Chair Wood said he was on the board at the time the Surgeon's House mural was before DRB and that it was very contentious and new to the board at the time. He said he was surprised Jerome never took the path to public art and shared this quote: "When architects make mistakes, they can plant shrubbery."

Mr. Knight asked if the board members want to continue to review awnings and signs.

Chair Christensen said since they do draw the eye and are the first things people notice on a building, it makes sense for them to go before DRB. Ms. Wittner and Vice Chair Wood agreed. Mr. Knight said he would move them to Category 3.

Mr. Christensen agreed some projects still need to go through DRB even if they don't need to go through P&Z. He referred to sheds, which would need the make and color to work for the location of the shed.

Mr. Knight said he hoped to amend the code in February and then it would go before Council. He said he will simultaneously be working on the town design guidelines, which may call for further adjustments in the ordinance. He suggested that anything that fell into a "gray area" should continue to require P&Z and/or DRB review. He said there seems to be consensus across the boards and that he will move murals and signs to Category 3.

Ms. Wittner asked about fences and expressed they should require DRB approval for material and color.

Chair Christensen brought up examples of fencing situations that would be significant enough for review. Mr. Knight said he would put fences back to Category 3.

Mr. Smith pointed out that if it's replacement or repair of an existing fence with the same style and material, then it would not need to go to DRB. Discussion continued about fencing in Jerome with relation to the topography and how the height should be measured.

Mr. Knight ran through the three categories at Chair Christensen's request.

Chair Christensen said walls should go to DRB since they're permanent, but not necessarily fences since they're not permanent.

Mr. Knight felt they go together, explained why, and said he would move them both to Category 3.

Informational Items (Current Event Summaries):

6:45 (42:48) Item 7: Terms ending February 28, 2021 – Board members John McDonald and Danny Smith

Mr. Knight expressed his appreciation to the volunteers and said Mr. Smith had formally resigned via email. He asked Mr. McDonald if he

would be willing to stay on until someone filled Mr. Smith's chair.

Mr. McDonald said he would sign up for another 3-year term. Everyone cheered and thanked Mr. McDonald and Mr. Smith.

6:47 (45:39) Item 8: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **December 8, 2020 Council Meeting** – beekeeping discussion and business license for Jerome Ghost Tours
- b) **January 12, 2021 Council Meeting** – district signs, presentation on bees, porta-johns, soda machine for Paul and Jerry's
- c) **January 20, 2021 P&Z Meeting** – ordinance amendments for residential lodging, temporary signs, and administrative review of small projects

Mr. Knight covered highlights of the recent meetings, including the topic of district signs, which he is talking to business owners about and which DRB may want to have input on.

He said he may also want DRB input on temporary signs, with the goal to restrict their size and location.

6:51 (49:11) Item 9: Miscellaneous: Update on recent activity regarding the Mexican Pool property

Mr. Knight updated the board on this item and said the buyers were closing on February 9. He said they plan to build a small home on the property and are in discussions with the State Historic Preservation Office (SHPO) about maintaining and highlighting the pool's historic nature.

6:52 (50:07) Item 10: Future DRB Agenda Items for March 1, 2021: No items currently scheduled

Mr. Knight said one item from Eric Jurisin has recently come forward as he wants to update signage for the businesses by Grapes Restaurant.

Item 11: Adjourn

Motion to Adjourn at 6:53 p.m.

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

Approved:  Date: 3.3.21
 Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____
 Rosa Cays, Deputy Clerk

