



TOWN OF JEROME

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

REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

Monday, May 3, 2021 TIME: 6:00 pm

PLACE: JEROME CIVIC CENTER (Note: meeting to be held in person)

600 Clark St., JEROME, ARIZONA 86331

AGENDA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Design Review Board and to the general public that the Design Review Board will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Design Review Board will attend either in person or by telephone, video, or internet conferencing. The Design Review Board may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3).

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 April 5, 2021
Discussion/Possible Action

Continued Items/Old Business:

Item 4: Corrected resolution for Raku Gallery

Applicant: Sally Murphy

Address: 250 Hull Avenue

Owner of record: Weisel Family Trust

Zone: C-1

APN: 401-06-052

Applicant is requesting amendments to the previous approval to clarify the use of a directional sign for the lower level of the business.

Discussion/Possible Action – DRB Reso. 2021-07 (Revised)

New Business:

Item 5: Preliminary Design Review for a house

Applicants: Bethany Halbreich and Cameron Sinclair

Address: 300 Queen Street

Owner of record: Half Kingdom Holdings LLC

Zone: C-1/AR

APN: 401-06-128G

Applicants are seeking preliminary design review to construct an approximately 850-square-foot house.

Discussion/Possible Action – DRB Reso. 2021-09

Item 6: Preliminary and Final Design Review for a shed

Applicants: Don and Paula Nord

Address: 128 First Street

Owner of record: Don and Paul Nord

Zone: C-1

APN: 401-10-006

Applicants are seeking preliminary and final design review to construct a 120-square-foot shed.

Discussion/Possible Action – DRB Reso. 2021-10

Item 7: Preliminary and Final Design Review for paint colors

Applicant: Artis Roque

Address: 557 Main Street

Owner of record: Artis J LLC

Zone: C-1

APN: 401-06-097

Applicant is seeking preliminary and final design review to paint window trim, banisters, and pickets.

Discussion/Possible Action – DRB Reso. 2021-11

Item 8: Preliminary and Final Design Review for a roof color/material change

Applicants: Steve and Janice Pontious

Address: 752 Gulch Road

Owner of record: Pontious Living Trust

Zone: AR

APN: 401-09-015

Applicants are seeking preliminary and final design review to change roof materials from corrugated tin to slate grey, standing seam metal.

Discussion/Possible Action – DRB Reso. 2021-12

Item 9: Preliminary and Final Design Review for new signage (Nellie Bly)

Applicants: Mary Wills and Sally Dryer

Address: 130 Main Street

Owner of record: Mary Ryan Wills Trust and Sally Elizabeth Dryer Trust

Zone: C-1

APN: 401-06-007

Applicants are seeking preliminary and final design review for updated signage.

Discussion/Possible Action – DRB Reso. 2021-13

Item 10: Work session on commercial signs

Applicant: Town of Jerome

Work session regarding commercial signs and possible amendments to the sign ordinance.

Discussion/Possible Direction

Informational Items (Current Event Summaries):

Item 11: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **April 13, 2021 Council meeting** – First reading of sign ordinance amendments; ordinance amendments regarding administrative approval of small projects and appeals; bee study; district signs; Rich Street survey; Verde Exploration presentation regarding the high school
- b) **April 21, 2021 P&Z Meeting** – Ordinance amendments regarding administrative approval of small projects; 128 First Street shed; 300 Queen Street (aka Mexican Pool property); extension request for 324 Queen Street (aka Cuban Queen property); work session on commercial signs

Item 12: Future DRB Agenda Items for June 7, 2021: Final design review for 300 Queen Street (aka Mexican Pool property)

Item 13: 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 (928) 634-7943

REGULAR MEETING OF THE DESIGN REVIEW BOARD

Monday, April 5, 2021, 6:00 pm
MINUTES

6:00 (0:09) Item 1: Call to order

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

Deputy Town Clerk Rosa Cays called roll. Present were Chair Christensen, Vice Chair Brice Wood, and board members John McDonald and Carol Wittner. Also present was Zoning Administrator John Knight.

6:00 (0:45) Item 2: Petitions from the public – There were no petitions from the public.

6:00 (0:54) Item 3: Approval of Minutes: Minutes of the regular meeting of March 1, 2021

Discussion/Possible Action

Motion to Approve the Minutes of the Regular Meeting of March 1, 2021

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

6:01 (1:37) Item 4: Discussion about returning to in-person DRB meetings

Discussion/Possible Action

Chair Christensen said he has received his COVID vaccination; other members said they have as well.

Mr. Knight mentioned that Council discussed reopening town hall in May and asked if anyone was opposed to meeting in person.

Chair Christensen and the other members reached a consensus that they were ready for in-person meetings. No one was opposed to the idea.

Mr. Knight said he would like to get back to in-person meetings because he feels public participation is discouraged with online meetings.

Ms. Cays said Council also discussed continuing to encourage social distancing and mask wearing after reopening town hall. Mr. Knight said he would check with the court magistrate to see how they have been handling in-person business.

Ms. Wittner asked if the number of people would be limited, although only those who have agenda items typically come to meetings.

Continued Items/Old Business: None

New Business:

6:04 (4:47) Item 5: Signage for new business (Ghost Town Girl)

Applicant: Jeff Bass

Address: 408 Main Street

Owner of record: Jeneal J. Knapp

Zone: C-1

APN: 401-06-018A

Applicant is seeking preliminary and final design review for new signage.

Discussion/Possible Action – DRB Reso. 2021-05

Mr. Knight said the projecting sign would be 6 by 30 inches and that the owners have already adhered letters on the store window; he informed them that the window sign counts as permanent signage and would be considered in this review. He pointed out a historic sign on the store façade that says GALLERY, and that it would be up to the board to leave it or ask for it to be removed.

Ms. Wittner said she remembers Ms. Knapp's art gallery and thinks the old sign should stay. Mr. Wood supported Ms. Wittner's opinion and said he "would miss that little touch that wasn't there" and made a motion.

Mr. Knight clarified the motion. Mr. McDonald verified that the GALLERY sign is included in the adoption of the resolution.

Motion to Approve DRB Resolution 2021-05 with condition to keep original GALLERY sign in place

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

6:10 (10:49) Item 6: Backup generator for 103 Dundee (Merkin Vineyard)Applicant: **Matt Lavoire**

Address: 103 Dundee

Owner of record: Harry Merkin Trust and Joel William Vuylsteke Trustee

Zone: R1-5

APN: 401-11-015M

Applicants are seeking preliminary and final design review to install a backup generator.

Discussion/Possible Action – DRB Reso. 2021-06

Mr. Knight said he has had several discussions with Matt Lavoire about the commercial-size generator and that the owner only intends to use it as backup, so it will not be running continuously and that all the specs have been provided. Mr. Knight said that because it is visible from the road, the applicant has added metal screening (like the existing fencing) to partially conceal it, and because the generator is powered by diesel, an 8-inch curb has also been added for fire safety, at Fire Chief Blair's request. Even though it is not considered a structure and more a utility, the applicant is nonetheless meeting all required setbacks.

Chair Christensen said he was fine with the generator and that it fit in with the "experimental" ways of the neighborhood.

Ms. Wittner asked if the screening would block the view of the generator from the road. Mr. Knight said the generator will be on a concrete slab and that the screen is slightly higher than the fencing, so it should block views of the generator. He also suggested to Mr. Lavoire that he let the neighbors know the generator will only operate during emergencies and practice cycles.

Motion to Approve DRB Resolution 2021-06

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

6:15 (15:49) Item 7: Signage for Raku Gallery

Applicant: Sally Murphy

Address: 250 Hull Avenue

Owner of record: Weisel Family Trust

Zone: C-1

APN: 401-06-052

Applicant is seeking preliminary and final design review for updated signage.

Discussion/Possible Action – DRB Reso. 2021-07

Mr. Knight briefly shared his staff report and said the existing Raku Gallery sign would be replaced with an aluminum sign (with tagline added) and would be well below the maximum size permitted. He said one concern is that the business surpasses the number of allowable signs and listed them, including one sign that directs shoppers to the lower level. He did speak with Ms. Murphy about this, who said they would start taking "that" sign in and out in the evening and treating it as a temporary sign.

Chair Christensen asked if the wording in the motion needed to include a statement about the temporary (directional) sign.

Mr. Knight said he has talked to Ms. Murphy about it and that it could be included in the minutes so that it is on record and that it could be added to motion to make it official.

Ms. Wittner asked for clarification on the protocol for temporary signs. A brief discussion ensued.

Motion to Approve DRB Resolution 2021-07 on condition that directional sign on lower level becomes a temporary sign

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

6:21 (21:02) Item 8: Extension request (Cuban Queen)

Applicants: Windy Jones and Josh Lindner

Address: 324 Queen Street

Owner of record: Cuban Queen Bordello LLC

Zone: C-1

APN: 401-06-127

Applicant is seeking an extension for a previous DRB approval.

Discussion/Possible Action – DRB Reso. 2021-08

Mr. Knight said the applicants have been actively working on the project and that the pandemic has affected contractors' availability. Mr. Knight said there was no issue from a staff standpoint.

(22:57) Property owner Windy Jones spoke briefly about the project. She said they had lost their general contractor but have a new contractor familiar with Jerome. Ms. Jones said they also hired an archaeologist to do a cultural resource study, and that the architects and engineers they have hired are booked so far ahead, they are having to work with their schedules. Mr. McDonald thanked Ms. Jones for being proactive.

Motion to Approve DRB Resolution 2021-08

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

6:25 (25:31) Item 9: Upgrade stairs and walkway at Jerome Fire Station

Applicant: Jerome Fire Department

Address: 101 Main Street

Owner of record: Town of Jerome

Zone: C-1

APN: 401-06-159

Courtesy review to replace existing wood stairs and walkway with steel, noncombustible material.

Discussion/Possible Direction

Mr. Knight said the financing has been approved. He called attention to the image in the agenda packet of the metal stairs at the New State Building and said the fire station stairs will be similar and an upgrade. He said Chief Rusty Blair was available for any questions if needed.

Chair Christensen said he liked that this would be a permanent fix and liked the rustic look.

Vice Chair Wood said he liked that projects like this are brought before the board.

Mr. McDonald asked what would happen to the old wood. Mr. Knight said he could inquire.

Chair Christensen affirmed that the DRB approved of the project.

Informational Items (Current Event Summaries)

6:29 (29:13) Item 10: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **March 9, 2021 Council Meeting** – transient lodging code amendment (second reading); administrative approval of small projects and updates to the appeals process; appointment of Lori Riley to P&Z; district signs; tiny homes; bees; and telecommunications ordinance

- b) **March 17, 2021 P&Z Meeting** – amendments to the sign ordinance

Mr. Knight recapped recent meetings and mentioned several of the items addressed, several of them code amendments. He mentioned that Jerome resident Lori Riley has joined the P&Z commission; that district signs will likely be removed and replaced with maps; that Council discussed tiny homes but are not ready to move forward yet; and that discussions continue about the bee problem in town. Mr. Knight said the telecommunications ordinance is not moving forward at this point, but it will be back soon.

6:31 (31:47) Item 11: Future DRB Agenda Items for May 3, 2021: Mexican pool property; shed for 128 First Street (Nord)

Mr. Knight said he had a positive meeting with the new owners of the Mexican Pool and that they were preparing for a conceptual review; and the Nord's are building a 120-square-foot shed, also up for review.

Chair Christensen asked about the State Farm banner on Hull Avenue.

Mr. Knight said it could not be discussed since it was not on the agenda, but it has been complained about. He then made comments about the new retail store going in at that location.

Ms. Wittner asked about the time frame for taking down a temporary banner like the one on Hull Avenue. Mr. Knight explained and said the challenge was tracking the days, but because of an email he had received, he will be able to track the number of days in this case.

Vice Chair Wood brought up off-premise signs, one advertising a business not attached to that business. He said this was the argument against district signs, which are essentially off-premise signs.

Mr. Knight said temporary signs in the commercial district were being addressed at the upcoming Council meeting and that he could also add this topic to a future DRB meeting. He mentioned the proliferation of temporary signs on Clark Street.

Item 12: Adjourn

Motion to Adjourn at 6:36 p.m.

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

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

Attest: _____ Date: _____
Rosa Cays, Deputy Town Clerk



TOWN OF JEROME

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

ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, May 3, 2021

Item 4: Signage and corrected resolution for Raku Gallery
Location: 250 Hull Avenue
Applicant/Owner: Sally Murphy/Weisel Family Trust
Zone: C-1
APN: 401-06-052
Prepared by: John Knight, Zoning Administrator
Resolution: [DRB Reso. 2021-07](#)

Summary and background: On April 5, 2021, the applicant received preliminary and final design review approval to replace a sign at the main entrance. During the meeting, there was discussion regarding the small, directional sign for the lower level. Since only two main signs are allowed, the third sign (the small directional sign) would be allowed if it was considered a temporary sign. However, after additional research after the meeting, it appears that this sign could be permitted if it is considered an open/closed sign. The sign does not specifically say open/closed but serves the same purpose. Note that under federal case law, the town can regulate the size and location of signs but not the content.

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

Section 509.G.9. Signs in Commercial and Industrial Zones:

9. Exterior signs indicating open and closed are permitted in addition to normal sign allowances. These signs should be no more than four (4) square feet in area. Such an exterior open/closed sign requires a permit and approval from the Design Review Board.

Response: The applicant's proposal appears to meet the code requirements.

Recommendation: The zoning administrator recommends that the DRB review the proposed application and determine if the proposal meets the required criteria. A revised resolution with conditions is included for consideration by the board.

Attachments:

- DRB Resolution 2021-07
- Picture of the proposed sign



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

DRB Resolution No. 2021-07

Approving proposed signage

WHEREAS, the Town of Jerome has received an application from Sally Murphy (Weisel Family Trust) for preliminary and final design review for new signage at 250 Hull Avenue for Raku Gallery (APN 401-06-052); and

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

WHEREAS on April 5, 2021, the Design Review Board (DRB) approved the request for updated signage;

WHEREAS the DRB discussed the small directional signage for the lower level and confirmed that it could be considered a temporary sign;

WHEREAS the applicant has requested that the temporary sign be considered a permanent sign;

WHEREAS Section 509.G.9. of the Jerome Zoning Ordinance permits exterior signs indicating if a business is open or closed provided the sign is less than four (4) square feet;

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;

WHEREAS, the Design Review Board has carefully reviewed the applicant's proposal related to signs 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. Sign 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. Exterior signs indicating open and closed are permitted in addition to normal sign allowances. These signs should be no more than four (4) square feet in area. Such an exterior open/closed sign requires a permit and approval from the Design Review Board.

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.

DRB RESOLUTION NO. 2021-07

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 3rd day of May 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



Small
SIGN
ABOVE
Door
down stairs
on lower
level

WILL REMAIN



lower
level
SIGN



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

Zoning Administrator Analysis Design Review Board Monday, May 3, 2021

Item 5: Preliminary Design Review for a house
Location: 300 Queen Street
Applicant/Owner: Bethany Halbreich and Cameron Sinclair/Half Kingdom Holdings LLC
Zone: C-1/AR
APN: 401-06-128G
Prepared by: John Knight, Zoning Administrator
Resolution: **DRB Resolution 2021-09**

Summary and background: The applicants request a preliminary design review of plans for an approximately 850-square-foot house as part of a phased project. On April 21, 2021, the Jerome Planning and Zoning Commission (P&Z) reviewed the preliminary site plan and tabled the item until additional information is submitted. Town staff is currently working with the applicants regarding extension of a water line, submittal of a geotechnical report, and access from Diaz Street. The applicants anticipate having these issues resolved in time for the May or June P&Z meeting. At this time, the applicants have requested a preliminary design review only.

The Design Review Board (DRB) has several options available. These include approving the request, approving the request with conditions, denying the request, or tabling the item. If the item is tabled, the DRB should provide direction on any additional information that the board would like submitted.

The applicants' current request is only for Phase 1. This includes construction of an approximately 850-square-foot home in the AR zone. Note that the zoning for the property is split between C-1 on the Queen Street side of the property and AR on the Diaz Street side of the property. The residence would be entirely located in the AR zone. The proposal involves upgrading the existing pumphouse structure, adding a second similar structure near it, and connecting the two structures with a covered deck area. Parking and access for the first phase will be provided from the rear on Diaz Street.

Colors and materials: The applicants propose to use Corten steel as the primary cladding for the existing structure and the new addition. The roofing material is also proposed to be Corten. The applicants would like the DRB to consider two separate options for the roof. One option is for Corten panels and the second option is for Corten panels set in a galvanized frame. The gable ends of the building include sun-shading fins that will also be made of Corten. A glass railing is proposed on the side of the structure that faces the pool. The east elevation is anticipated to include barn-style sliding doors to create an indoor/outdoor space. The applicants will be presenting additional information on colors and materials at the meeting.

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

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

The Design Review Board shall review a submitted application for design approval for all new construction and/or installation of Accessory Features. In doing so, both the Design Review Board

and the applicant shall use photographs, lithographs and the like of Jerome, to support their findings. If photographs, etc., are unavailable, then the determination or finding shall be based on the works of a recognized historic preservation authority; such as, but not limited to, text books or architect/historian. Each of the following criteria must be satisfied before an application can be approved.

- a. PROPORTION – The relationship of the width of building or structure to its height shall be visually compatible to buildings, structures and places to which it is visually related.*
- b. OPENINGS – The relationship of the width of the windows and doors, to height of windows and doors in a building shall be visually compatible with buildings, structures, and places to which the building is visually related.*
- c. PATTERN – The relationship of solids to voids in the facade of a building or structure shall be visually compatible with buildings, structures and places to which it is visually related.*
- d. SPACING – The relationship of buildings or structure to the open space between it and adjoining buildings shall be visually compatible to the buildings, structures, and places to which it is visually related.*
- e. ENTRANCES, PORCHES, DECKS AND PROJECTIONS – The height, projection, supports, and relationship to streets and sidewalks, of entrances, porches, decks, awnings, canopies, and balconies of a building shall be visually compatible to the buildings, structures, and places to which it is visually related.*
- f. MATERIALS, TEXTURE AND COLOR – The materials, texture and color of the facade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.*
- g. ROOFS – The roof shape of a building shall be visually compatible with the buildings to which it is visually related.*
- h. ARCHITECTURAL DETAILS – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.*
- i. ACCESSORY BUILDINGS - Garages, carports and sheds shall be visually compatible with buildings, structures, and places to which they are visually related.*
- j. ACCESSORY FEATURES – Fences, walkways, decks, stairways, lighting, antenna and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.*
- k. LANDSCAPING – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.*
- l. SCREENING – The proposed addition, alteration or other changes shall be screened with appropriate materials and in an appropriate design so as to be visually compatible with related properties, when, in the opinion of the Design Review Board, all other means of assuring visual compatibility are not reasonably possible.*

Response: The DRB shall review the application for compliance with the above-referenced section from the zoning ordinance.

Recommendation: The zoning administrator recommends that the DRB discuss the proposed application and provide direction to the applicant if any changes are desired. A resolution with conditions is included if DRB wishes to approve the application. Additional conditions can be added by the board if desired.

Attachments:

- DRB Resolution 2021-09
- Application and supplemental information



TOWN OF JEROME

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

DRB Resolution 2021-09 Approving Preliminary Design Review for a house

WHEREAS the Town of Jerome has received an application from Bethany Halbreich and Cameron Sinclair (Half Kingdom Holdings LLC) for preliminary design review approval to construct an approximately 850-square-foot house at 300 Queen Street (APN 401-06-128G); and

WHEREAS the property is in both the C-1 and AR zoning districts; and

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

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

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

- a. PROPORTION – The relationship of the width of building or structure to its height shall be visually compatible to buildings, structures and places to which it is visually related.
- b. OPENINGS – The relationship of the width of the windows and doors, to height of windows and doors in a building shall be visually compatible with buildings, structures, and places to which the building is visually related.
- c. PATTERN – The relationship of solids to voids in the facade of a building or structure shall be visually compatible with buildings, structures and places to which it is visually related.
- d. SPACING – The relationship of buildings or structure to the open space between it and adjoining buildings shall be visually compatible to the buildings, structures, and places to which it is visually related.
- e. ENTRANCES, PORCHES, DECKS AND PROJECTIONS – The height, projection, supports, and relationship to streets and sidewalks, of entrances, porches, decks, awnings, canopies, and balconies of a building shall be visually compatible to the buildings, structures, and places to which it is visually related.
- f. MATERIALS, TEXTURE AND COLOR – The materials, texture, and color of the facade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.
- g. ROOFS – The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
- h. ARCHITECTURAL DETAILS – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.
- i. ACCESSORY BUILDINGS - Garages, carports and sheds shall be visually compatible with buildings, structures, and places to which they are visually related.
- j. ACCESSORY FEATURES – Fences, walkways, decks, stairways, lighting, antenna and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.
- k. LANDSCAPING – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.

DRB RESOLUTION NO. 2021-09

- I. **SCREENING** – The proposed addition, alteration or other changes shall be screened with appropriate materials and in an appropriate design so as to be visually compatible with related properties, when, in the opinion of the Design Review Board, all other means of assuring visual compatibility are not reasonably possible.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary design for 300 Queen Street is hereby approved, subject to the following conditions:

1. **Expiration of Approval** – this approval shall become null and void if a building permit is not issued within six (6) months of final Design Review Board approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.
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 3rd day of May 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair

Review Set for Town of Jerome Planning and Zoning Board and Design Review Board.

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300 Queen Street

We are seeking to build a mixed-use project that incorporates a single family residence, community arts center and design institute/museum.

Single Family Residence

This project will be developed in 3 phases, the first of which is a 850 sq. ft. one bedroom residence that frames out the pool and will allow us to be able to live in Jerome. Additionally we will build temporary protection around the historic pool structure. Currently we are looking for approval for only phase 1 of the project.

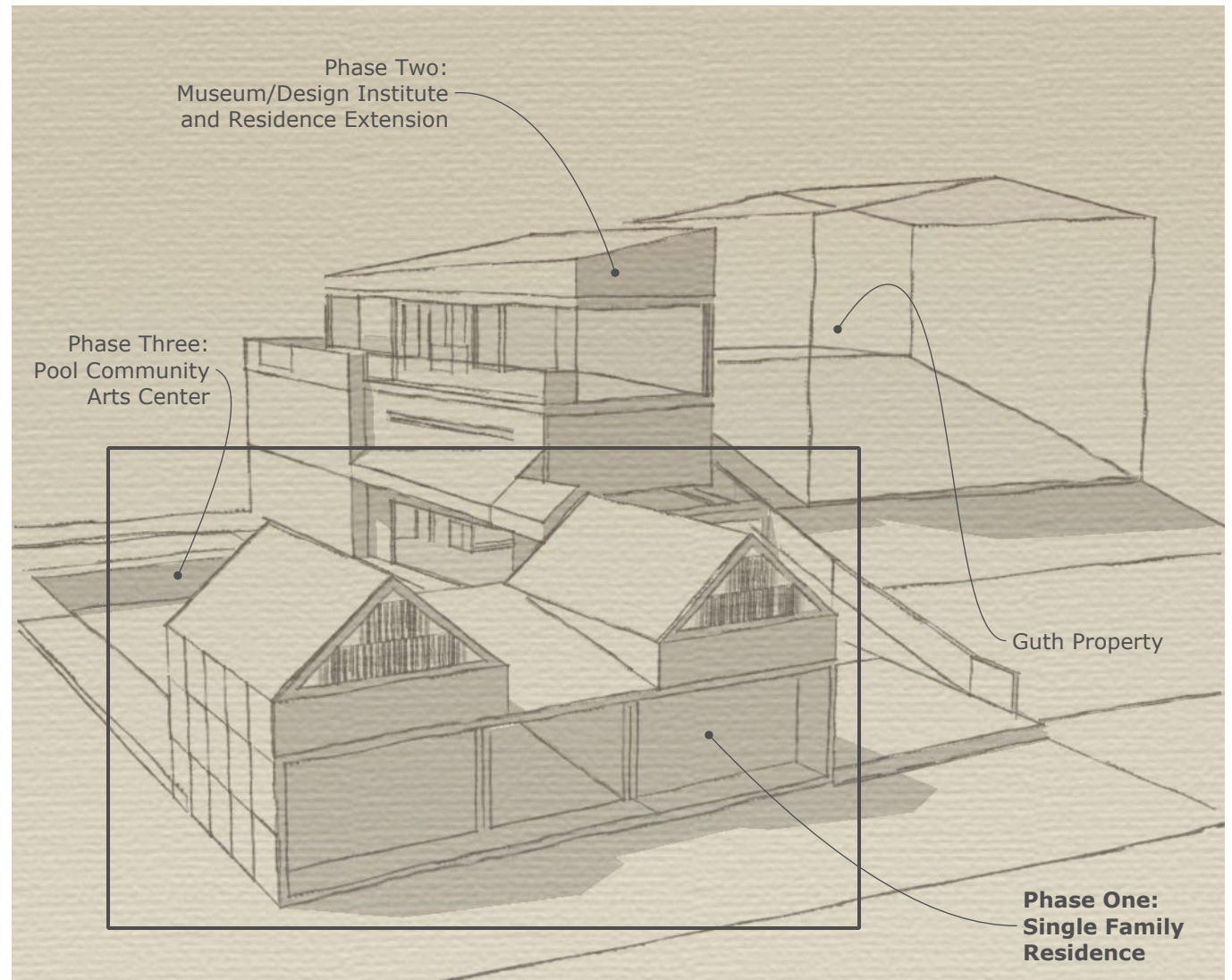
Community Art & Design Institute

When we move into phase 2 and 3 we will plan a neighborhood meeting and host a series of community workshops. This will ensure we are creating a facility that benefits the whole community.

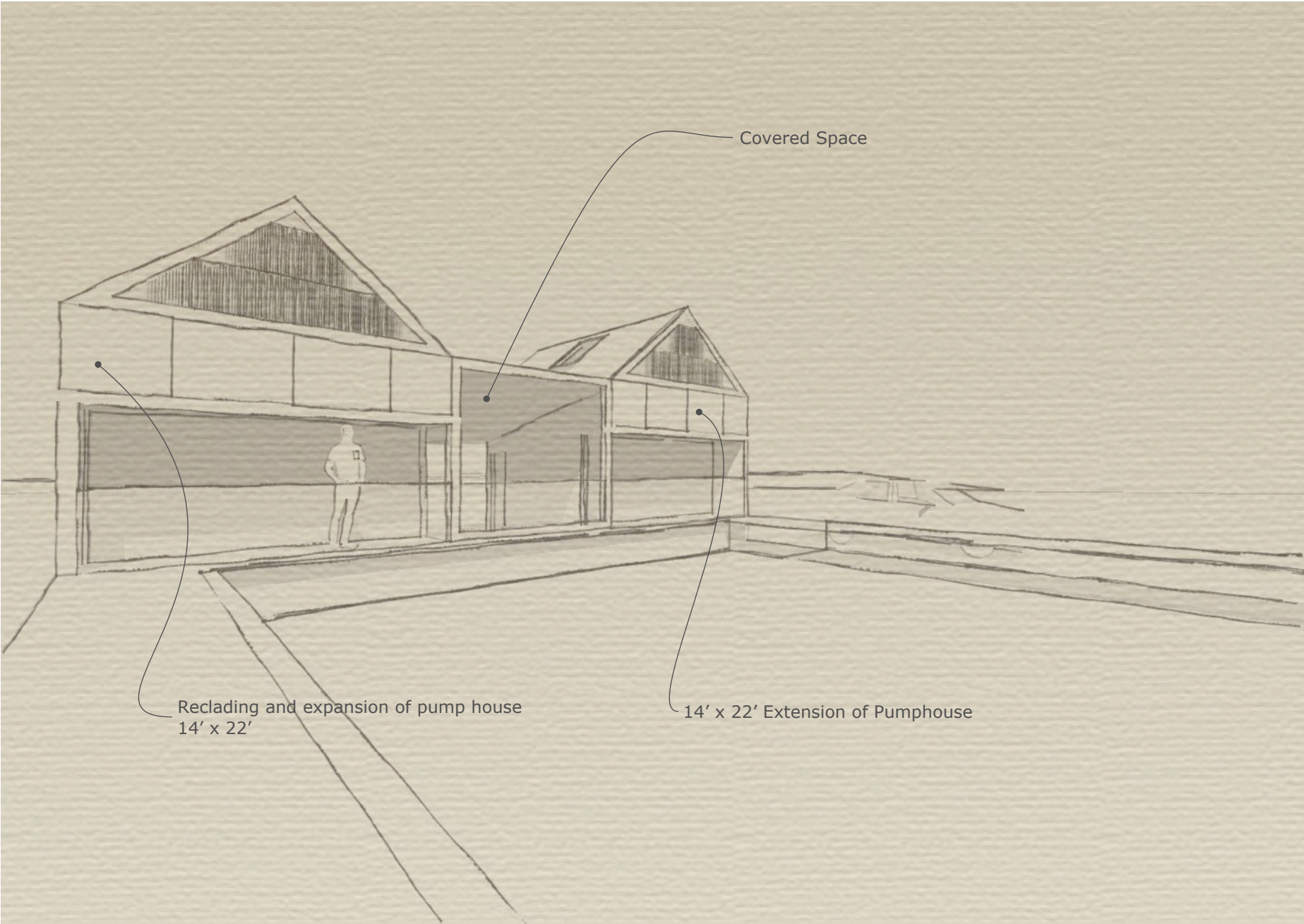
Historic Preservation

We have been working closely with SHPO and they have voiced strong support for our plan and selection of materials. A boundary survey was completed in March and a cultural survey is underway. Before Phase 2 and 3 design process begins we will complete a geological survey to ensure we will build a robust retaining wall that will support the next phases of construction.

Cheers
Cameron and Bethany

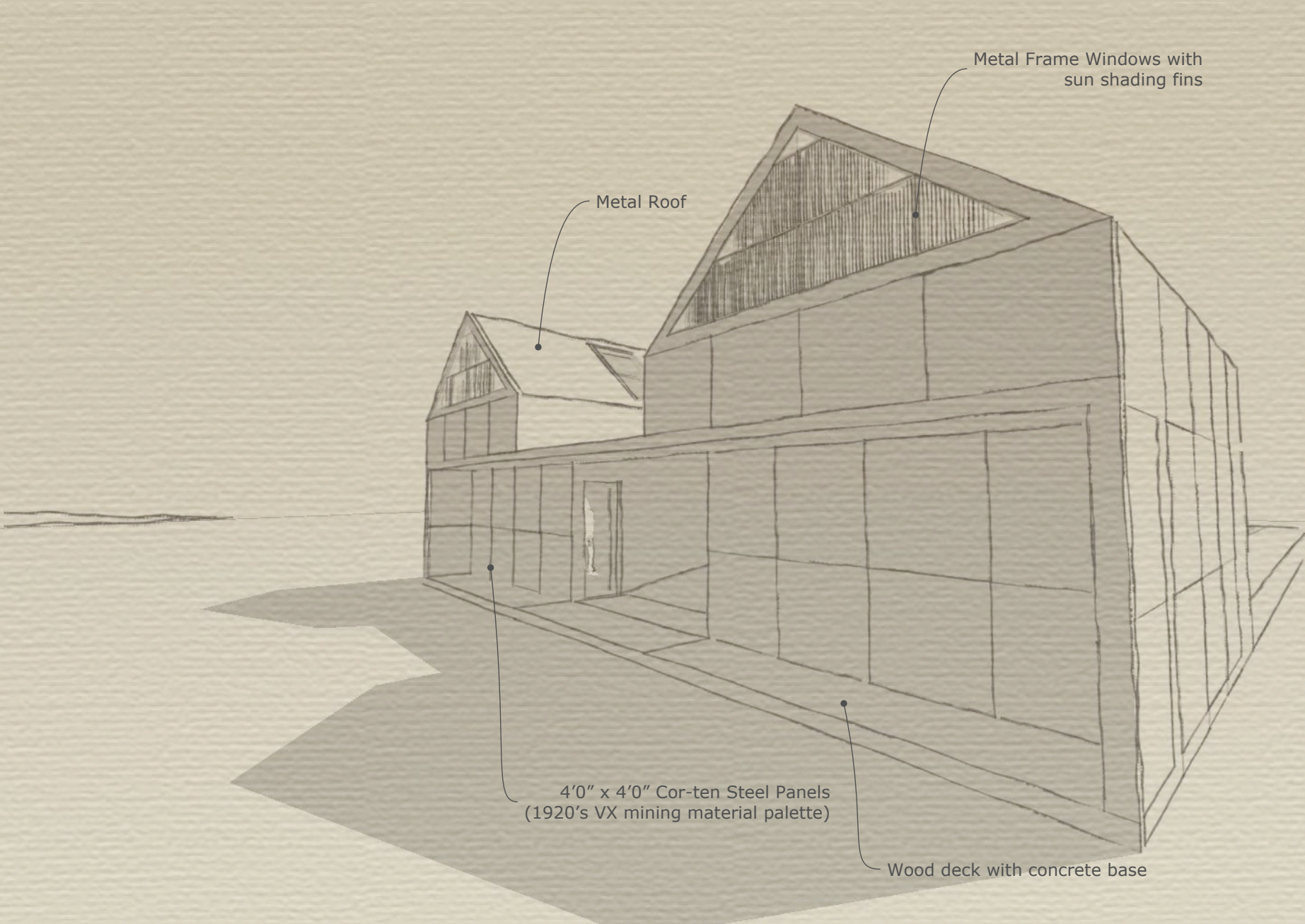


Front Perspective of Single Family Home



300 Queen Street

Front Perspective of Single Family Home



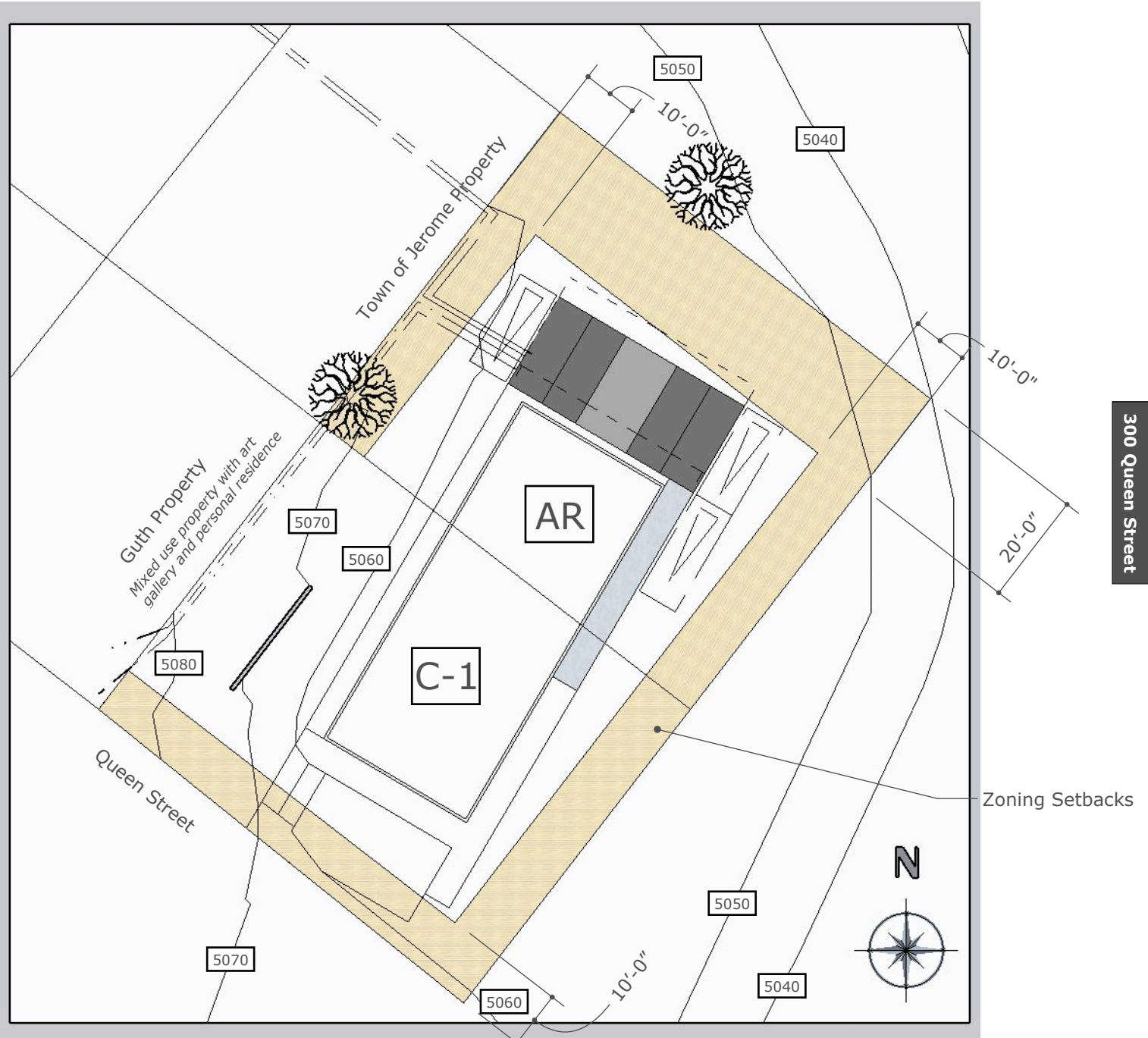
300 Queen Street

Site Plan: Zoning and Lot Coverage

Square Footage of Building	
1st Floor	356 Sq Ft
2nd Floor	504 Sq Ft
Sub-Total	850 Sq Ft
Covered Area	260 Sq Ft
Total	1,110 Sq Ft

Lot Coverage:	
Total Lot area:	11359 Sq Ft
Total Building Footprint:	616 Sq Ft
Total Lot Coverage:	5.42%
AR Lot Size:	5034 Sq Ft
Total Building Footprint:	616 Sq Ft
Total Lot Coverage:	12.23%

AR Requirements:	
1. Min. lot area:	10,000 Sq Ft.
2. Min. lot width:	100 Ft.
3. Min. Sq Ft of building:	850 Sq Ft.
4. Max. lot coverage:	40% of the net area of the lot may be covered by main and accessory buildings
C-1 Requirements:	
1. Min. lot area:	None*
2. Min. lot width:	None*
3. Min. Sq Ft of building:	None*
4. Max. lot coverage:	None*
*provided all other provisions of the ordinance are met.	



Site Plan : Parking and Utilities

Key

Power

Gas

Water

Sewer

Drainage

Parking Spot

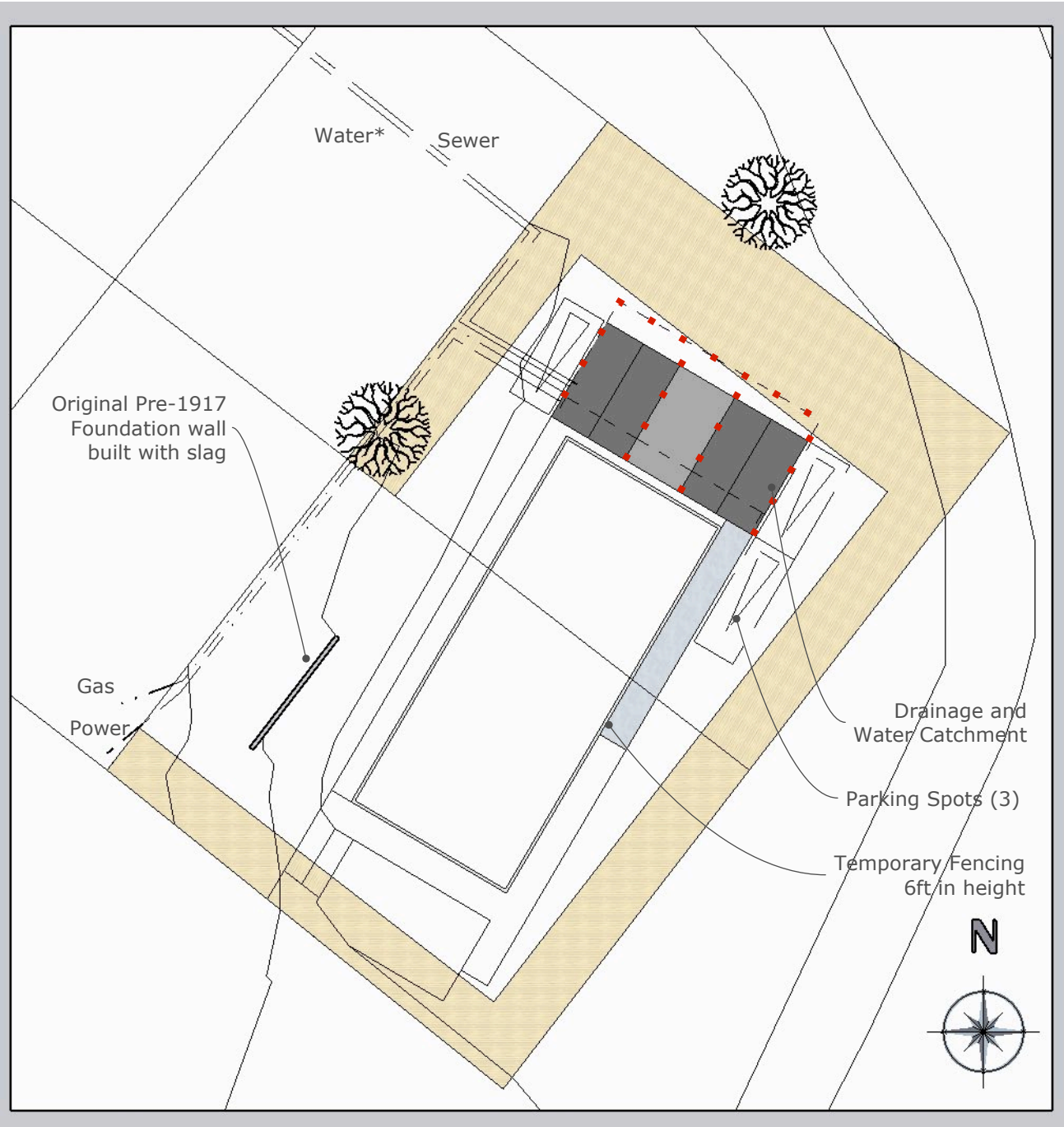
***Water**
Residents of Queen St have been ask to help expand the water pipe from 1.5 to 4" pipe. If done, we will connect directly to this line.

Parking Requirements:
2 Parking Spots in AR/ Residential

Proposed Parking:
3 Parking Spots

Cultural Resource Study and SHPO Support:
Initial written and verbal support given by SHPO for the adaptation of the pump house, including materials, in addition historic preservation of the pool. Cultural Resource Survey completed March 2021.

Additional Notes:
Current setback prevents building on 1927 pool house footprint. Original pre-1917 foundation wall noted in study. (Originally thought to be 1920's retaining wall)



300 Queen Street

Vicinity Map

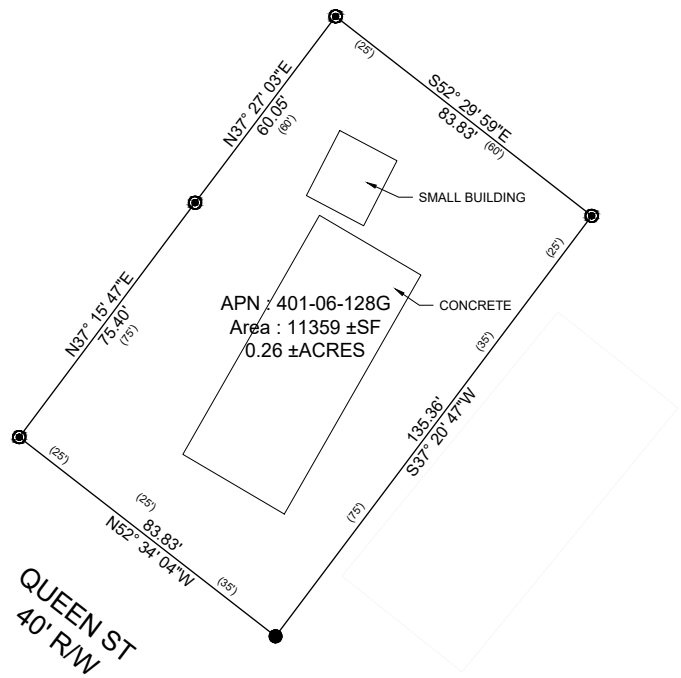


300 Queen Street

Map taken from Google Earth/Maps: April 7 2021

RECORD OF SURVEY

OF LOTS 8-13 BLOCK 14, JEROME 2/18 MAPS
SECTION 23, TOWNSHIP 16 NORTH, RANGE 2 EAST
GILA & SALT RIVER BASE & MERIDIAN
YAVAPAI COUNTY, ARIZONA



- LEGEND**
- SURVEYED PARCEL LINES
 - - - EXISTING FENCE
 - - - PROPERTY LINE
 - - - EASEMENT LINE
 - FOUND 5/8" REBAR WITH CAP LS 40829
 - SET 1/2" REBAR AFFIXED CAP LS 53890
 - (R1) RECORD BEARING AND DISTANCE PER R1 OR AS NOTED SEE NOTES
 - IE-PUE INGRESS EGRESS & PUBLIC UTILITY EASEMENT

- NOTES**
- EXISTING BUILDINGS WERE PRESENT AT TIME OF SURVEY
 - A TITLE REPORT WAS NOT PROVIDED NOT ALL EASEMENTS OF RECORD MAY BE SHOWN HEREON
 - DOCUMENTS OF RECORD REFERENCE FOR SURVEY YCRO
R1 : JEROME 2/18 MAPS
R2 : ROS 2/18 LS
R3 : ROS 9/50 LS
R4 : ROS 48/54 LS

SITE INFORMATION
APN: 401-06-128G
ADDRESS: 300 QUEEN ST

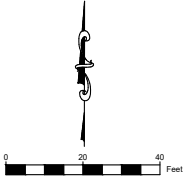
OWNER INFORMATION
HALF KINGDOM HOLDINGS LLC
SUN CITY, AZ

BASIS OF BEARING
THE PROJECT COORDINATE SYSTEM AND THE BASIS OF BEARINGS ARE RELATIVE TO THE ARIZONA STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL 0202 ZONE. LINEAR DIMENSIONS AND COORDINATE VALUES ARE IN INTERNATIONAL FEET.

CERTIFICATION
I, BRANDON M. VAN HORN, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA; THAT THE SURVEY DESCRIBED AND SHOWN HEREON WAS MADE BY ME DURING THE MONTH OF MARCH, 2021; THAT THE SURVEY IS TRUE AND COMPLETE AS SHOWN; THAT THE MONUMENTS SHOWN EXIST OR WILL BE SET AS SHOWN; THAT THEIR POSITIONS ARE CORRECTLY SHOWN, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED



SURVEY PREPARED FOR: Cameron Sinclair	
VH LAND SURVEY, LLC 7585 E PHARLAP LANE PRESCOTT VALLEY, AZ 86315 928-710-9700 VH.LANDSURVEY@GMAIL.COM WWW.VH.LANDSURVEY.COM	
SURVEYED BY: Brandon Van Horn	SHEET NO.
HOR SCALE: 1" = 20'	1
PROJECT NO.: 21073	OF 1 SHEETS
DATE: 3/22/2021	



300 Queen Street

TOPOGRAPHIC SURVEY

OF A PORTION OF THAT CERTAIN PARCEL OF
LAND RECORDED IN DOCUMENT NO. 2017-0039684
YAVAPAI COUNTY RECORDER'S OFFICE
APN 401-06-128G
LOCATED IN SECTION 23,
T16N, R2E, G&SRM,
YAVAPAI COUNTY, ARIZONA

THE VERTICAL DATUM IS (NAVD 88) AS SHOWN ON A TOPOGRAPHIC SURVEY
PERFORMED BY S.L.C. JOB 17-041353 AND RECORDED IN INSTRUMENT
NO. 2017-0039684
AND THE SITE BENCHMARK IS THE TOP OF A FOUND 5" REBAR WITH PLASTIC
CAP STAMPED "LS 40829"
ELEVATION: 4084.77

*** LEGEND ***
○ - FOUND 5/8" REBAR W/PLASTIC CAP STAMPED "LS 40829"

This Map was prepared for the benefit of a
specific user and for a specific purpose
pursuant to an agreement with the Client and
as such, may be misleading as to purpose by
others. Therefore, use by others is prohibited
without the express written consent of the
undersigned and no liability will be accepted
by the undersigned for its use by others. This
document should only be reproduced in total
to maintain the integrity of the intended
purpose.

This Map was prepared from the field notes of
actual surveys made under my direct
supervision during the month of March, 2018
and is true and correct to the best of my
knowledge and belief.

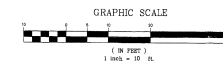
REVISED: MAY 17, 2018
ADDED ELEVATIONS TO THE TOP OF POOL



Southwest Geographic Services
P.O. Box 2700 Cottonwood, Ar. 86309
(900) 239-0544

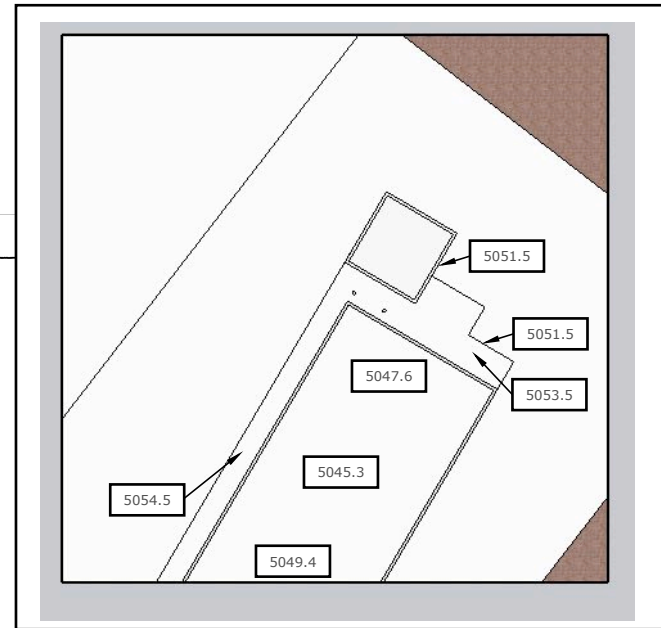
TOPOGRAPHIC SURVEY	DRAWN BY: M.T.E. CHECKED BY: M.T.E.
LOCATION: Queen St. Tampa, County, Arizona	SCALE: 1 INCH = 10 FEET
JOB No. 2017-Frankl	DATE: APRIL 24, 2018
SECTION 23, T16N, R2E, G&SRM	JOB No. 2017-Frankl SHEET: 1 of 1
	MAY 17, 2018

ARIZONA PROFESSIONAL SURVEYOR LICENSE NO. 13173 EXPIRES 6/30/2025

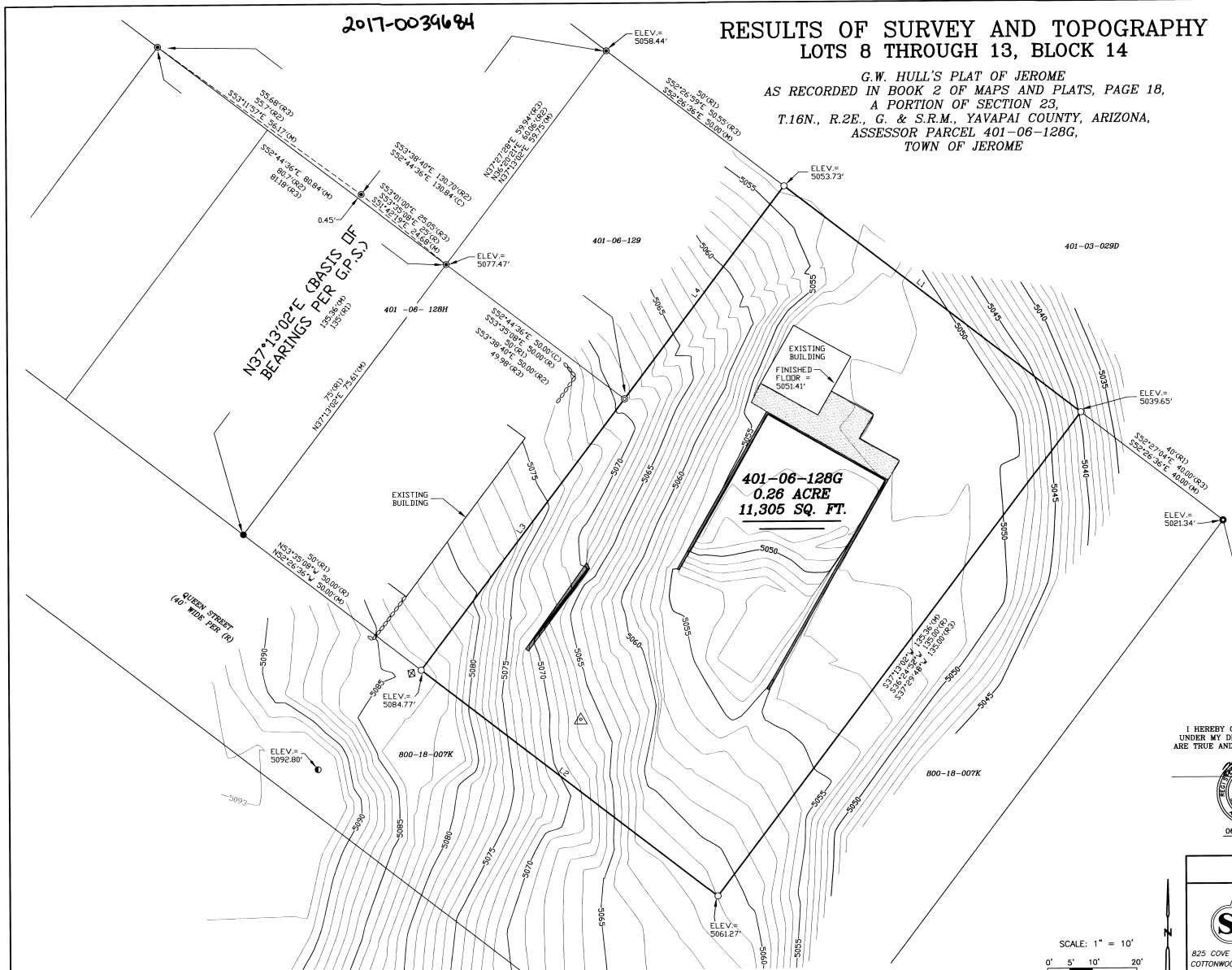


****Notes****

1. A BOUNDARY SURVEY WAS NOT PERFORMED.
2. This Map does not purport to verify ownership or identify Easements or other Encumbrances affecting any of the property shown.



300 Queen Street



LEGEND

- INDICATES FOUND 1/2" REBAR WITH NO CAP OR TAG IN CONCRETE
- INDICATES FOUND 1/2" REBAR AND ALUMINUM CAP STAMPED "SHEPHERD-WESNITZER RLS 27253"
- INDICATES FOUND 1/2" REBAR AND PLASTIC CAP STAMPED "CORNERSTONE L.S. 25384"
- INDICATES SET 5/8" REBAR WITH CAP STAMPED "SEC INC L.S. 40829"
- INDICATES SET 60 NAIL, SEE CONTROL DATA
- INDICATES CALCULATED LOCATION, NOTHING FOUND OR SET
- (C) INDICATES CALCULATED DIMENSIONS
- (M) INDICATES MEASURED DIMENSIONS
- (R) INDICATES DIMENSIONS PER BOOK 9 OF SURVEYS, PAGE 30
- (R1) INDICATES DIMENSIONS PER BOOK 2 OF MAPS AND PLATS, PAGE 18 (JEROME)
- (R2) INDICATES DIMENSIONS PER BOOK 48 OF LAND SURVEYS, PAGE 54
- (R3) INDICATES DIMENSIONS PER BOOK 175 OF LAND SURVEYS, PAGES 32-35

INDICATES ROCK WALL

INDICATES CONCRETE

INDICATES CONCRETE WALL

INDICATES ELECTRIC VAULT

INDICATES ORANGE CONE

LINE DATA

L1	L3
S52°26'36"E 83.52'(M)	N37°13'02"E 75.87'(C)
S52°27'04"E 83.54'(R3)	N36°24'52"E 75.00'(R)
S53°35'08"E 83.60'(R)	75'(R)
L2	L4
N52°26'36"W 83.52'(M)	N37°13'02"E 75.87'(C)
N52°24'15"W 83.48'(R3)	N37°30'24"E 60.00'(R)
N53°35'08"W 83.60'(R)	N36°24'52"E 60.00'(R)

CONTROL DATA

ARIZONA STATE PLANE, COORDINATE SYSTEM,
CENTRAL ZONE COORDINATES
GRID NORTH: 1364744.7900 U.S. SURVEY FEET
GRID EAST: 640582.6700 U.S. SURVEY FEET

NAD 83
LATITUDE: 34°45'53.72604"(N)
LONGITUDE: 112°06'52.09927"(W)

SOURCE DATA FOR THESE COORDINATES IS BASED ON DPUS (ONLINE POSITIONING USER SERVICE) CALCULATIONS, WITH A SCALE FACTOR OF 0.99966444, RECEIVED FROM DPUS JUNE 06, 2017.

ELEVATION: 5092.80'
(NAVD88 (Computed using GEOID12B))

CERTIFICATION

I HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON WAS DONE UNDER MY DIRECT SUPERVISION AND THE MEASUREMENTS AS SHOWN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.



MARK J. FARR
R.L.S. #40829

VANDER HORST



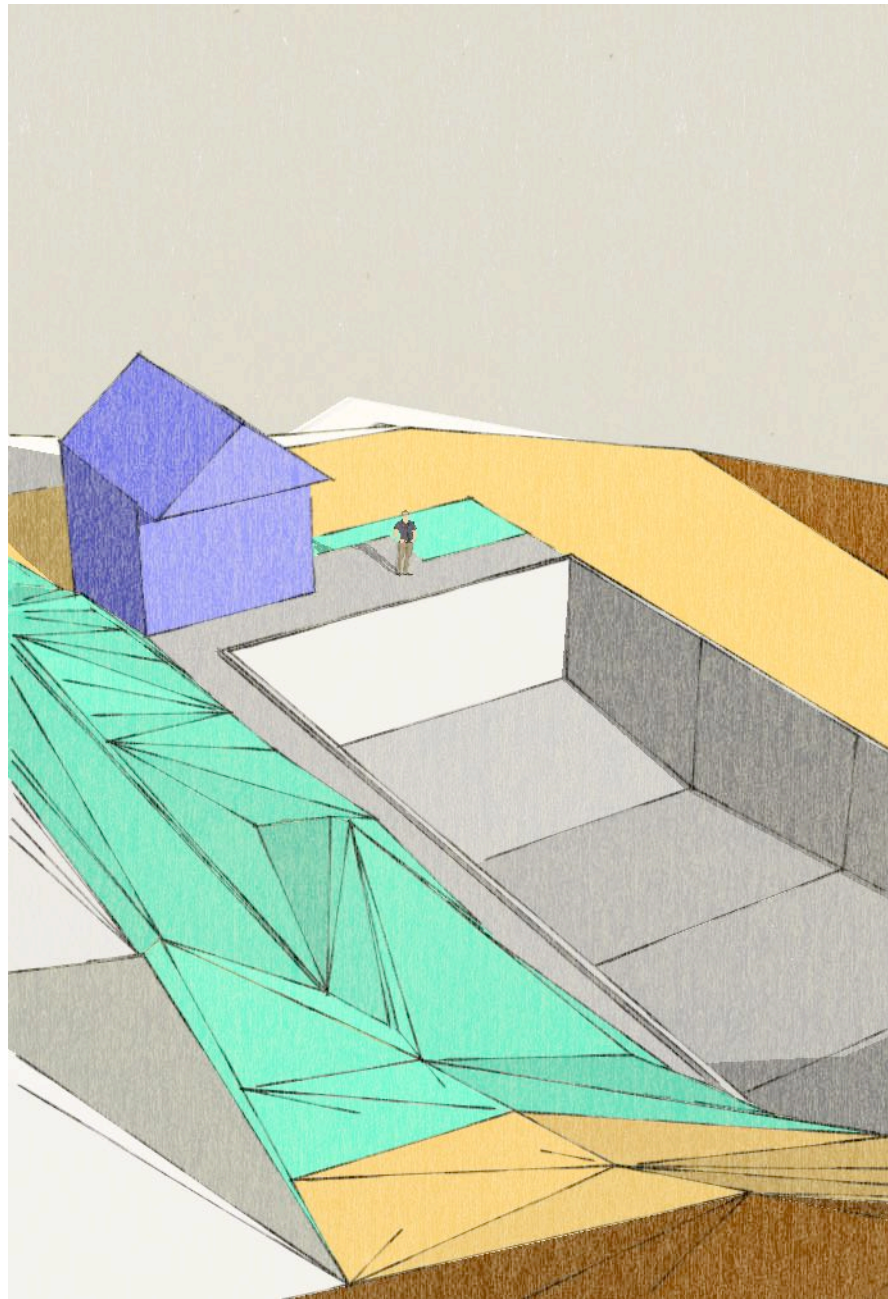
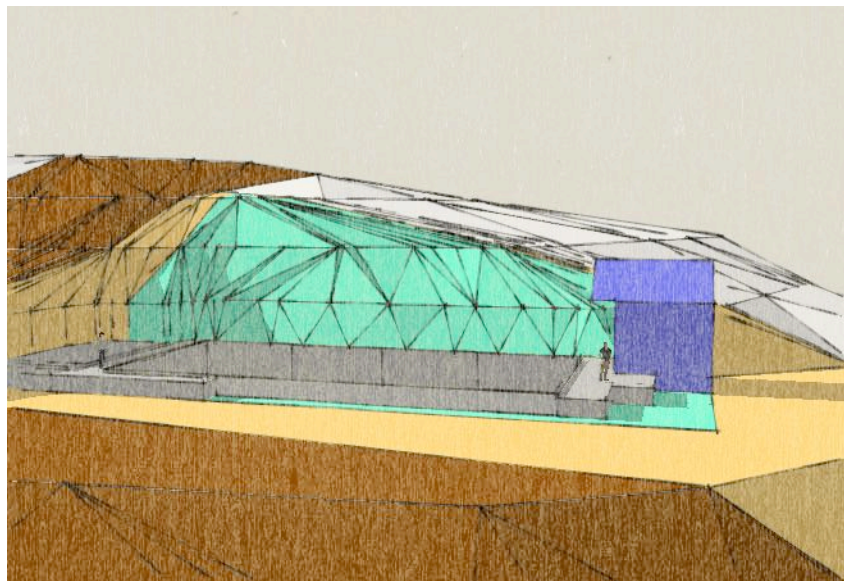
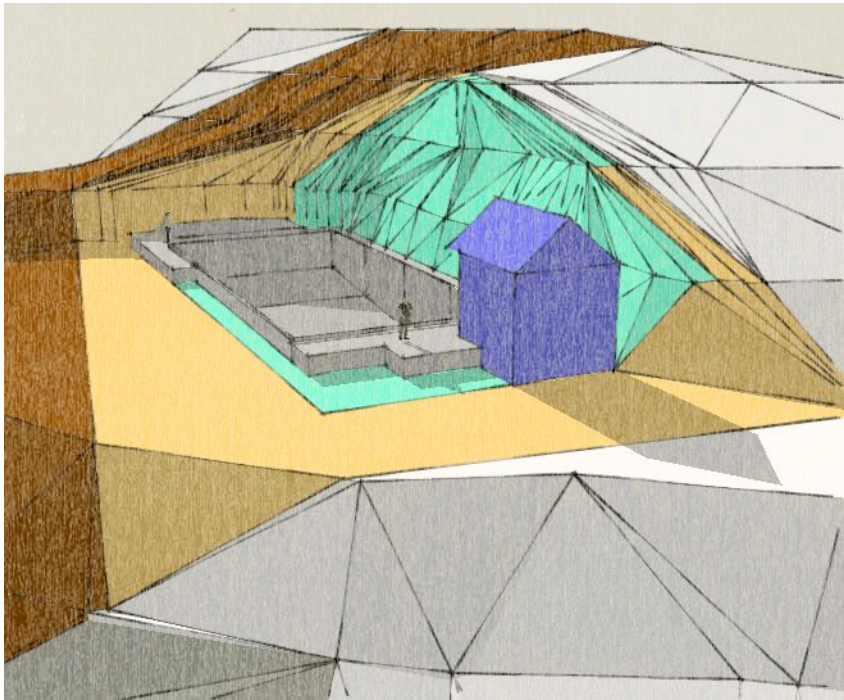
RESULTS OF SURVEY SECTION 23 T.16N., R.2E.		
DATE 06/23/17	DRAWN B.L.S.	SHEET 1 OF 1
SCALE 1" = 10'	CHECKED M.J.F.	17-0413CS Vander Horst Jerome "205.dwg"

THIS PLAT DOES NOT SHOW LOCATIONS OF ALL EASEMENTS OR RIGHTS-OF-WAY THAT MAY EXIST ON OR AFFECT THE PROPERTY SHOWN HEREON. A TITLE SEARCH IS RECOMMENDED TO REVEAL THE LOCATIONS AND NATURE OF SAME.

DISCLAIMER: These plans/documents have been prepared using technical knowledge and skills that would be applied by other qualified registrants who practice the same profession in the same state and at the same time. Errors have been made to be as accurate as possible. However, plans/documents could contain unintentional technical, transcription, topographical errors or omissions. Users of these plans/documents should understand that it is highly probable that errors and omissions will occur in any plan/document preparation process.

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Topography



300 Queen Street

Satellite Images



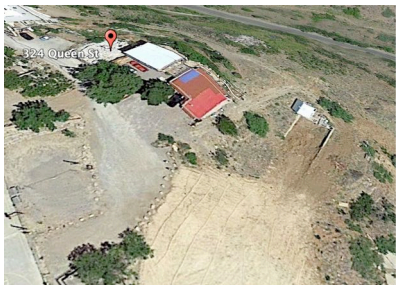
2006



2011



2014



2017

Site Images



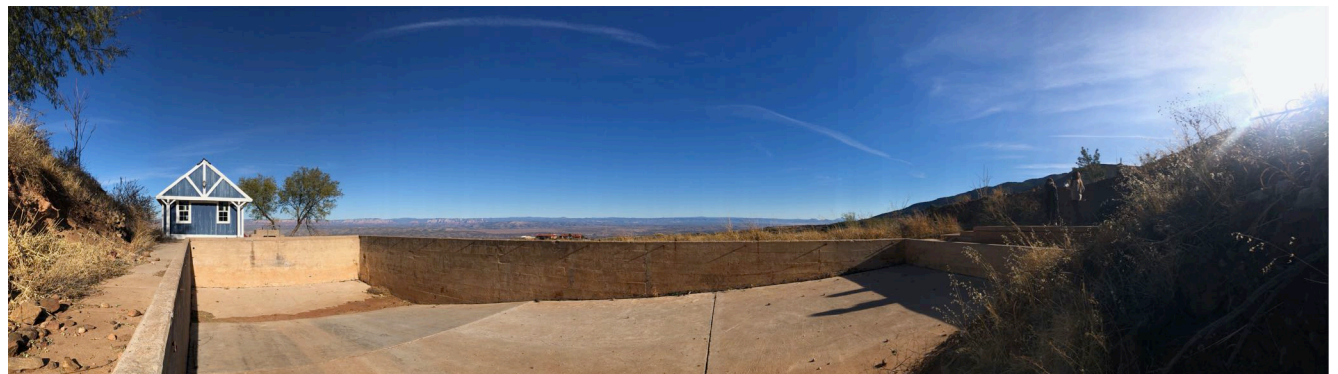
East-North-East Facing View



South Facing View



East Facing View



North Facing View

300 Queen Street

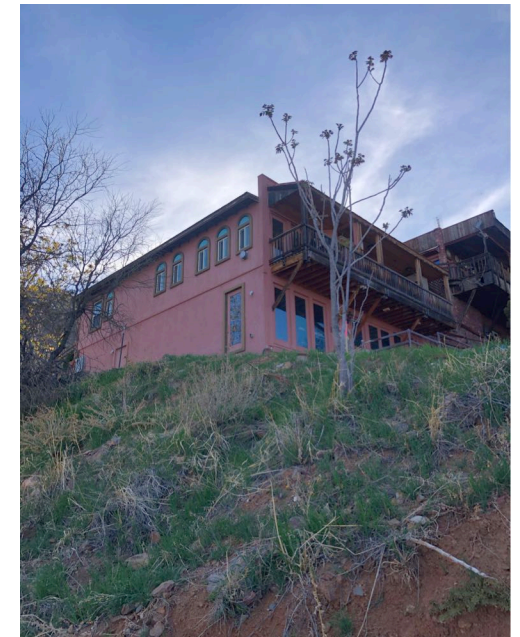
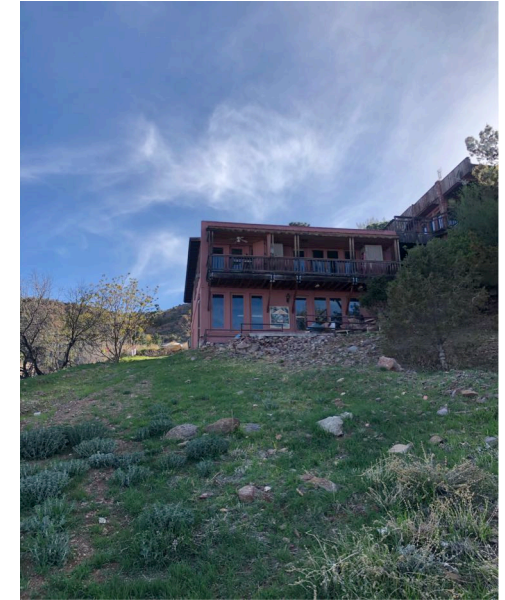
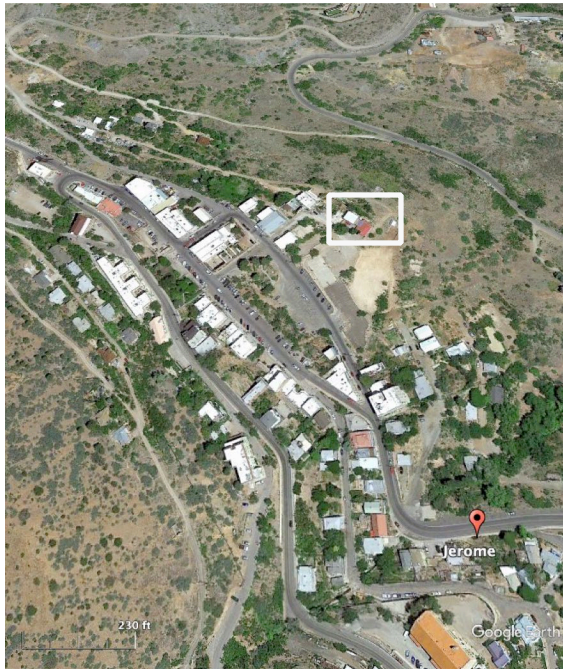


Neighbor Images

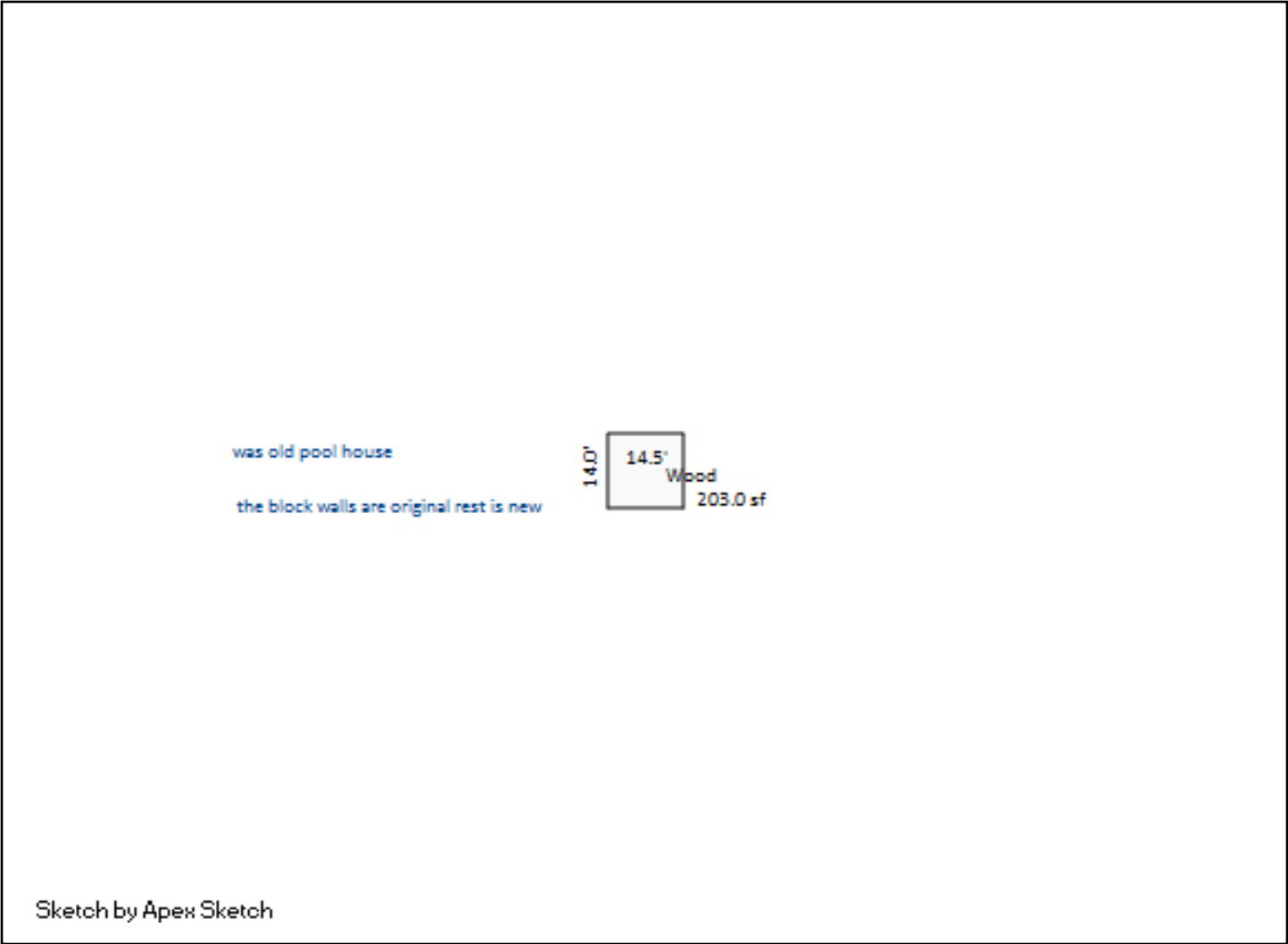
The only neighbor to 300 Queen Street is the Guth Property, a mixed use building that includes an art gallery and wine bar downstairs and a residence above. Other surrounding land is owned by the Town of Jerome, including Queen/Rio, Conglomerate and Diaz/Juarez Streets.



Vicinity Images and Map

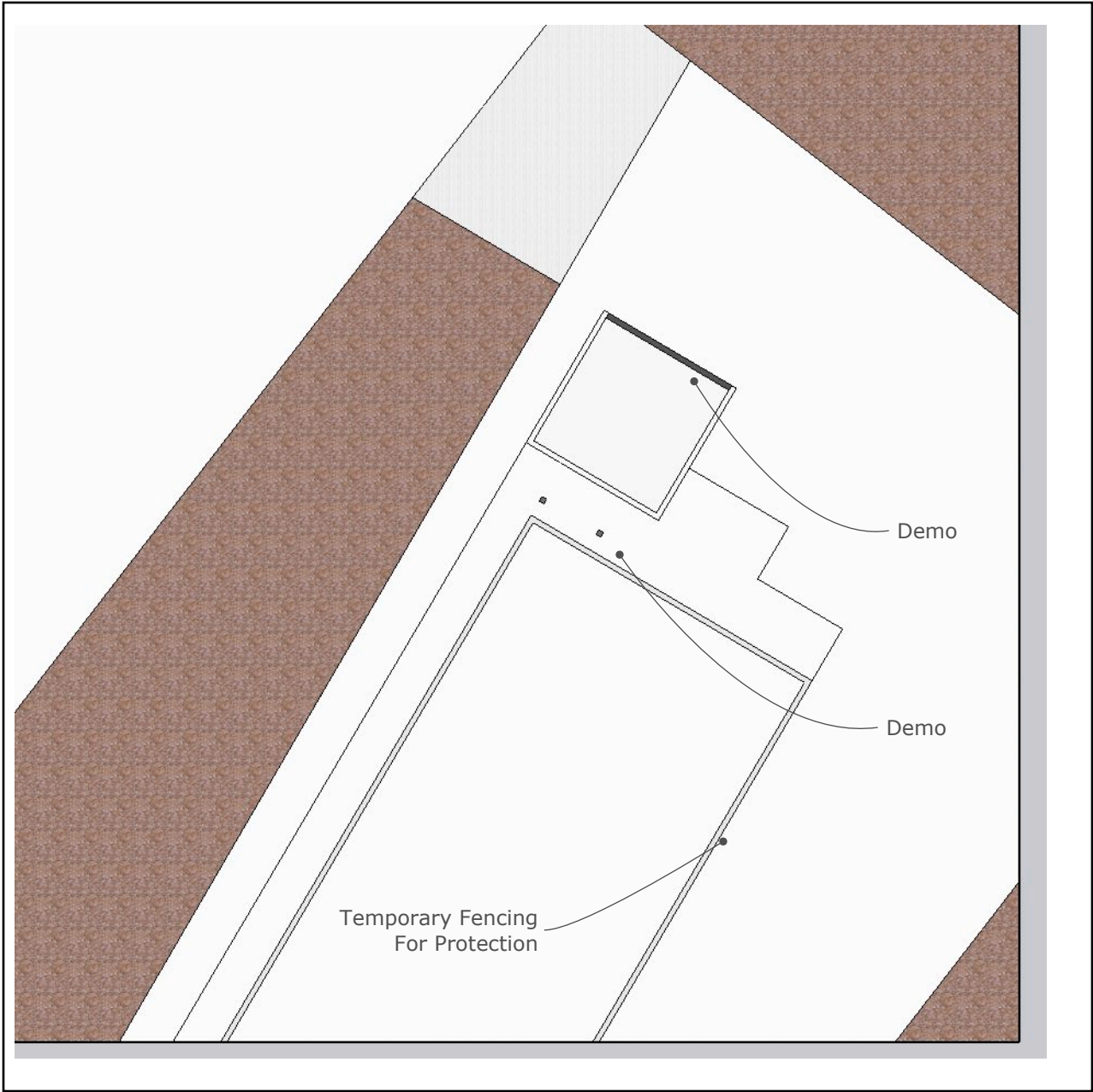


Previously approved plan for pumphouse renovation



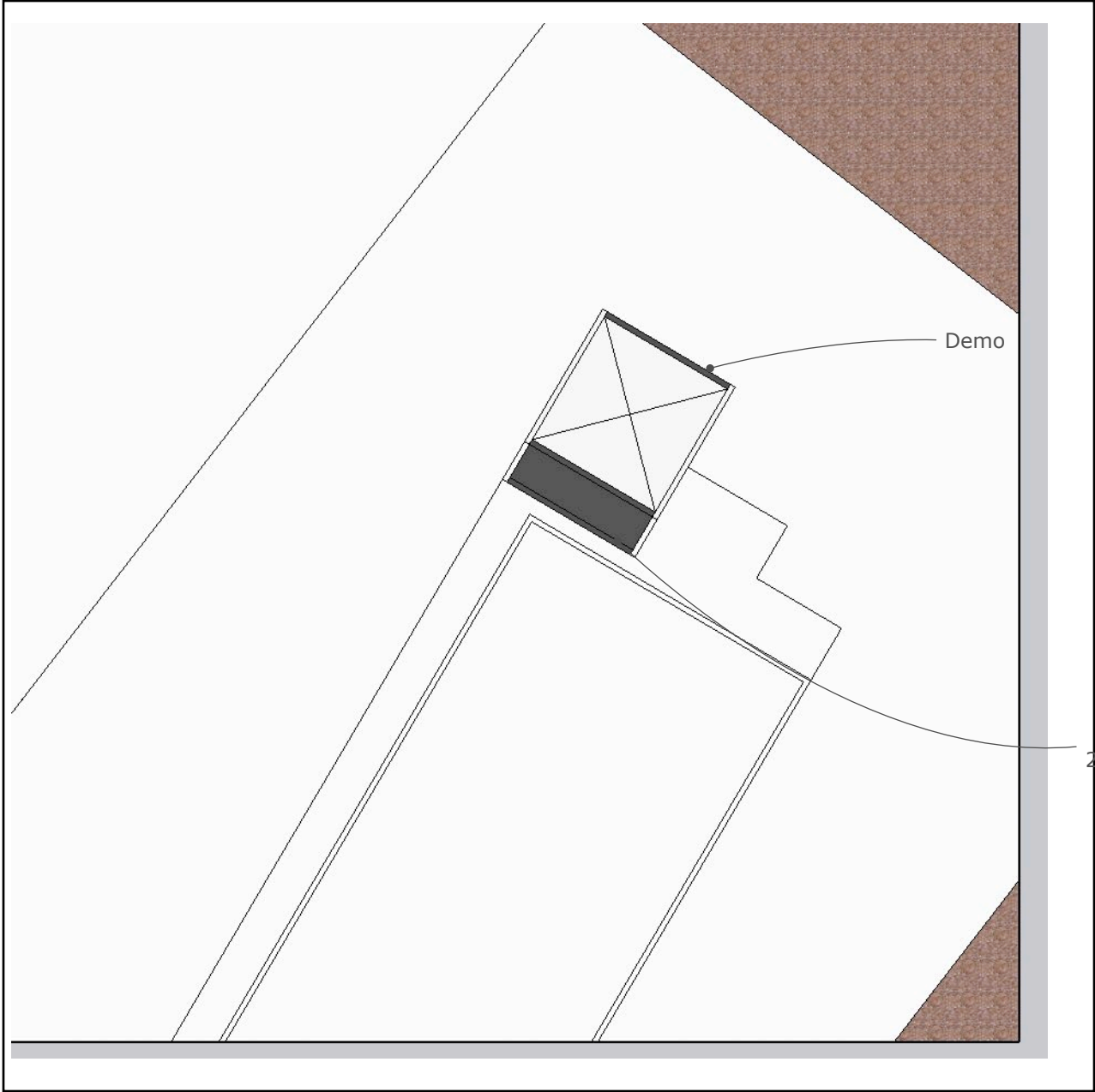
300 Queen Street

Ground Floor Demo Plan



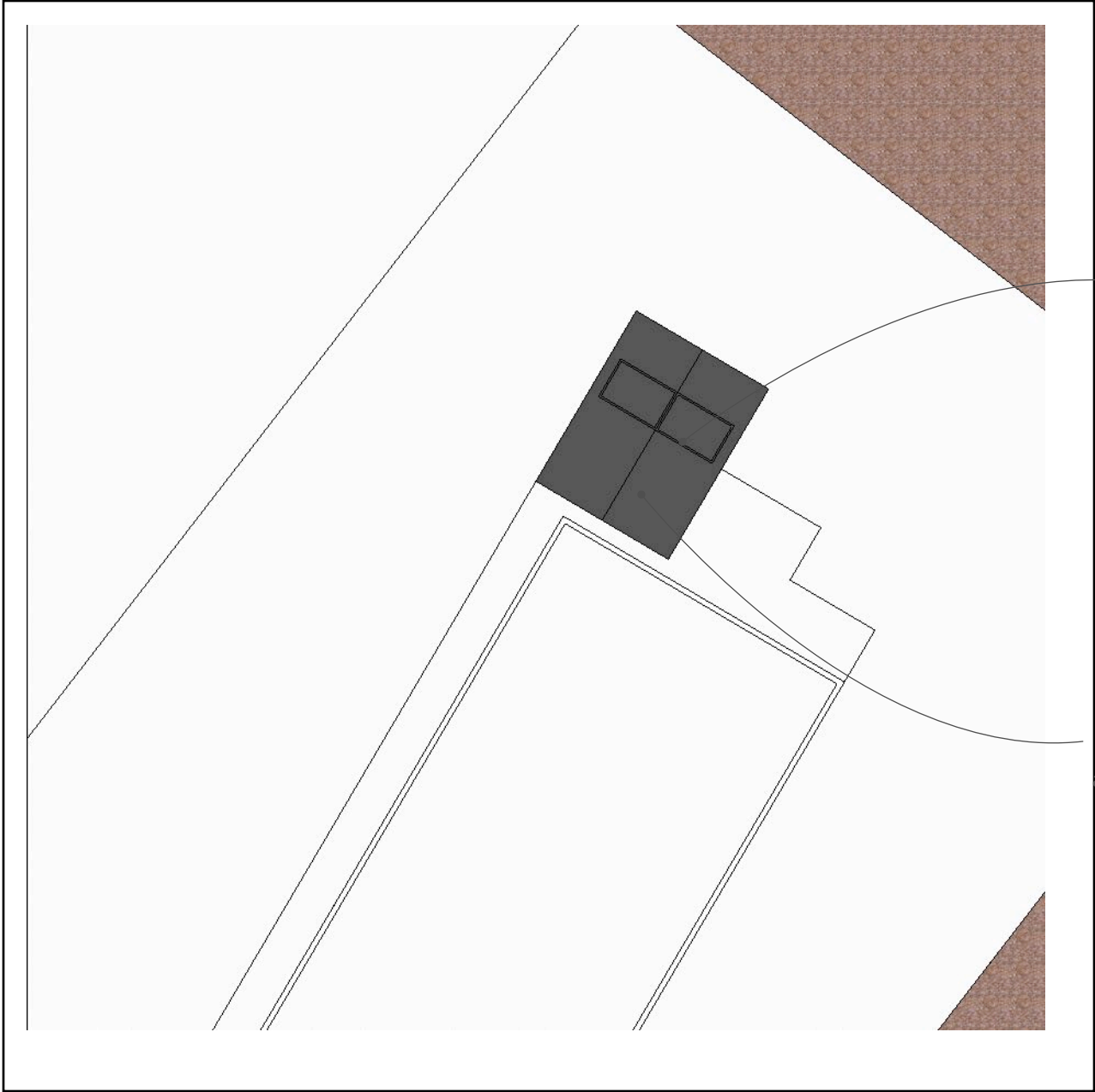
300 Queen Street

Second Floor Demo Plan



300 Queen Street

Roof Demo Plan



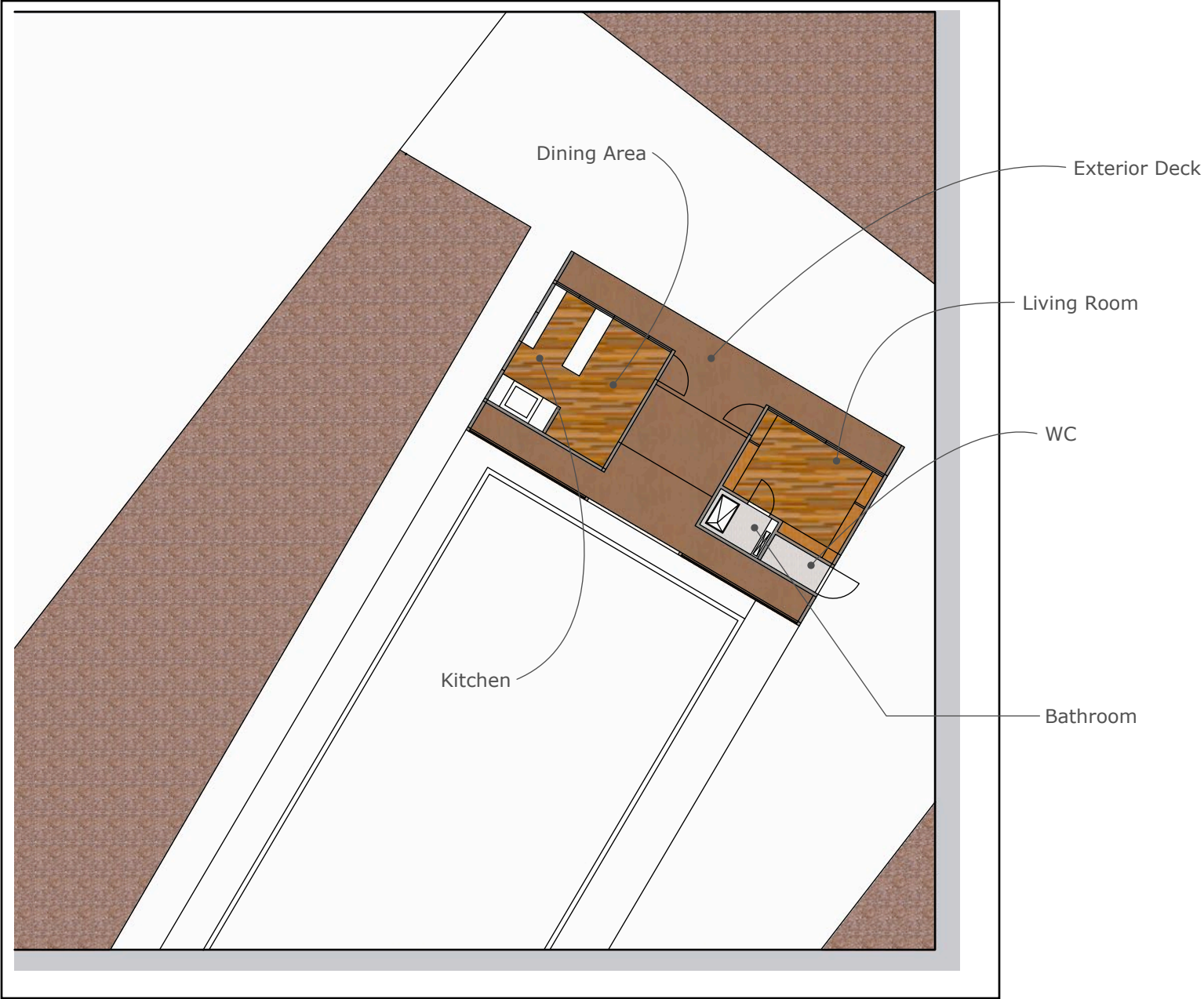
Remove Skylight

Repair roofing
and prep for
new materials
and weatherproofing

300 Queen Street

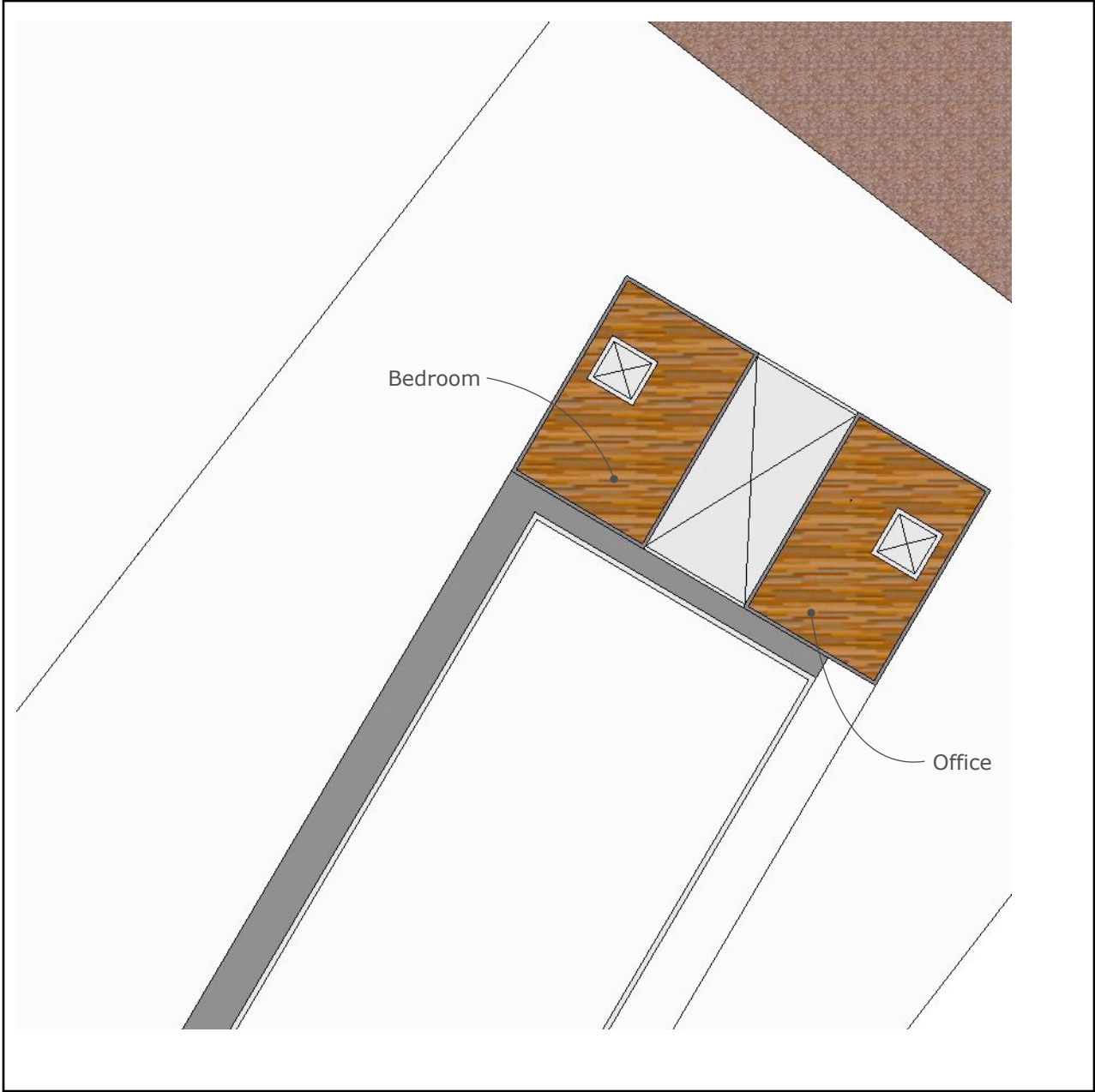
Ground Floor Plan

1st Floor	
Left Block	178 Sq Ft
Right Block	178 Sq Ft
Sub-Total	356 Sq Ft
Covered Area	260 Sq Ft
Total	616 Sq Ft

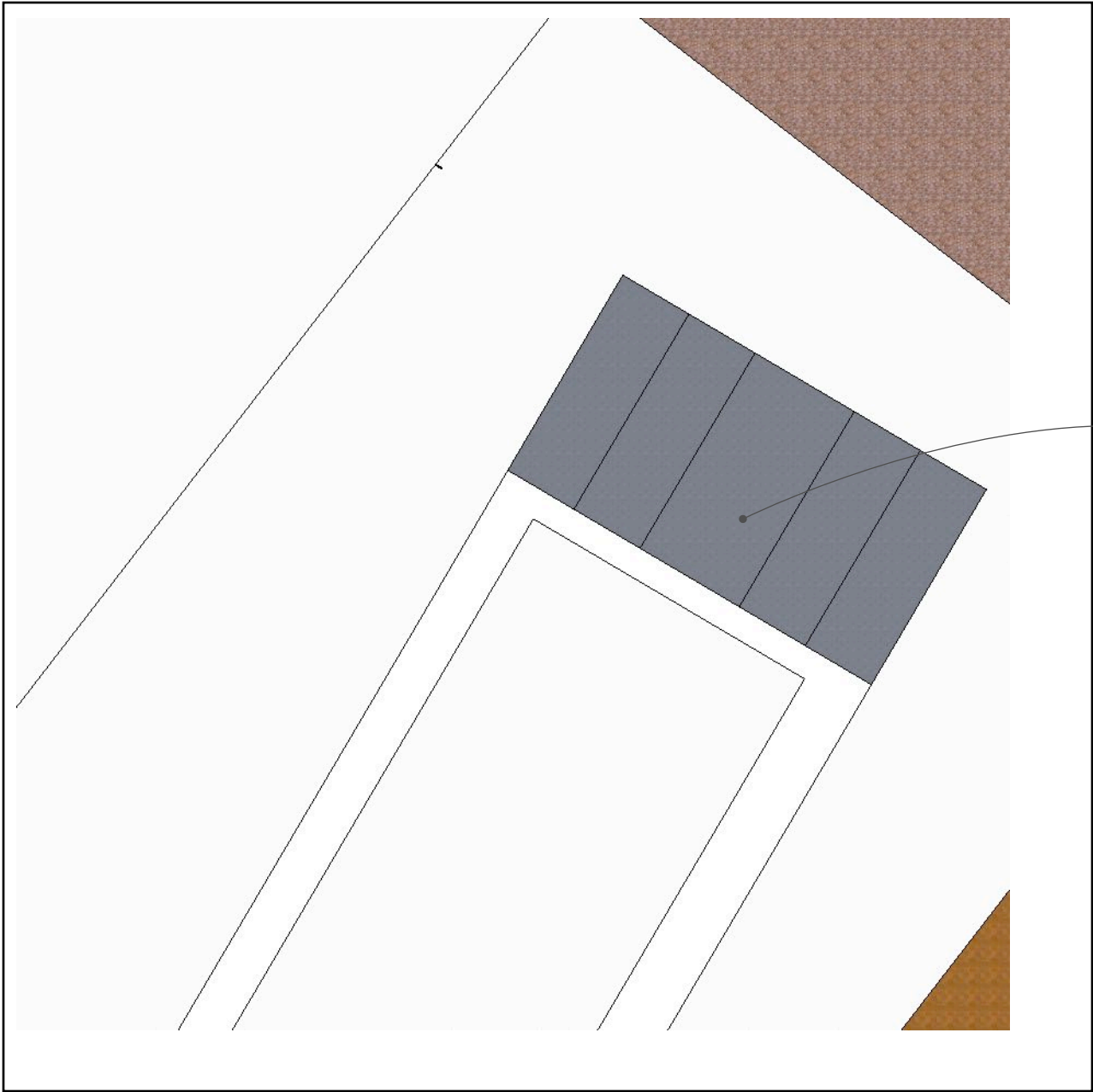


Second Floor Plan

2nd Floor	
Left Block	252 Sq Ft
Right Block	252 Sq Ft
Total	504 Sq Ft

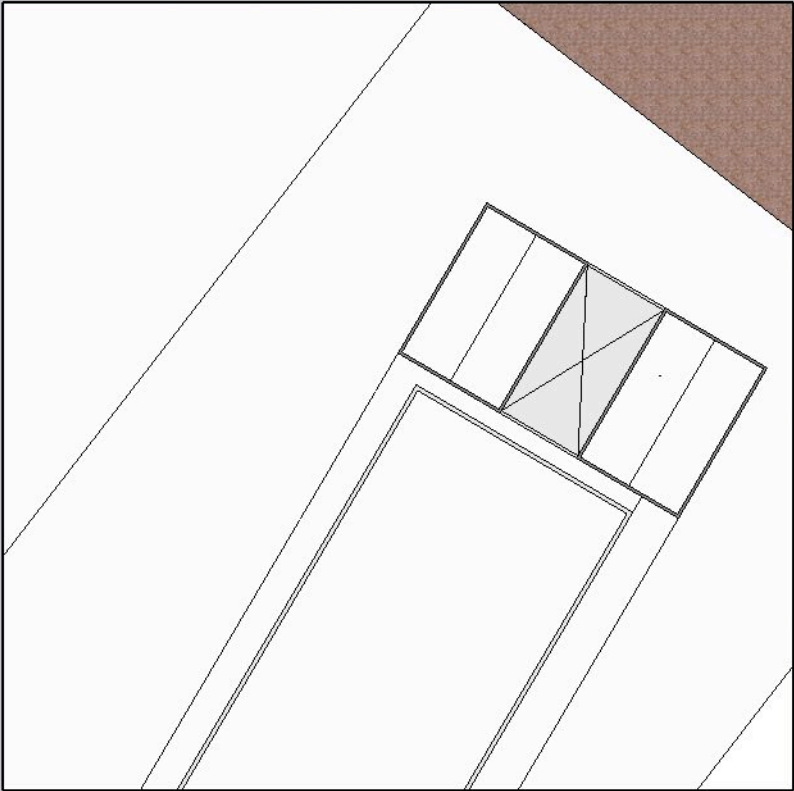


Roof Plan

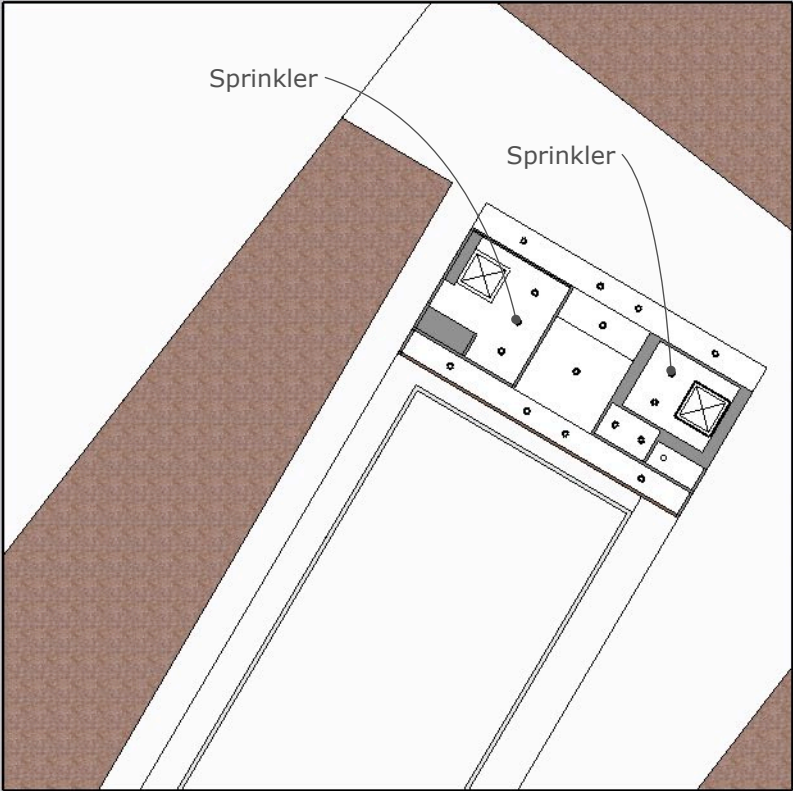


Metal Roof

300 Queen Street

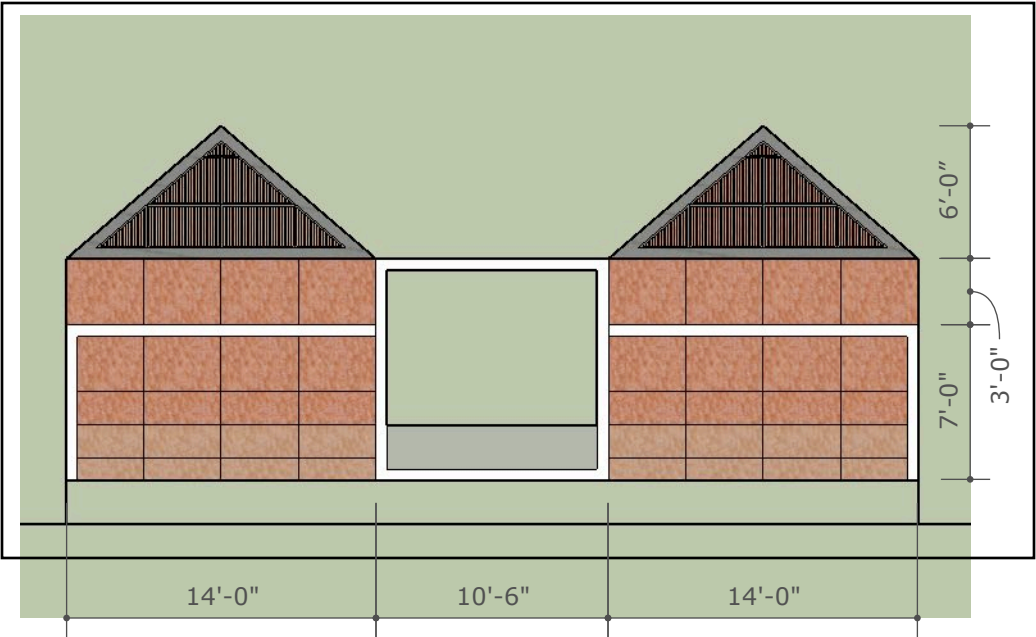
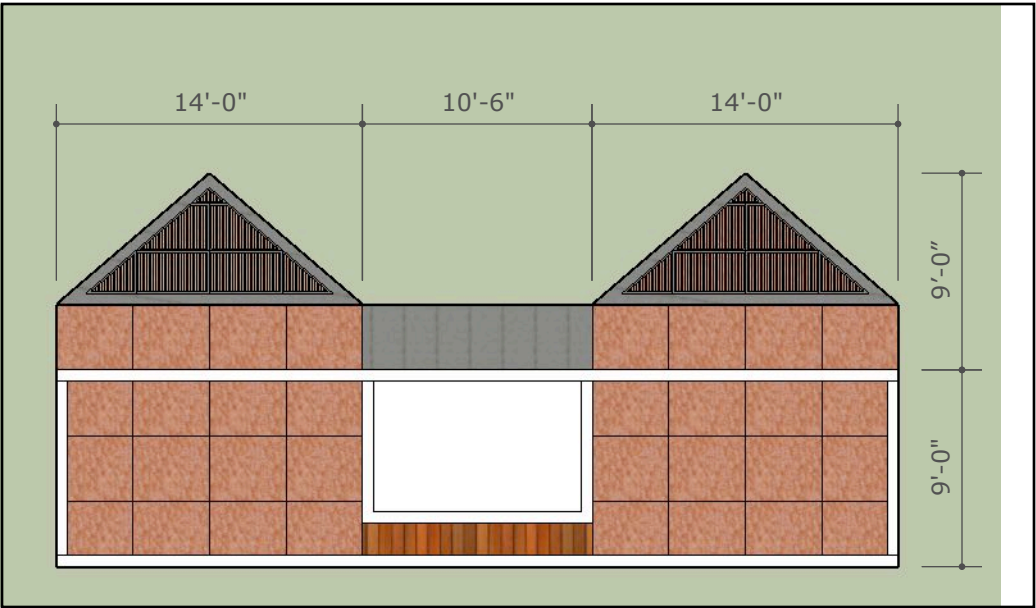
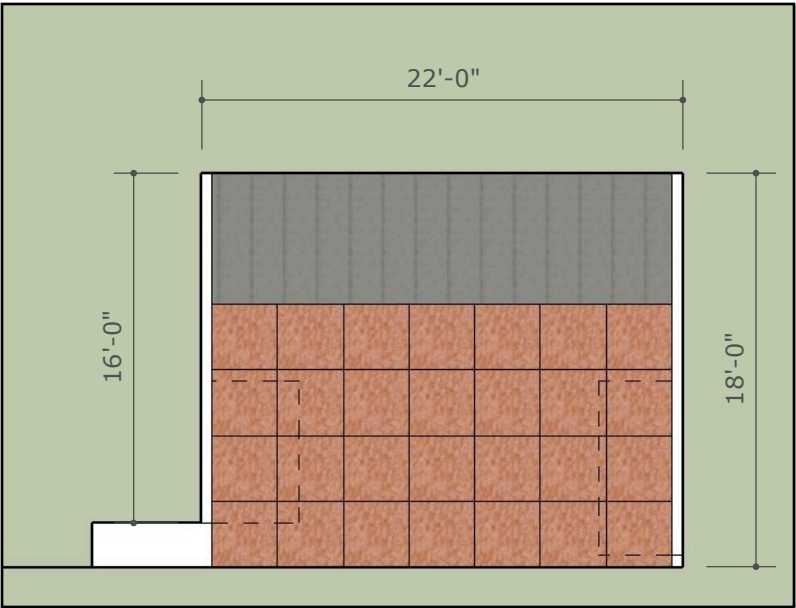


Second Floor



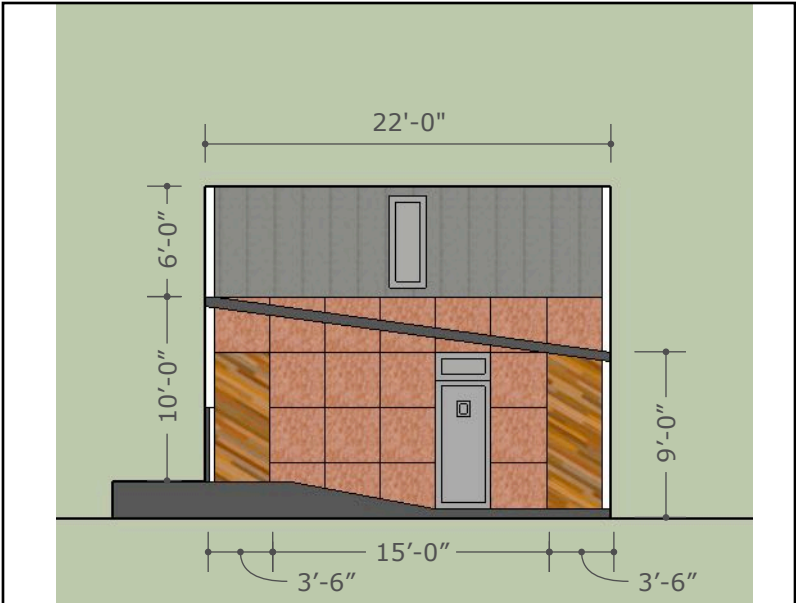
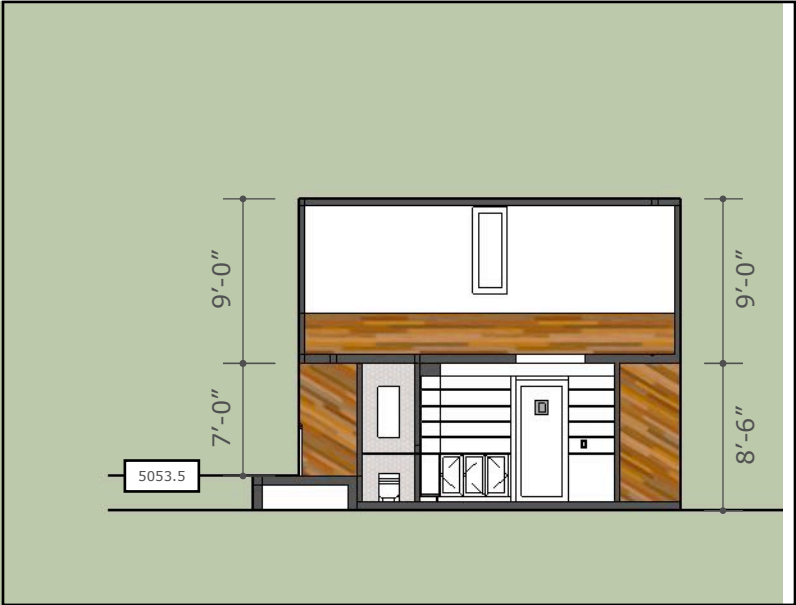
First Floor

Elevations



300 Queen Street

Sections

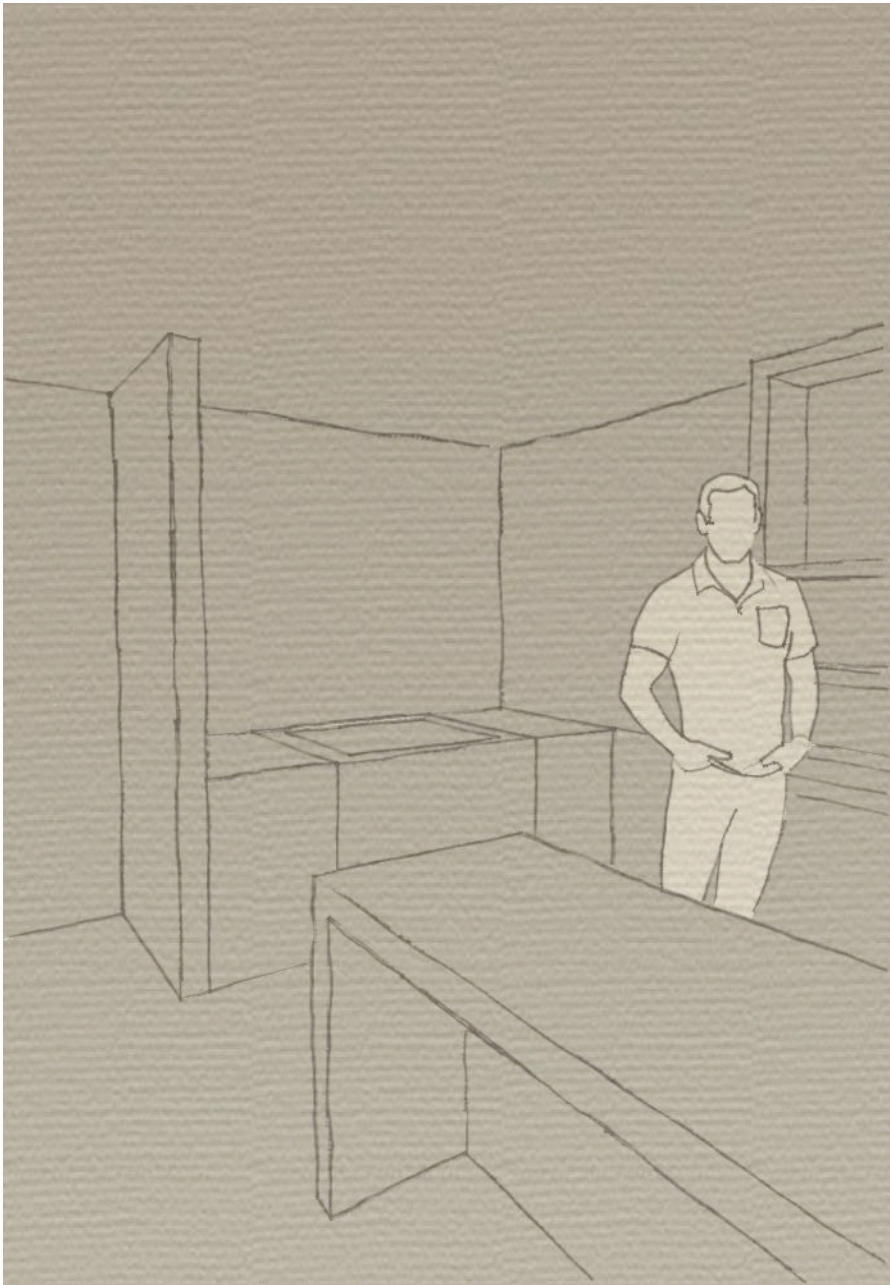


300 Queen Street

Interior Renderings

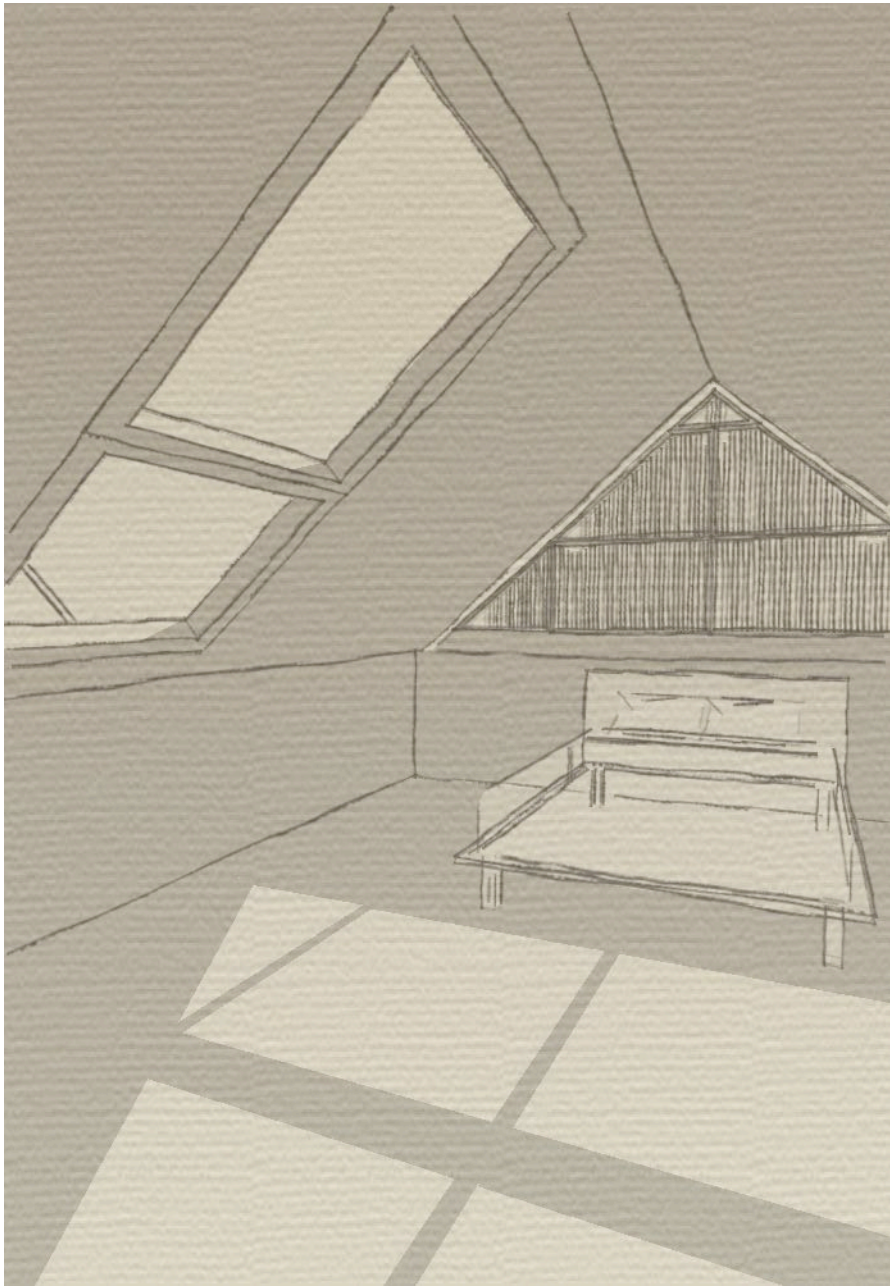


Interior Perspective: Living Room

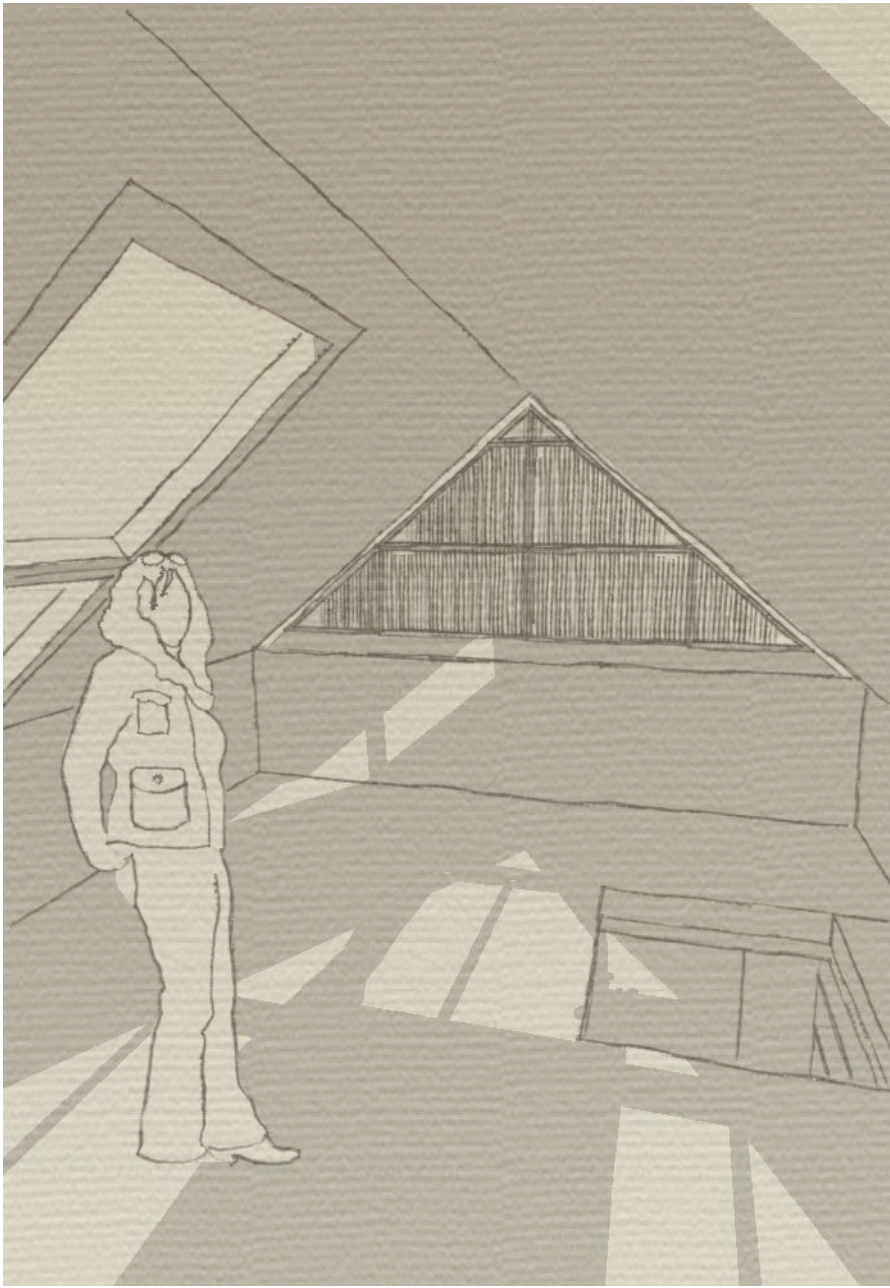


Interior Perspective: Kitchen

Interior Renderings

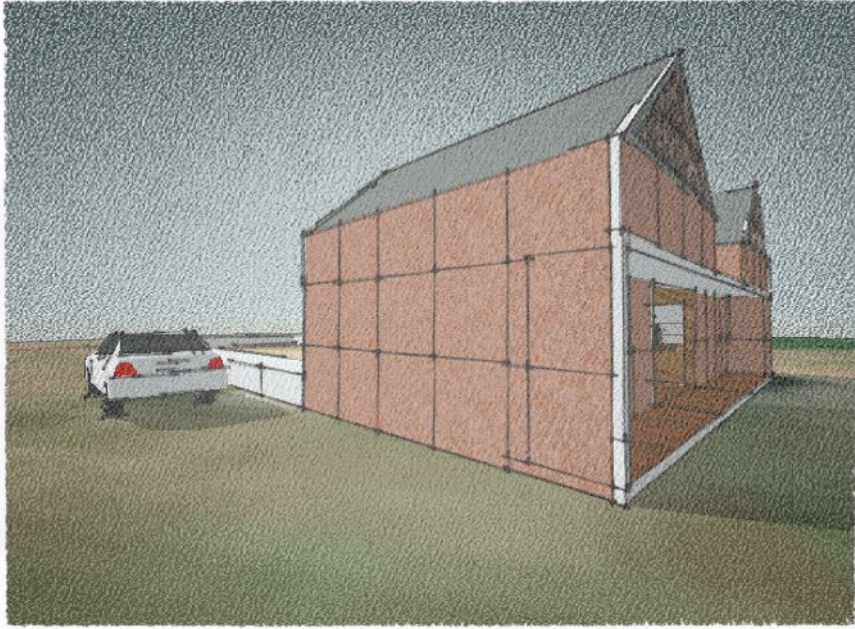
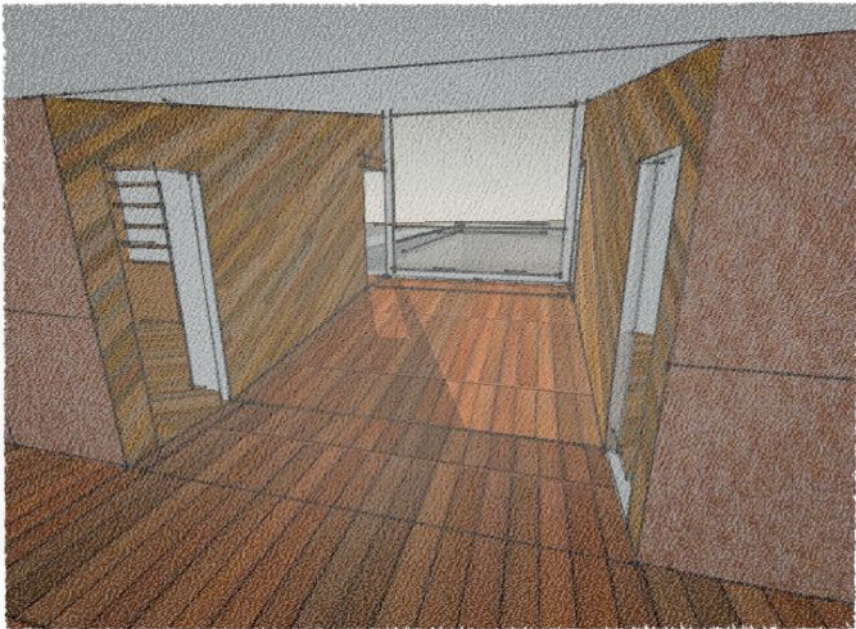


Interior Perspective: Bedroom



Interior Perspective: Office

Exterior Renderings



Exterior Perspectives

300 Queen Street

Rendering of Single Family Home Toward Verde Valley



300 Queen Street

