



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Monday, November 1, 6:00 pm

CONDUCTED VIA ZOOM

AGENDA

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

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

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 speak into the 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 October 4, 2021 Discussion/Possible Action

Continued Items/Old Business: none

New Business:

Item 4: Signage for new business: Cornish Pasty

Applicant: Robert Umbower

Zone: C-1

Address: 414 Clark Street, B2-3

APN: 401-06-036

Applicant is seeking approval for a sign to be mounted on the UVX building in the same place the Prohibition Pizza sign is still located.

Discussion/Possible Action - DRB Resolution 2021-23

Informational Items (Current Event Summaries):

Item 5: Updates of Recent and Upcoming Meetings – Rosa Cays, Deputy Town Clerk

- a) **October 12, 2021, Council meeting** – CUP for microbrewery at House of Joy; zoning administrator; co-sponsorship of chamber events; design review guidelines
- b) **October 20, 2021, P&Z meeting** – Ordinance amendments public hearing continued; 300 Queen Street rezone; Barber garage; Bauers deck

Item 6: Future DRB Agenda Items for Monday, December 6, 2021: No items currently scheduled.

Item 7: 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 Town 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.



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Monday, October 4, 6:00 pm

via ZOOM

MINUTES

6:01 (0:33) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:01 p.m.

Deputy Town Clerk Rosa Cays called the roll. Present were Chair Christensen, Vice Chair Brice Wood, and board members John McDonald, Carol Wittner, and Mimi Romberger.

Chair Christensen new board member Mimi Romberger.

6:01 (1:18) Item 2: Petitions from the public – There were no petitions from the public.

6:01 (1:27) Item 3: Approval of Minutes: Minutes of the regular meeting of Tuesday, July 6, 2021.

Discussion/Possible Action

Motion to Approve the Minutes of the Regular Meeting of Tuesday, July 6, 2021

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

Continued Items/Old Business: none

New Business:

6:02 (2:23) Item 4: Preliminary and Final Design Review for a garage

Applicant/Owner: Cynthia Barber and Christina Barber

Zone: AR

Address: 875 Gulch Road

APN: 401-09-013

Applicants are seeking design review to construct an approximately 280-square-foot garage. Request for a variance was approved by the Board of Adjustment on September 21, 2021.

Discussion/Possible Action - DRB Reso. 2021-21

Ms. Cays confirmed that this project had gone to P&Z for preliminary review and was approved [on the condition that the BOA approve the variance].

Chair Christensen said this was a rebuild rather than a restoration of an old garage. He described how it would be rebuilt.

Board member Wittner asked why it had gone before the Board of Adjustment. Chair Christensen explained that the setback along Allen Springs Road was not met and needed to be approved.

Ms. Cays further explained that it was also approved because the frontage along Allen Springs Road was determined to be a side yard, so the setback requirements were different, and that other properties in the area were similar, i.e., not built according to the zoning ordinance setback requirements. She also said that Ms. Cynthia Barber presented a solid argument for approving the variance.

Motion to Approve DRB Resolution 2021-21

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

6:06 (6:02) Item 5: Preliminary and Final Design Review for a deck extension on a single-family residence

Applicant/Owner: Adam Downey/Thomas Bauers

Zone: R1-5

Address: 630 Main Street

APN: 401-07-151

Applicant is seeking design review to construct an approximately 220-square-foot rear deck. Request for a variance was approved by the Board of Adjustment on September 21, 2021.

Discussion/Possible Action - DRB Reso. 2021-22

Chair Christensen asked why a variance was needed. Ms. Cays explained that it was another setback issue and because the project abutted UVX property.

Vice Chair Wood pointed out that a letter from the UVX Mining Company supporting the project was included in the application.

(7:41) Jerome property owner Thomas Bauers explained the reason for the project, that it was time to renovate the deck after approximately 25 years and decided to extend it 4 feet in the process, hence the need for a variance. He confirmed Trex was to be used, a low-combustible material.

Motion to Approve DRB Resolution 2021-22

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

Informational Items (Current Event Summaries):

6:10 (9:37) Item 6: Updates of Recent and Upcoming Meetings – Rosa Cays, Deputy Town Clerk

- September 15, 2021, P&Z meeting** – CUP for microbrewery at House of Joy.
- September 21, 2021, BOA meeting** – variances for 875 Gulch Road, 148 Juarez Street, and 630 Main Street.
- October 12, 2021, Council meeting** – CUP for microbrewery at House of Joy.

Ms. Cays shared highlights from recent meetings: the CUP for the microbrewery was approved by P&Z on the condition it be reviewed in six months to be sure the applicants were in compliance and neighbors were happy, and that it would go before Council next; that the BOA denied the variance for 148 Juarez Street because the applicant was not planning to build the house and instead was establishing that the lot, which is for sale, was buildable. She read aloud the section in the zoning ordinance that supported the decision.

6:12 (11:52) Item 7: Future DRB Agenda Items for Monday, November 1, 2021: No items currently scheduled.

Ms. Cays said an application for a new sign for Cornish Pasty was submitted, which is finally building out at the UVX Apartments.

Item 8: Adjourn

Motion to Adjourn at 6:13

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

Approved: _____ Date: _____

Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____

Rosa Cays, Deputy Town Clerk



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

File #:

Town Use

General Land Use Application – Check all that apply

- | | | |
|---|---|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input checked="" type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ |

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>Cornish pest v</u>	Owner: <u>John bertell</u>
Applicant mailing address: _____	Property owner mailing address: _____
Applicant role/title: <u>Agent</u>	
Applicant phone: <u>928-978-9602</u>	Owner phone: <u>1303 795-7368</u>
Applicant email: <u>Robert.Underwood@Gmail.com</u>	Owner email: _____
Project address: <u>UVX 603 Clark St</u>	Parcel number: <u>401-06-152H</u>
Describe project: <u>Sign install</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Robert Underwood Date: 9-20-2021
Property Owner Signature: John + Nicholas Bertell Date: 9-27-2021

For Town Use Only	
Received from: <u>Agent</u>	Date: <u>9/28/21</u>
Received the sum of \$ <u>25</u> as: <input type="checkbox"/> Check No. _____ <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: <u>K.M.</u>	For: <u>Sign Review</u>
Tentative Meeting Date/s - DRB: <u>11/1/2021</u>	P&Z: _____

Proposed Cornish pasty sign

Dimensions

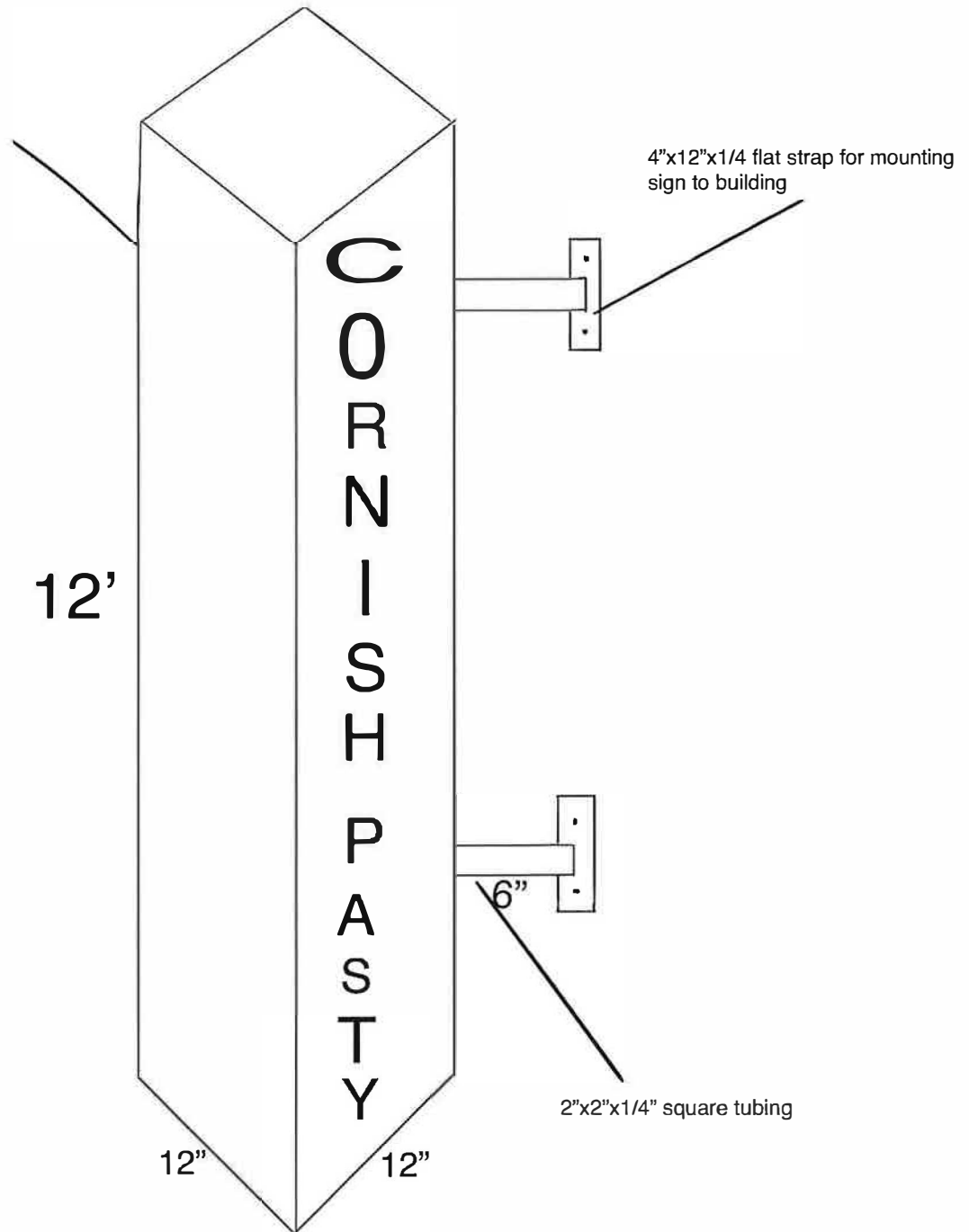
12"x12"x12'

Construction materials

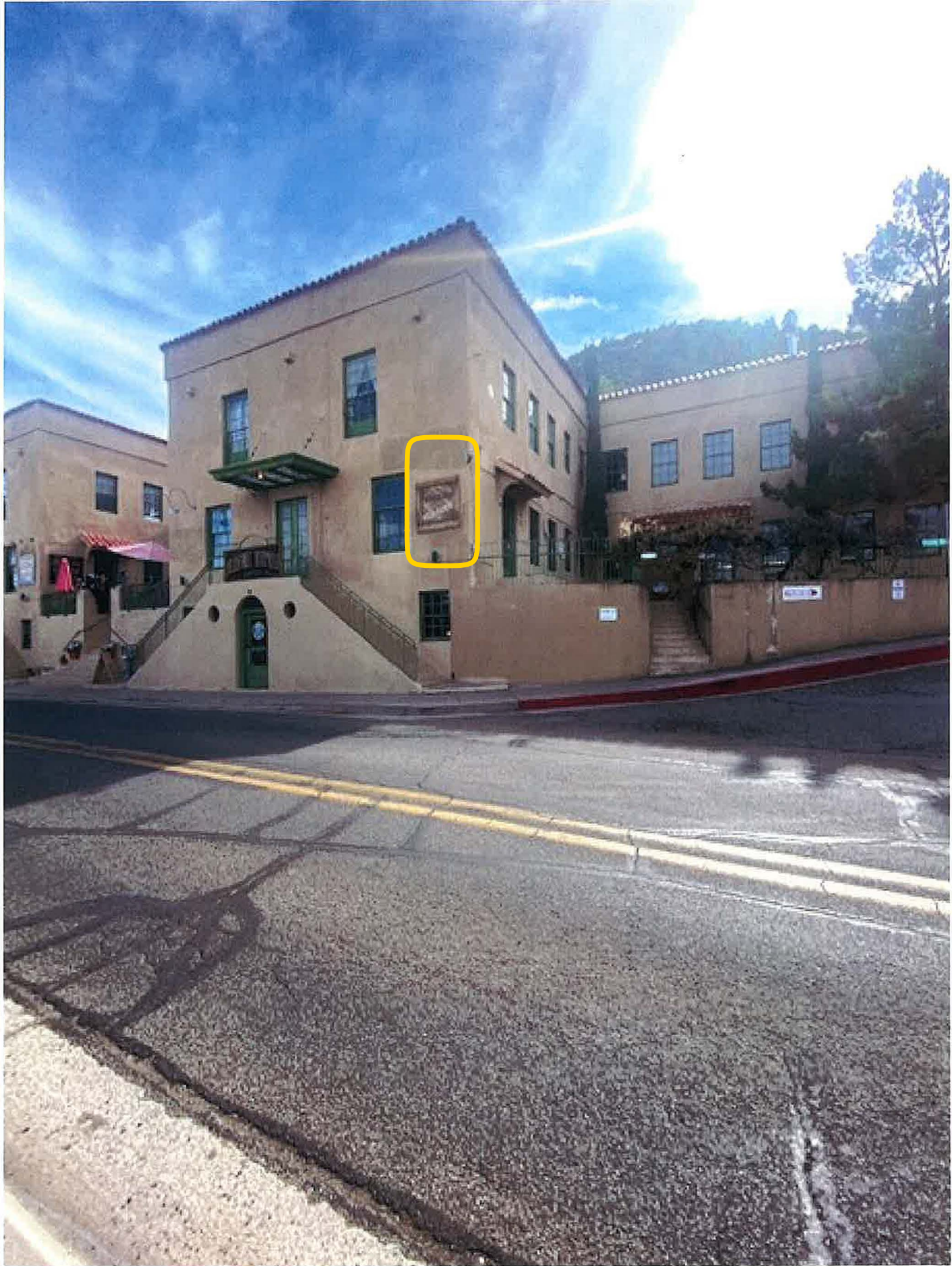
1 1/2 x 1 1/2 angle iron welded for support
Structure

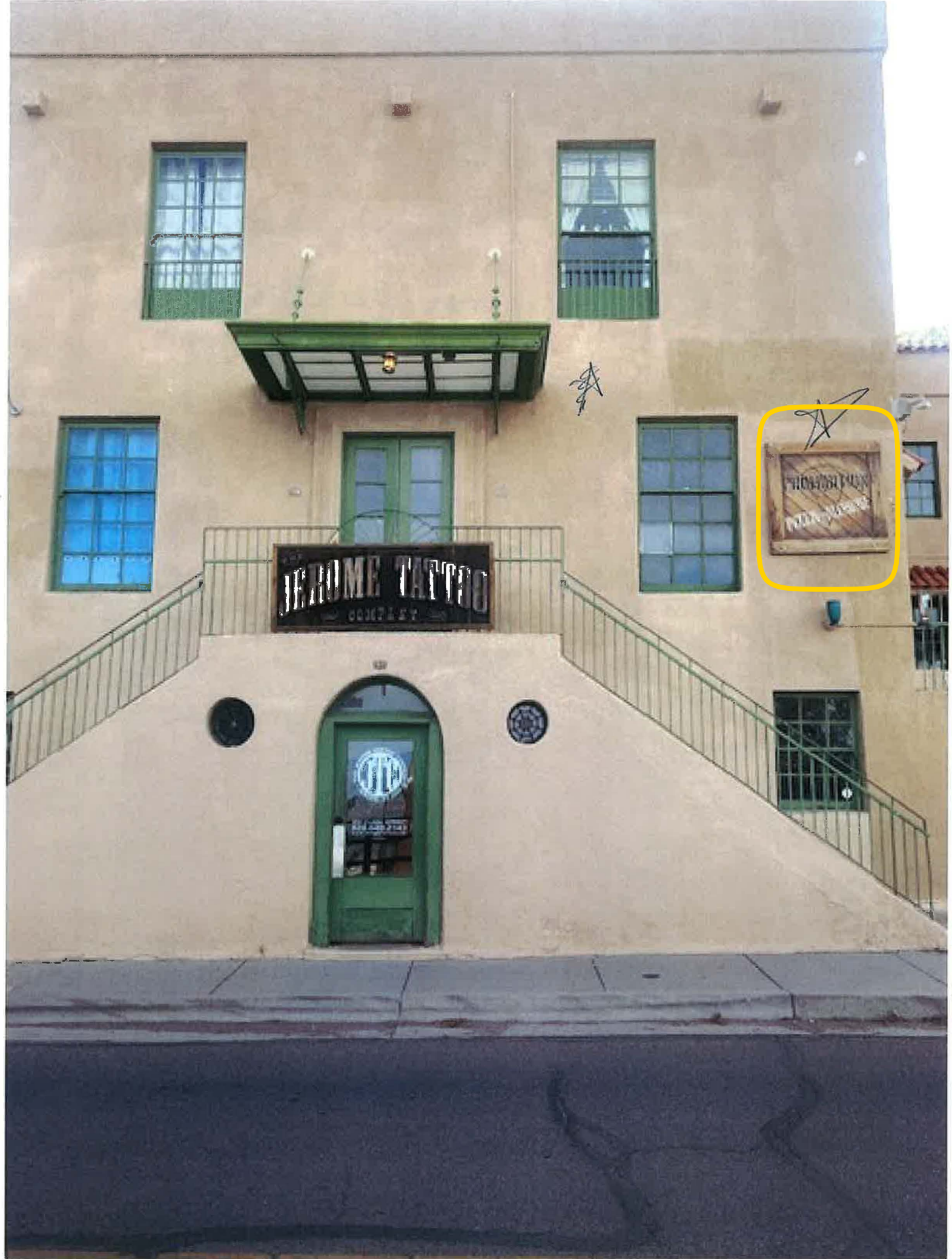
Copper background

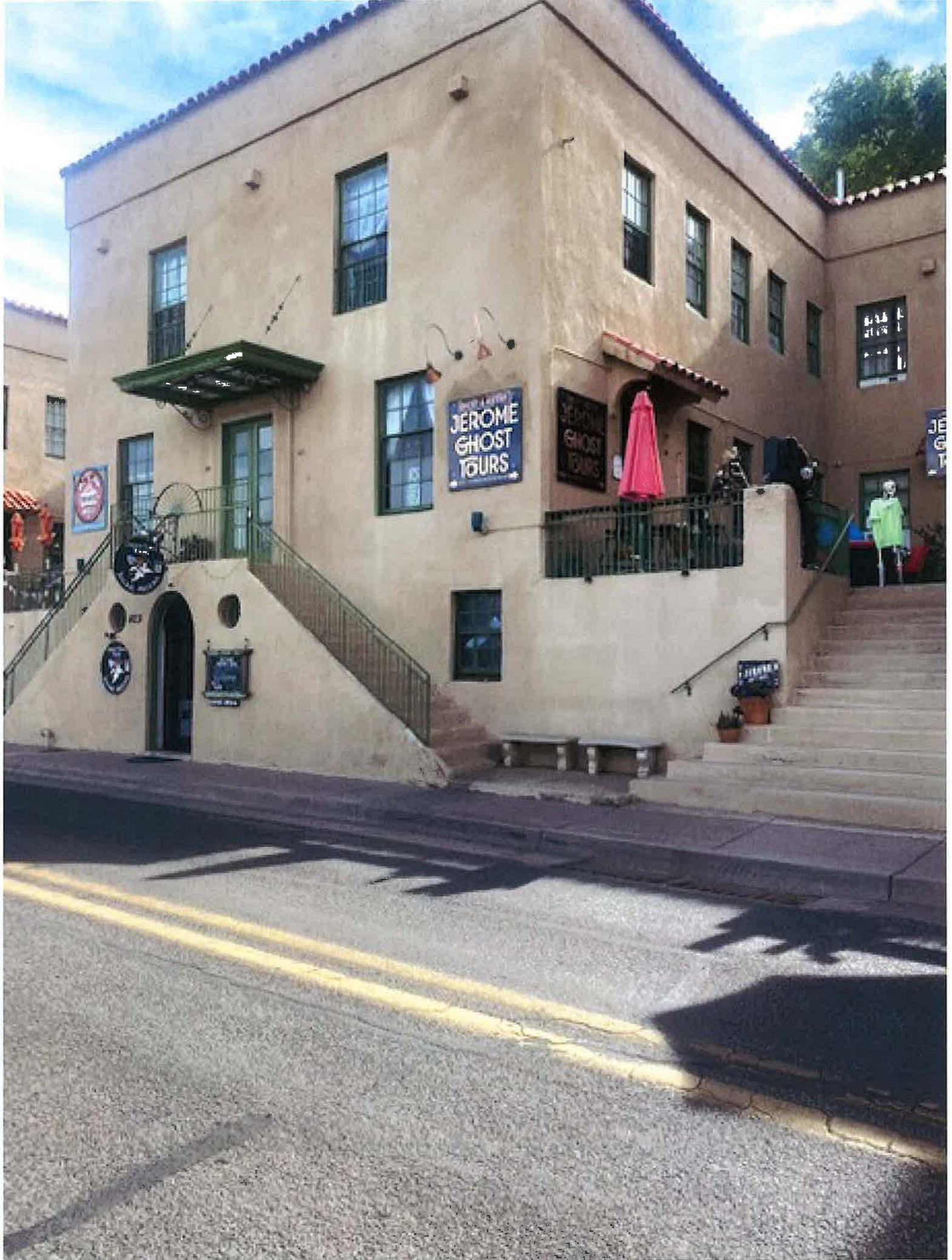
Letters will be out of black
Steel so that it has good
Contrast with the copper

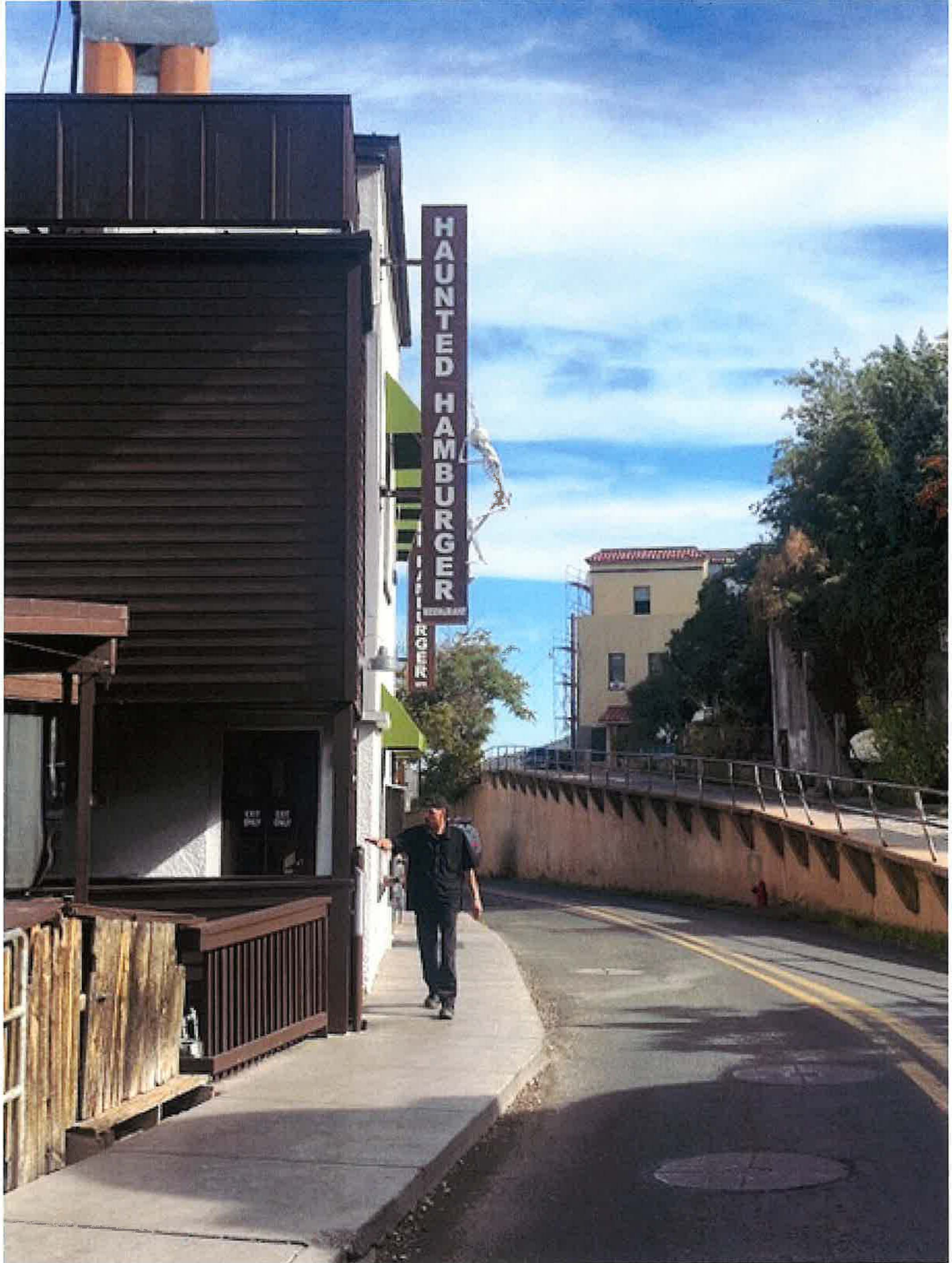












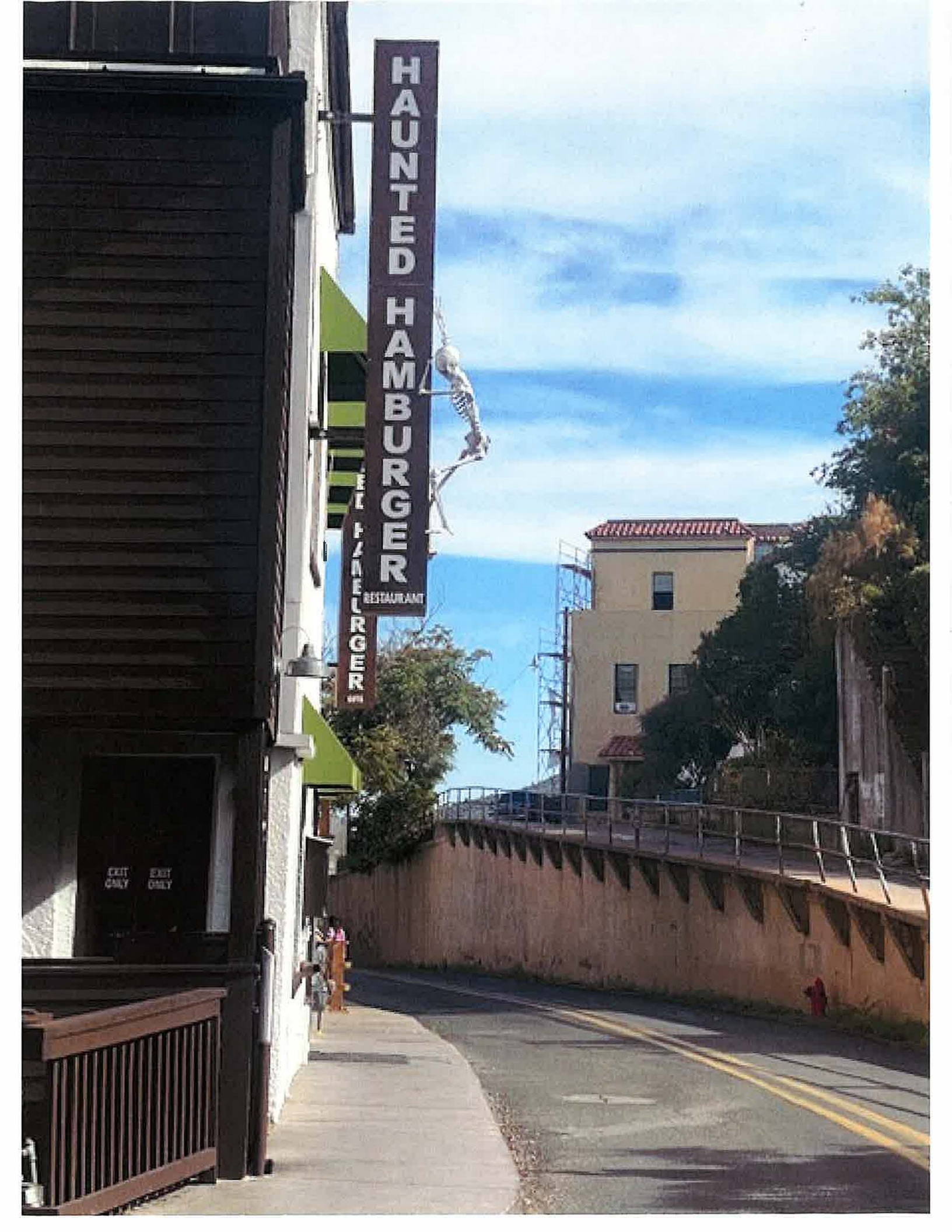
HAUNTED
HAMBURGER

RESTAURANT

HAUNTED
HAMBURGER

EXIT ONLY

EXIT ONLY





TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

DRB Resolution No. 2021-23

Approving proposed signage

WHEREAS the Town of Jerome has received an application from Robert Umbower for approval of a new sign at 414 Clark Street, B2-3 (APN 401-06-036), for Cornish Pasty; and

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

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

WHEREAS the Design Review Board has carefully reviewed the applicant's proposal 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.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the request for a new sign at 414 Clark Street, B2-3 (APN 401-06-036), for Cornish Pasty 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 1st day of November 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair