



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Tuesday, September 27, 2022, 6:00 pm

600 Clark Street

MINUTES

6:00 (0:04) Item 1: Call to order

Chair Brice Wood called the meeting to order at 6:00 p.m.

Present were Chair Wood, Vice Chair Tyler Christensen, and Board Members John McDonald, Mimi Romberger, and Carol Wittner.

Staff members present included Zoning Administrator Will Blodgett and Deputy Town Clerk Kristen Muenz.

6:00 (0:39) Item 2: Petitions from the public – There were no petitions from the public.

Possible Direction to Staff

6:00 (0:44) Item 3: Approval of Minutes: Minutes from the regular meeting of Tuesday, July 26, 2022.

Motion to approve the minutes of the regular meeting of July 26, 2022

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

Discussion/Possible Action

Continued Items/Old Business:

No Items

New Business:

6:01 (1:36) Item 4: Seeking Approval for exterior alterations

Applicant/Owner: Steve Hopkins

Zone: R1-5

Address: 699 Holly Avenue

APN: 401-07-076

Applicant is seeking approval to remove an existing garage door to frame up the opening and add a standard door and window.

Discussion/Possible Action

Zoning Administrator Will Blodgett read a summary of the project. Applicant Steve Hopkins wishes to remove a garage door from his workshop. The house, located on the corner of Holly Avenue and Main Street, was built in 1974, so it is not a historic property. He said the purpose of Design Review is reviewing the exterior design only as it is not a modification to the building's structure. For the project, the same siding will be used as on the rest of the house, and the paint will be matched to the existing paint color. The new wooden trim and door will be matched to the existing door as well. The packet included pictures of the existing paint and door, and the applicant had provided samples, which Mr. Blodgett provided to the Board. He then read a letter from Mr. Hopkins, in which he explained the purpose of replacing the old garage door with a standard door and window to help with heating and cooling the interior. Mr. Hopkins also included a sketch to show placement of the new door on the exterior of the garage, along with pictures of the windows and door that will be used. Mr. Blodgett asked if there were any questions.

Board member Mimi Romberger commented that the design looks good, and she likes the color. She told the applicant that his attention to detail was great.

Chair Wood said that, as he recalls, what the applicant is replacing is a door to accommodate an RV.

Mr. Hopkins responded that originally it was, but it hasn't worked since he moved in, and snow gets inside the building.

Vice Chair Christensen said that he likes to see projects like this that help preserve houses and is all for it. The applicant had said it will help with heating and cooling, and Mr. Christensen feels it will also help with leaks and keep the house intact. As far as aesthetics, it matches.

Chair Wood said he could see nods of approval and would motion to approve as submitted.

Board member Carol Wittner said that she would second that.

Motion to approve the exterior alterations at 699 Holly Avenue

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

Meeting Updates:

6:08 (8:16) Item 5: Updates of recent and upcoming meetings

- **September 13 regular Council meeting** – Tabled resolution No. 446 (regarding user fees for development related services), conducted the first reading of resolution No. 484 (Short-Term rental regulations) and tabled the discussions on Annexation and Microbrewery regulations and renewed a lease agreement with Passion Cellars.
- **September 20 regular meeting of Planning & Zoning Commission** – Approved a preliminary site plan review for a Garage remodel at 121 Third Street.

Mr. Blodgett read updates from recent and upcoming meetings.

6:09 (9:09) Item 6: Future DRB Agenda Items for Tuesday, October 25, 2022: To be updated.

Mr. Blodgett said there will be an upcoming DRB meeting and there will be at least one item on the agenda, possibly two.

Mr. Christensen commented that a town resident had asked him if the board members listed on the town website are up to date. He asked Mr. Blodgett to check and please update the website as needed.

Mr. Blodgett confirmed that he would be happy to do so.

Item 7: Adjourn

Motion to adjourn at 6:10 p.m.

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

Approved: _____

Brice Wood

Brice Wood, Design Review Board Chair

Date: _____

10-25-22

Attest: _____

Kristen Muenz

Kristen Muenz, Deputy Town Clerk

Date: _____

10/26/2022