



TOWN OF JEROME

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

REGULAR MEETING OF THE DESIGN REVIEW BOARD

Monday, December 7, 2020, 6:00 pm

AGENDA

Revised December 3, 2020

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 November 2, 2020
Discussion/Possible Action

Continued Items/Old Business: None

New Business:

Item 4: Design Review for a deck and access stairs

Applicant: Elias Wetzel

Address: 146 Juarez Street

Owner of record: Prochaska, Edward J. and Nancy E. Trust

Zone: C-1/AR

APN: 401-06-133C

Applicant is seeking preliminary and final design review to expand a deck and install new exterior access stairs.

Discussion/Possible Action – DRB Reso. 2020-32

Item 5: Design Review for window replacement

Applicant: Copper Star Remodeling (Scott Hudson)

Address: 538 School Street

Owner of record: Bustrin Family Trust (Janet and Robert Bustrin)

Zone: C-1

APN: 401-06-092

Applicant is seeking preliminary and final design review to replace an existing bay window with two new windows.

Discussion/Possible Action – DRB Reso. 2020-33

Item 6: Design Review for new sign

Applicant: Aeron Bailey

Address: 403 Clark Street, B-7

Owner of record: 1299 Properties

Zone: C-1

APN: 401-06-152H

Applicant is seeking preliminary and final design review for a new sign for Jerome Ghost Tours.

Discussion/Possible Action – DRB Reso. 2020-34

Item 7: Design Review for paint and siding

Applicant: Greg Worth

Address: 639 Center Avenue

Owner of record: Gregory A. Worth Living Trust

Zone: R1-5

APN: 401-08-037

Applicant is seeking preliminary and final design review for paint colors and installation of cement board siding.

Discussion/Possible Action – DRB Reso. 2020-35

Informational Items (Current Event Summaries):

Item 8: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **November 10, 2020 Council Meeting** – Recreational marijuana sales prohibition, beekeeping ordinance, direction on residential permit parking, district sign discussion, appointment of Mike Harvey to Planning and Zoning Commission
- b) **December 1, 2020 Joint Planning and Zoning Commission/Council Meeting** – discussion on respective roles and responsibilities of P&Z and Council, and discussion and direction on code amendments for setbacks, appeals process, administrative approval of small projects, residential lodging, signs, mixed use, and telecommunications

Item 9: Future DRB Agenda Items for January 4, 2020: No items currently scheduled

Item 10: 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, November 2, 2020, 6:00 pm

MINUTES

6:00 (0:14) 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, Danny Smith, and Carol Wittner. Zoning Administrator John Knight was also present.

6:00 (0:41) Item 2: Petitions from the public – There were no petitions from the public.

6:00 (0:55) Item 3: Approval of Minutes: Minutes of the regular meeting of October 5, 2020

Mr. Smith abstained from the vote as he was not in attendance at the October 5 meeting.

Motion to Approve the Minutes of the Regular Meeting of October 5, 2020

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

Continued Items/Old Business: None

New Business:

6:01 (1:52) Item 4: Design Review for a metal cornice

Applicants: Mary Wills and Sally Dryer

Address: 136 Main Street

Zone: C-1

Owner of record: Mary Wills and Sally Dryer

APN: 401-06-007

Applicants are seeking preliminary and final design review to install a new metal cornice on an existing building (where Nellie Bly is located).

Discussion/Possible Action – DRB Reso. 2020-28

Chair Christensen introduced the item and Mr. Knight read from his staff report. He said the applicants were interested in dressing up the building with a metal cornice, replicating the original as close as possible.

6:03 (3:12) Mary Wills spoke about their plans and their desire to reconstruct the original look of the building based on historic photos.

(4:24) Mike Morfeld, the designer, also joined the meeting and spoke about the cornice and the photo Ms. Wills had found in the Jerome Historical Society archives. He said work needed to be done to the building to make sure everything is attached properly and that they're working with an engineer and an architect. Mr. Morfeld said old photos show the cornice has been gone for quite some time.

Motion to Approve Resolution 2020-28

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

6:07 (7:21) Item 5: Design Review for a two-rail pipe fence

Applicant: Larry A. Altherr

Address: 200 Hill Street

Zone: C-1

Owner of record: Larry Altherr

APN: 401-07-166L & 169B

Applicant is seeking preliminary and final design review to install a two-rail pipe fence along Hill Street from the Grand Hotel to just before the overflow ditch

Discussion/Possible Action – DRB Reso. 2020-29

Audio issues slightly delayed discussion. Mr. Knight described the project as a two-rail pipe fence that would also serve as a safety rail along Hill Street toward the Grand Hotel. He pointed out that sections in photos included in the agenda packet show where it would connect to the existing belt fence (side note: Chair Christensen said he had heard, though not verified, that the belt fences were originally used for the mine shafts and that the

braided of the belt originated in Jerome). Mr. Knight said this pipe fencing is common in town and that Mr. Altherr would like to add a sidewalk at some point in the future.

Chair Christensen said he liked the project, especially the safety measure. Ms. Wittner agreed.

(11:53) Mr. Altherr introduced himself as the owner of the Grand Hotel and said several insurance companies had advised him to construct a railing in front of the hotel. Because people walk up and down Hill Street, Mr. Altherr decided it would be best to extend the fencing down Hill Street.

Mr. Christensen asked about the color of the railing. Mr. Altherr said it would be matched to the black by the hotel and be silver in color along Hill Street (and likely eventually rust).

Motion to Approve Resolution 2020-29

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

6:14 (14:04) Item 6: Design Review for a new sign

Applicant: Michelle Romberger

Address: 420 Hull Avenue

Zone: C-1

Owner of record: Charles and Michelle Romberger

APN: 401-06-078C

Applicant is seeking preliminary and final design review to install a new sign to change from Lola to MiMi.

Discussion/Possible Action – DRB Reso. 2020-30

Mr. Knight said the applicant is changing the name of the retail store from Lola to Mimi.

(15:01) Michelle "Mimi" Romberger introduced herself. She said she had decided to change the name from Lola to Mimi with encouragement from friends and talked about her plan to stay with the exact same sign and colors and simply change the name.

Mr. Knight asked Ms. Romberger if she had determined the material of the sign, and Mr. Romberger confirmed that it was wood.

After the board approved the project, Mr. Knight mentioned that the Rombergers have volunteered to paint the sign for the community garden.

Motion to Approve Resolution 2020-30

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

6:17 (17:48) Item 7: Design Review for painting

Applicants: Candace Gallagher and Michael Gallagher

Address: 123 Beale Street/236 Diaz St.

Zone: AR

Owner of record: Candace and Michael Gallagher

APN: 401-06-111D

Applicants are seeking preliminary and final design review to paint the house and garage

Discussion/Possible Action – DRB Reso. 2020-31

Chair Christensen introduced the item, then commented that the new house color seemed close to the old one, perhaps because of the lighting in his house.

Ms. Gallagher explained which photos were their house and that the images showing the new color was a different house. She said the house had not been painted in 20 years.

Mr. Knight said the house had been built around 2000.

Motion to Approve Resolution 2020-31

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

6:20 (20:49) Item 8: Discussion about changes in the field

Applicant: Town of Jerome

Discussion and possible direction to staff on how staff should address minor changes in the field to account for existing and topographical conditions that may not be known at the time of permit approval

Discussion/Possible Direction to staff

Mr. Knight explained "changes in the field": When someone goes to build a project, oftentimes they must make changes midway, perhaps because of discoveries in the topography or a certain material becoming unavailable, etc. For a recent Jerome project at 538 School St, the stairway had to

change direction because of existing topography. Mr. Knight wanted to bring this up for discussion to get direction on how to handle changes in the field going forward.

Chair Christensen said he would like to give staff authorization to determine if it needs to be brought back to the board.

Ms. Wittner asked if an applicant had to come back to the board, would they have to wait till the next regular meeting or would a special meeting be scheduled?

Mr. Knight shared a few scenarios for how different projects would be handled and then shared three options for how to handle a change in the field: 1) stop construction completely unless it's a safety issue and schedule the project on the next meeting agenda; 2) let the project proceed but inform the applicant they must go back to the board for final approval, or 3) if the change is in substantial conformance with the original approval, then let the project proceed.

Mr. Smith said he generally sides with the property owner—any delay in a project can be a pain. He said Mr. Knight knows what he is doing and is in favor of the staff making decisions on changes in the field. If it's more than a minor change, then bring it to the board.

Mr. Wood said this was a perennial issue. He said the staff does have to make calls along the way; changes in the field are part of that process. In the years he has served on the board, he has never disagreed with a decision made regarding a change in the field. He said writing this sort of thing into the ordinance is a balancing act and doesn't see this as a significant problem. Jerome has always cruised through these situations, and though he agreed with Mr. Smith, he also wanted to give the staff credit for making sound decisions.

Mr. Smith said he had never been on a "ground-up" project that went smoothly—he said there are always changes in the field.

Chair Christensen said this was a good topic to discuss and could only see a drastic material or paint color change needing to come back to the board.

Mr. Wood said that it's usually a neighbor complaining whose gone through the town's process and is pushing for someone to go back to the staff or board because they had to.

Mr. Knight gave the example of an applicant claiming they're building a 300-square-foot deck and suddenly it's 600 square feet, which would halt the project. Discussion continued.

Ms. Wittner asked if special meetings are called and was told they do happen on occasion.

Mr. Knight shared an old planners' saying: "There's no such thing as a "planning emergency."

Chair Christensen acknowledged that Mr. Knight has probably been adequately handling changes in the field.

Mr. Knight said it was the building inspector Barry Wolstencroft who was concerned because of a project change at 538 School Street.

Informational Items (Current Event Summaries):

6:35 (35:45) Item 8: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **October 8, 2020 Council Meeting** – Zoning Administrator work priorities (recreational marijuana ordinance, code amendments/code enforcement, telecom ordinance, design guidelines, and small projects)
- b) **October 13, 2020 Council Meeting** – beekeeping ordinance, COVID-19 reopening, and recreational marijuana ordinance
- c) **October 14, 2020 Council Meeting** – Recreational marijuana ordinance
- d) **October 21, 2020 P&Z Meeting** – Ordinance amendments for mixed use, stair setbacks, yards, appeals and project approvals

Mr. Knight highlighted topics discussed at recent Council meetings and topics coming up at future Council and P&Z meetings.

(37:05) Item 9: Future DRB Agenda Items for December 7, 2020: Deck on Juarez Street

Chair Christensen said another project on East Avenue may be coming up for DRB.

Item 10: Adjourn

Motion to Adjourn at 6:38 p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD			X			
SMITH	X		X			
WITTNER		X	X			
WOOD			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, December 7, 2020

ITEM 4: Design Review for deck and stairs
Location: 146 Juarez Street
Applicant/Owner: Elias Wetzel/Prochaska, Edward J. and Nancy E. Trust
ZONE: AR/C-1
APN: 401-06-133C
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Resolution 2020-32

Summary & Background: The applicant is seeking preliminary and final design review to expand an existing deck and install new exterior access stairs. The project was approved by the Planning and Zoning Commission on December 1, 2020. Note that the applicant began work on the project prior to submitting for Site Plan Review and Design Review. Town staff issued a "Stop Work" order and directed the applicant to submit applications and obtain the necessary permits.

Discussion: Access to the main structure is currently provided by stairs and a porch on the south side of the building. The new stairs will be wider and will provide better access to the building. The deck will also include an extension of the roof. The additional deck/roof area is approximately 12 (twelve) square feet. The stairs add a little less than 50 (fifty) square feet. The deck and stairs will be constructed of wood to match the existing deck. The proposed roof material is Zincolume® and will match the existing roof.

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

Section 304.F.2. Review Procedures and Criteria:

2. *The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*
 - a. *ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.*
 - b. *ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
 - c. *COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*

- d. *MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

Response: The Design Review Board (DRB) shall review the application for compliance with the above-referenced criteria and refer to the specific criteria regarding architectural features and details. The applicant's proposal appears to be compatible with the colors and materials on the existing building.

Recommendation: The Zoning Administrator recommends that the DRB approve Resolution 2020-32 with the conditions included.

Attachments:

- DRB Resolution 2020-32
- Application and supplemental information



TOWN OF JEROME

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

DRB Resolution 2020-32 Approving Design Review for deck and stairs

WHEREAS, the Town of Jerome has received an application from Elias Wetzel for preliminary and final design review to expand a deck and install new exterior access stairs at 146 Juarez Street (APN 401-06-133C); and

WHEREAS, the property is in both the AR and C-1 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 applicant's proposal and finds that the applicable criteria have been satisfied:

1. Accessory Buildings - Garages, carports, and sheds shall be visually compatible with buildings, structures, and places to which they are visually related.
2. Architectural features and details - Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
3. Roofs – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.
4. Color – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.
5. Materials and Texture – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary and final design review to expand a deck and install new, exterior wood stairs is hereby approved, subject to the following conditions:

DRB RESOLUTION NO. 2020-32

1. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
2. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, or construction materials, may require additional review by the Planning and Zoning Commission and/or the Design Review Board.
3. **Drainage** - The building permit submittal shall indicate both existing and proposed drainage. This includes, but is not limited to, how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, detention basins, and gravel catchments to help dissipate hydraulic energy. Roof drains shall not be directed across sidewalks.
4. **Building Permit Submittal and Code Requirements** - The applicant/s shall consult with the Building Inspector and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, including, but not limited to, coverage, height, parking, and setbacks.
5. **Compliance with plans** – The project shall be completed in compliance with the approved plans and elevations.
6. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of approved conditions from both the Design Review Board and/or Planning and Zoning Commission.
7. **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 applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.
8. **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 7th day of December 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



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 checked="" type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$50 | <input checked="" 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: Elias Wetzel	Owner: Nancy Prochaska
Applicant address: 1472 Horseshoe Bend Dr Camp Verde, AZ 86322	Owner Mailing Address: P.O. Box 680 Lukeville, AZ 85341-0680
Applicant role/title: Project Manager/Builder	
Applicant phone: 215-840-1409	Owner phone: Craig 602-616-6239
Applicant email: abramcustom@gmail.com	Owner email: chudson19@cox.net
Project address: 146 Juarez St	Parcel number: 401-06-1405 133C
Describe project: Replacing the metal roof with new metal (No Color), Upgrade 100 amp to 200 amp service and relocating meter, Add exterior stair case to existing deck for second means of egress, Demo and rebuild meter wall (Sill plate rotted away)	

- 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: Elias Wetzel

Date: 10/13/2020

Owner Signature: WC Prochaska

Date: 10/15/2020

For Town Use Only

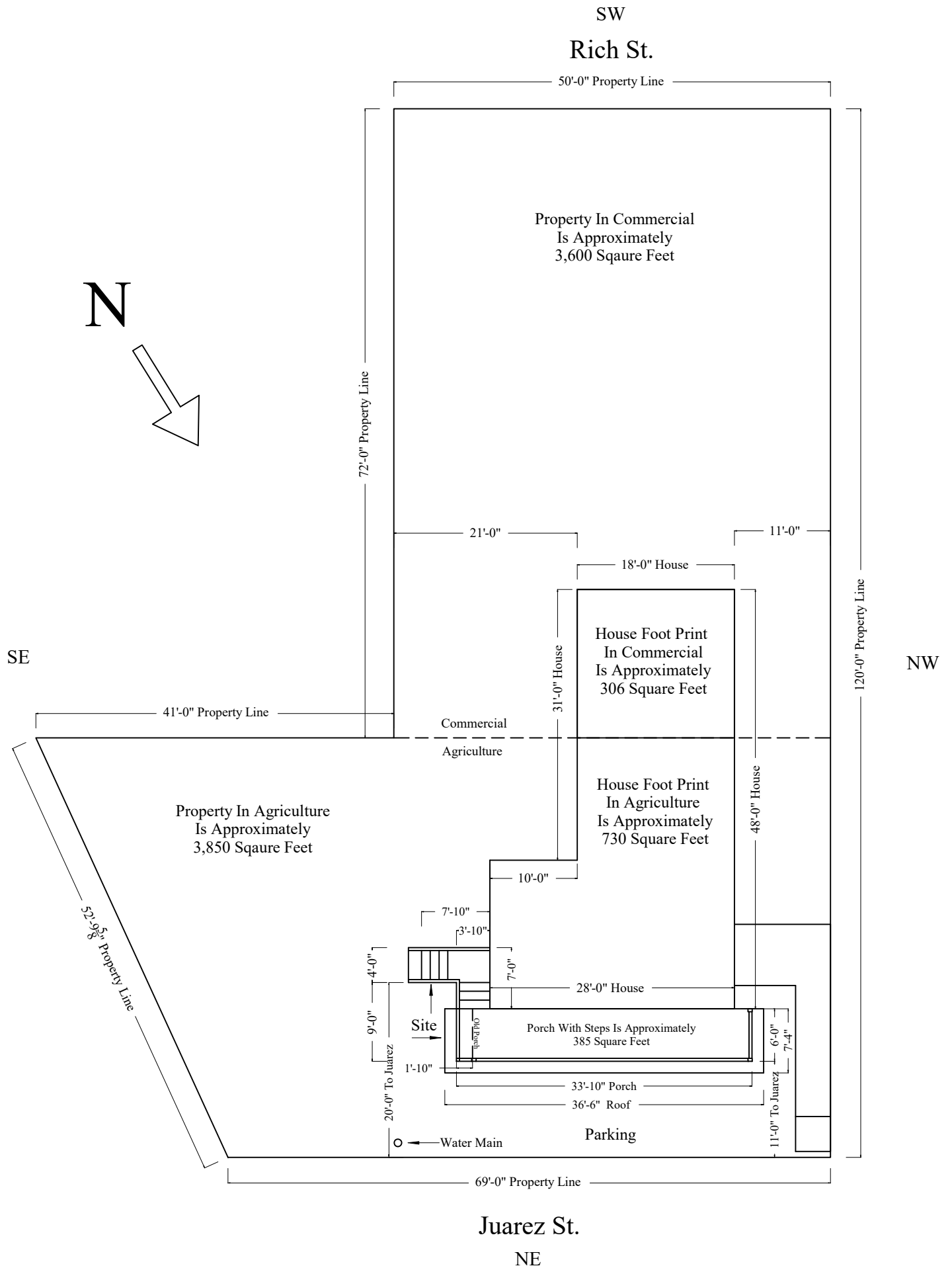
Received from: _____ Date: _____

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

By: _____ For: _____

Tentative Meeting Date/s - DRB: _____ P&Z: _____

E-mail completed forms and application information to: John Knight, Zoning Administrator j.knight@jerome.az.gov



- Roofer will remove old metal roofing on main building. Replace any lath that is rotten. Then install new metal. No color

Remove Watermark Now

- Electrician will remove existing meter and move meter to new location. He will upgrade the service to 200 amp.

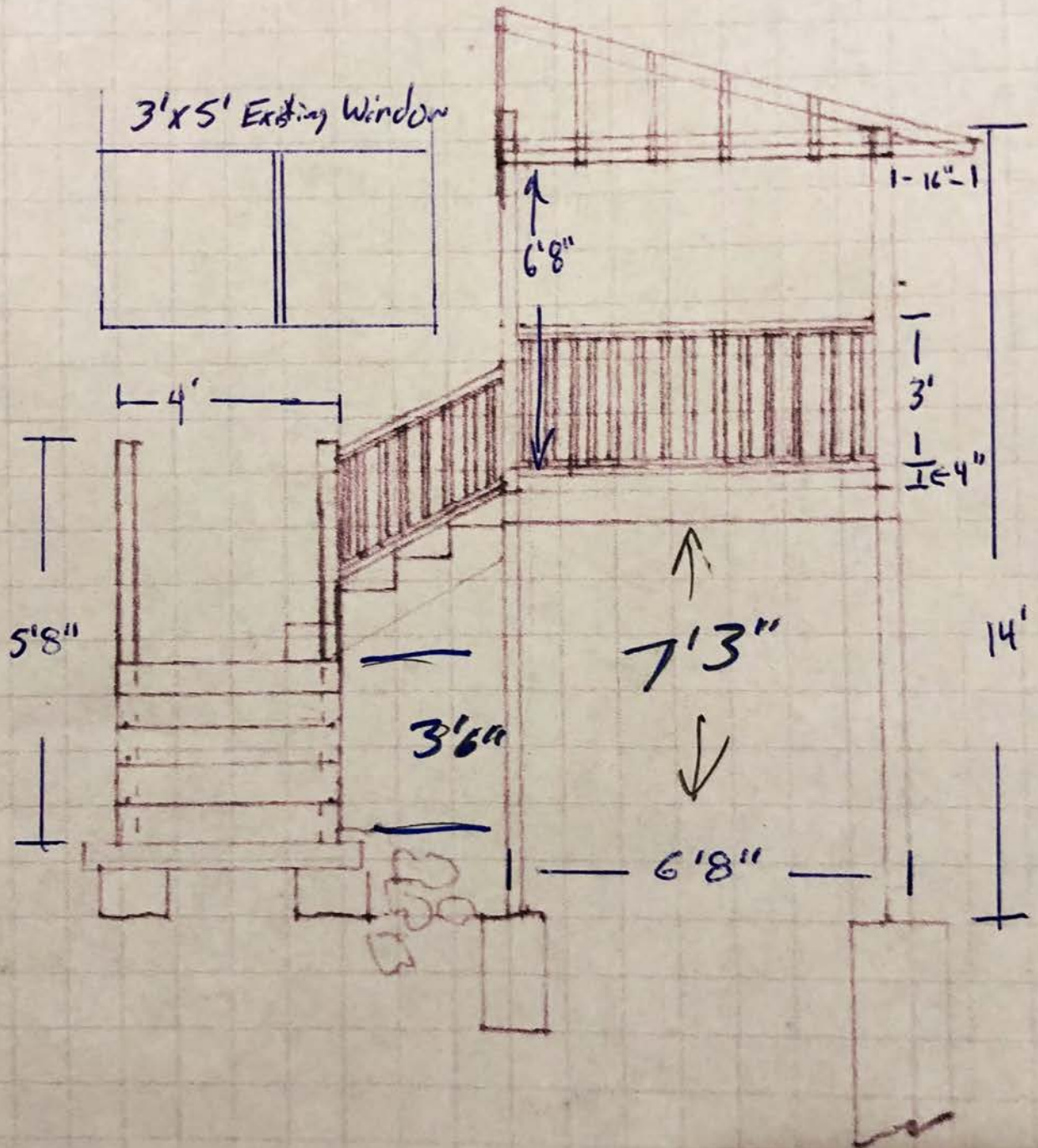
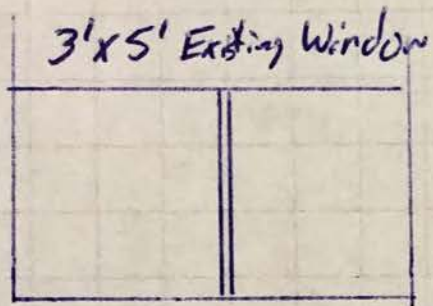
- I (Elias Wetzel) will build exterior staircase to 2020 ICC standards to existing deck for a second means of egress. Same color stain as already there.

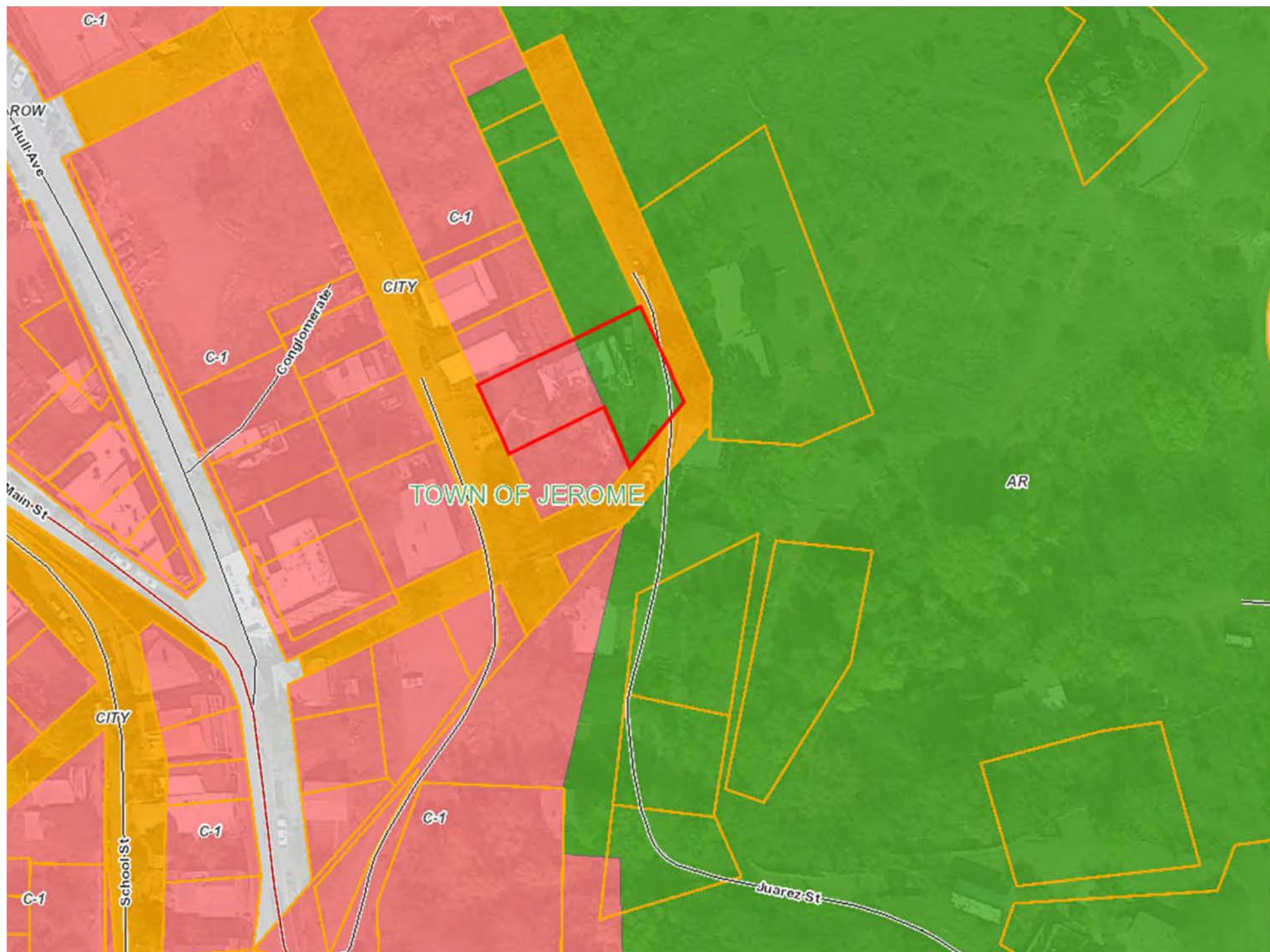
- I (Elias Wetzel) will demo meter wall and rebuild wall to 2020 ICC standards. Same color and profile on siding

-The work will only be profomed between the hours of 7:30 am - 6:00 pm

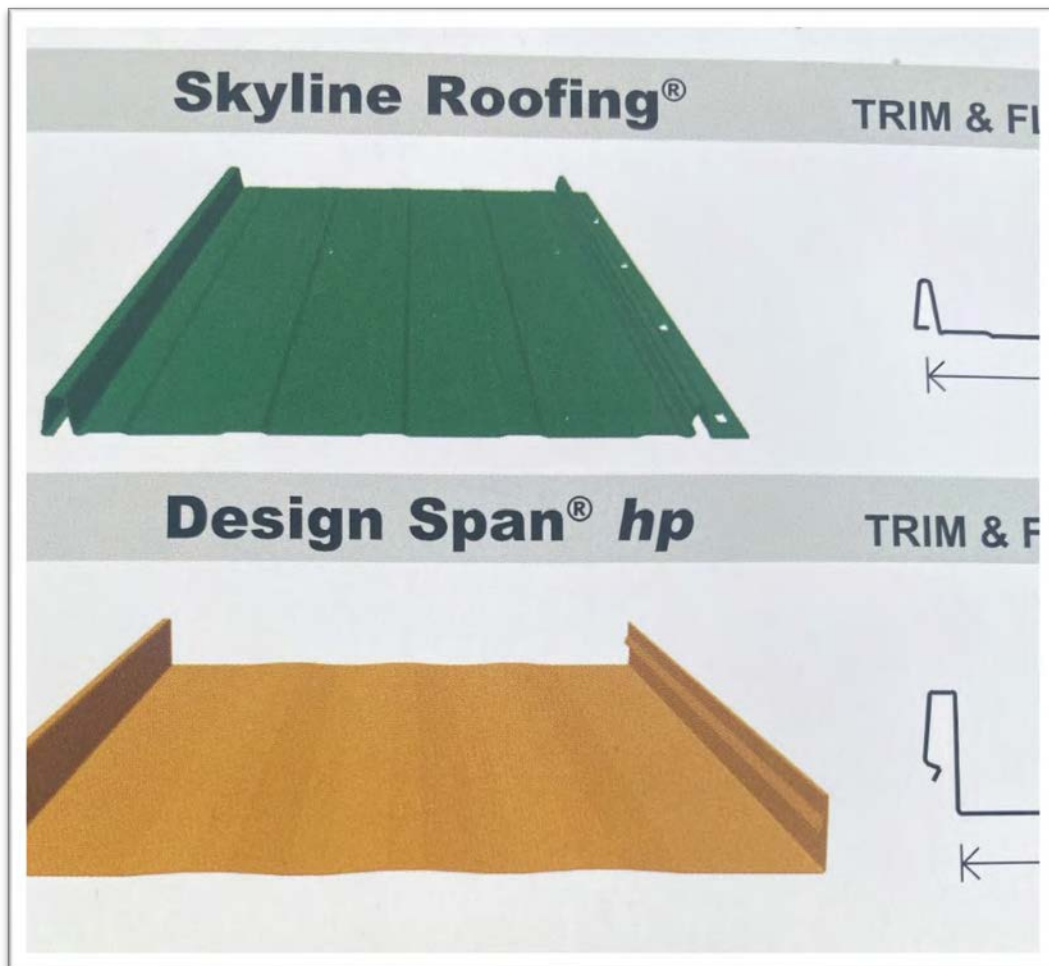
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TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, December 7, 2020

ITEM 5: Design Review for Window Replacement
Location: 538 School Street
Applicant/Owner: Copper Star Remodeling (Scott Hudson)/Bustrin Family Trust
ZONE: C-1
APN: 401-06-092
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Resolution 2020-33

Summary: Applicant requests approval to replace an existing bay window with two new windows. The new windows will match the other windows that have been previously replaced on the building.

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

Section 304.F.2. Review Procedures and Criteria:

2. *The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*
 - a. *ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.*
 - b. *ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
 - c. *COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*
 - d. *MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

Response: The Design Review Board (DRB) shall review the application for compliance with the above-referenced criteria and refer to the specific criteria regarding architectural features and details.

Recommendation: The Zoning Administrator recommends that the DRB approve the attached Resolution with the conditions included.

Attachments:

- DRB Resolution 2020-33
- Application and Supplemental Information



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

DRB Resolution No. 2020-33
Approving design review for window replacement

WHEREAS, the Town of Jerome has received an application from Copper Star Remodeling (Scott Hudson) for Preliminary and Final Design Review to replace an existing bay window with two new windows at 538 School Street (APN 401-06-092); and

WHEREAS, the property is in the C-1 zoning district; 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 its designation as a National Historic Landmark, and

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

1. ACCESSORY BUILDINGS - Garages, carports and sheds shall be visually compatible with buildings, structures and places to which they are visually related.
2. ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
3. ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.
4. COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.
5. MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the Preliminary and Final Design to replace an existing bay window with two new windows at 538 School Street is hereby approved, subject to the following conditions:

DRB RESOLUTION NO. 2020-33

1. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
2. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, or construction materials, may require additional review by the Planning and Zoning Commission and/or the Design Review Board.
3. **Compliance with plans** – The project shall be completed in compliance with the approved plans and elevations.
4. **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 applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.
5. **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 any and all decisions of the Design Review Board.

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 7th day of December 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



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

Town Use

General Land Use Application – Check all that apply

- | | | |
|---|--|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input 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: <u>Copper Star Remodeling</u>	Owner: <u>Janet Buston</u>
Applicant address: <u>657 Main St</u> <u>Jerome</u>	Owner Mailing Address: <u>156 Irving Ave</u> <u>South Orange NJ 07077</u>
Applicant role/title: <u>Contractor</u>	
Applicant phone: <u>928-301-6715</u>	Owner phone: <u>973-713-6866</u>
Applicant email: <u>scott@hudsonstartmail</u>	Owner email: <u>bustbelt@verizon.net</u>
Project address: <u>538 School St</u>	Parcel number: <u>401-06-092</u>
Describe project: <u>Install two new Anderson windows</u> <u>windows will be the same as the windows</u> <u>on the upper level (same size and position)</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: Scott Hudson Date: 11/6/20
Owner Signature: [Signature] Date: 11-10-20

For Town Use Only	
Received from: <u>Scott Hudson</u>	Date: <u>11-23-2020</u>
Received the sum of \$ <u>50.00</u> as: <input checked="" type="checkbox"/> Check No. <u>1117</u> <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: <u>K. Muenz</u>	For: <u>Design Review</u>
Tentative Meeting Date/s - DRB: _____	P&Z: _____

E-mail completed forms and application information to: John Knight, Zoning Administrator jknight@jerome.az.gov

East Side (facing Main Street)



Window to be replaced on north side



North elevation



South elevation



West elevation (facing School Street)



Window sample





TOWN OF JEROME

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

ZONING ADMINISTRATOR ANALYSIS DESIGN REVIEW BOARD Monday, December 7, 2020

ITEM 6: Design Review for new signage
Location: 403 Clark Street, B-7
Applicant/Owner: Aeron Bailey/1299 Properties
ZONE: C-1
APN: 401-06-152H
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Reso. 2020-34

Summary: The applicant requests approval to install a sign for a new business called Jerome Ghost Tours. The sign is 22 by 48 inches and is constructed of aluminum. The applicant is not proposing any window signage at this time. The sign is mounted to the wall and is located greater than 8 feet off the ground.

Note that the applicant has already installed the sign without DRB approval. The applicant submitted the necessary paperwork after being contacted by Town staff.

Ordinance Compliance: The Design Review Board (DRB) shall review the applicant's 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 applicant is proposing aluminum rather than a wood sign. Although the ordinance states that "Signs made of wood are preferred," aluminum will provide greater longevity.

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 freestanding sign may project over any roadway.*

Response: The applicant's proposal meets the above code requirements; please refer to table below.

Standard	Allowed	Proposed	Notes
Number of signs	2 max.	1 sign	Meets standard
Max. square footage	16 square feet each	Less than eight (8) square feet	Meets standard
May not extend above roof line	Up to roof line	Sign is below the roof line mounted on the building wall	Meets standard
Height above sidewalk/ground	8 feet minimum	Mounting is greater than 8 feet above the 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: Lighting will be provided by an overhead 75-watt light source and will not create any glare or reflection.

Recommendation: The zoning administrator recommends that the DRB approve the resolution with the conditions included.

Attachments:

- DRB Resolution 2020-34
- Application and supplemental information



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

DRB RESOLUTION NO. 2020-34 APPROVING PROPOSED SIGNAGE

WHEREAS, the Town of Jerome has received an application from Aeron Bailey for preliminary and final design review for new signage at 403 Clark Street, B-7 for Jerome Ghost Tours (APN 401-06-152H); 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 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 7th day of December 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



File #:

Town Use

TOWN OF JEROME, ARIZONA600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943**General Land Use Application – Check all that apply**

Site Plan Review \$100 Conditional Use Permit (CUP) \$100

Design Review \$50/\$200

Demolition \$50/\$200 Paint/Roofing \$0 Signage/Awning \$50

Time Extension \$0

Variance \$200 Other: _____

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

Applicant: Jerome Ghost Tours	Owner: Aeron Bailey
Applicant address: 403 Clark St B-6	Owner Mailing Address: P.O. Box 425
Jerome, AZ 86331	Jerome, AZ 86331
Applicant role/title: Owner/Operator	
Applicant phone: 928-649-8998	Owner phone: 480-652-4493
Applicant email: jeromeghosttours@gmail.com	Owner email: aeronbailey@gmail.com
Project address: 403 Clark St B-7	Parcel number:
Describe project: Mounting and display of new business sign.	

- 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: Aeron Bailey 11/24/2020Owner Signature: Aeron Bailey 11/24/2020**For Town Use Only**Received from: Aeron Bailey Date: 11/24/2020
see back

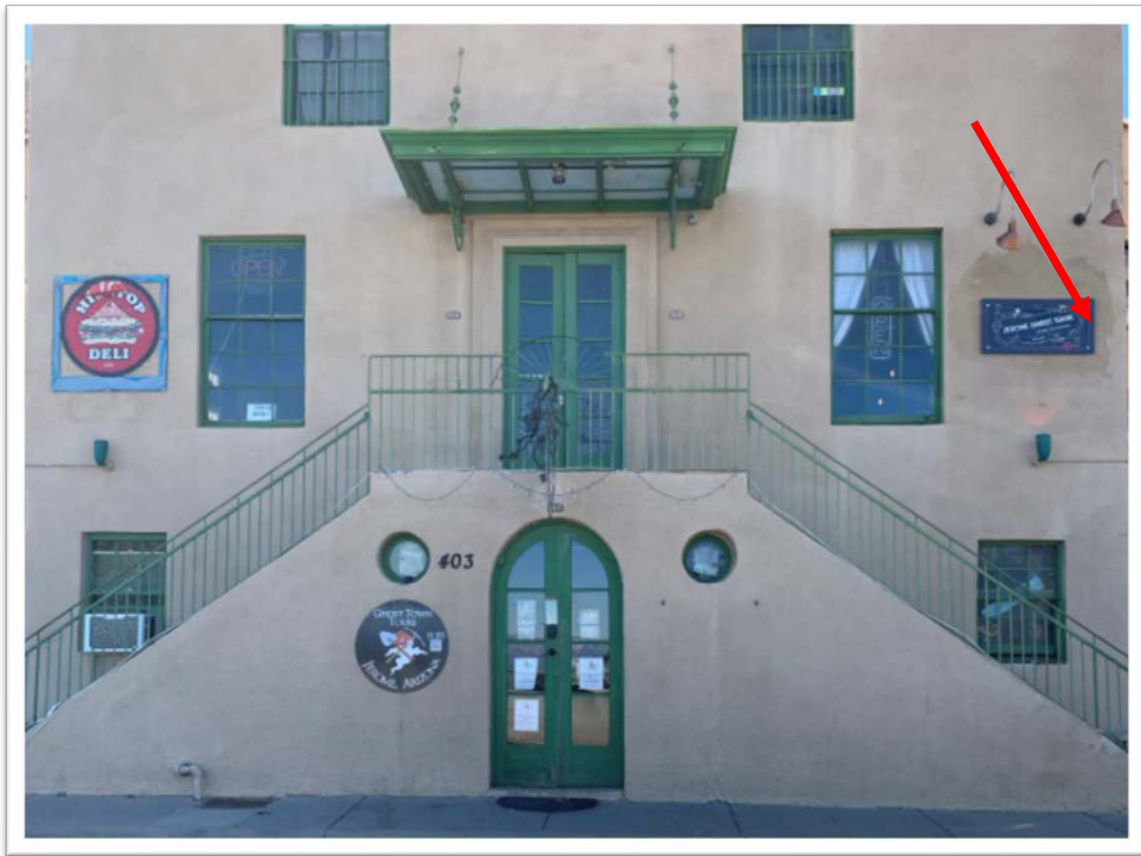
Received the sum of \$ 50.00 as: Check No. _____ Cash (Credit Card) By: A. B.

For: DRB - sign

Tentative Meeting Date/s - DRB: _____ P&Z: _____

E-mail completed forms and application information to: John Knight, Zoning Administrator j.knight@jerome.az.gov

Clark St. Elevation

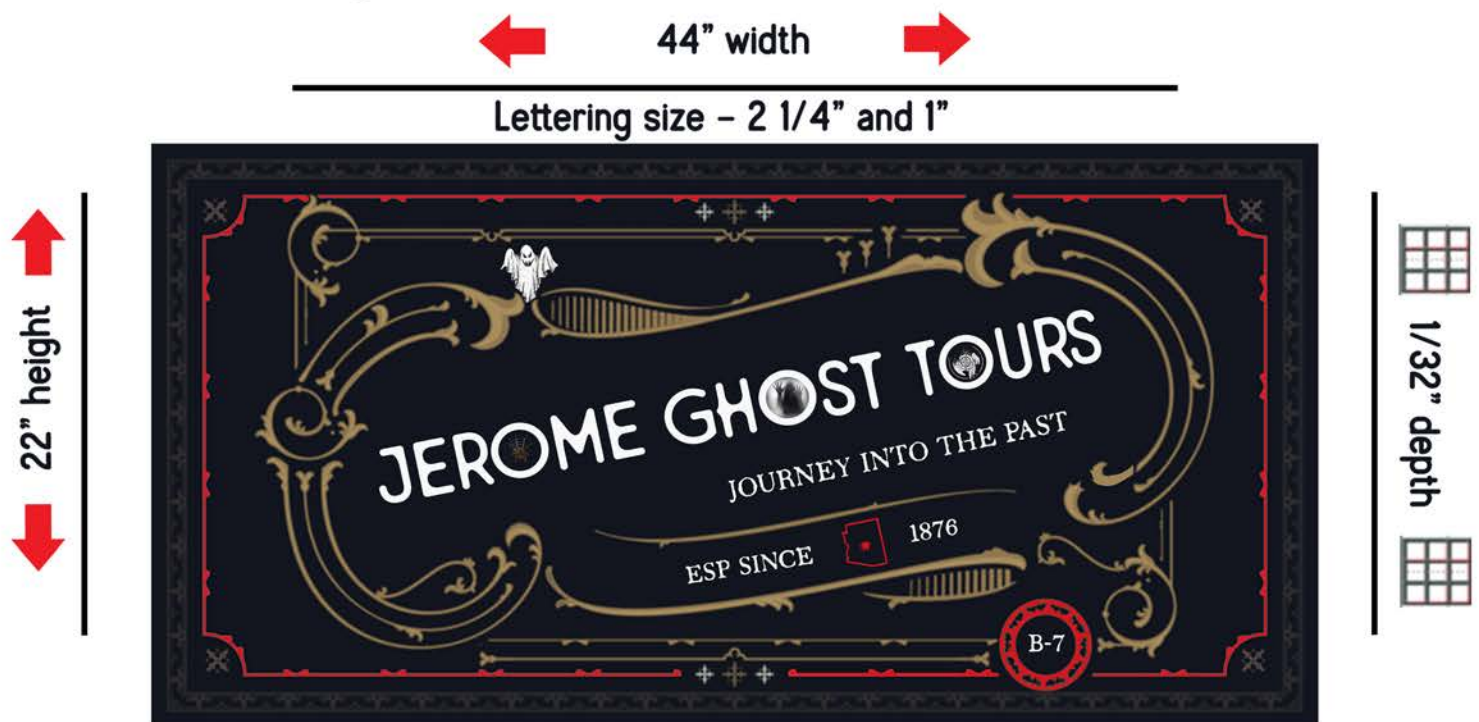


Clark St. Elevation





The sign is designed with an antique aesthetic deriving from the 1900's–1920's with modern offset lettering. Mounting location is on the front of the UVX building facing Clark St. The sign is mounted on the second tier of the UVX building. It will serve as the business's main predominate exterior sign.



SQUARE FEET – 6.72'

MATERIALS – Aluminum, AI, 13, 26.981539 u, [Ne] 3s²3p¹

**Colors – Background/Dark Navy Blue.
Ornaments/Antique Bronze
Lettering/Satin White
Ornament Trim/1920's Grey
Trim/Regal Red**

Attachment – 1" Standoff Bolts

Method of Lighting – Buildings overhead lamps 75watt.



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, December 7, 2020

ITEM 7: Design Review for paint and siding
Location: 639 Center Avenue
Applicant/Owner: Greg Worth/Gregory A. Worth Living Trust
ZONE: R1-5
APN: 401-08-037
Recommendation: Approve
Prepared by: John Knight, Zoning Administrator
Resolution: DRB Resolution 2020-35

Background and Summary: Applicant requests preliminary and final design review to change paint colors and install new cement board siding. This is a modification of a previous design review approval from August 2020. At the August meeting, the DRB reviewed the applicant's request to add a small addition on the rear of the structure and add access stairs from the second-story deck to the street. Work also included repairing the existing deck, adding new railings, replacing windows, a new garage door, and a new metal roof. A copy of the original application and plans are attached for reference.

For paint colors, the applicant is proposing a warm-grey tone for the body and "forest service green" for the trim. During construction, these colors were discovered. The applicant's proposal would restore the home to what it was painted historically.

The request also includes a change in siding materials. The original siding is a ship-lapped style redwood. Due to many years of deferred maintenance, it appears that this siding cannot be saved. The applicant requests DRB approval to replace the existing wood siding with a cement board product called HardiPlank® Lap Siding. This type of siding has been approved by the board on other projects in town. A recent, nearby example is the siding on the duplex at the intersection of School Street and First Street (owned by Don and Paula Nord).

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

Section 304.F.2. Review Procedures and Criteria

2. *The Design Review Board shall review a submitted application for Design Approval of Alterations, Additions, or Renovations to Existing Buildings or Structures, and shall have the power to approve, conditionally approve, or disapprove all such requests, basing its decision on the following criteria:*
 - a. *ARCHITECTURAL FEATURES AND DETAILS – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible.*

Necessary replacement of these features should be as near as possible to the original feature in design and material.

- b. ROOFS – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.*
- c. COLOR – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.*
- d. MATERIALS AND TEXTURE – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.*

Response: The DRB shall review the application for compliance with the above-referenced criteria and refer to the applicable criteria regarding architectural features and details. The applicant's proposal appears to meet these criteria through use of compatible colors and materials.

Section 304.F.5. Approval process

- 5. The Design Review Board shall have thirty (30) days from the date of submission of a complete application to review the request and approve, conditionally approve, or reject, said request, and notify the applicant of his decision in writing. If, however, the Design Review Board wishes to hold a public hearing on the request, the Board shall fix a reasonable time for such hearing, but not more than forty-five (45) days from the date of submission of a complete application. Prior to holding a public hearing, a Neighborhood Meeting may be required in accordance with Section 306 of this Zoning Ordinance. The Design Review Board shall give notice of the hearing at which the application will be considered by publication of notice in the official newspaper of the Town and by posting the property affected not less than, fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered. In such case, the Design Review Board shall render its decision within fifteen (15) days after the public hearing.*

Response: The DRB has the authority to approve or conditionally approve the applicant's request. To ensure compliance with the criteria identified in Section 304.F.2, the DRB may include additional conditions.

Recommendation: The zoning administrator recommends that the DRB approve the attached resolution with the conditions included.

Attachments:

- DRB Resolution 2020-35
- Applicant narrative
- Previous application and supplemental information



TOWN OF JEROME

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

DRB Resolution 2020-35 **Approving Design Review for paint and siding**

WHEREAS, the Town of Jerome has received an application for preliminary and final design review approval for paint colors and installation of new cement board siding at 639 Center Avenue (APN 401-08-037); and

WHEREAS, the property is in the R1-5 zoning district; 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 applicant's proposal and finds that the applicable criteria have been satisfied:

1. Architectural features and details - Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
2. Roofs – Original roof shape, design, and material shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.
3. Color – Exterior colors should be as near as possible to the original colors appropriate to the years during which the building or structure was built.
4. Materials and texture - The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the preliminary and final design for 639 Center Avenue is hereby approved, subject to the following conditions:

1. **Previous Approvals** – this approval is contingent upon compliance with the conditions of approval of P&Z Resolution 2020-14 and DRB Resolution 2020-21.
2. **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. 2020-35

3. **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 7th day of December 2020.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



File #:

Town Use

TOWN OF JEROME, ARIZONA600 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 checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input 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: Gregory A Worth	Owner: Gregory A Worth Living trust
Applicant address: 116 4th Street, Jerome, Az 86331	Owner Mailing Address: 116 4th Street, Jerome, Arizona 86331
Applicant role/title: Owner	
Applicant phone: 248-568-7288	Owner phone: 248-568-7288
Applicant email: gaworth@comcast.net	Owner email: gaworth@comcast.net
Project address: 639 Center Avenue, Jerome Az 86331	Parcel number: 401-08-037
Describe project: Request (see attached document) to ammend approved exterior house colors and substitution of exterior materials. This is an ammendment to our previously approved DRB project.	

- 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: *Gregory A Worth* Date: *Dec 3, 2020*Owner Signature: *Gregory A Worth* Date: *Dec 3, 2020*

For Town Use Only	
Received from: <u><i>Gregory Worth</i></u>	Date: <u><i>12/03/2020</i></u>
Received the sum of \$ <u><i>50.00</i></u> as: <input checked="" type="checkbox"/> Check No. <u><i>4420</i></u> <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: <u><i>K.M.</i></u>	For: <u><i>DRB</i></u>
Tentative Meeting Date/s - DRB: _____ P&Z: _____	

E-mail completed forms and application information to: John Knight, Zoning Administrator j.knight@jerome.az.gov

Date: December 3, 2020

To: Design Review Board, Town of Jerome
John Knight, Zoning Administrator

From: Parcel Number: 401-08-037

Property Address: 639 Center Ave

Owner of Record: Gregory A. Worth Living Trust

Representative Trustee: Greg Worth

Email: gaworth@comcast.net

Phone: (248) 568-7288

Regarding:

Item #1 - Possible exterior color change.

Item #2 - Substitution of exterior materials.

Item #1: Possible exterior color change

During renovations on our home, we uncovered the original exterior paint colors hidden behind the front balcony. The main body of the house was a light and warm-toned grey; the trim was a shade of green, which we have heard was referred to as "Forest Service Green". As our intent is to restore this home in keeping with historic precedence, we are considering using these original exterior paint colors. Please see the attached photos of the home for reference.

Item #2: Substitution of exterior materials

During interior demolition, we discovered that our house did not have any stable framing. It was built in a style similar to a barn or shed known as "vertical plank construction" with the wooden exterior siding nailed directly onto the interior planks. Over the years, this has caused several issues with the structure of the home, including rotted siding because of water penetration. Attempts to reuse and/or rebuild the existing rotted siding have proved impossible, and an exact match in new materials is unavailable. Therefore, after consideration of substitute materials, discussion with SHPO, and a desire to retain visual compatibility, we have decided to use fiber cement siding with a four-inch reveal. Commonly known by its brand name of Hardie Board, it is a composite material made of cement

reinforced with cellulose fibers. In appearance, the fiber cement siding will consist of overlapping horizontal boards imitating wooden siding and will be essentially indistinguishable from the original damaged siding. It is a more durable material, impervious to termites and rot, impact resistant and has non-combustible fireproof properties. (When substituting for an existing material on a historic property, SHPO recommends use of a safer and more fire-resistant material.) Additionally, fiber cement siding provides increased thermal resistance, which creates a more energy efficient and environmentally friendly structure. Please see the attached photos of other historic properties which have used this material for reference.

Photos for Item #1:

Original Gray color of the siding



Original Green color of the house trim



Photos for Item #2

Texture image of the Hardie-Board siding



Sample image of Hardie board Siding with 4" reveal on historic houses





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 checked="" type="checkbox"/> Site Plan Review \$100 | <input checked="" type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$50 | <input checked="" 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: Gregory Worth	Owner: Gregory Worth & Barbara Nelson
Applicant address: 116 4th Street, Jerome, Az	Owner Mailing Address: 705 Ten Point Drive
	Rochester Hills, Michigan 48309
Applicant role/title: Owner	
Applicant phone: 248-568-7288	Owner phone: 248-568-7288
Applicant email: gaworth@comcast.net	Owner email: gaworth@comcast.net
Project address: 639 Center Street, Jerome Arizona	Parcel number: 401-08-037
Describe project: Restoration of historic home & Garage, including new plumbing, electrical and roof.	
Project narrative is attached in a separate document.	

- 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: _____

Date: 7/14/2020

Owner Signature: _____

Date: 7/14/2020

For Town Use Only

Received from: _____ Date: _____

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

By: _____ For: _____

Tentative Meeting Date/s - DRB: _____ P&Z: _____



Site Plan Review Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☒ General Land Use Application Form
- ☒ Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- ☒ Plot plan or site layout, including all improvements drawn to scale
- ☐ Location, dimension, and calculation of required parking spaces
- ☒ Dimensions of all setbacks (front, rear, sides)
- ☐ Diagram and calculation of median grade and maximum building height
- ☐ Topographic survey (note: may be waived for some projects)
- ☐ Existing and proposed grades
- ☒ Location and dimensions of property lines, street right-of-way boundaries, and easements
- ☐ Location and dimensions of all existing buildings, structures, and nearby features
- ☐ Square footage and coverage of existing and proposed buildings
- ☒ Elevations and dimensions of all sides of proposed building walls
- ☒ Location and dimensions of existing and proposed pedestrian walkways and stairways
- ☒ Photographs showing all sides of existing structures
- ☒ Location of trees and other natural features
- ☒ Utility locations and connections
- ☐ Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- ☐ Fire sprinkler and fire safety components
- ☒ Landscape plan
- ☒ Lighting plan and lighting fixtures
- ☐ Signage (if applicable)
- ☒ Photographs showing adjoining properties, buildings, and structures
- ☐ Explanation and location of any building or structure to be demolished or removed
- ☐ Depth and volume of any cut and fill or other proposed excavation
- ☒ Additional information requested by zoning administrator
 - ☐ See attached narrative of project
 - ☐ See Elevations from Lee Christensen Architech
 - ☐



Design Review Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☒ General Land Use Application Form
- ☒ Written narrative of the proposed project, uses, hours of operation, number of employees, etc.
- ☒ Plot plan or site layout, including all improvements drawn to scale
- ☒ Elevations (all sides of proposed building or project) drawn to scale
- ☒ Photographs showing all sides of existing structures
- ☒ Photographs showing adjoining properties, buildings and structures
- ☐ Material samples
- ☐ Color samples
- ☐ Explanation and location of any building or structure to be demolished or removed
- ☒ Location of trees and other natural features
- ☒ Utility locations and connections
- ☐ Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- ☐ Fire sprinkler and fire safety components
- ☐ Landscape plan
- ☒ Lighting plan and lighting fixtures
- ☐ Signage (if applicable)
- ☐ Additional information requested by Zoning Administrator
 - ☐ See attached narrative
 - ☐ See attached Elevations and site plan
 - ☐ From Lee Christensen Architecture

**Narrative of the Proposed Project at 639 Center Avenue,
Jerome, Az, 86331
July 15, 2020
By Gregory A. Worth and Barbara J. Nelson, Owners**

On May 21st, we purchased the historic home on 639 Center Avenue. The house was built in 1908 as a boarding house / residence and the Jerome historical society has many photos of the house in its early years. We plan to return it to its historic Jerome look while honoring the history of the house. The porch, in particular is not historically correct, and we have attached historic photos showing what we plan to do to make the home compliant with the look of other houses in our neighborhood.

The lower portion of the home has been rented for several years and the upper part of the house has been empty for the past 12 years as the owner moved out of the state and has not returned. The house and garage have been poorly maintained for many years by the owner and rental agency and are in need of immediate repairs for safety and preservation purposes. We plan to complete safety repairs as soon as possible and then over the next several months, restore this home to its former glory. Our intention is to keep this as a family property.

We will be using a variety of specialty contractors working during standard business hours to stabilize the foundation, replace the front porch which is rotting and pulling away from the house (due to a 10-year leaking roof and poor maintenance) , replace the electrical wiring, rework the plumbing, install new HVAC equipment, repaint the house and put on new roof.

We will be using similar materials and colors on the exterior of the house and garage as we wish to maintain its historic look. Windows will be restored where possible, enhanced with tempered glass where required and replaced with like windows where needed. On the roof we will either use shingles of similar color and texture or if budget allows, we will be putting on a sage green metal roof similar to others that are installed in our neighborhood.

We also need to stabilize the attached garage by reinforcing the garage structure, adding interior compliant drywall, rewiring the electrical and redoing the deck surface. We will also put up railings to match the new porch which are historically appropriate but meet current safety standards. We also plan to replace the existing single door with two overhead garage doors, like the garage immediately to the right of our garage. (See attached photos)

We plant to remove paradise trees and other impinging vegetation to comply with Firewise standards and to stabilize the structure of the house. (there are paradise trees pushing on the house and foundation.) There are no other notable trees or notable features in the homes landscaping.

We will be updating existing exterior lighting. The home has existing gas and electricity connections and they are shown in the attached photos.



Front view of House and Garage



Left side view of house from Fourth/Center street corner.

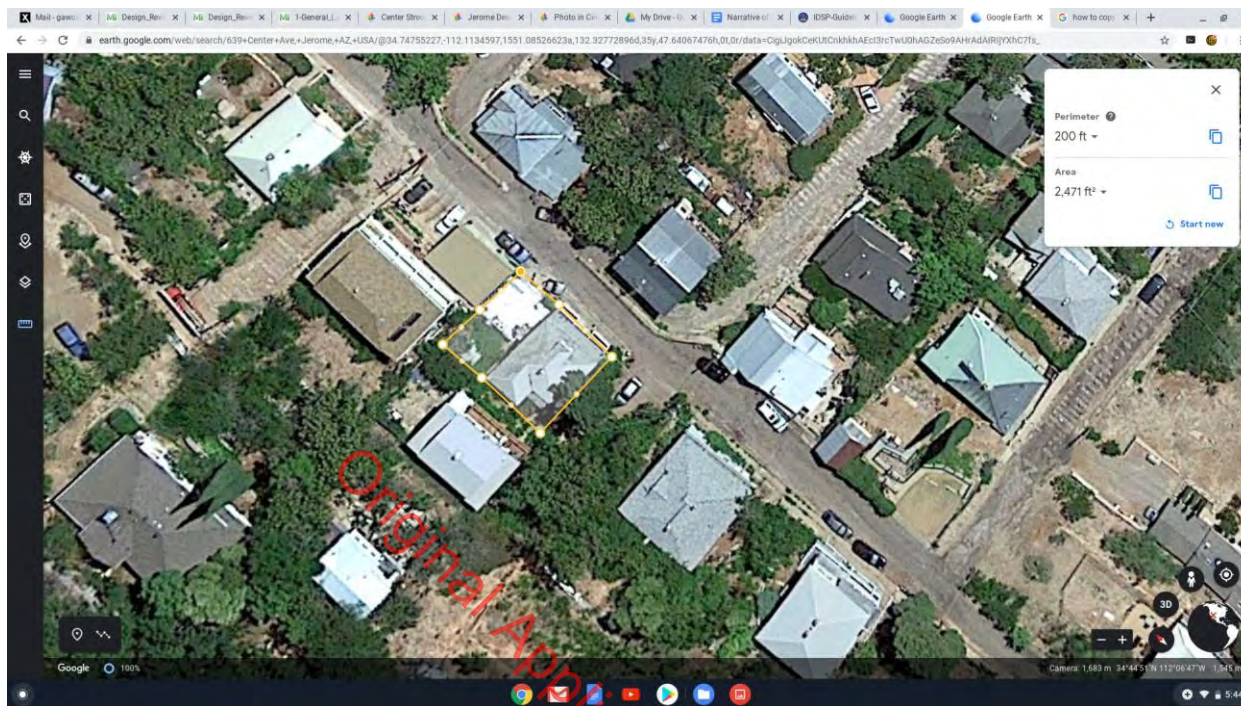


Back view of house



We are requesting permission to add 2 feet to the inside corner on the back of the house to enable us to more easily build a compliant bathroom on this level. The original footprint and the proposed minor change in footprint is show on the two elevations provided by Lee Christensen Architecture.

Overhead Google Earth view of House/Garage and Garden Shed.

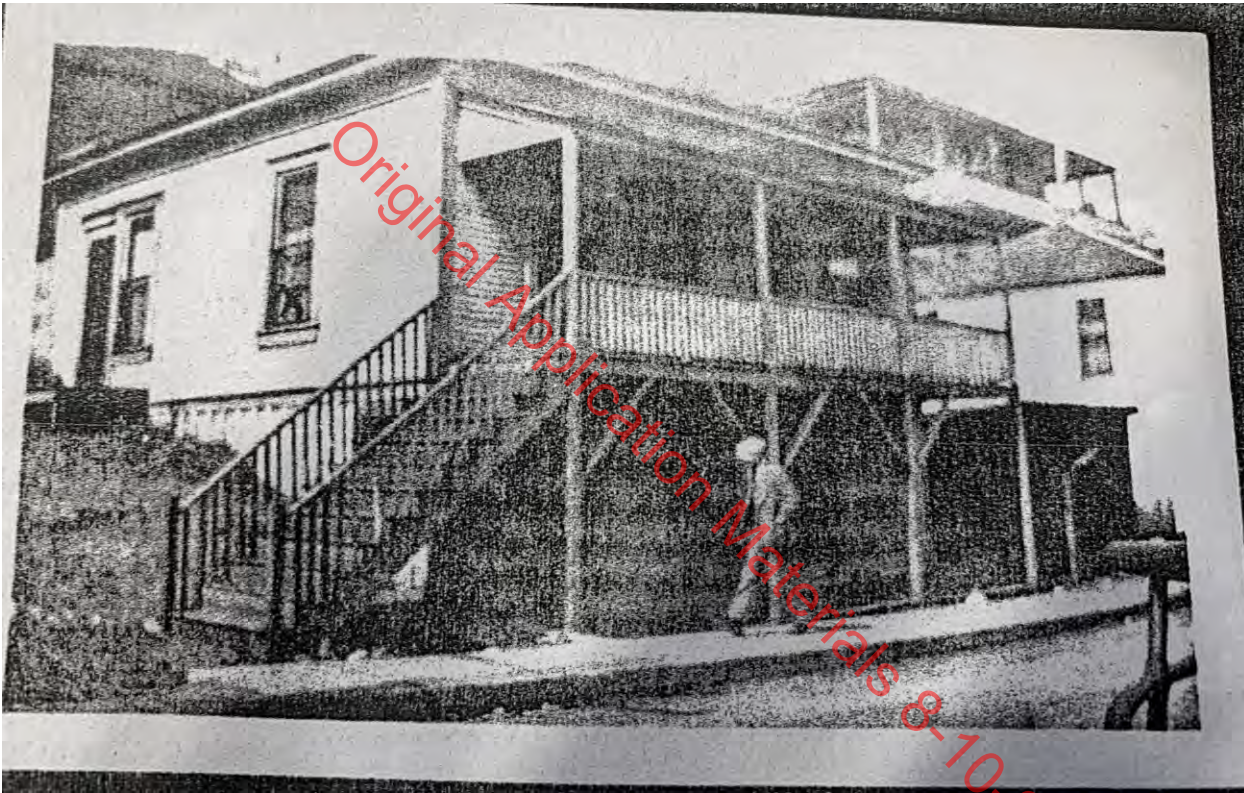


Porch Restoration

Current deteriorating Non-Historic Front Porch on 639 Center Ave. Posts are rotting, the roof is leaking, the decking is rotting and the porch is pulling away from the house. It is currently unsafe to walk on the upper level and the roof is starting to sag.



Original 1928 Front Porch and stairway to 4th street - From Jerome Historical Society archive Photo and property file. We propose to return the porch back to this look but with safety compliant rail height and spacing of balusters. We will also put a Jerome style open railing on the lower level porch to match the upper. The stairway shown will be entirely within the boundaries of our property. We have also enclosed elevations of our new porch.



This will be a good match to the neighborhood porch & design styles - see photo below of the historic house to the left of the house.(at 641 Center.)



Garage Restoration / Improvement

Current garage / deck with deteriorating front and support structure. It also shows the lack of a proper and historic safety railing on the deck.



We propose to reinforce the deck with vertical support beams and internal horizontal support beams running from the front of the garage to the back concrete wall to support the deck more completely. We plan to replace the one garage door and deteriorating front with 2 garage doors. The garage interior will then be drywalled to current codes. This will then look like the garage immediately to the right of our garage on Center Ave.



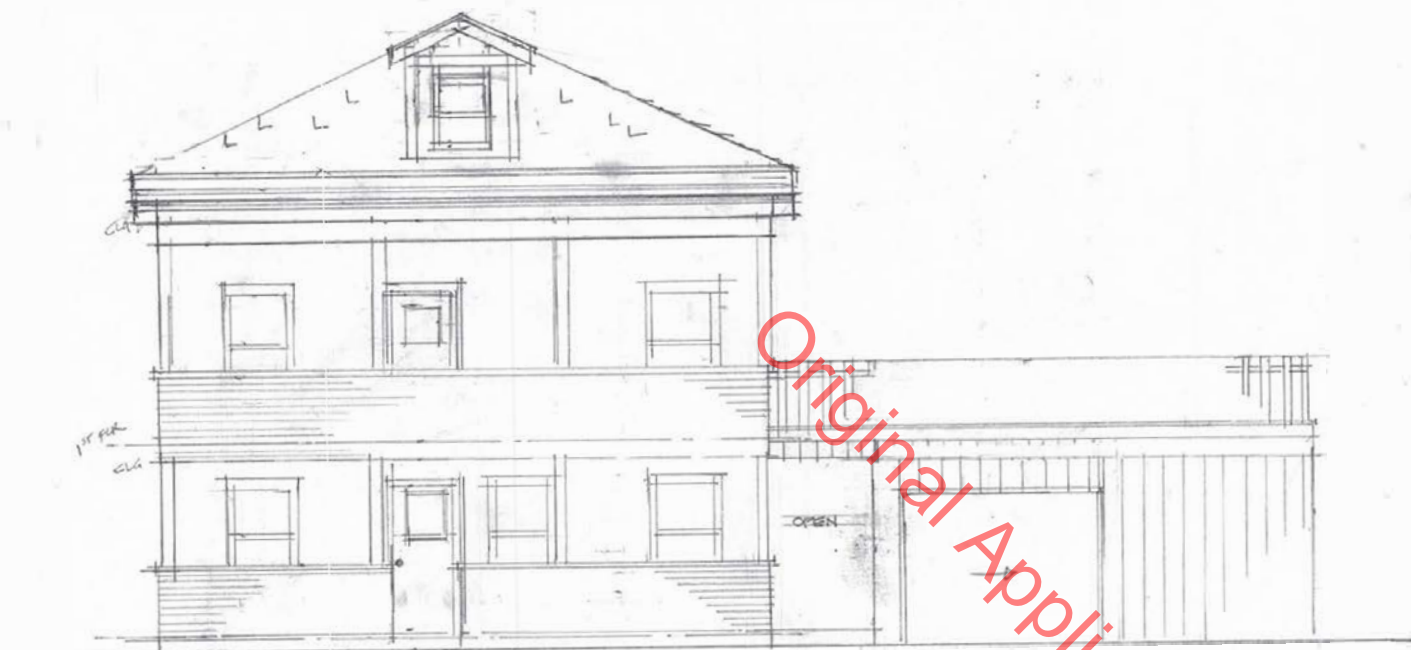
End of Document.

Roof and siding colors



Roof style





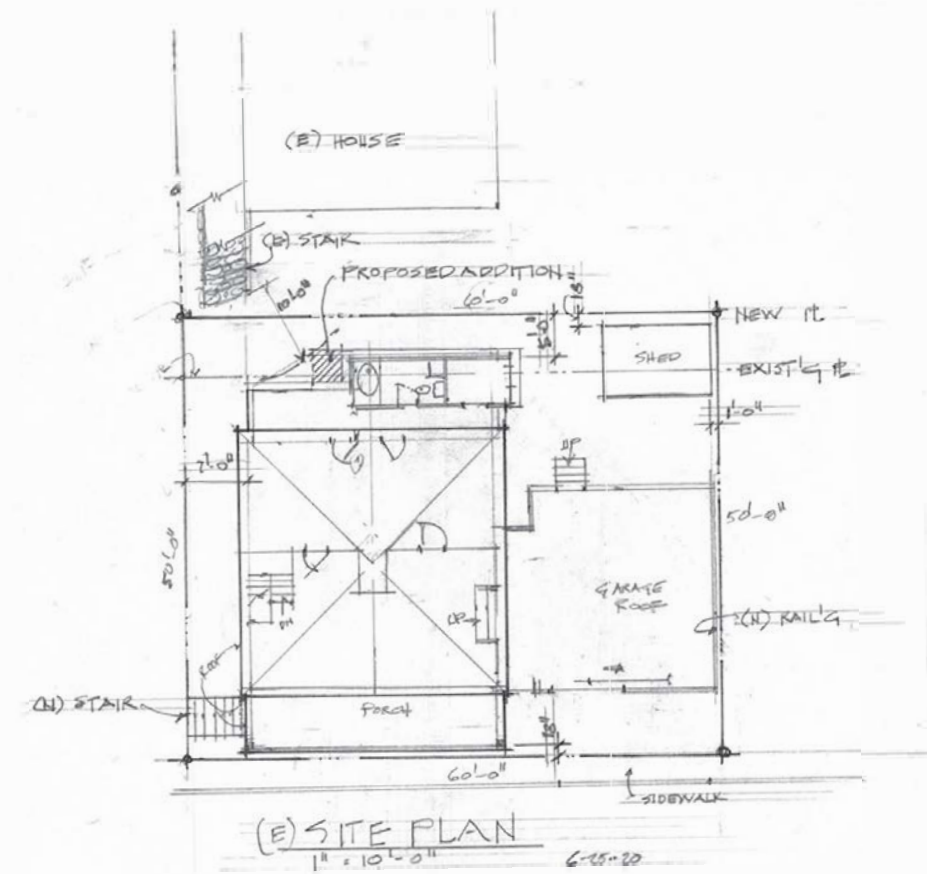
AS-BUILT EAST ELEVATION

1/4" = 1'-0"



EAST ELEVATION

1/4" = 1'-0"

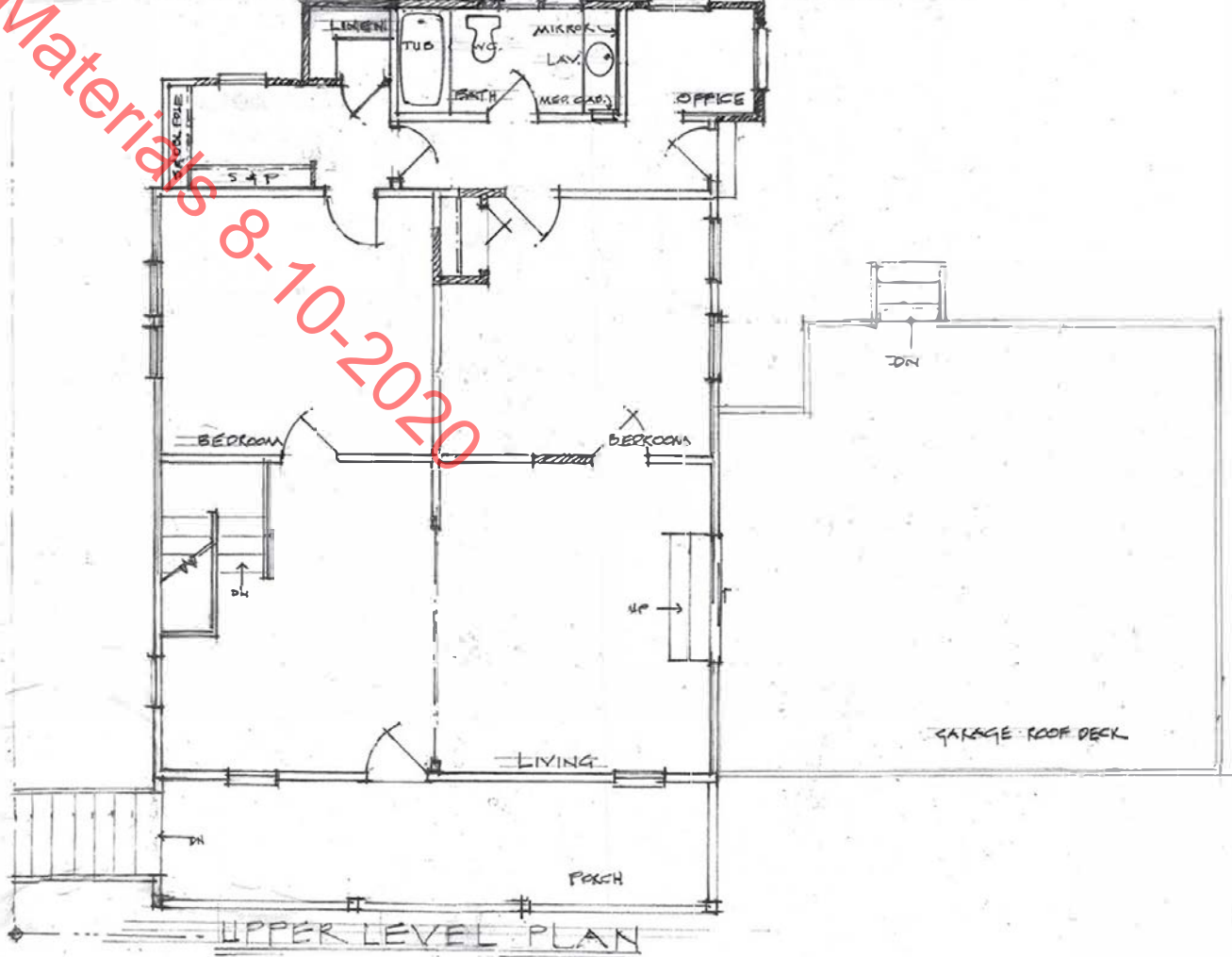
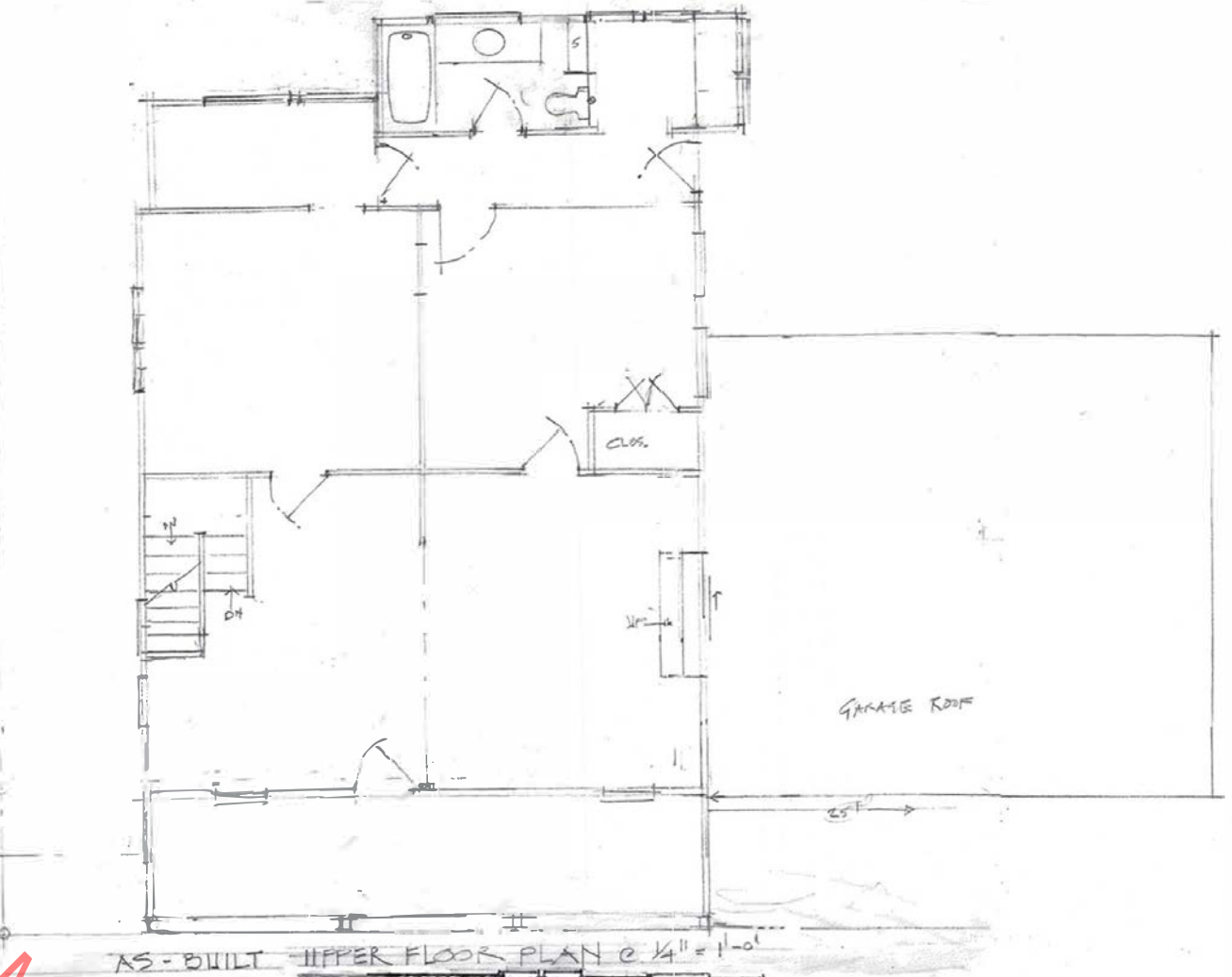
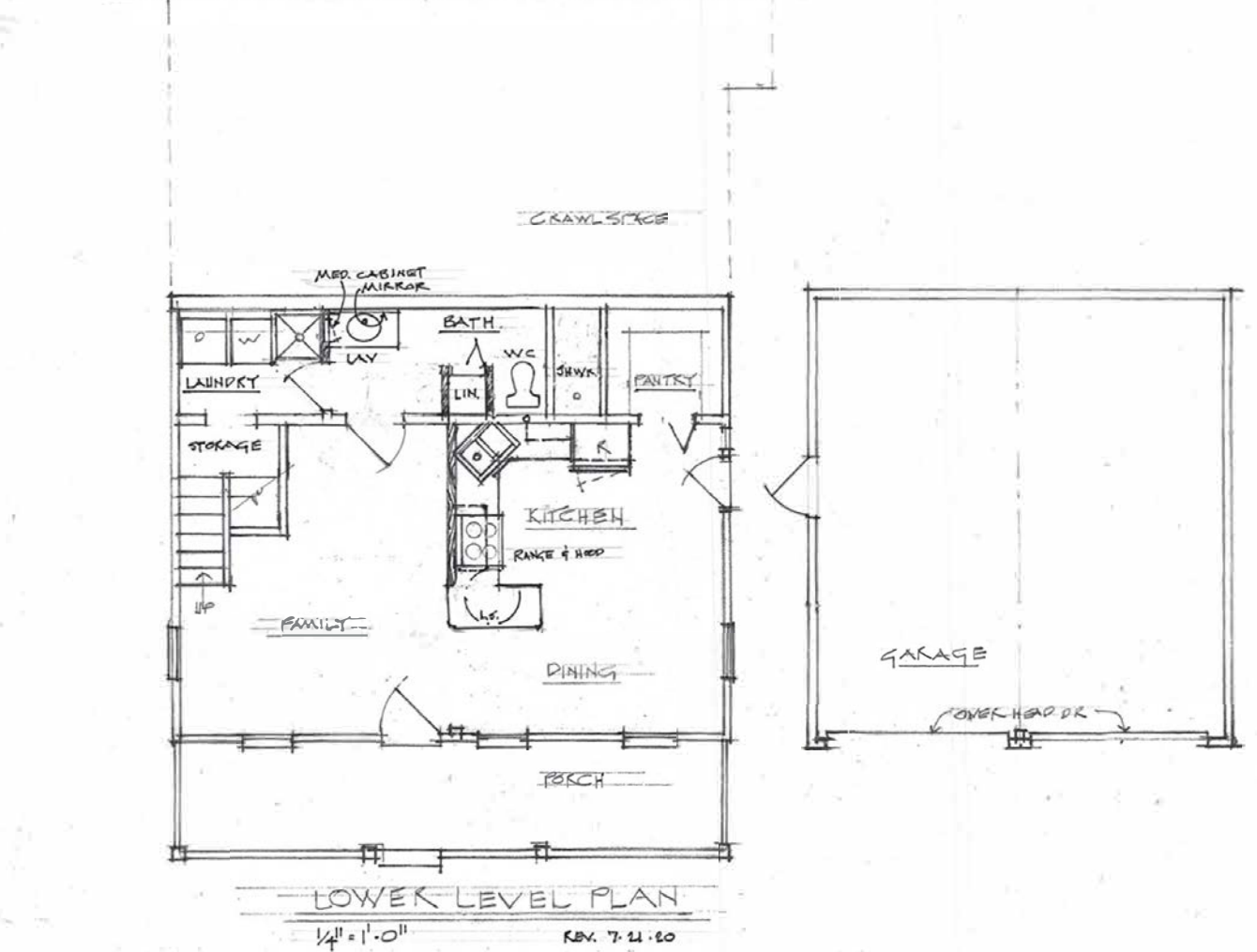
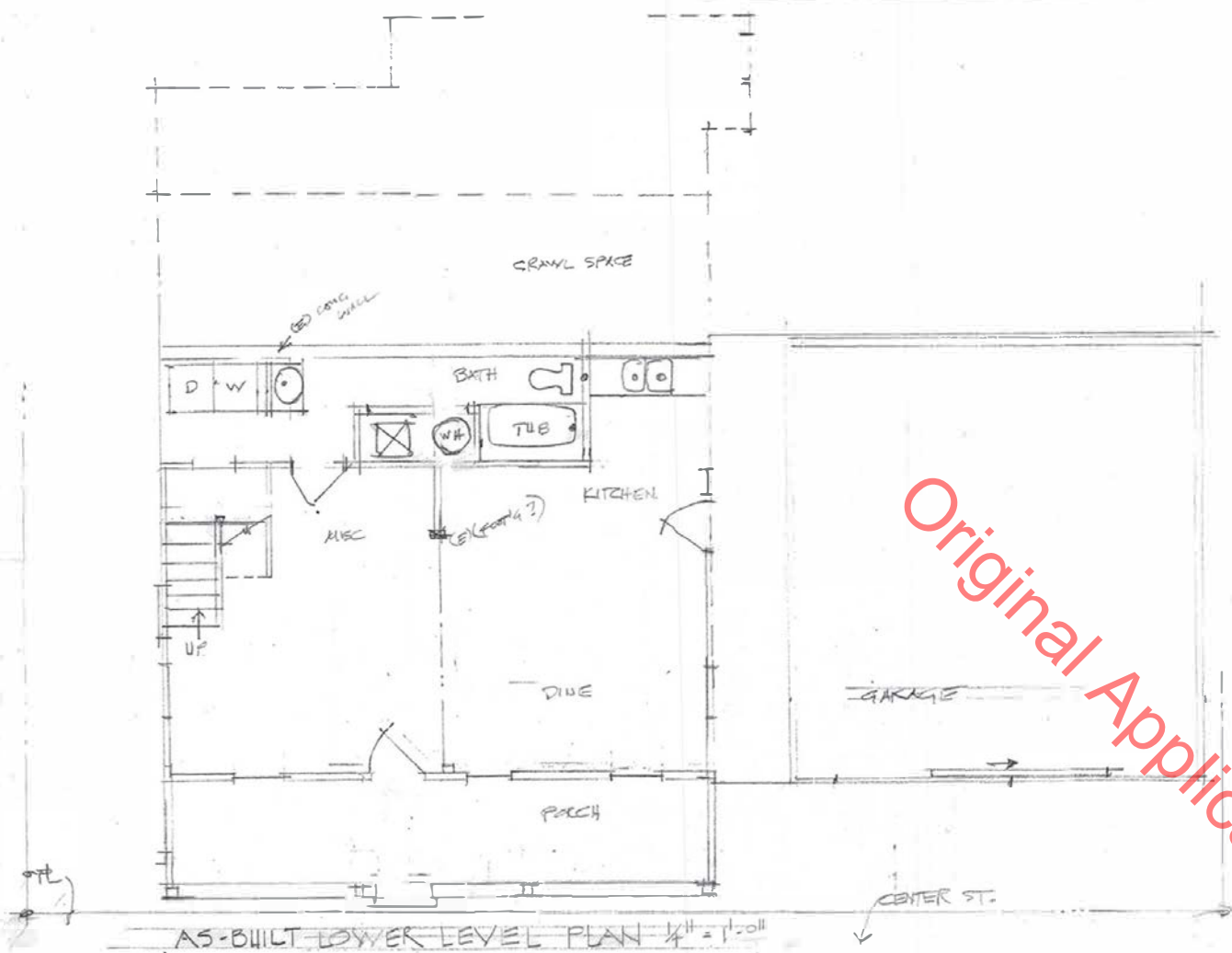


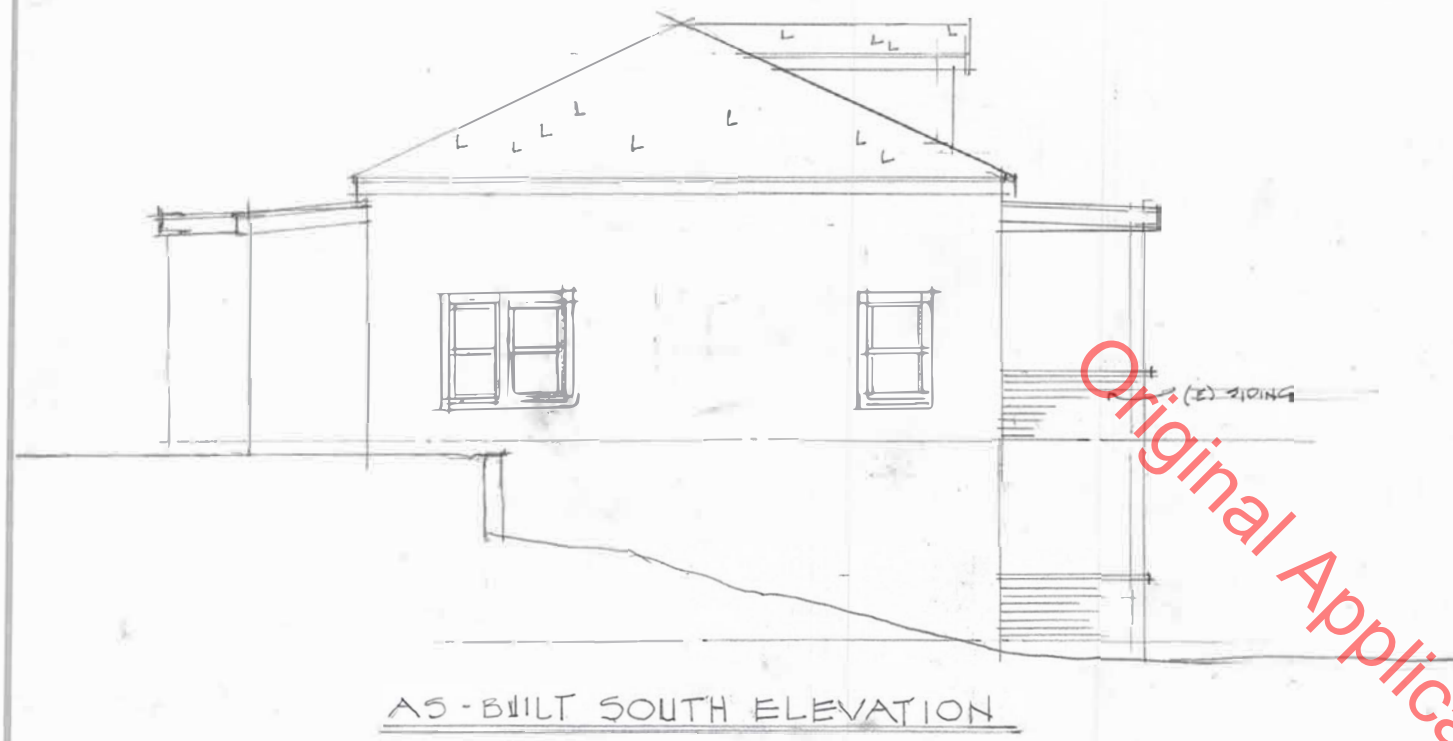
(E) SITE PLAN

1" = 10'-0"

6-15-20

PROPOSED RENOVATIONS for THE WORTH RESIDENCE
JEROME, AZ. 86331
637 CENTER AVENUE





AS-BUILT SOUTH ELEVATION



AS-BUILT WEST ELEVATION
1/4" = 1'-0"
7/2/20



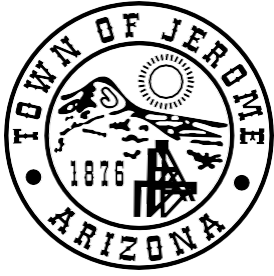
SOUTH ELEVATION
REVISED 7-13-20
DWT. RECOMMENDED



WEST ELEVATION
REVISED 7-21-20

Original Application Materials 8-10-2020

PROPOSED RENOVATIONS for THE WORTH RESIDENCE
639 CENTER AVENUE
JEROME, AZ 86331



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 www.jerome.az.gov

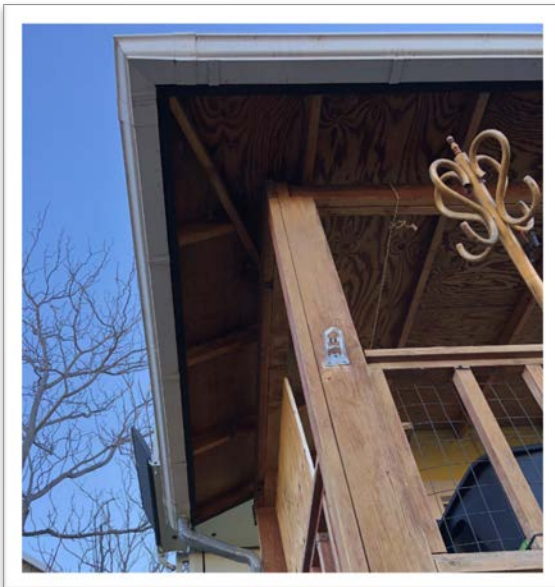
MEMO

FROM: John Knight, Zoning Administrator
TO: Design Review Board
SUBJECT: Modification to 146 Juarez Application
DATE: December 7, 2020 DRB Meeting

Background: On December 1, 2020, the Planning and Zoning Commission reviewed the Site Plan for the proposed deck and stairs at 146 Juarez Street. At that meeting, it was pointed out that the proposed roof cover did not meet the required twenty (20) foot front-yard setback. The commission added a condition that the applicant either demonstrate that the setback would be met or remove the roof covering. On December 3, 2020, staff met with the applicant and it was agreed that applicant would change the design to remove the extended roof covering.

As noted in the staff report, the applicant previously started construction without permits. The applicant has agreed to restore the covered portion of the roof to its original configuration. Two images are included below. One is a mirrored image of the opposite side of the roof showing how might will look when it's returned to its original design. The other is an image before construction began.

Mirror image from opposite side



View of deck before construction

