



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

## REGULAR MEETING OF THE TOWN OF JEROME

### DESIGN REVIEW BOARD

DATE: Wednesday, November 14, 2018 TIME: 7:00 pm

PLACE: **JEROME CIVIC CENTER**

600 Clark St., JEROME, ARIZONA 86331

## MINUTES

### ITEM 1: CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 7:00 p.m.

Charlotte Page called roll. Present were Chair Brice Wood, Vice Chair Danny Smith, Henry Vincent and John McDonald.

Staff present Charlotte Page, Zoning Administrator and Joni Savage, Deputy Clerk.

### 7:01 ITEM 2: APPROVAL OF MINUTES: Minutes of October 8, 2018

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
MCDONALD	X		X			
VINCENT		X	X			

### 7:01 ITEM 3: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

### 7:02 ITEM 4: SUMMARY OF RECENT P&Z ACTIVITIES FROM HENRY VINCENT, P&Z LIASION

Mr. Vincent informed them of two ordinance changes, one for the height limitation of accessory buildings and one for temporary signs going before Council.

He also noted a rezoning of Hampshire and North Drive area, there are eleven parcels asking to be rezoned from R1-5 to R2, which would allow for duplexes. The Clubhouse LLC has brought forth plans to build apartments in a mixed-use environment, seven living units with two businesses already in place. We got hung up on tandem parking. We will take these items up in a work session on the 26th of November.

### 7:06 ITEM 5: NEW BUSINESS SIGN, AMORE PIN UP BOUTIQUE

APPLICANT: Rebekah Kennedy

ADDRESS: 327/329 Main St., Jerome, AZ

ZONE: C-1

OWNER OF RECORD: Jerome Historical Society

APN: 401-06-025

Applicant seeks approval of two new business signs. One to be flush mounted below the display window the other is double sided and will hang from existing bracket. Neither will be lit.

#### Approval of new business sign.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
MCDONALD		X	X			
VINCENT			X			

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**7:08 ITEM 6: NEW BUSINESS SIGN, AMORE PIN UP ACCESSORIES, 2<sup>nd</sup> location**

APPLICANT: Rebekah Kennedy

ADDRESS: 369 Main St., Jerome, AZ

ZONE: C-1

OWNER OF RECORD: Pfeffer Family Trust

APN: 401-06-026F

Applicant seeks approval of one hanging sign. The sign is double sided art and will use the same bracket and sign from the prior business with new artwork applied without lights.

*Rebekah Kennedy spoke about the sign and brought forward colors for the Board to review.*

**Approval of new business sign.**

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD		X	X			
SMITH	X		X			
MCDONALD			X			
VINCENT			X			

**7:10 ITEM 7: TOVREA RETAINING WALL**

APPLICANT: Phil Tovrea

ADDRESS: 219 Diaz St., Jerome

ZONE: AR

OWNER OF RECORD: PET II Trust

APN: 401-06-154

Owner is seeking approval of retaining structure, on the uphill side of his home. This submission was approved and permitted in 2010, but construction was never commenced.

*Bill Cantor is a structural engineer representing Mr. Tovrea. He explained the retaining wall to the Board. He mentioned the representation from 2010 that was in the packet. It shows the wall and how it blends in with the existing wall.*

**Approval to build retaining wall.**

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
MCDONALD		X	X			
VINCENT			X			

**7: 13 ITEM 8: JEROME CLUBHOUSE WINDOWS**

APPLICANT: Robert Woods for Dewayne Woodworth

ADDRESS: 123 Hill St

ZONE: C-1

OWNER OF RECORD: Jerome Clubhouse LLC

APN: 401-07-169A

Owner is seeking approval of replacement of existing windows. Intent is to utilize best historic windows for first floor repairs and replace windows on upper two levels.

*Robert Woods representative for Dewayne Woodworth spoke to the Design Review Board and answered questions from them.*

*7:16 Charlotte Page left to retrieve the required manufacturers documentation pertaining to the windows.*

**Approval of new windows, the façade of the windows to remain similar, keeping the rounded original windows. The rectangular windows will be replaced but will look the same.**

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
MCDONALD		X	X			
VINCENT			X			

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## 7:27 ITEM 9: JEROME CLUBHOUSE STUCCO REPAIRS/COLOR CHOICES

APPLICANT: Robert Woods for Dewayne Woodworth

ADDRESS: 123 Hill St

OWNER OF RECORD: Jerome Clubhouse LLC

ZONE: C-1

APN: 401-07-169A

Stucco to be patched then painted. Applicant seeking color approval to repaint entire building.

*Robert Woods representative for Dewayne Woodworth spoke to the Design Review Board and answered questions from them.*

### Approval of stucco repair and color choices.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH		X	X			
MCDONALD			X			
VINCENT			X			

## 7:30 ITEM 10: VICTORIAN STYLE FENCING

APPLICANT: Jayne Doss & Wayne Koeller/Arnie Warren

ADDRESS: 888 Hampshire Ave

OWNER OF RECORD: Jayne Doss & Wayne Koeller

ZONE: R1-5

APN: 401-11-003

Applicant is wanting to install a 4' metal welded fence at the front of the property with pickets and loops as seen in historic Clarkdale fencing.

*Arnie Warren spoke for the applicants and answered questions from the Design Review Board.*

### Approval of Victorian style fence installation.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
MCDONALD	X		X			
VINCENT		X	X			

## 7:31 ITEM 11: GARAGE DOOR

APPLICANT: Don Feher

ADDRESS: 701 Hull Road

APPLICANT: Donald Feher

ZONE: R1-5

APN: 401-08-011A

Applicant wants to install a garage door. The garage is existing and does not have a door.

*Mr. Feher explained the door is painted to match the garage.*

### Approval of new garage door installation.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
MCDONALD			X			
VINCENT		X	X			

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## 7:33 ITEM 12: FRONT DOOR AND WINDOW REPLACEMENTS

APPLICANT: Michael McDonald

ADDRESS: 764 East Ave., Jerome, AZ

OWNER OF RECORD: James M. McDonald

ZONE: R1-5

APN: 401-07-096

Applicant wants to reinstall a historic front door, requires slightly larger opening, and will also need to slightly reduce the size of picture windows on either side to accommodate the change of door.

*Michael McDonald confirmed that he is moving a historic door to the front of the home.*

### Approval of front door and window replacements.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	x		x			
SMITH			x			
MCDONALD		x	x			
VINCENT			x			

## 7:36 ITEM 13: PORCH MODIFICATION 2<sup>ND</sup> STORY BALCONY, GUTTERS

APPLICANT: Armando Sanchez

ADDRESS: 507 School St., Jerome, AZ

OWNER OF RECORD: Armando R. Sanchez

ZONE: R1-5

APN: 401-06-027

Applicant wants to repair existing deck without changing size. The support materials will be replaced with metal, painted white and the rail will be repaired where possible. The gutter on the roof of the porch will be replaced.

*Mr. Sanchez answered questions from the Design Review Board.*

*7:37 Matt Rios the contractor, clarified and answered questions from the Design Review Board. He would like to add additional support to the porch.*

### Approval of porch modification and replacement of gutters.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			x			
SMITH	x		x			
MCDONALD			x			
VINCENT		x	x			

## 7:40 ITEM 14: FRONT & BACK DOOR REPLACED, NEW GUTTERS

APPLICANT: Karen Mackenzie

ADDRESS: 111 Deception Lane

OWNER OF RECORD: Karen Mackenzie

ZONE: AR

APN: 401-12-004B

Applicant wants to replace existing front & rear door and add rain gutters.

*Ray Baum with NACOG explained that for safety reasons the back-door change needs to be made. The front door will look similar to what is there now.*

### Approval front and back door replacement and new gutters.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	x		x			
SMITH		x	x			
MCDONALD			x			
VINCENT			x			

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## 7:43 ITEM 15: STAIRCASE REPLACED IN CONCRETE, AND PORCH SKIRTING INSTALLED

APPLICANT: Anne Bassett

ADDRESS: 32 Magnolia

OWNER OF RECORD: Gerald A. Vukas

ZONE: R1-5

APN: 401-06-169

Applicant wants to replace an existing access staircase to the residence with a concrete stair case. Porch skirting is proposed of hardy board replacing weathered plywood, painted to match the residence.

*Ray Baum with NACOG presented for Anne Bassett and explained the project and its necessity for safety.*

### Approval staircase replacement and porch skirting installation.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
MCDONALD		X	X			
VINCENT			X			

## 7:47 ITEM 16: FUTURE AGENDA ITEMS

*Chair Wood said he wants to keep talking about the signs. There is too much visual clutter in his opinion.*

*Mr. Smith said he would like to talk about temporary signs.*

*Mr. Vincent added his interpretation on temporary signs. He encouraged Chair Wood to attend the Planning and Zoning meeting when they discuss this again.*

*7:51 Karen Mackenzie spoke about the neon lights reflecting and creating a challenge when driving.*

*Chair Wood said they might revisit lighting when the holidays are over.*

*Mr. McDonald thanked Ms. Page for putting this big agenda together.*

## ITEM 17: ADJOURN

Adjourned at 7:55 p.m.

COMMISSIONER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH			X			
MCDONALD	X		X			
VINCENT		X	X			

*Approval on next page.*

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## MINUTES

*Respectfully submitted by Joni Savage on December 10, 2018.*

Approved: Bruce Wood Date: 12-16-18  
Design Review Board Chair

Attest: [Signature] Date: 12-10-18  
Design Review Board Vice Chair