



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: Monday, September 9, 2019 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.
Joni Savage called roll. Present were Chair Brice Wood, Vice Chair Danny Smith, Henry Vincent, Tyler Christensen and John McDonald.
Additional staff present John Knight, Zoning Administrator.

7:00 (00:40) ITEM 2: APPROVAL OF MINUTES: Minutes of August 12, 2019

Motion to Approve the Meeting Minutes of August 12, 2019

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD		X	X			
SMITH						X
CHRISTENSEN	X		X			
MCDONALD			X			
VINCENT			X			

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

7:01 (01:57) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent gave his update from the Planning and Zoning meeting in September.

7:19 (19:02) ITEM 5: Preliminary and Final Site Plan Review for Deck on Ex. Home

APPLICANT: Karen Tomlinson
ADDRESS: 750 Verde Ave. ZONE: AR
OWNER OF RECORD: Karen Tomlinson APN: 401-07-167C
Applicant is seeking approval to replace an existing at grade deck, add a 2nd story deck and add overhead trellis.

Mr. Knight added that originally, he had thought the top deck would be open, however, since the Planning and Zoning meeting he has been informed that there will be a metal covering.

7:20 (20:02) Karen Tomlinson, the homeowner, noted it would match the metal roof already on the house.

Chair Wood said he didn't see it in the drawing. He would have liked to see elevations and floor plans.

7:21 (21:15) Mrs. Tomlinson spoke again about the design.

Chair Wood said he wanted to table this until he had a more complete application including material examples and elevations.

Motion to Table This Until We Have Complete Plans, Elevations and a Completed Application

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
CHRISTENSEN			X			
MCDONALD		X	X			
VINCENT			X			

7:24 (24:58) ITEM 6: Review to Replace Metal Roof and Paint on Existing Commercial Building

APPLICANT: Roberto Rabago
ADDRESS: 509 Main St. ZONE: C-1
OWNER OF RECORD: Rabago, Roberto & Ann APN: 401-06-089
Applicant is seeking approval to replace/repair an existing metal roof as well as paint the building.

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7:25 (25:41) Mr. Rabago answered questions from the Board and approached the dais to further explain.

Motion to Approve as Submitted

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	X		X			
SMITH			X			
CHRISTENSEN		X	X			
MCDONALD			X			
VINCENT			X			

7:29 (29:35) ITEM 7: Review to Replace Awning on Existing Commercial Building

APPLICANT: Brett Jurisin

ADDRESS: 208 Main St. (Firefly)

ZONE: C-1

OWNER OF RECORD: R & D Northern Arizona Properties LLC

APN: 401-06-011

Applicant seeks approval to replace a green/white striped awning with a black awning.

Motion to Approve as Submitted

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH		X	X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT	X		X			

7:31 (31:35) ITEM 8: Review to Change Signage on Existing Commercial Building

APPLICANT: Kelly Harter/Jason Domanico

ADDRESS: 301 Main St. (Passion Cellars)

ZONE: C-1

OWNWER OF RECORD: Town of Jerome

APN: 401-06-149

Applicant seeks approval to remove existing "Wine Tasting" sign and replace with "Winery".

Mr. Knight explained the application.

Motion to Approve as Submitted

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	X		X			
CHRISTENSEN		X	X			
MCDONALD			X			
VINCENT			X			

7:37 (37:55) ITEM 9: Review to Replace Asphalt Shingle with a Metal Roof on Existing Home

APPLICANT: Candias Rivera, Versatile Roofing

ADDRESS: 640 Main St.

ZONE: R1-5

OWNWER OF RECORD: Spirit of Jerome LLC

APN: 401-07-088

Applicant seeks approval to replace existing shingles with copper colored standing seam roofing.

Motion to Approve as Submitted

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD		X	X			
SMITH	X		X			
CHRISTENSEN			X			
MCDONALD			X			
VINCENT			X			

7:39 (39:48) ITEM 10: Small Projects Definition/Discussion

Information/Discussion on definition and policy on how to address "small projects". Discussed with P&Z on Sept. 4, 2019. Items to consider might include repainting, sign replacement, color/material changes, small accessory structures, decks, etc.

The Board and Zoning Administrator discussed ideas.

7:55 (55:22) ITEM 11: Future Agenda Items & Discussion

Small projects were discussed again.

John McDonald said it is important we remember the purpose of the boards and not shove too much off on the Zoning Administrator.

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ITEM 12: ADJOURN

Motion to Adjourn at 7:58

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD		X	X			
SMITH	X					
CHRISTENSEN			X			
MCDONALD			X			
VINCENT			X			

Approval on next page.

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MINUTES

Respectfully submitted by Joni Savage on October 15, 2019.

Approved: Brian Wood Date: 10-15-19
Design Review Board Chair

Attest: [Signature] Date: 10-15-19
Design Review Board Vice Chair