



TOWN OF JEROME

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MINUTES

REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF JEROME 600 CLARK STREET 600 CLARK STREET, JEROME, ARIZONA TUESDAY, OCTOBER 24, 2023, AT 6:00 PM

6:04 (0:02) 1. CALL TO ORDER/ROLL CALL

Present were Chair Brice Wood, Vice Chair Tyler Christensen and Board Members John McDonald, Mimi Romberger and Carol Wittner.
Staff present included Zoning Administrator Will Blodgett, Deputy Clerk Kristen Muenz, and Accounting Clerk/Administrative Specialist Michele Sharif.

6:04 (0:34) 2. PETITIONS FROM THE PUBLIC

There were no petitions from the public

6:04 (0:39) 3. APPROVAL OF MINUTES

Board Member McDonald stated he read the minutes and did not have any objections or corrections and moved to approve them.

Motion to approve Minutes of the regular Meeting of the Design review board

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

6:05 (1:22) 4. PROCLAMATIONS

There were no proclamations.

6:05 (1:48) 5. CONTINUED ITEMS/OLD BUSINESS

None at this time.

6:05 (1:55) 6. NEW BUSINESS

Applicant is seeking to change signage for Cornish Pasty Co.

Applicant/Owner: Cornish Pasty Company

Zone: C-1

Address: 403 Clark Street

APN: 401-06-152H

Discussion/Possible Action

Zoning Administrator Blodgett gave a brief introduction of the proposal as well as a visual demonstration using a three ring binder as representation of the current Cornish Pasty Co. sign and the proposed changes. A representative of the Cornish Pasty Company was present at the meeting to answer all questions the board members presented, as well as provide additional clarification as requested. Vice Chair Christensen commented that he liked to see the sign changed to something more weather resistant than what is currently on site. Chair Wood then motioned to approve the sign changes.

Motion to Approve Signage Change for Cornish Pasty Co.

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

6:11 (7:06) 7. MEETING UPDATES

Mr. Blodgett informed the board that with the holidays approaching that he would be coordinating with the board members to adjust meeting times as necessary to facilitate holiday schedules and/or travels of the board members, noting that November may likely be a busy month for reviews. However, it is dependent on applicants finalizing the necessary items on their end.

Chair Wood inquired about a meeting with the representative for SHPO.

Mr. Blodgett informed the board that the representative's schedule filled up and will be scheduling a meeting with the board once her schedule frees up to not rush through training.

Mr. Blodgett also noted that he is nearing the completion of a draft of new Design Review guidelines that he is hoping to have available for review from the Board as well as Town Council within the next month.

6:13 (9:09) 8. FUTURE DRB AGENDA ITEMS

See item number 7.

6:13 (9:42) 9. ADJOURNMENT

Motion to adjourn at 6:13p.m.

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

Approved: _____ Date: _____

Brice Wood, Design Review Board Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk