



TOWN OF JEROME

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

DRAFT MINUTES

REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF JEROME

600 CLARK STREET
600 CLARK STREET, JEROME, ARIZONA

TUESDAY, AUGUST 27, 2024, AT 6:00 PM

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

6:07 (00:10) 1. CALL TO ORDER

*Present: Board Members Mark Krmpotich, Devon Kunde, and Scott Staab
Absent: Chair Tyler Christensen and Vice Chair Carol Wittner
Staff present: Zoning Administrator Will Blodgett*

Board Member Mark Krmpotich began the meeting as Chair until Chair Tyler Christensen was able to arrive.

6:08 (1:35) 2. APPROVAL OF MINUTES

A. Approval of the Minutes from the regular meeting of 06/18/2024.

At 6:09 P.M., Chair Christensen arrived at the meeting. He apologized for being late and Board Member Mark Krmpotich relinquished the chair to Mr. Christensen.

Mr. Christensen asked if there were any comments or questions on the minutes.

Mr. Krmpotich said that he had none, and Mr. Christensen moved to approve the minutes.

Motion to approve Meeting Minutes from June 18th, 2024

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN	X		X			
KUNDE			X			
KRMPOTICH		X	X			
STAAB			X			
WITTNER					X	

6:10 (3:28) 3. CONTINUED ITEMS/OLD BUSINESS

4. NEW BUSINESS

A. Sign review for "Bloom & Eclipse Salon" located at 527 Main Street.

Mr. Christensen introduced the item, a new sign for Bloom and Eclipse hair salon.

Mr. Blodgett explained that the applicant would reuse the existing hanger for the new sign, which would be slightly smaller than the previous sign and made of engraved wood.

Mr. Krmpotich stated that the new sign was currently up, and he had no issues with the sign.

Mr. Christensen asked if the sign was stained or finished against the elements.

Mr. Blodgett explained that the sign was hung in a covered position, but he could not speak as to what it was finished with.

Mr. Krmpotich said that it looked like it was made of hardwood and Mr. Blodgett agreed it looked like it was decent quality wood.

Mr. Christensen asked if the laser cut section was painted white and Mr. Blodgett confirmed it was.

Mr. Staab said that he had no questions, and Ms. Kunde agreed.

Mr. Krmpotich moved to approve the sign, which was seconded by Mr. Christensen.

The sign was approved unanimously by those present.

Motion to approve the sign for 524 Main Street

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN		X	X			
KUNDE			X			
KRMPOTICH	X		X			
STAAB			X			
WITTNER					X	

6:13 (5:41) B. Design review for replacement fencing at 537 School Street.

Mr. Christensen introduced the item; new fencing at 537 School Street.

Mr. Blodgett gave a brief analysis, explaining that prior to the sale of the building, there was existing fencing that was removed. The proposed fence did not need to go before Planning and Zoning as it would follow the same footprint as the previous fence. The applicants tried to find an exact match, but the suppliers did not have stock, so this was the next best option available for the style and time period. The height was also not meant to change.

Mr. Krmpotich asked if it would only be the front section, or the side and back of the house as well.

Mr. Blodgett answered that it would be for the front, visible section, as well as the side of the house to provide landscaping.

Mr. Krmpotich said the only fence was the wire type.

Mr. Blodgett said that they were trying to get something akin to that, even if it wasn't an exact facsimile.

Ms. Kunde said she tried to find a picture of the previous fencing, but had no questions.

Mr. Krmpotich asked for clarification on whether they were approving only the front façade of fencing.

Mr. Blodgett explained that they would be approving only locations where the previous fence stood. Any new fence locations would need to go before review.

Mr. Christensen said that he liked the new material and style, in classic iron.

Motion to approve fencing for 537 School Street

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN		X	X			
KUNDE			X			
KRMPOTICH	X		X			
STAAB			X			
WITTNER					X	

6:17 (10:37) C. Discussion for finalizing sections of the Design Review Guidelines.

Mr. Blodgett explained that he would be pushing the final approvals to the next meeting as he was waiting for approvals from Gerald Vukas and SHPO before final formatting was completed.

Mr. Christensen asked if it would be like a full catalogue of her (Anne Basset's) work.

Mr. Blodgett said that he was not sure yet if he would have full access to her work, or just the specific details he had requested.

Mr. Christensen said it would be beautiful to be able to include a piece from each property she had drawn.

Mr. Blodgett said that oftentimes in historic preservation and in the architectural world, documentation and recordation of historic properties prefers sketches over photography because sketches can document details that are often lost in high-resolution photographs. He said that her eye for detail could not be a better source, so if he can get permission, there is nothing better for this purpose. He also received permission from Haven Church to utilize their Tour Guide because it is a great source of background history of Jerome. He felt that a lot of love and work has already been put into it, and he would like to utilize it, as well as local art. He asked for any last thoughts and suggestions.

Mr. Krmpotich asked if, after receiving information from Vukas and SHPO, they would be reviewing only the critical content and not the drawings: the ordinances and wording.

Mr. Blodgett said that the comments would dictate the next steps; if the changes are significant, it could delay final approval. He explained that he utilized the regulatory language from the Secretary of the Interior's Standards verbatim, but reorganized it and made it more usable.

Mr. Blodgett said that he would incorporate any changes made by SHPO, and if it was a big enough change, he would let them know that it will take a little longer. He has been trying to get the information out to the public every few months as the guidelines evolved.

Mr. Krmpotich asked about the changes that could be made, and Mr. Blodgett confirmed that he would include those in the packet because any changes by SHPO were important.

Mr. Blodgett explained that once the final changes were made and approved by the Design Review Board, the document would then go before Council. He said that he hoped this document would be one we will continue to use until he is ready to retire and step-by-step, it was getting closet to completion.

6:24 (17:01) 5. MEETING UPDATES

There were no additional items for meeting updates.

6:24 (17:01) 6. FUTURE DRB AGENDA ITEMS

- A. The Design Review Guidelines are close to completion and review/recommendation to the Council. I intend to have this ready for final review by September's meeting.

There were no additional items for Future DRB Agendas.

7. ADJOURNMENT

Motion to adjourn at 6:24 P.M.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN		X	X			
KUNDE			X			
KRMPOTICH			X			
STAAB	X		X			
WITTNER					X	

Approved: _____ Date: _____
Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____
Kristen Muenz, Deputy Town Clerk