



TOWN OF JEROME

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DRAFT MINUTES

REGULAR DESIGN REVIEW MEETING OF THE TOWN OF JEROME

600 CLARK STREET
600 CLARK STREET, JEROME, ARIZONA
TUESDAY, JUNE 27, 2023, AT 6:00 PM

6:00 (0:01) 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

6:00 (0:32) 2. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

6:00 (0:38) 3. APPROVAL OF MINUTES

Design Review Board will review and may approve Minutes from the May 23, 2023, Regular Meeting.

Chair Wood thanked Ms. Muenz for the minutes and asked if there were any questions, comments, or improvements to the minutes. Ms. Wittner said she had none, and Mr. McDonald moved to approve the minutes as presented.

Motion to approve the Minutes of the May 23, 2023, Regular Meeting as submitted

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

6:01 (1:44) 4. NEW BUSINESS

Applicant is seeking solar energy system installation for 723 Clark Street

Applicant/Owner: Jacqueline & Richard Sorrells

Zone: R1-5

Address: 723 Clark Street

APN: 401-06-026N

Applicant is seeking design review of a solar system installation for 723 Clark Street.

Discussion/Possible Action

Mr. Blodgett briefly read his analysis of the proposed project, which was the installation of photovoltaic panels at 723 Clark Street, known colloquially as "the Eagle's Nest." He said that Yavapai County listed the home as being constructed in 1950, and the 2007 survey listed the home as contributing to the NHL (National Historic Landmark) designation. The applicant's wish to install the photovoltaic panel system on the roof. He explained that the Town of Jerome adopted a set of solar design guidelines, much of which was common sense, and adopted many of the Secretary of the Interior's best practices for solar installation. Mr. Blodgett said that the project hinges on concerns about installation on historic buildings. He said that he would like to treat this home as a historic home, but we don't have any features that the SOI would be concerned with. He then gave examples of ways in which solar installation could change the features of the house and cause an issue, such as changing a roofline. He pointed to the examples in the packets, which showed schematics of close and tight mounting systems. Mr. Blodgett said that, if the workmanship is up to the par of the plans, he does not see any particular issues.

Mr. Wood commented that he had never seen a system like it, so it was quite new to him, but it looked good to his eye.

Mr. Blodgett pointed out that most of the array would be mounted on the southern side, so it should not be visible from the street-side, which he said was the best-case scenario. He asked the board members if there were any questions, comments, or concerns.

Mr. Wood said that he was pleased with it; it made a good use of that roof, and he is all for solar.

Mr. Blodgett explained that this was his first, formal review of solar, and he suspected there would be more in the future. He asked if there was anything specifically that the board would like to see in future packets.

Mr. Wood replied that we usually had a neighborhood map to go with the projects.

Vice Chair Christensen added he would also like examples of homes with existing solar projects, perhaps not in the same neighborhood, but adjacent.

Mr. Wood asked if any other members of the board had seen a similar system.

Board member Mimi Romberger said that she and her husband had installed a solar system on their house in California a long time ago, at the beginning of solar, and this system looked very nice.

Motion to approve the Solar Energy System Installation for 723 Clark Street

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

6:07 (7:23) 5. MEETING UPDATES

Mr. Blodgett said that in the month of July, we will have Ariana Urban from SHPO back to give an educational training session.

Mr. Wood asked when that would take place and Mr. Blodgett replied that it would be at a regularly scheduled meeting.

Mr. Blodgett explained that Ms. Urban had spent a day in Jerome, and they had the opportunity to speak about a number of projects: things he would start doing or would like to see. He said she was deeply impressed with everything that we have been doing, especially with the support from our council. Mr. Blodgett said that she had not seen another town in the state with this sort of support for historic preservation from both the community, and the political level.

Mr. Wood asked what her position was at SHPO.

Mr. Blodgett replied that she was the Certified Local Government Contact, or CLGC. We are a certified local government, so she is the one that he would personally reach out to for help with questions and concerns. She is also a trained historical preservationist. Mr. Blodgett expressed that he would be happy to share contact information should anyone want to reach out to Ms. Urban with any questions. He said that in the coming fiscal year, he would have a small budget specifically for historic preservation projects. He will also be able to add some new computer equipment, including some GIS software, that would allow him to enhance his ability to provide data as well as to compile it from the county and state.

Mr. Wood asked if Ms. Urban would be providing a presentation and Mr. Blodgett confirmed that she would.

In addition, Mr. Blodgett explained that he had recently been brought on board with the new agenda management software. He had experienced a technical difficulty, and that was why there had been a delay, but the system should, in theory, be more efficient. So, he explained, he was trying to maintain getting the packets out a week early and apologized for the past week.

Mr. Brice said that we have had this issue ongoing, and he hoped we could correct it.

Mr. Christensen commented that it seemed like everything was updated month-to-month and you had to relearn all of it.

Mr. Blodgett summarized by saying that those were his projects, but he will have more things to bring before the board. In terms of Planning and Zoning, things were slow at the moment, so he has been using his time for other things, such as adding new sections to the new design guidelines.

Mr. Wood said it was off subject, but he would like to add that we are in apricot season, and he was just told that there are 200 bears living on Mingus Mountain.

Mr. Blodgett replied that that speaks to a healthy forest.

There was a brief discussion on bears and mountain lions.

Mr. Wood said that the discussion had covered both items 5 and 6.

6. FUTURE DRB AGENDA ITEMS

See item Number 5.

7. ADJOURNMENT

Motion to adjourn at 6:14 p.m.

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

Approved: _____ Date: _____
 Brice Wood, Design Review Board Chair

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