



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, JANUARY 28, 2025, AT 6:00 PM

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

6:07PM (0:28) 1. CALL TO ORDER/ROLL CALL

Present were Chair Tyler Christensen, Vice chair Carol Wittner, and Board members Devon Kunde, Mark Krmpotich, and Scott Staab
Staff present included Zoning Administrator Will Blodgett and Account Clerk/Administrative Specialist Michele Sharif.

Before continuing with the Agenda Chair Christensen informed the rest of the board that he was one of the applicants for an item on the agenda. He made a motion to move item 3F, where he is the applicant, to be presented after item 3G. Mr. Staab seconded his motion to move item 3F to after 3G. The motion passed unanimously.

Motion to move item 3F after 3G

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

6:08PM (1:30) 2. APPROVAL OF MINUTES

A. The design review board will vote on approval of the minutes from the regular meeting of 09.24.24.

Chair introduced the minutes for approval and asked if anyone had comments, questions or concerns.

Ms. Kunde moved to approve the minutes.

Mr. Krmpotich seconded the motion.

Mr. Christensen asked if there was any other commentary before calling the question.

Ms. Wittner said her statement in the minutes regarding missing a meeting was misquoted. She requested her statement in the meeting minutes be corrected from "some" meetings to "one" meeting.

Mr. Christensen reiterated the staff direction for the correction. He then called the question and the minutes from the September 24th Design Review Board meeting are approved.

Motion to approve minutes from September 24th, 2024 Design Review Board meeting.

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

3. NEW BUSINESS

6:09PM (2:30) A. 300 Hull Avenue, Design Review Board will review and vote on approval of new signage.

Mr. Christensen introduced the item and deferred to Mr. Blodgett for further introduction.

Mr. Blodgett first apologized for the long break between meetings. Due to the break a large number of items, namely signage approvals, were backed up. He then informed the board that if they had seen some signs already hanging up around town, they were being treated as temporary signage until definitive approval from this Board.

Mr. Krmpotich clarified that they were all clear that if modifications were needed per the Board, then they would have to

make them.

Mr. Blodgett confirmed that was correct. He then introduced the sign for Ghost Town Handicrafts. He reads from page 2 of the analysis (packet pg. 8). He outlined the material, sign colors as well as placement on the property.

Mr. Christensen commented it looks straightforward.

Ms. Wittner make the motion to approve the sign.

Mr. Staab seconded.

Mr. Christensen called the question, and the motion carried.

Motion to approve as presented

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

6:12PM (5:42) B. 880 Hampshire Blvd. Design Review Board will review and vote on approval of new signage.

Mr. Christensen introduced item B.

Mr. Blodgett introduced the sign for the Arizona Copper Art Museum. He expressed his gratitude for this being the most complete application he's received.

There was brief discussion regarding who runs the shop.

Mr. Blodgett reviewed the sign placement, size, and location it will hang on the building. He pointed out page 4 of his analysis (packet pg. 22) reflecting placement in comparison to the roadway.

Mr. Krmpotich asked if there was breakaway for wind.

Mr. Blodgett was not sure about that.

Mr. Christensen noticed that it said the sign frame is square tubing.

There was discussion regarding its ability to stand up to high winds.

Mr. Krmpotich said it was just a point of concern for them to think about.

Mr. Christensen said looking at page 3 of the analysis (packet pg. 21) it would appear pretty sturdy.

Mr. Blodgett said worst case scenario they come back to the board within a year with a new design.

Mr. Christensen questioned the materials for the actual sign because that was not included with the rest of the sign information. He noted the sign is 1/4" but doesn't specify the material as wood, steel, or something else.

There was a brief discussion regarding material.

Mr. Blodgett said they could table the item, or they could approve it and he would follow up with the applicant.

Mr. Christensen said there aren't requirements for materials they were just curious for the record what it is. He didn't think they would need to table it.

Mr. Krmpotich said he'd make a motion to approve the sign with a clarification regarding the material being used.

There was additional discussion regarding the construction of the sign to achieve the overall thickness of 2".

Mr. Krmpotich restated his motion to approve the signage pending feedback on the material.

Mr. Staab seconded the motion.

Mr. Christensen called the question, and the motion carried unanimously.

Motion to approve pending material clarification.

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

6:19PM (12:57) C. 419 Hull Ave. Design Review Board will review and vote on approval of new signage.

Chair Christensen introduced the sign for consideration.

Mr. Blodgett shared this is the signage for Gold Standard Apparel. The signage will be decals applied to the interior of the glass windows. He pointed out pages 2 and 3 of the analysis (packet pg. 31 & 32) to see the graphics proposed for the business. He said it is all removable and is very low impact on the building.

Ms. Kunde remarked that this is pretty straightforward as well.

Mr. Christensen made the motion to approve the sign as presented.

Mr. Staab seconded the motion.

Mr. Christensen called the question, and the motion passed.

Motion to approve as presented.

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

6:21PM (14:48) D. 711 Clark St. The

design review board will review and vote on approval for a change of roofing material.

Chair Christense introduced item D.

Mr. Blodgett shared that this applicant is looking to replace the shingle roof with a metal roof. He said he reviewed the history and didn't see that this building ever had a metal roof, however with the priority regarding fire safety and building longevity he doesn't feel that this will have a negative impact. He pointed out page 4 of his analysis (packet pg. 38) to see photos of the existing roof with an inset photo of the proposed new roof material.

Mr. Krmpotich commented that it is similar style as seen elsewhere through town.

Mr. Blodgett agreed and said it is more in line with our priorities regarding life safety and longevity.

Ms. Kunde said this is another one that is pretty straightforward and had no questions.

Mr. Christensen agreed and said he likes to see metal roofs on the homes because it preserves them so much better. There was discussion regarding the importance of metal roofs compared to shingle roofs, especially where there is the possibility of forest fires.

Mr. Krmpotich made the motion to approve the change or roofing material as presented.

Ms. Kunde and Mr. Staab seconded the motion.

Mr. Christensen called the question, and the motion was approved unanimously.

Motion to approve as presented.

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

6:24PM (17:23) E. 804 Hampshire Blvd. The design review board will review a proposed change of roof and change of exterior color for the front door.

Mr. Christensen introduced item E.

Mr. Blodgett further introduced the proposed changes to the property sharing that certain materials were previously approved. He then reads the applicant's letter on page 3 of the analysis (packet pg. 46). He said he didn't feel like any of these changes had any significant impact on the previously approved changes to the property.

Mr. Krmpotich asked about the historical property summary where a different address is listed.

The applicant, Mr. Thomas Lopez, said it was the original address.

Mr. Krmpotich said he has no questions regarding the changes and follow along with the rest of the community.

Mr. Christensen asked the applicant what the water damage was like.

Mr. Lopez shared information about the restoration of the property, things that were found, and other things they found that would need to be changed.

Mr. Krmpotich made the motion to approve the changes as presented.

Mr. Staab seconded the motion.

Mr. Christensen said he wanted to make a comment. He said "Thank you for putting the effort into restoring that house. It very nearly got demolished so to see it be rebuilt is great." Mr. Christensen confirmed the motion and the second. He called the question and the motion to approve passed.

Motion to approve as presented.

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

6:38PM (31:18) F. 645 Verde Ave. Applicant is requesting a demolition permit for portions of 645 Verde that require repair work or replacement.

Mr. Christensen excused himself from the dais and turned the meeting over to Vice-Chair, Ms. Wittner. He joined Mr. Blodgett in the audience for questions regarding his project.

Ms. Wittner introduced the item for consideration.

Mr. Blodgett shared that the applicant was provided an administrative approval to start with very limited demolition to attempt to identify the entire scope of the project. He said the intent is not to demolish the house, this is for the purposes of reconstruction and repair work.

Mr. Christensen shared that he purchased the home, and the entire deck has been destroyed by water damage and termites. He said on second street where the deck meets ground level the wood was built on the ground. He said there was an old garden and there is drainage that comes out the back yard so the ground is wet and the termites were able to get in at that point. He said the only thing holding the deck together now is a 2" layer of concrete poured on the top, and in some places, there is no longer any wood under the concrete. He said the entire project is to demo the deck and rebuild it like it is, adding that there are no dimensional changes. He said one of the changes would be to the handrail which will be a later item for the board to consider. He said this approval will get him started and give his contractor something to work with before he gets an actual building permit.

Mr. Blodgett reiterated that this is an exploratory demolition.

There was discussion about what he may find.

Mr. Krmptich made the motion to approve the demolition.

Mr. Staab seconded the motion.

Ms. Wittner called the question, and the motion carried with 4 ayes and an abstention from the applicant.

Motion to approve exploratory demolition permit as presented.

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

After the vote Ms. Kunde made the statement to thank Mr. Christensen as well for taking on this home.

6:30PM (23:39) G. 103 Dundee Ave. The design review board will review and vote on approval for a new accessory building at 103 Dundee.

Chair Christensen introduced item G.

Mr. Blodgett further introduced the new accessory building for the applicant at 103 Dundee. It is a new barrel storage shed. He said this is a very unique proposal that took a few weeks to review. He said it was approved by the Planning and Zoning Commission last week. He then described the structure to be built over an existing subterranean structure. He said the design work was done with the requirements for an accessory building in mind. Pointing out page 5 of his analysis (packet pg.61) he said this is a proposed image of what could be seen from Dundee.

Mr. Christensen asked if you weren't on Dundee is it visible anywhere else in town.

Mr. Blodgett said no. He said access to site has also been designed to reduce traffic on Dundee. He said in terms of design it will be made with materials to match the existing fence.

Ms. Kunde asked what the original structure that was built was used for.

Mr. Blodgett answered that it's still in use and is part of the wine making process.

There was clarifying conversation regarding the building and if it held any historical significance.

Mr. Blodgett said this building makes sense because it's on an established footprint that isn't expanding. He said it is the only working agricultural site in town and this accessory building is for that agriculture purpose. He said every part of the construction will still be subject to building codes and inspections from the Building Department.

Mr. Krmptich shared that the applicant currently stores the wine barrels down the mountain and will build this to hold them as part of the wine process and to eliminate the traveling back and forth up and down the mountain to the storage facility.

Mr. Blodgett added that it is an entirely separate building and shares no internal connection, therefore it is not a second floor to an existing building.

Mr. Christensen asked about the material, adding that the existing fence is the rusted metal.

Mr. Blodgett called it patinated metal and is made to look rusted and aged. He said the construction on the building is intended to match that.

Ms. Kunde said that it will look good because it won't be too shiny to start.

Mr. Krmptich made the motion to approve.

Mr. Staab seconded the motion.

Mr. Christensen called the question, and the motion carried unanimously.

Motion to approve as presented.

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

6:42PM (35:59) 4. MEETING UPDATES

Mr. Christensen returned to the dais and introduced item 4.

Mr. Blodgett shared that he wasn't sure what will happen within the next month. He said right now there is a question regarding federal historic preservation funds and that he is remaining in contact with SHPO. He said we'll keep moving forward and is still working with SHPO to get training scheduled and some help with historic preservation ordinance writing.

Mr. Krmpotich asked where the guidelines stood.

Mr. Blodgett shared content wise they are complete they needed approval from Anne Bassett's estate to use her artwork. He received approval and is waiting for that approval in writing. Once he has that then it would be ready for the Board to review and make any changes or updates before they proposed it to Council.

6:45PM (38:06) 5. FUTURE DRB AGENDA ITEMS

Mr. Christensen introduced this item and said likely his item will be on the next agenda, if not the one following.

Mr. Blodgett apologized and said he covered a lot if this under item 4.

6:45PPM (38:46) 6. ADJOURNMENT

Mr. Christensen introduced item 6.

Mr. Krmpotich made the motion to adjourn the meeting at 6:45.

Mr. Staab seconded the motion.

Mr. Christensen called the question, and the meeting adjourned at 6:45 p.m.

Motion to adjourn at 6:45p.m.

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

Approved: _____ Date: _____

Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk