



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, MARCH 25, 2025, AT 6:00 PM

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

6:04 (0:22) 1. CALL TO ORDER

Present were Chair Tyler Christensen and board members Mark Krmpotich and Scott Staab. Staff present included Zoning Administrator Will Blodgett, who also stated after roll call that board member Devon Kunde was absent, however there was still a quorum to continue the meeting.

6:04 (0:38) 2. PETITIONS FROM THE PUBLIC

There were none

6:04 (0:43) 3. APPROVAL OF MINUTES

A. Review of the minutes from the regular meeting of 02-25-2025

Chair Christensen introduced the minutes asking if there were any comments, questions or concerns. There were none.

Mr. Krmpotich recommended approving the minutes.

Mr. Staab seconded.

Mr. Christensen revised the recommendation to a motion. He then called the question, and the minutes of the February 25, 2025, meeting were approved.

Motion to approve meeting minutes for the February 25, 2025 regular meeting.

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

6:05 (1:30) 4. PROCLAMATIONS

Mr. Blodgett said this is a template item for the Council meeting agenda and he meant to remove it. There were no proclamations.

6:05 (1:40) 5. CONTINUED ITEMS/OLD BUSINESS

Mr. Blodgett said this item should have been removed as well, there is no old business to address.

6:05 (1:43) 6. NEW BUSINESS

A. The Design Review Board will hold elections for Chair and Vice Chair.

Mr. Christensen introduced the item.

Mr. Blodgett said they can choose to address this item now or table it to the next meeting so there are at least 4 board members present.

Board members discussed their options to table the item.

Mr. Christensen said he'd be more comfortable with as many people present as possible. He made the motion to table this item to the April meeting.

Mr. Krmpotich seconded the motion.

Mr. Christensen called the question and item A was tabled to next month.

Motion to table the vote for chair and vice chair to next month.

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

6:06 (2:56) B. Review and discussion, with possibility to vote for recommendation to the Town Council.

Mr. Christensen introduced item B and asked Mr. Blodgett for further introduction.

Mr. Blodgett introduced the Design Review Guidelines for review and consideration. He said the general content has not changed significantly. He shared it now has a historic context background that he likes more than the placeholder from the original document. He said the art is in the final stages of approvals from Anne Bassett's estate, adding the document will remain in draft form until he has the finalization on those approvals. He said the start of the document we realized there are some issues with zoning that we are working to update and fix, so this is intended to be a living document and will be updated as we get updated ordinance and new historic preservation ordinance. He continued, the core is basic information to guide people, some of the information is repeat from zoning, some from Town Code and Building Code and is intended to direct people to the full breadth of information regarding what they may be trying to accomplish. The biggest thing, most importantly, are the SOI (Secretary of the Interior) treatments, typically in Jerome we talk about two, preservation and restoration, but there are four treatments which are preservation, restoration, rehabilitation, and reconstruction and he wanted to be sure we have all the information on the four treatments and how to apply them here in Jerome. He said now that we are custodians of a town much older than the zoning ordinance from 1977 as the town continues to age the other treatments will be important. It will be important to have as many tools as possible to address the unique situations we have because the one size fits all tool we have doesn't work.

Mr. Krmpotich agreed, adding you need to give people definitive direction.

Mr. Blodgett said instead of being constrictive we need to be creative in the use of our tools to help people. He thinks over the next couple of decades we will see more reconstruction on buildings with deferred maintenance, or partial restorations or reconstructions of homes. He said reconstruction is a viable option to maintain our Historic Landmark status; it has more hoops to jump through than any of the other treatments, and you do have to have more documentary evidence, but there are some buildings that will need reconstruction. He said it will continue to get more complex down the road, and he is trying to prepare us by having tools and policy in place. He said the section on design elements he's not happy with, but he needed an architectural historian, adding he now has one he's working with for Verde Ave. He said we will likely always have nonconforming situations in Town, it's not a bad thing but he's trying to prevent 75% of the Town from having to be in a nonconforming situation. He said he's trying to fix zoning so structures can legally exist, but until that is all fixed nonconforming situation rules need to remain. He hopes over the next few years we can help get a lot of the buildings out of nonconforming situations in a beneficial way. He said the quick reference section will change or have additional items added or removed. He said generally speaking that is the framework for this document. He continued to elaborate on other sections of the document, pointing out that he did include the new lighting ordinance and recommendations because that is new to Jerome. He asked for thoughts or suggestions on areas to expand on or items that might not be necessary. The goal is to give him direction to tweak or add things or vote to recommend adoption to the Council. He said if they vote to recommend adoption, they can also make some recommendations of what they'd like the board to say along with the document to the Council.

Mr. Krmpotich said he spent a good part of the day reviewing the document, and didn't see anything that needed to be cleared up or updated. He said he saw some formatting issues that weren't present in the prior revision, specifically to the roofing section and the signs section that were cut off, and one cosmetic item was the picture of the Whitten Printer was missing on page 40.

Mr. Blodgett said that picture was removed due to the estate of Anne Bassette. One of the requests of the estate was to identify the names of the artwork so the information could be sourced, and for that particular photo he can't find the name for it.

There was some discussion of the art being used as well as the use of other art from other artists.

Mr. Krmpotich said his last item is on page 56 in this Quick Reference Section, it lists Eric Vondy and his phone number. He inquired if there was a way to make it generic, so the document is livable once he's moved on or passed on.

Mr. Blodgett said the CLG office is a sub-office of SHPO and he pulled the information directly from their website. He said

he can do a generic update.

Mr. Krmpotich said content wise he saw no major issues, just those little items.

Mr. Christensen thanked Mr. Krmpotich, adding he had no other suggestions. He said the only thing he could think of is that this document doesn't have to be set in stone and is amendable.

Mr. Krmpotich said with those updates he would make a recommendation to approve and pass it along to Council for their first read.

Mr. Christensen inquired if that was his motion.

Mr. Krmpotich confirmed yes that is a motion, with recommended changes.

Mr. Staab seconded the motion.

Mr. Christensen thanked Mr. Blodgett for his work putting the document together. There was some continued discussion regarding the length of time and work put into the document.

Mr. Blodgett acknowledged it had taken a while and that he wanted it to be done a year ago.

Mr. Christensen called the question, and the motion to recommend approval of the Design Review Guidelines to Town Council was approved.

Motion to recommend approval of the Design Review Guidelines to Town Council.

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

6:27 (23:46) 7. MEETING UPDATES

Mr. Blodgett said right now he has no what the next meeting will look like. He said we are busy but don't have an abundance of applications that need to be reviewed. So it could be work sessions and problem solving some bigger issues.

6:28 (24:33) 8. FUTURE DRB AGENDA ITEMS

This item was also covered in the meeting updates.

6:28 (24:41) 9. ADJOURNMENT

Mr. Christensen introduced item 9. He called the question to adjourn the meeting.

The meeting adjourned by unanimous vote at 6:28p.m.

Motion to adjourn at

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

Approved: _____ Date: _____

Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk