



TOWN OF JEROME

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

AGENDA

REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF JEROME 600 CLARK STREET 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, AUGUST 26, 2025, AT 6:00 PM

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

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Kristen Muenz, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A. Draft minutes from the regular meeting of 06.24.2025

3. NEW BUSINESS

A. Review of repairs and alterations to the exterior facade of the Liberty Theater, 110 Jerome Ave.

B. Change of color, roofing materials and removal of door to 515 Main street.

4. FUTURE DRB AGENDA ITEMS

5. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Kristen Muenz, Deputy Town Clerk

Persons with a disability may request reasonable accommodations such as a sign language interpreter by contacting Town Hall at (928) 634-7943. Requests should be made as early as possible to allow enough time to make arrangements.



TOWN OF JEROME

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

MINUTES

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

600 CLARK STREET
600 CLARK STREET, JEROME, ARIZONA

TUESDAY, JUNE 24, 2025, AT 6:00 PM

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

6:00PM (0:19) 1. CALL TO ORDER

Present were Chair Tyler Christensen and Board members Mark Krmpotich, Devon Kunde and Scott Staab. Staff present included Zoning Administrator William Blodgett and Accounting Clerk Michele Sharif.

6:00PM (0:31) 2. APPROVAL OF MINUTES

A. The Board will vote on approval of the Minutes from the regular meeting of 05-27-2025

Mr. Christensen introduced the minutes for approval. He asked if there were any comments, questions or changes needed.

Mr. Krmpotich remarked he had no questions and saw no issue with the minutes.

Mr. Christensen made the motion to approve the meeting minutes from May 27th Regular Meeting as presented.

Mr. Krmpotich seconded the motion.

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

Motion to approve meeting minutes from the regular meeting of 5/27/25 as presented.

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

6:01PM 3. NEW BUSINESS

6:01PM (1:09) A. The Board will discuss changing the regular meeting time.

Mr. Christensen introduced the item for consideration.

Mr. Blodgett shared the he was giving all of the boards the opportunity to discuss a time change to their meetings if they would like to.

Mr. Christensen said 6:00pm still works for him.

The general consensus from the other board members is to make no change to the starting time and keep it at 6:00p.m. as it is currently.

6:02PM (1:57) B. The Board will vote for Chair and Vice Chair

Mr. Christensen introduced the item.

Mr. Blodgett confirmed that he had served as chair for the last term and therefore could only serve one more term as Chair if appointed to that role.

Mr. Krmpotich made the motion to nominate Tyler Christensen for Chair.

Mr. Staab seconded the motion.

There were no other nominations for Chair.

Mr. Christensen called the question and was unanimously approved to serve as Chair.

Motion to appoint Tyler Christensen as Chair of the Design Review Board.

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

Ms. Kunde asked some clarifying questions about the role as Vice Chair.

Mr. Blodgett and Mr. Christensen outlined what the role of Vice Chair is.

Mr. Krmpotich made the motion to nominate Devon Kunde as Vice Chair.

Mr. Staab seconded the motion.

Mr. Christensen called the question and Ms. Kunde was unanimously approved to serve as Vice Chair of the Design Review Board for this term.

Motion to appoint Devon Kunde as Vice Chair of the Design Review Board.

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

6:05PM (5:20) C. New signage for 500 Main Street, Mockingbird.

Chair Christensen introduced the item.

Mr. Blodgett informed the board that this is an existing sign from an existing business. The sign will be moved from its old location on Main Street to its new location on a different building, across the street and up the block. It will be mounted using mounting hardware that was also previously approved, for previous business in that location.

Mr. Krmpotich made the motion to approve the signage for 500 Main Street.

Mr. Staab seconded the motion.

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

Motion to approve new signage for 500 Main Street.

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

6:09PM (9:21) 4. MEETING UPDATES

A. The Zoning Administrator will update the Board with recent meeting items.

Mr. Blodgett gave a brief update on agenda items from the June 10th Council meeting as well as the parking ordinance revision introduced at the June 17th Planning and Zoning Meeting.

6:10PM (10:12) 5. FUTURE DRB AGENDA ITEMS

A. The Zoning Administrator will update the Board as to items coming up for review, and current Historic Preservation news.

Mr. Blodgett shared that he believes there might be one sign on the agenda next month, possibly two. He shared that he has no update on SHPO, if they will continue to be funded or if the offices will close.

Mr. Christensen shared that he has additional work that he anticipates having on next month's agenda, and if that does happen at that time, he will recuse himself and Ms. Kunde will run that part of the meeting. He also shared that there is a possibility he may not make it to the next meeting because his spouse is pregnant and nearing the due date, which is very close to the date of the next meeting.

Board members expressed their congratulations.

6:15PM (14:00) 6. ADJOURNMENT

Chair Christensen introduced adjournment and made the motion to adjourn the meeting at 6:15p.m.

Mr. Krmpotich seconded the motion.

Mr. Christensen called the question, and the meeting adjourned at 6:15p.m.

Motion to adjourn at 6:15p.m.

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



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Design Review Board Tuesday, August 26, 2025

Item :

Location: 110 Jerome Avenue
Applicant/Owner: Altherr, Christopher
Zone: C-1
APN: 401-06-002
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend Approval

Background and Summary: The owners of the Liberty Theater building (110 Jerome Avenue) are taking action to repair the cracked stucco on the façade of the building, above the main entrance. Repairs include a proposed EPS foam pop-out following the repaired crack line. The details of the proposed work have been provided by the contractor along with a rendering of the finished product.

Building Background: The liberty Theater is listed as having been constructed in 1900. The Town of Jerome 2007 Historic Property Survey records this building as a contributor to the Town's National Historic Landmark Status, and is listed as being in fair condition. These records are provided for review at the end of this analysis.

Purpose and Considerations: The purpose of Design Review is to enable the Design Review Board to review the exterior design of proposed new buildings and structures, proposed alterations of buildings and structures, proposed signs and proposed demolition of structures, within the historic overlay district, in order to ensure that new development is compatible with the surrounding built environment, and to preserve and protect the historic character of the Town of Jerome, as recommended by the Secretary of the Interior's Standards. The Design Review Board serves as the Historic Preservation Commission for the Town of Jerome.

Response: The Town of Jerome Zoning Ordinance, Section 304, subsection B lists "Additions and exterior modifications" as requiring review by the Design Review Board. Much of the proposed project is repair work, but the addition of the EPS foam pop-out over the repaired crack is considered an exterior alteration and requires review and approval from the Design Review Board.

Response: The 2007 Historic Inventory (Provided by the JHS) shows that the entrance area, and façade of the building has already been altered from it's original, historic appearance. The date of this major alteration is undetermined at the time I am writing this, however the construction date provided by Yavapai County lists the building as constructed in 1918. This discrepancy may reflect a date of major renovation. Regardless, the façade as it is now is in need of serious repair for both the sake of the building, and the general public safety. The addition of the EPS foam treatment to help mask the repairs necessary to earlier work is not a significant enough of an alteration to threaten the historic nature of the building. The Town recommends approval on the basis of the increase to public safety and welfare.

Subject: Scope of Work – Liberty Theater, Jerome AZ

To: William — Planning Director

From: Legacy Plastering, LLC

Date: August 14, 2025

Liberty Theater – Historical Building Repair

Jerome, Arizona

Hello Chris, Per our recent discussion, Legacy Plastering is proposing the following repair and aesthetic enhancement for the Liberty Theater in Jerome, Arizona, which is currently showing a pronounced crack above the front entry.

Scope of Work

Objective

Install a 10–12" EPS foam popout over the existing radius crack above the front entrance, following the same architectural pattern to conceal the crack while preserving the building's historical integrity.

Proposed Work Steps

1. Site Preparation & Safety

- Stage the work area with safety railings and ladders.
- Protect sidewalks and surrounding pedestrian areas where we set up.

2. Installation

- Fabricate and install a 2" × 12" EPS foam popout (EIFS system).
- Embed fiberglass mesh in a high-quality base coat for durability and crack resistance.

3. Finishing

- Apply a synthetic colored stucco finish, custom tinted and textured to closely match the existing aged façade (c. 1929).
- Blend the finish to flow with the antique patina of the building.

Additional Notes

- Attached is an image of the proposed rounded popout detail above the main entrance.
 - All work will be executed with care to maintain the historical character of the structure.
- Please let us know if you have any questions or would like adjustments to this proposal. We appreciate the opportunity to support the preservation of this historic property.

Respectfully,
Legacy Plastering, LLC
Juan Jimenez



View of the Liberty Theater (110 Jerome) as the façade looks currently.



View of the Liberty Theater (110 Jerome) with the proposed repairs and the EPS foam popout in place.

JEROME
2007 Town of Jerome Arizona
HISTORIC PROPERTIES SUMMARY SURVEY

PROPERTY IDENTIFICATION

For properties identified through survey: Site No. 040 Survey Area Hulls Plat

Historic Name(s) Liberty Theater

(Enter the name(s). If any, that best reflects the property's historic importance.)

Address 110 Hull Ave

City or Town ☒ Jerome

☐ vicinity

County Yavapai

Tax Parcel No. 401-06-002

Township 16 Range 2E

Section 23

Quarters

Acreage

Block 1 Lot(s) 3

Plat (Addition)

Year of plat (addition)

UTM reference: Zone

Easting

Northing

USGS 7.5' quadrangle map:

ARCHITECT

☐ not determined ☐ known Source

BUILDER

☐ not determined ☐ known Source

CONSTRUCTION DATE 1900

☐ known ☐ estimated Source Sanborn Map, Co. Assessor

STRUCTURAL CONDITION

☐ Good (well maintained; no serious problems apparent)

☒ Fair (some problems apparent) Describe: Stress Cracks, Further close up evaluation is necessary

☐ Poor (major problems; imminent threat) Describe:

☐ Ruin/Uninhabitable

USES/FUNCTIONS

Describe how the property has been used over time, beginning with the original use.

Theater

Retail

Sources 83 survey, Co. Assessor,
Sanborn Maps

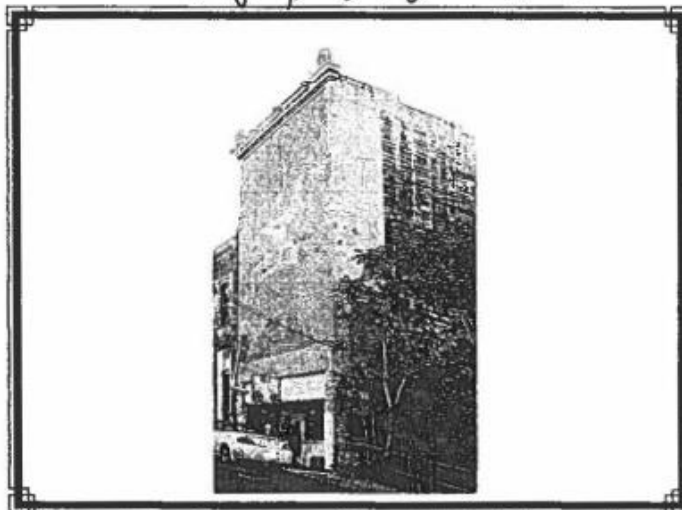
PHOTO INFORMATION

Date of photo 2007

View Direction (looking towards)


West

Negative No. 110 Hull Ave



*Per K: 109
 Vaseline
 Shantel
 2007
 Conditions
 Free Movers PM.
 No repairs PM.
 Legal - Non-adj.
 Use (Retail)*

*AS ✓
 2015*

	<p>2007 Town of Jerome Arizona</p> <p>HISTORIC PROPERTIES SUMMARY SURVEY</p>
---	---

A. HISTORIC EVENTS/TRENDS. *Describe any historic events/trends associated with the property.*

B. PERSONS. *List and describe persons with an important association with the building.*

C. ARCHITECTURE. Style Vernacular—Concrete

☐ no style

Stories 4 ☒ Basement Roof form Flat w/, Parapet

Describe other character-defining features of its massing, size, and scale Narrow 4 Story poured concrete structure. Stepped Parapet cap facing street with ornamentation storage vessels at corners. Building is very tall and narrow similar to a shotgun house turned sideways.

INTEGRITY

To be eligible for the National Register, a property must have integrity, i.e., it must be able to visually convey its importance. The outline below lists some important aspects of integrity. Fill in the blanks with as detailed a description of the property as possible.

LOCATION. ☒ Original Site ☐ Moved: date original site

DESIGN. *Describe alterations from the original design, including dates.* Theater ornamentation such as marquee, neon lighting missing. Original entry has been altered.

MATERIALS. *Describe the materials used in the following elements of the property.*

Walls (structure) Concrete Walls (sheathing) Concrete

Windows Wood, Alum. Describe window structure Storefront

Roof Built-up o/, wood framed timbers Foundation Concrete, masonry, wood

SETTING. *Describe the natural and/or built environment around the property.* This narrow Property slopes downward in both a northerly and easterly direction.

How has the environment changed since the property was constructed?

WORKMANSHIP. *Describe the distinctive elements, if any, of craftsmanship or method of construction.* Formed poured concrete.

NATIONAL REGISTER STATUS (if listed, check the appropriate box)

☐ Individually Listed; ☒ Contributor ☐ Noncontributor to
Date Listed ☐ Determined eligible by Keeper of National Register (date

Historic District

RECOMMENDATIONS ON NATIONAL REGISTER ELIGIBILITY (opinion of SHPO staff or survey consultant)

Property ☐ is ☐ is not eligible individually.
Property ☐ is ☐ is not eligible as a contributor to a listed or potential historic district.
☐ More information is needed to evaluate.
If not considered eligible, state reason:

FORM COMPLETED BY Gregory C. Hunt
Name and Affiliation: D.A.P.A. Studio
Mailing Address: P.O. Box 8 Cottonwood, AZ. 86326

Date: 2007
Phone #: 928-646-9205



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator's Analysis Design Review Board Tuesday, August 26, 2025

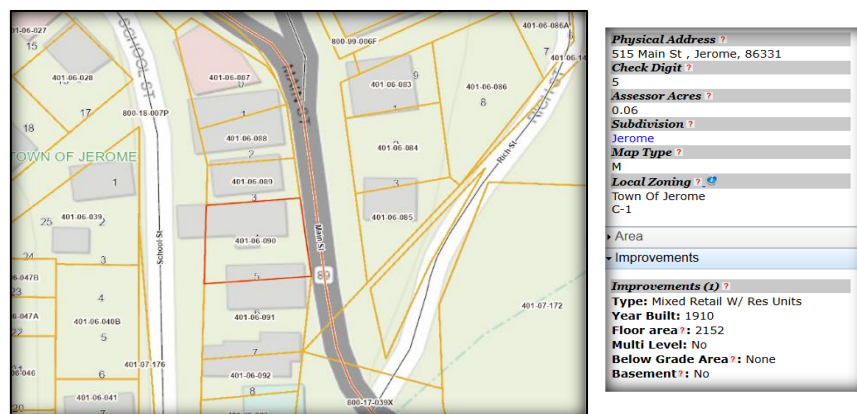
Item :

Location: 515 Main Street
Applicant/Owner: Eric Jurisin / Haunted Group LLC
Zone: C-1
APN: 401-07-102
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend Approval

Background and Summary: The applicant is seeking design review for a change of paint for the building at 515 Main, as well as removal of a historic door from the "Arizona Hotel" with a plan to provide a drinking water station in the void behind the door.

Building Background: The 2007 Historic Property Inventory records this structure as having been built circa 1910 and lists the property as a contributor to the Town of Jerome's Historic Landmark status. The building is listed as being in Good condition at the time of the survey. The records of this survey are provided in this document.

Purpose: The purpose of Design Review is to enable the Design Review Board to review the exterior design of proposed new buildings and structures, proposed alterations of buildings and structures, proposed signs, and proposed demolition of structures, within the Historic Overlay District, in order to ensure that new development is compatible with the surrounding environment, and to preserve and protect the historical character of the Town of Jerome. Design review is intended to enrich the lives of all the citizens of Jerome by promoting harmonious, attractive, and compatible development, and is therefore considered to be in furtherance of the general welfare. The provisions of this section (Section 304) shall apply to all new construction, exterior alterations, demolitions, and signs, in the Historic Overlay District.



The applicant is proposing to change the exterior color of the structure from the existing colors, to black with white trim, matching other building's already in town.

Response: Design review guidelines suggest that; *“Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.”* In this case the structure is NOT a historic building and instead I refer to section 304.H.f, “Materials texture and color” which states; *“The materials, texture, and color of the façade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.”*



BLACK – Exterior Trim



WHITE – Exterior Siding



View of 515 Main from the road, showing the “current” green & white paint scheme.



View of 515 Main from the road, showing the recent change to the proposed paint scheme.

The applicant is also proposing to replace the existing roof with new panels of sheet metal, with a change of color from unpainted metal to a black metal roof. A photographic example of this is found below.

Response: Sections 304.H.f “Materials, texture and color” state: *“The materials, texture, and color of the façade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.”* Section 304.H.1.g states that for new construction; *“The roof shape of a building shall be visually compatible with the buildings to which it is visually related.”* And section 304.H.2 states that for alterations and renovations; *“Original roof shape, design, and materials shall be preserved and retained where feasible. Where contemporary roofing material is used, it should be as near as possible to the appearance of the original roofing material.”* The roof-line, and shape has already been significantly altered in the history of the building, with the removal of the top floor (visible where the tan, flat roof exists today). A change of roof material will prolong the life of the building and reduce the fire risk of the structure via the roof.



The final proposed exterior modification under review, is the removal a door from the northwest corner of the building that provided access to what used to be the Arizona Hotel. The door retained the historic Arizona Hotel signage on it. The applicant wishes to install a water-refill station for public use in the void that remains behind the door. This is a minor modification which will not have a significant impact to the historic designation of the building, but it is worth noting that it does have local historical significance. If approved I recommend the applicant/owner display this item, or consider donating it to a local entity that is able to display it. This recommendation is not regulatory however, and serves to inform the owner of the item's significance.





View of the existing roof at 515 Main as seen from Main street, with the historic Arizona Hotel door removed, and the new paint scheme applied.

Application & Related information

JEROME
2007 Town of Jerome Arizona
HISTORIC PROPERTIES SUMMARY SURVEY

PROPERTY IDENTIFICATION

For properties identified through survey: Site No. **075** Survey Area **G.W. Hulls Plat**

Historic Name(s) **Jerome Market and Arizona Hotel**

(Enter the name(s). If any, that best reflects the property's historic importance.)

Address **515 S.R. 89A (Main Street)**

City or Town **Jerome** ☐ vicinity County **Yavapai** Tax Parcel No. **401-06-090**

Township **16** Range **2E** Section **23** Quarters _____ Acreage **0.05**
 Block **11** Lot(s) **4,5** Plat (Addition) _____ Year of plat (addition) _____
 UTM reference: Zone _____ Easting _____ Northing _____
 USGS 7.5' quadrangle map: _____

ARCHITECT

☐ not determined ☐ known Source

BUILDER

☐ not determined ☐ known Source

CONSTRUCTION DATE **Circa 1910**

☐ known ☐ estimated Source **Co. Assessor, Sanborn Map**

STRUCTURAL CONDITION

☒ Good (well maintained; no serious problems apparent)

☐ Fair (some problems apparent) Describe: _____

☐ Poor (major problems; imminent threat) Describe: _____

☐ Ruin/Uninhabitable

USES/FUNCTIONS

Describe how the property has been used over time, beginning with the original use.

Market /Hotel

Retail/ Hotel/ Residential

Sources **81 Survey, Co. Assessor**

PHOTO INFORMATION


Date of photo **2007**

View Direction (looking towards)

South

Negative No. **515 S.R. 89A (Main St)**



	<p>2007 Town of Jerome Arizona</p> <p>HISTORIC PROPERTIES SUMMARY SURVEY</p>
---	---

A. HISTORIC EVENTS/TRENDS. *Describe any historic events/trends associated with the property.*

B. PERSONS. *List and describe persons with an important association with the building.*

C. ARCHITECTURE. Style Vernacular 1st level, Eclectic Monterey 2nd level ☐ no style

Stories 2 ☐ Basement Roof form Flat no parapet / flat shed o/, porch

Describe other character-defining features of its massing, size, and scale This structure is a 2,152 SF. Rectangle. Covered porch at 2nd level has wood turned post and blasters favoring Monterey style, while the glass store front and transom windows at 1st level, favor the main street vernacular of Jerome.

INTEGRITY

To be eligible for the National Register, a property must have integrity, i.e., it must be able to visually convey its importance. The outline below lists some important aspects of integrity. Fill in the blanks with as detailed a description of the property as possible.

LOCATION. ☒ Original Site ☐ Moved: date original site

DESIGN. *Describe alterations from the original design, including dates.*

MATERIALS. *Describe the materials used in the following elements of the property.*

Walls (structure) Wood, Concrete

Walls (sheathing) Wood, Stucco

Windows Wood

Describe window structure Dbl Hung/ Fixed

Roof Built-up o/, Wood framing

Foundation Concrete, Wood, Masonry

SETTING. *Describe the natural and/or built environment around the property.* On the west side of the structure there are original miner stairs which ascend to School St. Structure is built into hill side.

How has the environment changed since the property was constructed?

WORKMANSHIP. *Describe the distinctive elements, if any, of craftsmanship or method of construction.*

NATIONAL REGISTER STATUS (if listed, check the appropriate box)

☐ Individually Listed; ☒ Contributor ☐ Noncontributor to

Historic District

Date Listed

☐ Determined eligible by Keeper of National Register (date

RECOMMENDATIONS ON NATIONAL REGISTER ELIGIBILITY (opinion of SHPO staff or survey consultant)

Property ☐ is ☐ is not eligible individually.

Property ☐ is ☐ is not eligible as a contributor to a listed or potential historic district.

☐ More information is needed to evaluate.

If not considered eligible, state reason:

FORM COMPLETED BY

Name and Affiliation:

Gregory C. Hunt

Mailing Address:

D.A.P.A. Studio

P.O. Box 8 Cottonwood, AZ. 86326

Date: Nov., Dec. 2007

Phone #: 928-646-9205