



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, 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.

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

3. NEW BUSINESS

- A. The Board will discuss changing the regular meeting time.
- B. The Board will vote for Chair and Vice Chair
- C. New signage for 500 Main Street, Mockingbird.

4. MEETING UPDATES

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

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.

6. 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.



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DRAFT MINUTES

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

600 CLARK STREET 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, MAY 27, 2025, AT 6:00 PM

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

6:00 (0:01) 1. CALL TO ORDER –

Present were Chair Tyler Christensen and Board Members Devon Kunde, Mark Krmpotich, and Scott Staab. Staff present included Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz.

6:00 (0:28) 2. APPROVAL OF MINUTES

A. Minutes of the Regular meeting of March 25th, 2025.

Chair Christensen asked if there were any comments, questions or concerns.

Board member Mark Krmpotich responded that he did not, and made motion to approve the minutes as presented.

Motion to approve the Minutes of the Regular Meeting of March 25th, 2025

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

6:01 (0:58) 3. NEW BUSINESS

A. The Jerome High School Art complex is proposing changes to improve access to unit B-108.

Zoning Administrator Will Blodgett introduced the item and gave a brief summary. He said we are looking at the openings on the façade of the building shown in the analysis. He said that in order to make the space more usable and add access to a studio, they are proposing to move one garage door to the right and add a pedestrian door. They will reuse the metal on the structure so as not to change the appearance and there are no changes other than the redesign of the door opening.

Mr. Christensen asked if the only opening currently is the garage door.

Mr. Blodgett confirmed this and said it was the only access right now.

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

Mr. Krmpotich said his only major question was, will the shifting of the doors not affect the structure of the building?

Mr. Blodgett replied, no.

The applicant was invited to speak. He introduced himself as Mike Lindner, representative of Verde Exploration, owner of the old Jerome High School. Mr. Lindner said yes, currently there is only one double garage door, and where it is situated is not ideal because of its proximity to the edge where the slope drops off. There is no pedestrian access to it which makes it a safety issue in case someone needs to get out. Mr. Lindner said we are proposing moving that garage door and adding a pedestrian door, so very minimal changes.

Mr. Krmpotich asked Mr. Lindner if he could say if it would affect the structure of the building.

Mr. Lindner replied that, no, it does not affect the structure.

Mr. Blodgett confirms that if there was any impact on the structure it would go before Planning & Zoning. He said this extension will not impact structurally on the rest of the building. He added that he had run it by the Building Inspector.

Mr. Krmpotich made a motion to approve the request for changes.

Motion to approve the changes to access of Unit B-108 at the Jerome High School Art Complex

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

KRMPOTICH	X		X			
STAAB		X	X			

6:04 (4:20) B. Lana Buckner at 300 Hull Avenue is requesting approval for new signage for Firebrick Studio.

Mr. Blodgett summarized item B, a new sign using the existing sign structure for Firebrick Studios. He said the size was below the maximum allowed and the applicant had brought the sign.

Applicant Marc Lucas approached the dais and held up the sign, which was carved but had not been painted yet. He stated that it was hand-carved, and applicant Lana Buckner added that it would be painted black and white.

Board member Devon Kunde commented that it looked good.

Mr. Christensen asked if the paint would be UV resistant.

Ms. Buckner replied that it would be an outdoor type of paint.

Mr. Krmpotich asked if there would be some sort of coating over it to make sure it would not fade in the sun.

Mr. Lucas answered yes, it would be an outdoor appropriate paint

Mr. Blodgett added information on the size and specifications of the sign.

Mr. Christensen asked for clarification on the color, and it was confirmed that the background would be white, and the lettering would be black. He made a motion to approve the sign as presented.

The board members thanked the applicants for bringing the sign to the meeting.

Motion to approve the new signage for Firebrick Studio at 300 Hull Avenue

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

6:06 (6:20) C. The 2nd tasting room for Cabal Cellars at 412 Main, is requesting to change the trim paint at this location.

Mr. Blodgett summarized item C, and said that Cabal Cellars applied for their second wine tasting room changing trim color to match their primary tasting room. The color scheme was approved for the first and they are asking for it to be approved again. He pointed out the color sample in Heirloom Purple.

Mr. Christensen asked if the image showed the Heirloom Purple color superimposed over the existing color-scheme.

Mr. Blodgett said yes.

Mr. Krmpotich clarified that it will just be the purple trim like it was on the lower building.

Mr. Blodgett replied that it was his understanding.

Mr. Krmpotich asked if it was including the window and door trim, where it is brown right now?

Mr. Christensen asked if everything that was the pinkish or red-brown color now would be changed?

Mr. Blodgett said yes, there are some sections above the door area that he was not sure about but, regardless, he did not see it having a significant impact overall.

Mr. Christensen said that he could see everything that is colored red brown now would be purple, and the rest of the façade is white including the stucco.

Mr. Blodgett repeated that even if the whole thing were to be purple, he did not feel it was problematic.

Ms. Kunde said that she agreed.

Mr. Christensen said, for specificity, it did say all of the trim. He said that if the applicant wanted to change the stucco, he would like him to clarify that, but other than that he did not have a problem.

Mr. Krmpotich stated that based on that, he did not have a problem recommending it for approval with an amendment to paint the trim around the façade of the building with heirloom purple.

Ms. Kunde pointed out that the 2nd picture states that everything that is red will be purple, so she felt it did not include the stucco.

Mr. Blodgett explained that it was his wording. He said he would clarify the details and apologized that he had not.

Ms. Kunde replied that it would look weird if only some of the trim was repainted and the rest was left.

Mr. Blodgett said that he felt that was the intention, but he would get clarification.

Mr. Krmpotich repeated his recommendation to approve the proposal for the trim around all the windows, doors, lights, and the area above the door in purple, while everything else is left the same color [meaning the white areas].

Ms. Kunde said that Mr. Blodgett's wording stated that everything that is now red will be purple.

Mr. Sharif, who was in the audience, suggested that they photoshop everything that will be purple next time to save time because we would know exactly what they are trying to turn purple.

It was also suggested that they could have written a better description.

Mr. Christensen stated for the record that more detail and images accompanying the wording is also ideal; not every applicant is like that, so that is why we ask for specifics.

Mr. Sharif added that he was trying to help the board, and Mr. Christensen thanked him for his suggestions.

Mr. Blodgett explained the blame was on himself for not seeking additional details. He had a conversation that he gleaned information from and now was second-guessing himself. He repeated that he would clarify the details with the applicant.

Mr. Christensen said that he did not believe it would need to come back before the board.

Ms. Muenz confirmed that, so long as what the applicant planned to do matched the board's recommendation, it did not. There was general agreement on that.

Mr. Krmpotich clarified that his recommendation was that everything shown in the photographs that was currently red would be painted Heirloom Purple.

Mr. Christensen agreed and seconded the motion.

Motion to approve the change in Trim Paint for Cabal Cellars at 412 Main Street with the recommendation that all areas that are currently red in color will be painted in Heirloom Purple

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

6:13 (12:57) 4. FUTURE DRB AGENDA ITEMS

The Zoning Administrator will update the Design Review Board with current and planned projects, and the latest Historic Preservation information.

Mr. Blodgett explained that it was an interesting time for Historical Preservation. There is a possibility that Arizona SHPO may run out of money as soon as July with gutting of funding at the National Level. He had no clue what that will do with the landscape, but would keep them updated.

Mr. Krmpotich said, based on that, he wanted to reiterate what he said in March, where we are with the guidelines. Has it been presented to the council?

Mr. Blodgett confirmed it had been presented to the council, and they want to go over some changes and edits. He has not had a chance to sit down with them. Once the council is able to provide edits and feedback, it will come back for final review.

Mr. Christensen directed staff to include the vote for a new Chair and Vice Chair on the next agenda.

5. ADJOURNMENT

Motion to adjourn at 6:16 P.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, June 24, 2025

Item :

Location: 500 Main Street
Applicant/Owner: Tamara Lee / Town of Jerome
Zone: C-1
APN: 401-06-079
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend Approval

Background and Summary: The applicant is seeking approval to mount a sign on an existing sign mount above 500 Main Street, at the Hotel Jerome. The sign has been in use at the applicant's previous location (509 Main street). The same signage is intended to be used on the existing mounting point.

Building Background: The 2007 historic property inventory records for the Hotel Jerome are included at the end of this analysis, but it is one of the Iconic Historic buildings in Jerome, and contributes significantly to the Historic Landmark designation.

Purpose and Considerations: The Design Review Board shall review a submitted application for Design Approval of Signs and shall have the power to approve, conditionally approve, or disapprove all such requests, basing it's decisions on the following criteria; Materials- signs made of durable, weather resistant materials such as acrylic, resin, steel, aluminum, or composite materials are preferred. Lettering- Lettering and symbols on signs should be routed, applied or painted on the surface of the sign material. Colors- Colors of a sign shall be visually compatible to the colors of buildings, structures, and signs to which the sign is visually related. Exceptions- The design review board may waive the requirements of this section and section 507 in order to allow the preservation or restoration of signs or commercial graphics which are determined to be of historical significance or of particular interest.

Signage Regulations: Section 509.G establishes the requirements for signage in the C-1 Commercial district and the I-1 Industrial zones. Subsection 2 states; *"The area of any single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.* Subsection 4 also states: *"The bottom part of any projecting sign shall be no lower than eight (8) feet above the ground directly below it."*

Response: The new signage is a double-sided 26" x 36" oval, constructed of ½ MDO wood. The mounting point, with chains is well over the 8ft from sidewalk as required by the ordinance. I recommend approval.



View of the existing mounting point above 500 Main. View facing West.



View of the existing mounting point above 500 Main. View facing Southeast.



View of the Sign currently in use, to be transferred to the new location at 500 Main.

Application & Related Information



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

File #:

Town Use

General Land Use Application – Check all that apply

- ☐ Site Plan Review \$300 ☐ Design Review \$25 to \$500 ☐ Conditional Use Permit (CUP) \$500
☐ Demolition \$50/\$200 ☒ Signage/Awning \$50 ☐ Paint/Roofing \$25
☐ Time Extension \$25 to \$200 ☐ Other: _____ ☐ Other: _____

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>Mockingbird / Tamara Lee</u>	Owner: <u>Town of Jerome</u>
Applicant mailing address: <u>P.O. Box 763 Jerome, AZ</u>	Property owner mailing address: _____
Applicant role/title: <u>owner</u>	_____
Applicant phone: <u>480-302-0215</u>	Owner phone: _____
Applicant email: <u>tamara.penn@gmail.com</u>	Owner email: _____
Project address: <u>500 Main St.</u>	Parcel number: _____
Describe project: <u>Move Mockingbird sign from existing location (509 main St.) to new location (500 Main St.)</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Tamara Lee Date: 6-5-25

Property Owner Signature: _____ Date: _____

For Town Use Only	
Received from: <u>Tamara Lee</u>	Date: <u>6/5/25</u>
Received the sum of \$ <u>55</u> as: <input checked="" type="checkbox"/> Check No. <u>1017</u> <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: <u>T. Card</u>	For: <u>D&R</u>
Tentative Meeting Date/s - DRB: _____	P&Z: _____



Sign or Awning Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☒ General Land Use Application Form
- ☒ Written narrative describing the details of the proposed sign/s or awning
- ☐ Site plan showing property lines, buildings, and all existing and proposed sign locations
- ☐ Scale drawing of proposed sign or awning including length, width, depth of sign and letter size
- ☒ Square footage summary of all existing and proposed signs 26" x 36" oval
- ☒ Elevations showing the location of the sign/s or awning on the building above 8' from side-walk
- ☒ Identification of any signs to be removed - Ghost Pepper sign has been removed by Town Crew
- ☒ Photographs showing all sides of existing structures
- ☐ Photographs showing adjoining properties, buildings, and structures
- ☒ Material and color samples (may be brought to meeting)
- ☒ Method of attachment of sign/s or awning to building
- ☒ Method of lighting (if applicable) N/A
- ☐ Additional information requested by zoning administrator
- ☐ _____
- ☐ _____
- ☐ _____

wood,
1/2" mdo
(medium
density
overlay)

26" x 36" oval
2 sided

attached w/
chains to
existing
bracket

ARIZONA STATE HISTORIC PROPERTY INVENTORY

HISTORIC PROPERTY NAME Hotel Jerome		COUNTY Yavapai	INVENTORY NO. 70
COMMON PROPERTY NAME Hotel Jerome		QUAD/COUNTY MAP sec 23 TWSP 16 Range 2E	
PROPERTY LOCATION-STREET & NO. Hull Ave at Main St			
CITY, TOWN/VICINITY OF Jerome Az		ASSESSOR'S PARCEL NO. 401-26-79	
OWNER OF PROPERTY TOWN OF JEROME		PHONE	
STREET & NO./P.O. BOX Box 335			
CITY, TOWN Jerome	STATE AZ	ZIP 86331	
FORM PREPARED BY TOWN OF JEROME		DATE 9-81	
STREET & NO./P.O. BOX Box 335		PHONE 634-7943	
CITY, TOWN Jerome	STATE AZ	ZIP 86331	
PHOTO BY Noel Knapp		DATE 8-81	
VIEW facade Hull Ave			
HISTORIC USE hotel			
PRESENT USE office/shop/art studios		ACREAGE	
ARCHITECT/BUILDER Rudolf Rothermel/ Harry Parker			
CONSTRUCTION/MODIFICATION DATES 1917 <i>prev to 1917</i> <i>from building report</i>			
PHYSICAL DESCRIPTION <i>interview</i> The Hotel Jerome, its sleeping rooms now vacant, has a four story street elevation with two lower floors on the opposite elevation. The plan is "U" shape, with an indentation on the west elevation for window openings; there are no other openings on this side. Concrete construction was used, with minimal decoration, a stucco veneer being used only on the street side. The first floor has two pairs of double doors, each set of doors with large display windows on either side, forming six equal bays. In each bay and above the doors and display windows, is the familiar transom window, with translucent glass lites in leaded cames. The seven columns dividing the six bays support concrete trim indicating a horizontal beam. A flat roof behind a parapet covers the building.			



STATEMENT OF SIGNIFICANCE/HISTORY

4 stories on Hull Ave with 2 lower floors. 60 sleeping rooms, lobby, dining room, laundry, and Barber Shop. Closed late 30-s- then re-opened during WWII for miners during copper rush.

SOURCES OF ABOVE INFORMATION/BIBLIOGRAPHY

THEY CAME TO JEROME Herb Young

Paseo das Casas pamphlet 1980

Yav Co Assessor

GEOGRAPHICAL DATA/LEGAL DESCRIPTION/VERBAL BOUNDARY DESCRIPTION

401-06-79 Lots 23, 24 Blk 9

GENERAL COMMENTS/FUTURE PLANS FOR PROPERTY

K-4 8, 8A facade Hull Ave

9, 9A 3/4 view

10,10A 3/4 view

30,30A interior

31, 31A

K-5 29A } roof

30A }

3 2A }

K-6 14, 14A roof

15-15A 3/4 rear and side

17-17A side