



# 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, MARCH 24, 2026, 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 of the regular meeting of 01/27/2026

#### 3. PROCLAMATIONS

#### 4. NEW BUSINESS

**A.** New exterior signage for the Newstate Motor Building (110, 112, 116 Main Street)

**B.** The Board will hold elections for a new Chair and Vice-Chair.

#### 5. FUTURE DRB AGENDA ITEMS

**A.** Updates from the Zoning Administrator on upcoming items.

#### 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.*



# TOWN OF JEROME

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

---

**DRAFT MINUTES**  
**REGULAR MEETING OF THE DESIGN REVIEW BOARD OF**  
**THE TOWN OF JEROME**  
**600 CLARK STREET**  
**600 CLARK STREET, JEROME, ARIZONA**  
**TUESDAY, JANUARY 27, 2026, AT 6:00 PM**

---

**(0:18) 1. CALL TO ORDER 6:00 P.M.**

*Present were Chair Tyler Christensen, Vice Chair Devon Kunde, and Board members Mark Krmpotich and Scott Staab.  
Staff present included Zoning Administrator Will Blodgett.*

**6:00 (0:46) 2. PETITIONS FROM THE PUBLIC**

*There were no petitions from the public.*

**6:00 (0:50) 3. APPROVAL OF MINUTES**

**A. Minutes of the regular meeting of 12.16.25**

*Chair Christensen asked if there were any questions or edits to the minutes. Hearing none, Chair Christensen moved to approve the minutes of December 16<sup>th</sup>, which was seconded by Board Member Krmpotich. The motion was approved unanimously.*

**Motion to approve Meeting Minutes from December 16, 2025, Regular Design Review Board Meeting**

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

**6:01 4. NEW BUSINESS**

**6:01 (1:22) A. New signage for a business at 509 Main Street.**

*Mr. Blodgett introduced the item and stated that the applicant, Mr. Levi Parker, was present and was opening a new business in the former location of Mockingbird at 509 Main Street called Ghost City Christian Apparel. He then described the proposed signage, a hanging sign of just over 8 sq. feet, which fell within regulations, and some wall signage above the windows. The wall signage was split into two parts and could be interpreted as two signs, or one sign split in the middle by the projecting sign. There were also window stickers, but Mr. Blodgett explained those were service stickers, so he did not wish to include those as advertisement signage. He then read a section of the Zoning Ordinance that stated there should be no more than two permanent signs, and this is why we needed to decide if the split sign can be interpreted as one sign.*

*Board member Mark Krmpotich asked if the total was within the maximum 32 square feet, and Mr. Blodgett confirmed that it was.*

*Vice Chair Devon Kunde said that it appeared on page 4 of the application that there was a flag.*

Mr. Blodgett said that they did have a flag, but it wasn't an advertisement, it was decoration or a personal expression.

Vice Chair Kunde asked if it would remain there and Mr. Blodgett said it would, and the applicant had raised the flag to an appropriate height as requested.

Chair Christensen asked if there were any images or text on the flag and the applicant replied it said, 'Jesus in Jerome.'

Mr. Blodgett repeated that it was not the name of the business, it was not an advertisement and was protected under the First Amendment. He also explained that a flag could be considered a temporary addition because it can be taken down.

There was continued discussion as to how to treat the split sign and it was agreed that it could be considered a single, split sign.

Board member Krmptich moved to approve the new signage, and Vice Chair Kunde seconded the motion. It was approved unanimously.

**Motion to approve new signage at 509 Main Street**

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

**6:10 (10:34) B. The Jerome Historical Society is requesting approval for a new Awning at 110 Main st.**

Chair Christensen introduced item 4B, a new awning at 110 Main Street.

Mr. Blodgett explained that this was for the Historical Society's New State building, and representative Scott Hudson was present. Mr. Blodgett provided copies of the graphics to the board members and said the awning would be over the lower entrance and would increase weather protection in that area. The design carries on the elements that the Historical Society already has in place, the deep green color and the Historical Society logo in white, and it will cover the footprint of the lower landing.

Chair Christensen asked if it would be a permanent awning or would roll back.

Mr. Hudson replied that it would be permanent, and the green color would be the same as at Spook Hall. Board member Krmptich asked if it would be made of canvas and Mr. Hudson confirmed this.

Vice Chair Kunde said that it appeared there would be posts at the end of the landing to secure it.

Mr. Blodgett explained that it appeared to be designed as additional support for the awning to prevent wear-and-tear. He felt it was a good project and did not see it as detrimental to the historic building.

Chair Christensen asked about the light that had been above the door and the applicant explained that they would be seeking future approval for a new light in that area.

Board member Krmptich moved to approve the awning, which was seconded by Vice Chair Kunde. The item passed unanimously.

**Motion to approve the Jerome Historical Society's request for a new awning at 110 Main Street**

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

**6:17 (17:10) 5. FUTURE DRB AGENDA ITEMS**

The ZA will update the board on future meetings.

Mr. Blodgett briefly explained that there were several projects on his desk, waiting for completion. He was also seeking opportunities for board training. Mr. Blodgett explained his current work on creating a

survey of rockeries in town and determining processes and standards for engineering and repairs. He said we are also in the process of wrapping up a submittal for one grant for the Hotel Jerome, and soon he would be working on a submittal for a grant to purchase lidar equipment.

**6. ADJOURNMENT**

Chair Christensen moved to adjourn the meeting at 6:21 p.m.  
 Board member Krmpotich seconded the motion, and it was approved unanimously.

**Motion to adjourn at 6:21 P.M.**

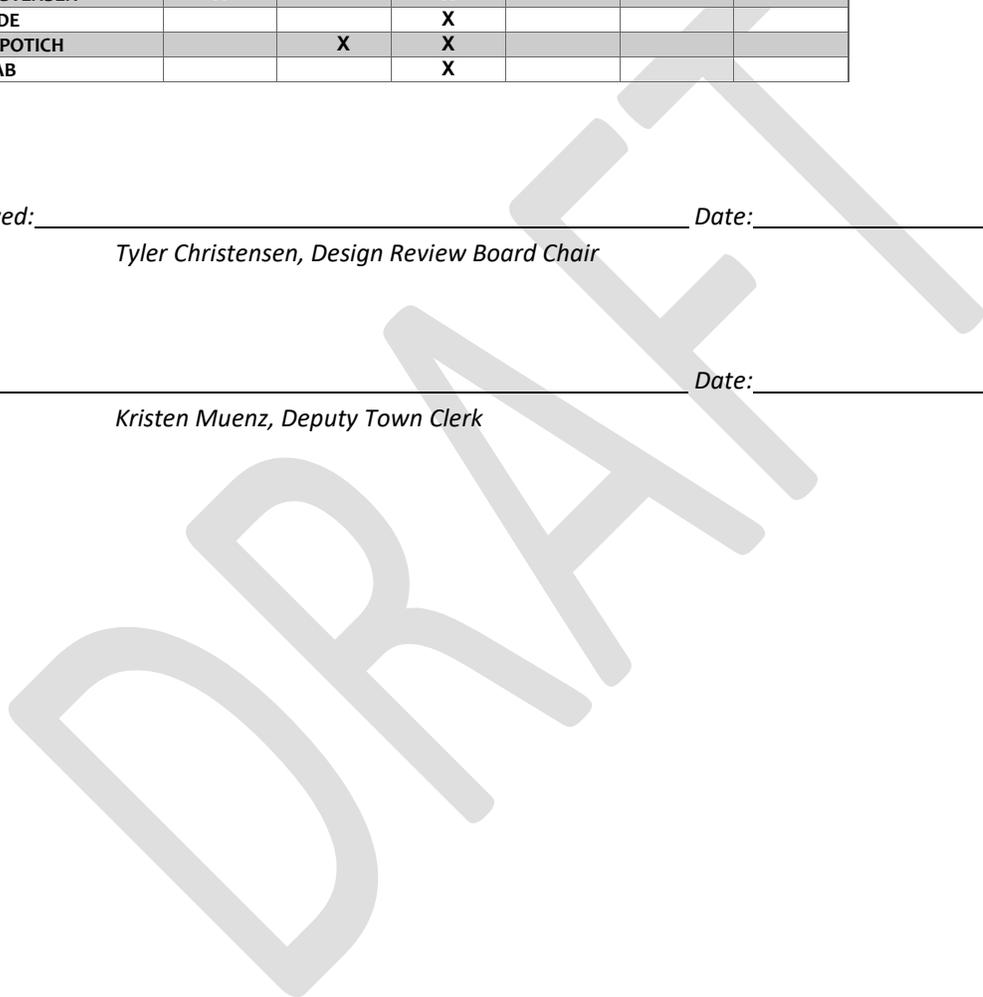
BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN	X		X			
KUNDE			X			
KRMPOTICH		X	X			
STAAB			X			

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, March 24, 2026

**Item :**

**Location:** 110 Main Street “The New state Motor Building”  
**Applicant/Owner:** Scott Hudson (Jerome Historical Society)  
**Zone:** C-1  
**APN:** 401-06-008  
**Prepared by:** Will Blodgett, Zoning Administrator  
**Recommendation:** Recommend discussion / approval

**Background and Summary:** The applicant (Scott Hudson, for the JHS) is proposing to install a 14” x 48” illuminated “open” sign for the Museum and Shops located in the middle floor of the New State Motor Building.

**Building Background:** 110 Main Street is recorded in the 2007 Arizona Historic Building Inventory as having been constructed in 1917. The records for this building are provided at the end of this analysis.

**Purpose and Considerations:** Section 509 of the TOJ Zoning Ordinance states its purpose to; *“provide a set of standards for the design and construction of signs within the Town of Jerome. The purpose of this section is to encourage the preservation of historic buildings and artifacts, to protect the general public from damage and injury, to protect property values, to preserve the beauty and unique character of Jerome, to aid in the free flow of traffic within the town, and to promote the tourist industry which is important to the economy of Jerome, and the Historic Overlay District”*

**Regulations:**

Section 304.b states:

**B. PROJECTS REQUIRING REVIEW BY THE DESIGN REVIEW BOARD**

1. Awnings and permanents signs
2. Additions and exterior modifications
3. Decks
4. Demolitions of existing structures
5. Fences and walls
6. New structures
7. Paint, stain, and similar coatings
8. Sheds and accessory structures
9. Projects not specifically listed as exempt or requiring Zoning Administrator review [Ord. No. 470]

Section 509.G.11, under “Regulations applicable to signs in Commercial and Industrial Zones” states that; *“Directional signs are permitted in addition to normal sign allowances. No more than two (2) directional signs are allowed with a maximum total area of eight ( 8 ) square feet. Directional signs do not require a permit.”*

**Response:** The Signage proposed by the Jerome Historical Society is being considered as direction signage. The definition of Service signage limits it's application to this project but could potentially be considered as such. For the purposes here the signage is being considered as directional. The intention is to direct tourists to the middle-floor of the building which houses multiple businesses. The design of the sign conforms to all Town codes and regulations for size, content and interior illumination. I recommend discussion and approval of this project. Note that this is one of multiple upgrades that will be occurring and is the only one that requires Design Review.



**MUSEUM & SHOPS**

**OPEN**

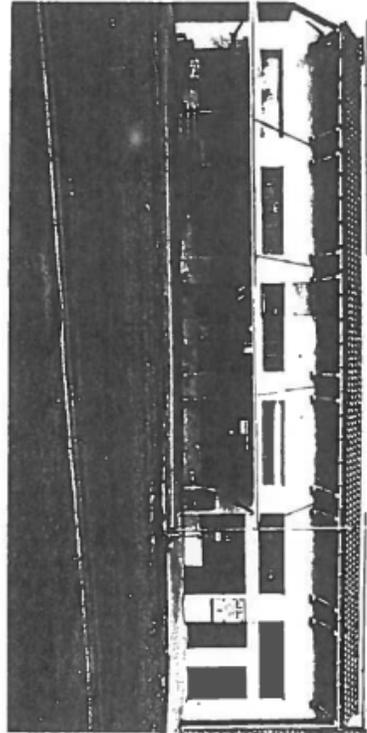
**14" X 48"**

14" X 48" SINGLE SIDED  
ILLUMINATED SIGN  
HAVING UPPER AND LOWER  
LEVEL ON/OFF SETTINGS

# Application & Related Information

## ARIZONA STATE HISTORIC PROPERTY INVENTORY

HISTORIC PROPERTY NAME New State Motor Company		COUNTY Yavapai	INVENTORY NO. 36
COMMON PROPERTY NAME Verde Valley Art Gallery/Post Office		QUAD/COUNTY MAP 23 16 25	
PROPERTY LOCATION-STREET & NO. last bldg. north side of upper main			
CITY, TOWN/VICINITY OF Jerome, AZ.		ASSESSOR'S PARCEL NO 401 06 008	
OWNER OF PROPERTY Jerome Historical Society		PHONE	
STREET & NO./P.O. BOX P.O. Box 156			
CITY, TOWN Jerome		STATE Arizona	ZIP 86331
FORM PREPARED BY Town of Jerome		DATE 9-10-81	
STREET & NO./P.O. BOX P.O. Box 335		PHONE 634-7943	
CITY, TOWN Jerome		STATE Arizona	ZIP 86331
PHOTO BY Noel Knapp		DATE 8-22-81	
VIEW Facade			
HISTORIC USE Car show room and garage			
PRESENT USE art gallery/post office		ACREAGE	
ARCHITECT/BUILDER Matt Shed / Phil Pecharich			
CONSTRUCTION/MODIFICATION DATES 1917			



## PHYSICAL DESCRIPTION

This three story concrete structure has a rectangular plan with flat roof and parapet walls. A decorative mission clay tile roof is supported on scrol sawn wood struts at the top of the front wall, with a lower metal frame porch roof just above dooe head height supported by steel tension bars. The front(west) wall has a stucco veneer with wood framed doors and windows. In the rear (east) steel frame windows with awning vents were used on each level. The parapet walls on the north and west sides have raised center sections reminiscent of the territorial style. The front parapet is capped providing a shadow line on the front face.

by' frontage x 50' depth: 4000

## STATEMENT OF SIGNIFICANCE/HISTORY

Originally was New State Motor Company with a car show room upstairs and garage downstairs. Had elevator inside to lower cars downstairs.

## SOURCES OF ABOVE INFORMATION/BIBLIOGRAPHY

Interview with Phil Pecharich (nephew), born 1911 in Jerome.  
They came to Jerome - Herb Young  
Yavapai County Assessor

## GEOGRAPHICAL DATA/LEGAL DESCRIPTION/VERBAL BOUNDARY DESCRIPTION

401 06 008 Lots 6,7,8 Block 1

## GENERAL COMMENTS/FUTURE PLANS FOR PROPERTY

Photo K-5 frames 2A, 3A, 4A  
K-14 frames 3A rear of building