

Minutes
Design Review Board
GOTO MEETING
July 8, 2020, at 5:30 PM
City of Bisbee, 915 S. Tovreaville Road,
Bisbee, Arizona 85603

The Meeting Called to Order by FRANK DAVIS at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer			X
Stephan Green			X
Yvette Ponte	X		
Frank Davis, Chair	X		
VACANT			
Ben Lepley, Vice Chair	X		
Shawn DeCraemer	X		
Leslie Johns, City Council Liaison	X		

Staff: James Ledbetter, City Attorney, Theresa Coleman/DRB Staff Liaison

Design Review Board

Wed, Jul 8, 2020 5:30 PM - 6:30 PM (MST)

Please join my meeting from your computer, tablet or smartphone.

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Access Code: 353-742-309

The staff would like to inform all applicants

- 1. That all applications on this DRB agenda will require a building permit or a sign permit.**
- 2. That Design Review Board approval does not necessarily reflect the views and policies of the State Historic Preservation Office, which controls decisions impacting tax status of designated contributing historic properties. Please review SHPO's polices. If necessary, contact them directly before making any exterior changes to your property.**

The intent of the Design Review process as applied within the Bisbee Historic District is to:

- A. Improve and encourage uses leading to the conservation and/or rehabilitation of buildings, structures, sites, objects and spaces within the Historic District, while allowing for a vibrant, creative and livable community.**
- B. Encourage harmonious growth and orderly development.**
- C. Assure that future setting, design and construction will correspond to and enhance the visual characteristics of the district.**
- D. Prevent construction, alteration or remodeling from occurring in a manner that would be detrimental to the historical or visual characteristics of the district.**

CALL TO THE PUBLIC: NONE

OLD BUSINESS

Agenda Item 1.

March 4, 2020 Meeting:

Ms. Elsa Torres, Home Depot (the installer) spoke regarding this application to the Board and answered questions regarding the property address (Street/Avenue) and windows.

MOTION: Mr. DeCraemer moved to table application 20-19 until the next meeting.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Application 20-19 Bisbee Residential Historic District, Contributing Property #115 located at 104 B Taylor Avenue, Applicant Philip Garrubba

This application is seeking **retro-active approval** for two (2) bedroom windows that needed to be replaced. They are the same style of windows as the old ones.

Mr. Garrubba was unaware that the replacement of windows needed to go before the Board and apologizes to the Board for this misstep. Going forward he understands that all exterior, windows, and roof etc. needs to go before the Board.

The Property Owner has asked that they be called during the meeting regarding this application they have already winterized their home and are not in town.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features.

The representative spoke regarding this application to the Board and answered questions regarding.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-19 as is.

SECOND: Mr. Davis

MOTION PASSED: UNANIMOUSLY

NEW BUSINESS

Agenda Item 2.

Application 20-48 Bisbee Residential Historic District, Non-Contributing Property #718 (was 941 B W/ Blvd) Integrity located at 941 Pueblo Court, Applicant Sergio Enriquez.

This application is seeking approval to remove shingle and put ribbed metal roof and raise the wall 2ft.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features.

Mr. Enriquez spoke regarding his application to the Board and answered questions regarding.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-48 with the condition that the metal roof corrugated is continued through.

SECOND: Ms. Ponte

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application 20-54 Bisbee Residential Historic District, Contributing Property #20 located at 27 Main Street, Applicant Sloane Bouchever/ Representative Johnny Rabey.

This application is seeking approval to change lower front tile area to match Board & Batten across the street. Solid long lasting material to be used for longevity. Please note: Construction of Board & Batten to be removable panels so that tile is not harmed and can be used in the future.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features.

Mr. Bouchever spoke regarding his application to the Board and answered questions regarding.

MOTION: Mr. Davis moved to approve DRB Application 20-54 as submitted.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application 20-56 Bisbee Residential Historic District, Contributing Property #Bi-26 located at 38 Main Street, Applicant Claire Harlin / Owner Joan Werner.

This application is seeking approval for indoor signage to identify business, you can see through the window it will be in the same size and spot as previous occupant.

Pursuant to Bisbee Zoning Code Article 7.5, the property owner is requested to obtain approval from the DRB prior to obtaining a sign permit for installation of commercial signage.

Ms. Harlin spoke regarding her application to the Board and answered questions regarding.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-56 as is.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Discussion regarding the Green Wind Screens at St. Patrick's Church.

- **February 5, 2020: The Board discussed this item and requested the removal of the Green Wind Screens at St. Patrick's Church.**
- **June 3, 2020: The Board asked that this be brought back to the Board for discussion.**

The Board discussed the Green Wind Screens at St. Patrick's Church.

- **Ms. Coleman discussed the attorney's opinion.**
- **Mr. Lepley: spoke regarding the fence code and that this block's the view and the height was over the requirements for the historic structure.**

Ms. Coleman will forward the meeting video to the City Attorney for review.

Agenda Item 6.

Approval of the Minutes of the June 3, 2020 Meeting.

MOTION: Mr. Davis moved to approve the minutes of the June 3, 2020 meeting.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 7.

Discussion and Possible Approval to Adopt the Updated Design Review Board Guidelines.

This item will be tabled until the next meeting or until a full board is present.

The Board discussed some of the items that need to be addressed regarding the updated guidelines.

Staff Comments

FUTURE AGENDA ITEM SUGGESTIONS (Board members may suggest topics for future meeting agendas, but Board will not here discuss, deliberate or take any action on these topics.)

- **Mr. DeCraemer would like to discuss public buildings that go vacant so that they don't go into a state of decay. Ms. Coleman will reach out to Dan Coxworth about attending a future meeting.**

Adjournment: 6:21PM

MOTION: Mr. Davis moved to adjourn

SECOND: Ms. Ponte

MOTION PASSED: UNANIMOUSLY