

**Minutes**  
**Design Review Board**  
**January 11, 2023, at 5:30 PM**  
**City of Bisbee Council Chambers**  
**915 S. Tovreaville Rd. Bisbee, AZ**

The Meeting Called to Order by *LORI GUNNELL* at 5:30 PM

**Roll Call-Board Members**

<b>Design Review Board</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Ed Briggs	---	---	<b>X</b>
Peter Gaffer	<b>X</b>		
Stephan Green	<b>X</b>		
Lori Gunnell, Chair	<b>X</b>		
Ben Lepley	<b>X</b>		
Scot Perfect, Vice Chair	<b>X</b>		
Theodore Schriever	<b>X</b>		
Frank Davis, Council Liaison to the Board	<b>X</b>		
Nina Williams, Deputy City Clerk	<b>X</b>		
Joe Ward, Bldg. Inspector/Code Enforce.	<b>X</b>		

**CALL TO THE PUBLIC: NONE**

**OLD BUSINESS**

**Agenda Item 1.**

**Application #:** 22-83

**Address:** 108 Tombstone Canyon

**Contributing / Non-Contributing:** (C) Bi-18 Commercial

**Property Owner / Representative** Patricia Lecy

**Description of Work to be done:** Solar Installation (300ft. Notification was sent out on November 4, 2022) One (1) Public Comment in support.

**PUBLIC HEARING:**

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:**

*Ms. Gunnell declared the Public Hearing Open*

*No Additional Public Comments*

**DECLARE THE PUBLIC HEARING CLOSED:**

*Ms. Gunnell declared the Public Hearing Closed*

**BOARD DISCUSSION**

**BOARD WILL TAKE A MOTION AND VOTE**

**MOTION:** *Mr. Gaffer moved to approve application 22-83 with the provision that the panels are placed inconspicuously in rear of the house and revised plans are submitted to the Building Inspector prior to installation.*

**SECOND:** *Mr. Perfect*

**MOTION PASSED: 5/1 (Lepley)**

**Agenda Item 2.**

**Application #:** 22-84

**Address:** 21 Temby Avenue

**Contributing / Non-Contributing:** (C) #132 Residential

**Property Owner / Representative:** Owner Mary Fairbanks

**Description of Work to be done:** Solar Installation (was given a Stop Work order 9/13/2022) 300ft. Notification was sent out on November 13, 2022- Received one (1) public comment in opposition and four (4) in support.

**PUBLIC HEARING:**

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:**

*Ms. Gunnell declared the Public Hearing Open  
No Additional Public Comments*

**DECLARE THE PUBLIC HEARING CLOSED:**

*Ms. Gunnell declared the Public Hearing Closed*

**BOARD DISCUSSION**

**BOARD WILL TAKE A MOTION AND VOTE**

**MOTION:** *Ms. Gunnell moved to retroactively approve application 22-84.*

**SECOND:** *Mr. Gaffer*

**MOTION PASSED: 5/1 (Lepley)**

**Agenda Item 3.**

**Application #:** 22-87

**Address:** 148 Key Avenue

**Contributing / Non-Contributing:** (C) #690 Residential

**Property Owner / Representative:** Owner Milena Sefferovich / John Sefferovich

**Description of Work to be done:** Demolition the existing roof. Rebuild at +36” to provide for habitable space on 2<sup>nd</sup> floor, there will be no change to existing materials / 300ft. Notification was sent out on November 14, 2022, and no public comments were received.

**PUBLIC HEARING:**

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:**

*Ms. Gunnell declared the Public Hearing Open  
No Additional Public Comments*

**DECLARE THE PUBLIC HEARING CLOSED:**

*Ms. Gunnell declared the Public Hearing Closed*

**BOARD DISCUSSION**

**BOARD WILL TAKE A MOTION AND VOTE**

**MOTION:** *Mr. Gaffer moved to approve application 22-87 as is with the condition a demolition permit is done and submitted to Mr. Ward, Building Inspector.*

**SECOND:** *Mr. Schriever*

**MOTION PASSED: 4/2 (Gunnell / Lepley)**

**NEW BUSINESS**

**Agenda Item 4.**

**Application #:** 22-73

**Address:** 161 Quality Hill Rd. (Historic Registry as Cross)

**Contributing / Non-Contributing:** (NC) #673

**Property Owner / Representative:** Owner Julie A. Goldstrom

**Description of Work to be done:** Seeking Retro-Active approval for the demolition of the carport and the New construction of the Carport to be in the exact site, with same simple design and matching building materials.

Stop Work order was issued to the property owner and all workers.

300Ft. Notification was sent out on December 5, 2022

Public Comment: One (1) in support

One (1) in opposition

**PUBLIC HEARING:**

**CALL FOR THE APPLICAITON:**

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

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:**

*Ms. Gunnell declared the Public Hearing Open*

*No Additional Public Comments*

**DECLARE THE PUBLIC HEARING CLOSED:**

*Ms. Gunnell declared the Public Hearing Closed*

**BOARD DISCUSSION**

**BOARD WILL TAKE A MOTION AND VOTE**

**MOTION:** *Mr. Gaffer moved to approve application 22-73 as submitted.*

**SECOND:** *Mr. Green*

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 5.**

**Application #:**22-93

**Address:** 543E Adams Avenue (Historic Registry as Tombstone Canyon)

**Contributing / Non-Contributing:** (C) #321

**Property Owner / Representative:** Owner Terry and Marilyn Baird

**Description of Work to be done:** Construct 36' high picket fence at top of retaining wall from east wall of house eastward to end of retaining wall.

**CALL FOR THE APPLICATION:**

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

**PUBLIC COMMENT:** *There were no public comments.*

**STAFF COMMENTS:** *Mr. Ward spoke regarding this application.*

**BOARD DISCUSSION**

**MOTION:** *Mr. Lepley moved to approve application 22-93 as submitted.*

**SECOND:** *Mr. Schriever*

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 6.**

**Application #:**22-95

**Address:** 39 Howell Avenue

**Contributing / Non-Contributing:** (C) Bi-134

**Property Owner / Representative:** Owner Pinnacle Real Estate Four LLC – Carrick Sears

**Description of Work to be done:** Outdoor lighting.

**CALL FOR THE APPLICATION:**

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

**PUBLIC COMMENT:** *There were no public comments.*

**STAFF COMMENTS:** *Mr. Ward spoke regarding this application.*

**BOARD DISCUSSION**

**MOTION:** *Mr. Schriever moved to approve application 22-95 as submitted.*

**SECOND:** *Mr. Green*

**MOTION PASSED: 4/2 (Gunnell / Lepley)**

**[Agenda Item 7.](#)**

**Application #:**22-96

**Address:** Main Street Parking Lot

**Contributing / Non-Contributing:** N/A

**Property Owner / Representative:** Dale Turner

**Description of Work to be done:** Place a prefabricated “Miners Shack” in the parking lot.

300Ft. Notification was sent out on December 23, 2022

No public comments were received at the time of this agenda.

**[PUBLIC HEARING:](#)**

**CALL FOR THE APPLICAITON:**

*Mr. Turner spoke regarding her application to the Board and answered questions.*

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:**

*Ms. Gunnell declared the Public Hearing Open*

*No Additional Public Comments*

**DECLARE THE PUBLIC HEARING CLOSED:**

*Ms. Gunnell declared the Public Hearing Closed*

**STAFF COMMENTS:** *Mr. Ward spoke regarding this application.*

**BOARD DISCUSSION**

**BOARD WILL TAKE A MOTION AND VOTE**

**MOTION:** *Mr. Lepley moved to approve application 22-96 with the following provisions use vertical board -n- batten, corrugated metal roofing and no diagonal on posts.*

**SECOND:** *Ms. Gunnell*

**MOTION PASSED: UNANIMOUSLY**

**[Agenda Item 8.](#)**

Approval of the December 7, 2022, Design Review Board Meeting Minutes.

**MOTION:** *Mr. Gaffer moved to approve the December 7, 2022, Design Review Board Meeting Minutes.*

**SECOND:** *Mr. Perfect*

**MOTION PASSED: UNANIMOUSLY**

**[Agenda Item 9.](#)**

Discussion regarding the submittal requirements for the Design Review Board Application packet currently verses before.

*The Board Discussed the Design Review Board Application Packet.*

**Staff Comments (NO DISCUSSION)**

- DRB Application #22-81 142 Tombstone Canyon will be heard at the February 1, 2023, meeting per the applicant.
- DRB Application #22-91 136 Tombstone Canyon Administratively Approved Roof as submitted (Like for Like).
- DRB Application #22-92 5 ½ Moon Canyon Administratively Approved Roof as submitted (Like for Like).
- DRB Application #22-94 838 Sims Road Administratively Approved Roof as submitted.

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

- Annual Report to the Mayor and Council (distribute to the Board)

**Adjournment:** *6:24PM*