

MINUTES
Design Review Board
September 6, 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 5:30pm

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Ed Briggs	X		
Peter Gaffer	----	----	X
Stephan Green	----	----	X
Lori Gunnell, Chair	X		
Ben Lepley	X		
Doug Taylor, Vice-Chair	----	----	X
Theodore Schriever	X		
Frank Davis, Council Liaison to the Board	X		
Nina Williams Deputy City Clerk	X		
Joe Ward, Bldg. Inspector / Code Enforcement	X		
Xavier Rodriguez, Bldg. Inspector / Code Enforcement	X		

CALL TO THE PUBLIC: NONE

OLD BUSINESS

NEW BUSINESS

Agenda Item 1.

Application #:23-55

Address: 511 C Bailey Hill (Listed as Mayor Ave)

Contributing / Non-Contributing: (C) #270

Residential / Commercial: Residential

Property Owner / Representative: Nina King, Owner

Description of Work to be done: Porch replacement

300ft Notification was sent out July 28, 2023.

Public Comments received – 0

PUBLIC HEARING:

APPLICATION: *Ms. Nina King spoke regarding her application to the Board and answered questions.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS *Ms. Gunnell opened the Public Hearing. No one spoke in favor or opposition.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

STAFF COMMENTS

BOARD DISCUSSION: *Board Discussed*

MOTION: *Mr. Briggs moved to approve application #23-55 as presented.*

SECOND: *Mr. Lepley*

MOTION PASSED: *UNANIMOUSLY*

Agenda Item 2.

Application #:23-57

Address: 119 Star Avenue

Contributing / Non-Contributing: (NC) #309

Residential / Commercial: Residential

Property Owner / Representative: Marcia Bruno, Owner / Our World Energy Representative

Description of Work to be done: Solar Installation

300ft Notification was sent out July 28, 2023.

Public Comments received – One (1) Favor

PUBLIC HEARING:

APPLICATION: *Our World Energy Representative spoke regarding the application.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: *Ms. Gunnell opened the Public Hearing. No one spoke in favor or opposition.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

STAFF COMMENTS

BOARD DISCUSSION: *Board Discussed*

MOTION: *Mr. Lepley moved to approve application #23-57 ensuring same pitch as roof.*

SECOND: *Ms. Gunnell*

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application #: 23-58

Address: 109 Higgins Avenue

Contributing / Non-Contributing: (C) #583

Residential / Commercial: Residential

Property Owner / Representative: Victor Winquist, Owner / Southwest Electric Representative

Description of Work to be done: Solar Panel installation

300ft Notification was sent out July 28, 2023.

Public Comments received – 0

PUBLIC HEARING:

APPLICATION: *Southwest Electric Representative spoke regarding this application to the Board and answered questions.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: *Ms. Gunnell opened the public hearing. No one spoke in favor or opposition.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the public hearing.*

STAFF COMMENTS: *NONE*

BOARD DISCUSSION: *Board discussed.*

MOTION: *Mr. Lepley moved to approve application #23-58 to be placed close to roof and at same angle.*

SECOND: *Ms. Gunnell*

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application #:23-60

Address: 43 Shearer Avenue

Contributing / Non-Contributing: (C) Bi-131

Residential / Commercial: Residential

Property Owner / Representative: Craig Akroyd, Owner / Johnny Rabey Representative

Description of Work to be done: Replace Window

APPLICATION: *Joe Ward Presented the Application.*

PUBLIC COMMENT: NONE

STAFF COMMENTS: *Joe Ward*

BOARD DISCUSSION: *Board discussed.*

BOARD WILL TAKE A MOTION AND VOTE

MOTION: *Ms. Gunnell moved to approve application #23-60 as is.*

SECOND: *Mr. Schriever* **MOTION PASSED:** UNANIMOUSLY

Agenda Item 5.

Application #:23-64

Address: 61 Main Street

Contributing / Non-Contributing: (C) Bi-20

Residential / Commercial: Commercial

Property Owner / Representative: Steve Drew & Kara Peters, Owner / Austin Bacak Representative

Description of Work to be done: Installation of Mini-Split HVAC System (Stop Work Given)

APPLICATION: *Austin Bacak presented application.*

PUBLIC COMMENT: NONE

STAFF COMMENTS: *Coming out of window.*

BOARD DISCUSSION: *Changing the design and running through the inside of the building.*

BOARD WILL TAKE A MOTION AND VOTE

MOTION: *Mr. Lepley moved to table application #23-64 applicant was to come back with a repair plan; indication of where new lines will be placed.*

SECOND: *Mr. Schriever* **MOTION PASSED:** UNANIMOUSLY

Agenda Item 6.

Approval of the August 8, 2023 Design Review Board Special Meeting Minutes.

MOTION: *Ms. Gunnell moved to approve the minutes of the August 8, 2023 Design Review Board Meeting.*

SECOND: *Mr. Briggs* **MOTION PASSED:** UNANIMOUSLY

Agenda Item 7. (Joe Ward, Building Inspector)

Review and Discussion regarding Rain Water Tanks

Board discussed and would like this item brought back at the next meeting with policies and possible vote.

Agenda Item 8. (Board Member Briggs / Taylor)

Review and Discussion regarding Zoning Code Article 7 Sign Regulations

Board discussed and would like this item brought back at the next meeting with revisions.

Agenda Item 9. (Board Member Gaffer)

Review and Discussion regarding Solar Applications

Board discussed and would like this item brought back at the next meeting with possible Administrative approval (changing the code regarding).

Staff Comments (NO DISCUSSION)

- DRB Application #23-59: 100 Star Avenue Administratively Approved – Re-Roof
 - DRB Application #23-61: 110 Quarry Canyon Administratively Approved – Roof Repair
 - DRB Application #23-62: 11 Sowels Avenue Administratively Approved – Sign & Light
 - DRB Application #23-63: 27 Spring Canyon Administratively Approved – Re-Roof
 - DRB Application #23-65: 307 Tombstone Canyon Administratively Approved – Windows
 - DRB Application #23-66: 116 Clawson Avenue Administratively Approved – Re-Roof
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- Ms. Williams informed the Board that beginning of September 1st Approval Design Review Board for New Installation Exterior Mechanical / Electric Services

FUTURE AGENDA ITEM SUGGESTIONS

Discussion regarding The Chocolate Shop cage walls off the sidewalk.
Ms. Williams will look to see if the Board approved and get back to the Board

Adjournment: 6:26pm