

AGENDA
Design Review Board
October 4, 2023, at 5:30 PM
City of Bisbee Council Chambers
915 S. Tovreaville Rd. Bisbee, AZ

The Meeting Called to Order by _____ at _____ PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Ed Briggs			
Peter Gaffer			
Stephan Green			
Lori Gunnell, Chair			
Ben Lepley			
Doug Taylor, Vice-Chair			
Theodore Schriever			
Frank Davis, Council Liaison to the Board			
Vacant , Staff Liaison to the Board			

CALL TO THE PUBLIC: Residents of the City of Bisbee may speak at this time regarding Design Review Board topics that **ARE NOT ON THE AGENDA**. Speaking time limits will be observed during the Call to the Public, the speaking time limit is three (3) minutes per person.

OLD BUSINESS

Agenda Item 1.

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)

At the September 6th meeting the Board tabled this application. Applicant was to come back with a repair plan and indication of where new lines will be placed.

APPLICATION: Applicant / Representative will present their application to the Board.

PUBLIC COMMENT: Only on this item and there will be a time limit for speaking, three (3) minutes per person.

STAFF COMMENTS

BOARD DISCUSSION: No public comments beyond this point.

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 2.

Application #:23-28

Address: 512 Tombstone Canyon Road

Contributing / Non-Contributing: (NC) #380

Residential / Commercial: Residential

Property Owner / Representative: Elizabeth Dunbar, Owner/ Lonnie Mitchell, Representative

Description of Work to be done: Back window being moved to the side of the home.

THE SPACE WHERE THE WINDOW IS BEING REMOVED THE APPLICANT WOULD LIKE TO PLACE A DOOR. THIS WILL BE ADDRESSED IN NEW BUSINESS (WHICH WILL BE THE NEXT ITEM)

APPLICATION: Applicant / Representative will present their application to the Board.
PUBLIC COMMENT: Only on this item and there will be a time limit for speaking, three (3) minutes per person.
STAFF COMMENTS
BOARD DISCUSSION: No public comments beyond this point.
BOARD WILL TAKE A MOTION AND VOTE

NEW BUSINESS

Agenda Item 3.

Application #:23-72

Address: 512 Tombstone Canyon Road

Contributing / Non-Contributing: (NC) 380

Residential / Commercial: Residential

Property Owner / Representative: Elizabeth Dunbar, Owner/ Stephen Amarillas, Representative

Description of Work to be done: Install door in rear of property. Existing window to be moved to side of home.

APPLICATION: Applicant / Representative will present their application to the Board.
PUBLIC COMMENT: Only on this item and there will be a time limit for speaking, three (3) minutes per person.
STAFF COMMENTS
BOARD DISCUSSION: No public comments beyond this point.
BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 4.

Application #:23-71

Address: 5 Spring Canyon

Contributing / Non-Contributing: (NC) #496

Residential / Commercial: Residential

Property Owner / Representative: Bruce Syrett, Owner / Solar Installation through Our World Energy

Description of Work to be done: Solar Installation

300ft Notification was sent out September 8, 2023.

Public Comments received – Three (3) Favor

PUBLIC HEARING:

APPLICATION: Applicant / Representative will present their application to the Board.
DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: *Opposed / in favor, speaking time limit is three (3) minutes per person.*
DECLARE THE PUBLIC HEARING CLOSED: *No additional comments will be made once the Public Hearing is closed.*
STAFF COMMENTS
BOARD DISCUSSION: No public comments beyond this point.
BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 5.

Application #:23-73

Address: 207 C Tombstone Canyon

Contributing / Non-Contributing: (C) #1005

Residential / Commercial: Residential

Property Owner / Representative: Marc Pfahning, Owner

Description of Work to be done: Retroactive Approval - Demolition of Deck, Retaining Wall, and Construction of Stone Terracing Walls. (Stop Work Order Given)

APPLICATION: Applicant / Representative will present their application to the Board.

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 6.

Application #:23-74

Address: 820 C Tombstone Canyon

Contributing / Non-Contributing: (C) #619

Residential / Commercial: Residential

Property Owner / Representative: Vallerie Hancock, Owner / Greg Nolan, Representative

Description of Work to be done: New construction of partially covered porch with wrap around deck to rear of house. Remove single pane non-tempered glass panel from East wall. Remove non-compliant front doors. Install French doors in East and North walls. Install single hung window in North Wall (Vinyl specified to match all existing windows for consistency.

Deck Demolition was given administrative approval on September 20, 2023 due to being a dangerous structure.

APPLICATION: *Applicant / Representative will present their application to the Board.*

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 7.

Application #:23-75

Address: 424 Tombstone Canyon

Contributing / Non-Contributing: (C) #389

Residential / Commercial: Residential

Property Owner / Representative: Marie Kline Johnson, Owner

Description of Work to be done:

- New egress window to mirror the existing egress window on the right side.
- New hopper window above new egress window.
- New lower siding (replace old T-11 siding with painted concrete board with painted metal trim)
- New painted wood trim, sills, and aprons around new windows to match existing egress and hopper windows.
- New front door
- New hopper window above door
- New trim around door and hopper window (similar to existing)
- Redo ceiling above the front door to add thickness for framing as well as insulation
- New porch light (warehouse style-wall mount to the left side of door)
- Smooth coat existing rough concrete footing on left front.
- No new signs

APPLICATION: *Applicant / Representative will present their application to the Board.*

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 8.

Application #:23-82

Address: 531 Mayor Avenue

Contributing / Non-Contributing: (C) #278

Residential / Commercial: Residential

Property Owner / Representative: Curtis Stetter, Owner

Description of Work to be done: Replace a porch structure on west side of home.

APPLICATION: *Applicant / Representative will present their application to the Board.*

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 9.

Application #:23-83

Address: 114 B Quality Hill

Contributing / Non-Contributing: (NC) #763

Residential / Commercial: Residential

Property Owner / Representative: Chuck Coughlin, Owner / Paul Syson, Representative

Description of Work to be done: Roof (shingles to corrugated metal), fence and Outdoor living space.

300ft Notification was sent out September 19, 2023

Public Comments received – One (1) Favor

PUBLIC HEARING:

APPLICATION: *Applicant / Representative will present their application to the Board.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: *Opposed / in favor, speaking time limit is three (3) minutes per person.*

DECLARE THE PUBLIC HEARING CLOSED: *No additional comments will be made once the Public Hearing is closed.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 10.

Application #:23-87

Address: 13 Spring Canyon

Contributing / Non-Contributing: (C) #492

Residential / Commercial: Residential

Property Owner / Representative: Scott 7 Jamie Brown, Owner / Sergio Davis, SOS Heating & Cooling LLC, Representative

Description of Work to be done: Installation & Repair Mini Split Heat Pump System (Notice of Violation was Issued)

Please Note: *the Company that is listed as the representative is not the same as the one that originally installed. SOS Heating & Cooling LLC will be repairing and re-installing the System.*

APPLICATION: *Applicant / Representative will present their application to the Board.*

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 11.

Application #:23-89

Address: 619 C Adams Avenue

Contributing / Non-Contributing: (I) #902 (Inaccessible)

Residential / Commercial: Residential

Property Owner / Representative: Sky High, Representative

Description of Work to be done: Adding deck to the front and side of the house and installing French Doors from the living room to the new deck.

APPLICATION: *Applicant / Representative will present their application to the Board.*

PUBLIC COMMENT: *Only on this item and there will be a time limit for speaking, three (3) minutes per person.*

STAFF COMMENTS

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 12.

Approval of the September 6, 2023 Design Review Board Special Meeting Minutes.

Agenda Item 13. (Discussion Only)

Discussion Regarding 134 Tombstone Canyon - Fence Installed.

Staff Comments (NO DISCUSSION)- FOLLOWING APPLICATIONS WERE

ADMINISTRATIVELY APPROVED:

- DRB Application #23-67: 416 C Perley Street (Tombstone Cyn.) – Window Replacement
- DRB Application #23-68: 514 Tombstone Canyon - Door Replacement
- DRB Application #23-69: 514 Tombstone Canyon - Wall Repair
- DRB Application #23-70: 802 A Tombstone Canyon – Re-Roof
- DRB Application #23-76: 135 Tombstone Canyon – Re-Roof
- DRB Application #23-77: 59 Subway Street – Installation of Trim around windows
- DRB Application #23-78: 134 Tombstone Canyon – Mini-Split Installation
- DRB Application #23-79: 153 Ok Street – Re-Roof Portion
- DRB Application #23-80: 54 Angius Avenue – Replace Roof
- DRB Application #23-81: 24 Main Street – Sign
- DRB Application #23-84: 59A Subway Street – Replace HVAC
- DRB Application #23-85: 420 Tombstone Canyon – Remove & Replace Roof
- DRB Application #23-86: 235 Brewery Avenue – Fencing
- DRB Application #23-88: 915 Tombstone Canyon- Electrical
- DRB Application #23-90: 8 Shearer Ave (27 Subway St.) – HVAC Mini-Split

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.)

Adjournment:

Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s).

Anyone needing special accommodation to attend this meeting should contact the City Clerk office at (520) 520-432-6000 at least twenty-four hours before the meeting. Public documents referred to herein may be viewed during regular business hours at the City Clerk's Office at 76 Erie Street, Bisbee.