

**MINUTES
DESIGN REVIEW BOARD
JANUARY 10, 2024, AT 5:30PM
CITY OF BISBEE COUNCIL CHAMBERS
915 S. TOVREAVILLE ROAD, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY Lori Gunnell **AT 5:30PM**

ROLL CALL

Board Members	Present	Absent	Excused
Bob de Kruffyf	---	---	X
Peter Gaffer	X		
Lori Gunnell, Chair	X		
Ben Lepley	X		
Doug Taylor, Vice Chair	X		
Theodore Schriever	X		
VACANT	---	---	---
Frank Davis, Council Liaison	---	---	X
J. Emanuel Stuart, Staff Liaison	X		
Joe Ward, Bldg. / Code	X		
Xavier Rodriguez, Bldg. / Code	X		

CALL TO THE PUBLIC: *None*

OLD BUSINESS:

Agenda Item 1.

Application Number: 23-98

Address: Public Walkway between 1 and 3 Main Street

Contributing/Non-Contributing: N/A

Residential/Commercial: Public Walkway

Property Owner/Representative: City of Bisbee – Mark Gray applicant for placement of a sign on city property.

Description of Work to be done: Placement of a sign on City property

MOTION: *Ms. Gunnell moved to table until the February 7, 2024 Meeting.*

SECOND: *Mr. Taylor*

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application Number: 23-99

Address: 151 A Ok Street

Contributing/Non-Contributing: (C) #1079

Residential/Commercial: Residential

Property Owner/Representative: Jennifer & Wilton Deets, Owner

Description of Work to be done: Replace 8 failed windows with identical geometry and operation. Vinyl specified to match (Please note: that 9 of 17 windows were either previously replaced with vinyl models or are not original)

APPLICATION: Ms. Deets spoke regarding her application to the Board and answered questions.

PUBLIC COMMENTS: None

STAFF COMMENTS: Mr. Ward stated he was not a fan of vinyl windows, but that it was up to the Board.

BOARD DISCUSSION: Board discussed

MOTION: Mr. Lepley moved to approve DRB application #23-99 with the specification that the three big windows facing the rock have single lights top and bottom and the other windows that are being replaced are two lights on the top and two lights on the bottom and all the windows are composite aluminum on the outside either wood or another material on the inside.

SECOND: Ms. Gunnell

MOTION PASSED: 4/1 (Gaffer)

NEW BUSINESS:

Agenda Item 3.

Application Number: 23-123

Address: 2 Main Street

Contributing/Non-Contributing: Contributing

Residential/Commercial: Commercial District

Property Owner/Representative: Border Cities Land Co. / Robert Page

Description of Work to be done: Remove existing swamp cooler. Install 5 mini-split AC Systems (2) two systems are submitted for approval

APPLICATION: Mr. Page spoke regarding his application to the Board and answered questions.

PUBLIC COMMENTS: None

STAFF COMMENTS: Mr. Rodriguez stated he felt it was an inappropriate placement for the Historic District.

BOARD DISCUSSION: Board discussed

MOTION: Mr. Lepley moved to table DRB application #23-123; to have the applicant come back with a design where the louvers below match the new louvers above and it was continuous.

SECOND: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application Number: 23-125

Address: 37 A Moon Canyon (National Historic Register as 58 Moon Canyon)

Contributing/Non-Contributing: N/A

Residential/Commercial: Residential

Property Owner/Representative: Douglas & Georgia Kellough

Description of Work to be done: Demolition / Construction Shed

Applicant was unable to attend the meeting and asked that the item be tabled until the February meeting.

MOTION: Ms. Gunnell moved to table this application until the February 7, 2024 meeting.

SECOND: Mr. Taylor

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application Number: 23-126

Address: Unaddressed Parcel APN 103-61-196

Contributing/Non-Contributing: N/A

Residential/Commercial: N/A

Property Owner/Representative: Stephen Ward

Description of Work to be done: New Construction of a "Miners Shack"

PUBLIC HEARING:

APPLICATION: Mr. Ward spoke regarding his application to the Board and answered questions.

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Ms. Gunnell opened the public hearing.

- Jane Powell spoke in favor of this application.
- No one spoke in opposition.

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

STAFF COMMENTS: Mr. Ward said he was happy to have something being done; it would be an asset to the Historic District and the city.

BOARD DISCUSSION: Board discussed

MOTION: Mr. Taylor moved to approve DRB application #23-126 as submitted; with the contingency that fiberglass composite windows.

SECOND: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Application Number: 23-128

Address: 606 A Tombstone Canyon

Contributing/Non-Contributing: (NC) #896

Residential/Commercial: Residential

Property Owner/Representative: Nicole & Justin Piper

Description of Work to be done: Build a staircase and deck to access the attic/upper story

APPLICATION: Justin & Nicole Piper spoke regarding their application to the Board and answered questions.

PUBLIC COMMENTS: None

STAFF COMMENTS: Mr. Rodriguez stated that this was appropriate for the district.

BOARD DISCUSSION: Board discussed

MOTION: Mr. Taylor moved to approve DRB application #23-128 as submitted.

SECOND: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

Agenda Item 7.

Application Number: 23-129

Address: 59 Broadway Avenue

Contributing/Non-Contributing: (NC) Unknown

Residential/Commercial: Residential

Property Owner/Representative: Seth Appell

Description of Work to be done: Shed Repair to include

- Reframe back down hill wall and reapply existing historical vertical corrugated tin siding
- Put a wooden door in the same location as the original 32"x80" opening in middle of the back wall
- Add two fixed, divided light, single pane, natural wood windows on either side of the door

APPLICATION: *Mr. Appell's representative spoke regarding this application to the Board and answered questions.*

PUBLIC COMMENTS: *None*

STAFF COMMENTS: *Mr. Ward stated that this was appropriate for the Historic District.*

BOARD DISCUSSION: *Board Discussed*

MOTION: *Ms. Gunnell moved to approve DRB application #23-129 as is.*

SECOND: *Mr. Gaffer*

MOTION PASSED: UNANIMOUSLY

Agenda Item 8.

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

MOTION: *Ms. Gunnell moved to approve the December 6, 2023 Design Review Board Meeting Minutes.*

SECOND: *Mr. Schriever*

MOTION PASSED: UNANIMOUSLY

STAFF COMMENTS (NO DISCUSSION) –

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 23-118 – 106 Star Avenue – Windows
- DRB Application 23-119 – 822 Sims Road – Mini Split
- DRB Application 23-120 – 160 Quality Hill – HVAC System
- DRB Application 23-121 – 37 Main Street – Installing 3 Ductless Systems
- DRB Application 23-122 – 318 Tombstone Canyon – Electrical Upgrade
- DRB Application 23-124 – 614 Tombstone Canyon – HVAC
- DRB Application 23-127 – 5 Moon Canyon – Heat Pump Replacement
- DRB Application 23-130 – 416 D Perley Street – Mini Splits X2
- DRB Application 23-131 – 43 A Temby – Windows

Mr. Ward let the Board know that the February meeting would be his last, he will be retiring.

Ms. Williams, Deputy City Clerk let the Board know that the City had taken in 132 applications for the Design Review Board for 2023

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

- *Work Session change vinyl window discussion to windows*
- *Adding Water Tanks and Sign Regulations to Work Session*
- *Board would like a Letter to Mr. Green for all his years of service to the Design Review Board for them to sign*

ADJOURNMENT: 6:26PM