

**MINUTES
SPECIAL SESSION
DESIGN REVIEW BOARD
FEBRUARY 28, 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 Kruyff	X		
Peter Gaffer	X		
Lori Gunnell, Chair	X		
John Guy	X		
Ben Lepley	X		
Doug Taylor, Vice Chair	X		
Theodore Schriever	X		
Frank Davis, Council Liaison			X
J. Emanuel Stuart, Staff Liaison	X		

Agenda Item 1.

Discussion regarding all exterior mechanical appliances, i.e., electrical service entrance section; to gain insight into the process to ensure it does not conflict with APS.

- Dan Daly from APS spoke about electric SCS panels and standards.
- The placement of panels is due to safety concerns.
- 98% of time, APS wants to put the meter on the sides or back of houses, except in cases where it is not possible.
- APS is willing to work with the public and the city.
- The Board does not want the meter on the front of buildings.
- APS does not want meters behind fences.
- Service in the rear or on the side of the house is a workable situation for the DRB and APS and they found they agreed.
- APS representative said they will restore power to the side of Main Street that had the fire after.
- The Commission discussed the benefits of underground electrical wires vs. overhead wires.
- The Board Suggested Mr. Rodriguez as the point of contact for APS.

Staff commented:

- Reminder that in the Historic District, no meters, mini splits, etc. are allowed in the front.

Agenda Item 2.

Discussion and Possible Approval of the Matrix for Window Types.

- Discussed visibility vs. not visible from the right of way.
- Discussed asking the applicant's intention, whether it be preservation, restoration, etc.
- Making sure the Board maintains the SHPO standards consistently through the matrix.
- Discussed Metal-clad wood windows.
- Discussed fire hazards and safety.

Motion: Ms. Gunnell moved to table the item until a future meeting.

Second: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Discussion and Possible Approval of the Matrix for Siding Types.

Motion: Mr. Taylor moved to table the item until a future meeting.

Second: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Discussion and Possible Approval of the Matrix for Door Types.

Motion: Mr. Guy moved to table the item until a future meeting.

Second: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

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.)

- Discussion regarding steel casement for windows.
- Consulting with the fire department on building materials.
- Future discussion regarding the building inspector making a statement on the removal of the fence surrounding the Bisbee High School building site, since construction has ceased.
- Review of annual report for 2023.
- Future discussion on the safety lights at Bisbee High School, which are a violation of the Dark Sky initiative.
- Discuss the role of contractors and their awareness of the DRB requirements to avoid any ambiguity in requirements.
- Shoring up buildings and facades for historic buildings on Main Street.

Staff Comments: Mr. Stuart mentioned the opportunity for future Historic Review Board training through the SHPO and addressing the needs of the Board.

ADJOURNMENT: 7:03 PM