

**MINUTES
DESIGN REVIEW BOARD
JUNE 5, 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 Kruffyff	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		
Xavier Rodriguez, Bldg. Inspector	X		

CALL TO THE PUBLIC: NONE

OLD BUSINESS:

NEW BUSINESS:

Agenda Item 1.

Application Number: 24-41

Address: 202 Brewery Avenue

Contributing/Non-Contributing: (C) #17

Residential/Commercial: Residential

Property Owner/Representative: Kendall Comey

Description of Work to be done: Remediation of Code Violation – Installation of condensers; screening of units as preferred by the Design Review Board.

APPLICATION: Ms. Comey presented her application to the Board and answered questions.

PUBLIC COMMENTS: None

STAFF COMMENTS: Mr. Rodriguez stated that the rear unit did not need screens but the ones in the front did.

BOARD DISCUSSION: The Board Discussed

MOTION: Mr. Gaffer moved to approve application 24-41 with the contingency that the screening matches the character of the neighborhood and is approved by the building inspector.

SECOND: Ms. Gunnell

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application Number: 24-44

Address: 226A Opera Drive

Contributing/Non-Contributing: Commercial District (NC) #439

Residential/Commercial: Residential

Property Owner/Representative: Chuck & Linda Mobraaten

Description of Work to be done:

- Repair of Porch
- Repair of Windows
- Fix Siding & Soffit
- Install garage doors and repair windows

**Roof Replacement, Drainage rear of home and concrete stair repair and iron railing given administrative approval on April 29, 2024.*

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

PUBLIC COMMENTS: *None*

STAFF COMMENTS: *Mr. Rodriguez deferred to the DRB for their opinion on the matter.*

BOARD DISCUSSION: *The Board Discussed*

MOTION: *Mr. Lepley moved to approve application 24-44 with the swinging corrugated metal garage doors and replace like for like shiplap.*

SECOND: *Mr. deKruyff*

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application Number: 24-55

Address: 202 Tombstone Canyon

Contributing/Non-Contributing: (C) Bi-6

Residential/Commercial: Commercial

Property Owner/Representative: Christopher Brinkmeyer, Owner / Gustavo Alonso, Applicant

Description of Work to be done: Remediation of Code Violation – Signage

APPLICATION: *The Applicants presented their application to the Board and answered questions.*

PUBLIC COMMENTS: *None*

STAFF COMMENTS: *None*

BOARD DISCUSSION: *The Board discussed*

MOTION: *Ms. Gunnell moved to approve application 24-55 subject to approval by the Building Inspector.*

SECOND: *Mr. Gaffer*

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application Number: 24-61

Address: 745C Tombstone Canyon

Contributing/Non-Contributing: Commercial District: (NC) #230

Residential/Commercial: Residential

Property Owner/Representative: Chuck Mills, Owner / Luke Oldfield, Applicant / Sean Hicks, Representative

Description of Work to be done: Remediation of Stop Work Order – Demolition & Rebuild

APPLICATION: *Mr. Hicks presented this application to the Board and answered questions.*

PUBLIC COMMENTS: *None*

STAFF COMMENTS: *None*

BOARD DISCUSSION: *The Board discussed*

MOTION: *Ms. Gaffer moved to table application 24-61 until after a notice of a public hearing was sent out to addresses within 300ft. of the property. The applicant can only move forward with work already approved at a previous meeting, which includes the work on the bathroom.*

SECOND: *Mr. de Kruffy*

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Approval of the May 1, 2024, Design Review Board Meeting Minutes.

MOTION: *Ms. Gunnell moved to approve the May 1, 2024, Design Review Board Meeting Minutes.*

SECOND: *Mr. Gaffer*

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Discussion regarding the Point of Information Meeting given by SHPO.

The Board requested another presentation by a representative from SHPO in the fall.

Agenda Item 7.

Discussion and Direction to Staff regarding fines for those who tear down a building without permission in the Historic District.

The Board requested that staff research appropriate penalties and methods to deter contractors from demolishing buildings in the Historic District.

STAFF COMMENTS (NO DISCUSSION) –

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 24-42: 4 Temby Avenue – Mini Split
- DRB Application 24-43: 44 Howell Avenue - Mini Split
- DRB Application 24-45: 729 Tombstone Canyon – Electrical Panel Upgrade
- DRB Application 24-46: 644A Tombstone Canyon – Mini Split & Electric Panel

- DRB Application 24-47: 318 Tombstone Canyon – Mini Split
- DRB Application 24-48: 225A Tombstone Canyon – Electrical Upgrade
- DRB Application 24-49: 508 Brophy Avenue – Outdoor Lighting Install
- DRB Application 24-50: 152B Quality Hill – Electrical Upgrade
- DRB Application 24-51: 53 Tack Avenue - Mini Split
- DRB Application 24-52: 95 Main Street – Fence
- DRB Application 24-53: 819B Tombstone Canyon – Mini Split & Heat Pump
- DRB Application 24-54: 48 Main Street – Mini Split
- DRB Application 24-56: 24 Brewery Avenue – Mini Split
- DRB Application 24-57: 118 Quarry Canyon – Stairs / Wall
- DRB Application 24-58: 304A Curve Street - Mini Split w/ conditions
- DRB Application 24-59: 6 Maxfield Avenue – Mini Split
- DRB Application 24-60: Pending Review from Building Inspector

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

- *Ensure that people know they need building permits and DRB applications for things such as Mini-Splits.*
- *Provide a mechanism for getting unofficial public comments on the record for the Design Review Board.*
- *Find Methods for making sure the SPHO presentation happens in the fall.*
- *Mr. Rodriguez would like to work on the matrices.*
- *Compile a quick guide for administrative approval in the Historic District to streamline the application process after the approval of the matrices.*
- *The Board would like a staff an update on Old Bisbee High School and burned buildings on Main Street.*

ADJOURNMENT: 7:17PM