

**MINUTES  
DESIGN REVIEW BOARD  
OCTOBER 2, 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**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Bob de Kruffyff	<b>X</b>		
Peter Gaffer	<b>X</b>		
Lori Gunnell, Chair	<b>X</b>		
John Guy	<b>X</b>		
Ben Lepley	<b>X</b>		
Doug Taylor, Vice Chair	<b>X</b>		
Theodore Schriever	<b>X</b>		
Frank Davis, Council Liaison	<b>X</b>		
J. Emanuel Stuart, Staff Liaison	<b>X</b>		
Xavier Rodriguez, Bldg. Inspector	<b>X</b>		

**CALL TO THE PUBLIC:** NONE

**OLD BUSINESS:**

**Agenda Item 1.**

**Application Number:** 24-92

**Address:** 517 A MAYOR AVE

**Contributing/Non-Contributing:** (C)#272

**Residential/Commercial:** Residential

**Property Owner/Representative:** John Guy

**Description of Work to be done:** Mini-Split, Porch, Railing, and Fence.

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

**PUBLIC COMMENTS:** None

**STAFF COMMENTS:** Mr. Rodriguez stated that the height of the fence in front of the house according to the zoning code could only be 4ft. high.

**BOARD DISCUSSION:** Board discussed.

**MOTION:** Ms. Gunnell moved to approve application 24-92 with the caveat that the front of the fence towards the front of the house does not go above 4ft.

**SECOND:** Mr. de Kruffyff

**MOTION PASSED:** UNANIMOUSLY

**Agenda Item 2.**

**Application Number:** 24-102

**Address:** 1012 Tombstone Canyon

**Contributing/Non-Contributing:** (C) #725

**Residential/Commercial:** Residential

**Property Owner/Representative:** Ryan Hatch, Backroad Construction.

**Description of Work to be done:** Replacing 18 windows. No removal of trim.

**APPLICATION:** *Mr. Rodriguez spoke regarding this application to the Board.*

**PUBLIC COMMENTS:** *None*

**STAFF COMMENTS:**

**BOARD DISCUSSION:** *Board discussed.*

**MOTION:** Mr. Lepley moved to not permit demolition or removal of the windows but instead restoration of the windows, weatherization of the windows and /or installation of indows or similar storm type windows that retain the existing windows.

**SECOND:** Ms. Gunnell

**MOTION PASSED:** UNANIMOUSLY

**NEW BUSINESS:**

**Agenda Item 3.**

**Application Number:** 24-105

**Address:** 508 Tombstone Canyon

**Contributing/Non-Contributing:** (C)#383

**Residential/Commercial:** Residential

**Property Owner/Representative:** Sandy Hill, Owner / Roof Solutions, Applicant

**Description of Work to be done:** Removing Old Roof and Installing a New Roof System

**APPLICATION:** *Roof Solutions representative spoke regarding this application to the Board and answered questions.*

**PUBLIC COMMENTS:** *None*

**STAFF COMMENTS:** *Mr. Rodriguez said he was cautious about approving R-Panel and wanted the Boards opinion.*

**BOARD DISCUSSION:** *Board discussed.*

**MOTION:** Mr. Guy moved to approve application 24-105 as submitted.

**SECOND:** Mr. de Kruff

**MOTION PASSED:** 5/2 (Gaffer / Gunnell)

**Agenda Item 4.**

**Application Number:** 24-107

**Address:** 27 Temby Avenue

**Contributing/Non-Contributing:** (NC)#137

**Residential/Commercial:** Residential

**Property Owner/Representative:** Ben Lepley, Owner

**Description of Work to be done:**

- New garage and workshop
- Demolition of small portion of retaining wall
- New small overhang on side of house
- PV Panels
- New electric meter and load center
- Solar Hot Water Panels
- Three exterior lights
- New corrugated fence 6' and 4' high
- New concrete slab and planters

*300ft. Notification was sent out September 10, 2024*

*No Public Comments received at the time of this agenda*

Mr. de Kruyff recused himself from this application.

Mr. Lepley recused himself.

**PUBLIC HEARING:**

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

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:** Ms. Gunnell declared the public hearing open.

Mr. Stuart read into the record public comments.

- Bruno & Nicole Gordonne in support of this project
- Russell Stewart in support of this project
- Cathy Murphy in support of this project
- Ted Well er in support of this project
- Bob de Kruyff in opposition of this project

Ms. Adams spoke in opposition to this project.

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

**STAFF COMMENTS:** Mr. Rodriguez said there was a lot going on with this project and would like to see what the Board thought of the shed.

**BOARD DISCUSSION:** Board discussed.

**MOTION:** Mr. Gaffer moved to approve application 24-107 as submitted with the following provision that the shed portion of the new construction was redesigned and re-presented to the Board at the next meeting.

**SECOND:** Mr. Schriever

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 5.**

**Application Number:** 24-109

**Address:** 18 Clawson Avenue (Listed on Registry as 19 Clawson Avenue)

**Contributing/Non-Contributing:** (C)Bi-132

**Residential/Commercial:** Residential

**Property Owner/Representative:** Kevin Cole Van Norman, Owner

**Description of Work to be done:** Deming the two front rooms salvage the siding, rebuild both rooms with new framing, foundations, and roof.

300ft. Notification was sent out September 13, 2024

No Public Comments received at the time of this agenda

**PUBLIC HEARING:**

**APPLICATION:** Mr. Kevin Cole Van Norman spoke regarding his application to the Board and answered questions.

**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:** Ms. Gunnell declared the public hearing open.

No comments were received either in support or opposition to this project.

**DECLARE THE PUBLIC HEARING CLOSED:** Ms. Gunnell declared the public hearing closed.  
**STAFF COMMENTS:** Mr. Rodriguez had no issue with this project if like for like and he spoke regarding the roofs on the structure.  
**BOARD DISCUSSION:** Board discussed.

**MOTION:** Mr. Gaffer moved to approve application 24-109 as submitted.  
**SECOND:** Ms. Gunnell **MOTION PASSED: UNANIMOUSLY**

**Agenda Item 6.**

**Application Number:** 24-113  
**Address:** 44 High Road  
**Contributing/Non-Contributing:** (NC) #1019  
**Residential/Commercial:** Residential  
**Property Owner/Representative:** Grady Meadows & Kate Bishop, Owner  
**Description of Work to be done:** Addition to Structure

300ft. Notification was sent out September 13, 2024  
No Public Comments received at the time of this agenda

**PUBLIC HEARING:**

**APPLICATION:** Mr. Meadows spoke regarding his application to the Board and answered questions.  
**DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:** Ms. Gunnell declared the public hearing open.

No comments were received either in support or opposition to this project.

**DECLARE THE PUBLIC HEARING CLOSED:** Ms. Gunnell declared the public hearing closed.  
**STAFF COMMENTS:** Mr. Rodriguez thought it was the perfect spot.  
**BOARD DISCUSSION:** Board discussed.

**MOTION:** Ms. Gunnell moved to approve application 24-113 as is.  
**SECOND:** Mr. Schriever **MOTION PASSED: UNANIMOUSLY**

**Agenda Item 7.**

**Application Number:** 24-117  
**Address:** 15 Maxfield Avenue  
**Contributing/Non-Contributing:** (C)Bi-82  
**Residential/Commercial:** Residential  
**Property Owner/Representative:** Kevin & Darla Van Norman  
**Description of Work to be done:**

- Demo and Rebuild in place dilapidated wrap around deck & balcony
- Demo dilapidated, non-compliant 2<sup>nd</sup> Floor railing
- Install compliant turned wood railings ground level & 2<sup>nd</sup> floor
- Framing 2xPT
- Install composite plank floor material (New Tach Wood or Similar)

- Install beadboard ceiling ground floor

**APPLICATION:** Mr. Kevin Van Norman spoke regarding his application to the Board and answered questions.

**PUBLIC COMMENTS:** None

**STAFF COMMENTS:** Mr. Rodriguez stated that it was not code compliant now and that the design looks safer.

**BOARD DISCUSSION:** Board discussed.

**MOTION:** Ms. Gunnell moved to approve application 24-117 as is with the possible suggestion of considering maintaining the original look of the banister and putting mesh behind it to bring it to code and a railing above it.

**SECOND:** Mr. de Kruffyff

**MOTION PASSED:** 5/2 (Lepley / Taylor)

**Agenda Item 8.**

Approval of the September 4, 2024, Design Review Board Meeting Minutes.

**MOTION:** Ms. Gunnell moved to the September 4, 2024, Design Review Board Meeting Minutes.

**SECOND:** Mr. Guy

**MOTION PASSED:** UNANIMOUSLY

**STAFF COMMENTS (NO DISCUSSION) –**

**FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED**

- DRB Application 24-104: 51A Spring Canyon – Solar
- DRB Application 24-106: 20 Wood Canyon – Electrical Upgrade
- DRB Application 24-108: 401 Oak Avenue (O'Hara) – Amp Box
- DRB Application 24-110: 31 Subway Street Unit 1 – Signage
- DRB Application 24-111: 212C Opera Drive – Retaining Wall w/ condition
- DRB Application 24-112: 232 Brewery Avenue – Mini Split
- DRB Application 24-114: 747A Tombstone Canyon – Gas Unit
- DRB Application 24-115: 105 Tombstone Canyon – Signage
- DRB Application 24-116: 302 O'Hara Avenue – Roof
- DRB Application 24-118: 39 Howell Avenue – Roof
- DRB Application 24-119: 410C Mason Hill – Roof

**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.)

**ADJOURNMENT:** 7:17PM