

**MINUTES
DESIGN REVIEW BOARD
NOVEMBER 6, 2024, AT 5:30PM
CITY OF BISBEE COUNCIL CHAMBERS
915 S. TOVREAVILLE ROAD, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY Doug Taylor AT 5:30 PM

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

Items 6-9 and 11 have been pulled from the agenda. The city will need to have a conversation with Arizona Water regarding placement of the Backflow preventor's.

OLD BUSINESS:

Agenda Item 1.

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

APPLICATION: Applicant requested to table the item until the December meeting.

PUBLIC COMMENTS: NONE

STAFF COMMENTS: NONE

BOARD DISCUSSION: NONE

MOTION: Mr. Guy moved to table the item until the December Meeting.

SECOND: Mr. Schriever

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application Number: 24-122

Address: 140C Opera Drive

Contributing/Non-Contributing: (C) #1061

Residential/Commercial: Residential

Property Owner/Representative: Michael Czubiak, Owner / Bisbee Panorama, LLC Applicant

Description of Work to be done:

- Addition of HVAC
- Replacing the electrical meter box with two-meter boxes, all in the same spot as the existing one.

APPLICATION: Applicant presented their application to the Board and answered questions.

PUBLIC COMMENTS: NONE

STAFF COMMENTS: Mr. Rodriguez said the panel was administratively approved. The mini splits should be screened. There was a lot of work that should be brought to the board.

BOARD DISCUSSION: The Board Discussed.

MOTION: Mr. Guy moved to approve as submitted.

SECOND: Mr. Lepley **MOTION PASSED:** UNANIMOUSLY

NEW BUSINESS:

Agenda Item 3.

Application Number: 24-126

Address: 225A Youngblood Hill

Contributing/Non-Contributing: (NC) #640

Residential/Commercial: Residential

Property Owner/Representative: Todd Conklin, Owner / Tyler Bradberry, Applicant

Description of Work to be done:

- Electric Panel Underground service
- Mini Split x2 Units

APPLICATION: Mr. Bradberry presented the application to the Board and answered questions.

PUBLIC COMMENTS: NONE

STAFF COMMENTS: Mr. Rodriguez stated they weren't given a green tag because the service location changed from what was on the permit. Also, the mini splits in the back are visible from the properties in the rear of the house.

BOARD DISCUSSION: The Board Discussed.

MOTION: Mr. De Kruyff moved to approve providing that there will be a screening device for the mini splits that fit the character of the neighborhood, and that the applicant consult the Building Inspector.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application Number: 24-127

Address: 735 Tombstone Canyon

Contributing/Non-Contributing: (NC) #239

Residential/Commercial: Residential

Property Owner/Representative: John Miller & Deb Van Schaack, Owner

Description of Work to be done: Windows

APPLICATION: Mr. Miller presented the application to the Board and answered questions.

PUBLIC COMMENTS: NONE

STAFF COMMENTS: Mr. Rodriguez said this was a non-contributing structure. Hard to give administrative approval to windows as they are not completely clear in the matrices. The vinyl windows are not advisable in the historic district. They should be replaced with the no-grids. To stay

consistent, try and weatherproof and get brass flashing, or only replace if too much dry rot or termite damage. The weights in old windows are easy to replace. There was a suggestion to refurbish the windows instead.

BOARD DISCUSSION: *The Board discussed.*

BOARD WILL TAKE A MOTION AND VOTE:

MOTION: Mr. Guy moved to approve if the applicant replaced vinyl windows with aluminum windows and have the Building Inspector administratively approve once they are resubmitted as aluminum. They must be single hung with no dividers.

SECOND: Mr. Schriever

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application Number: 24-132

Address: 600 Tombstone Canyon

Contributing/Non-Contributing: (C)#393

Residential/Commercial: Residential

Property Owner/Representative: Daniel Crisafulli, Owner

Description of Work to be done: Fence modification project

APPLICATION: *Mr. Crisafulli presented their application to the Board and answered questions.*

PUBLIC COMMENTS: *Justin, a neighbor, spoke in favor.*

STAFF COMMENTS: Mr. Rodriguez stated the code states that we don't need a permit, but all fences need a permit now, especially in the historic district.

BOARD DISCUSSION: *The Board discussed.*

BOARD WILL TAKE A MOTION AND VOTE

MOTION: Mr. Lepley moved to approve

SECOND: Mr. De Kruyff

MOTION PASSED: UNANIMOUSLY

Agenda Item 10.

Application Number: 24-140

Address: 26 Main Street

Contributing/Non-Contributing: (S) Bi-30

Residential/Commercial: Commercial (Fire Damage)

Property Owner/Representative: Letson Partners LLC, Owner

Description of Work to be done:

- Exterior wood windows at ground floor hotel suite
- Window in upper floor sunroom to be in-filled with painted board and batten siding to match existing.
- All defunct equipment, conduit, vents and piping are to be removed from the south façade. Siding and stucco is to be patched to match existing
- One ground mounted and one wall mounted condensing unit are to be relocated to the roof
- All acrylic skylights to be replaced- all glazed skylights to be repaired
- New roof shingles, TPO, and roll roofing to replace existing

Main Street façade to be repaired to pre-fire condition

PUBLIC HEARING

APPLICATION: Andrew, the architect for Letson Partners presented the application to the Board and answered questions.

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: Mr. Taylor declared the public hearing open.

PUBLIC COMMENTS: No one spoke in favor or in opposition of this item.

DECLARE THE PUBLIC HEARING CLOSED: Mr. Taylor declared the public hearing closed.

STAFF COMMENTS: Staff stated that new skylights shall be flat type and not dome, and acrylic is not good for the area.

BOARD DISCUSSION: The Board Discussed.

MOTION: Mr. Guy moved to approve with the exception of the domed skylights and requested changing them over to the Velux flat skylights.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 12.

Approval of the October 2, 2024, Design Review Board Meeting Minutes.

MOTION: Mr De Kruyff moved to approve.

SECOND: Mr. Guy

MOTION PASSED: UNANIMOUSLY

STAFF COMMENTS (NO DISCUSSION) –

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 24-120: 152 Quality Hill -Roof
- DRB Application 24-121: 61B Shearer Ave – Retaining Wall
- DRB Application 24-123: 15 Maxfield – Mini Split
- DRB Application 24-124: 65 Brewery Ave - Mini Split with screening
- DRB Application 24-125: 106 Star Ave – Retaining Wall
- DRB Application 24-128: 1 Copper Queen Plaza – Air Conditioning
- DRB Application 24-129: 231 Brewery Ave – Mini Split
- DRB Application 24-130: 10A Art Ave – Mini Split
- DRB Application 24-131: 223 Youngblood Hill – Stairs
- DRB Application 24-133: 737B Tombstone Canyon – Exterior finishes, Stairway & Mini Split
- DRB Application 24-138: 155 Brewery Ave – Windows/ Door like for like
- DRB Application 24-139: 728 Tombstone Canyon - Roof

ADJOURNMENT: 6:35 PM