

**AGENDA
DESIGN REVIEW BOARD
FEBRUARY 5, 2025, AT 5:30PM
CITY OF BISBEE COUNCIL CHAMBERS
915 S. TOVREAVILLE ROAD, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY _____ AT _____ PM.

ROLL CALL

Board Members	Present	Absent	Excused
Bob de Kruffyff			
Peter Gaffer			
VACANT, Chair			
John Guy			
Frank Davis			
VACANT, Vice Chair			
Joe Ward			
Mel Sowid, Council Liaison			
J. Emanuel Stuart, Staff Liaison			
Xavier Rodriguez, Bldg. Inspector			

CALL TO THE PUBLIC: Residents of the City of Bisbee may speak at this time regarding Design Review Board Topics that **ARE NOT ON THE AGENDA**. Speaking time limits will be observed during the Call to the Public, the speaking time limit is three (3) minutes per person.

OLD BUSINESS:

NEW BUSINESS:

Agenda Item 1.

Election of a Chair for the Design Review Board.

Agenda Item 2.

Election of a Vice-Chair for the Design Review Board.

Agenda Item 3.

Application Number: 24-166

Address: 921 Tombstone Canyon

Contributing/Non-Contributing: (NC) #188

Residential/Commercial: Residential

Property Owner/Representative: Patricia Carbajal, Owner

Description of Work to be done:

300ft. Notification was sent out December 30, 2024

Received 2 Public Comments in support of this Item.

PUBLIC HEARING:

APPLICATION: Applicant/Representative will present their application to the Board.

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: Opposed / In Favor, speaking time limit is three (3) minutes per person.

DECLARE THE PUBLIC HEARING CLOSED: No additional comments will be made once the public hearing is closed.

STAFF COMMENTS:

BOARD DISCUSSION: *No public comments beyond this point.*

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 4.

Approval of January 8, 2025, Design Review Board Meeting Minutes.

Agenda Item 5.

Review and Discussion regarding the Design Review Board 2024 Annual Report to be presented before Mayor and Council.

Agenda Item 6.

Discussion regarding timelines for application of building permits after receiving DRB approval.

Agenda Item 7.

Discussion regarding the increase and addition to fees for the Design Review Board Applications.

Agenda Item 8.

Discussion on a new lead for the project of Matrices for Windows, Doors and Siding.

STAFF COMMENTS (NO DISCUSSION) –

- Updated Design Review Board Application
- Updated Development Standards for the Bisbee Historic District

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 25-01: 301B Tombstone Cyn – Reroof with removal of small dormer
- DRB Application 25-02: 9 Spring Cyn – Changing 6 Lights
- DRB Application 25-03: 102 Taylor St. – Reroof
- DRB Application 25-04: DRB Wasn't Required -Cancelled Application
- DRB Application 25-05: 149 Quality Hill – Upgrade 200Amp Service and Mini Split Installation
- DRB Application 25-06: 136 Tombstone Cyn -Sidewalk and Driveway Repair
- DRB Application 25-07: 517A Mayer Ave- Stairs
- DRB Application 25-08: 4 Ledge Ave – Retaining Wall

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.)

ADJOURNMENT:

Pursuant to A.R.S. § 38-431.02(H), The public will have physical access to Council Chambers 15 minutes before the meeting is scheduled to begin.

Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s).

Anyone needing special accommodation to attend this meeting should contact the City Clerk office at (520) 520-432-6000 at least twenty-four hours before the meeting.

Public documents referred to herein may be viewed during regular business hours at the City Clerk's Office at 76 Erie Street, Bisbee.