

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

THE MEETING CALLED TO ORDER BY Emanuel Stuart _____ AT 5:30 _____ PM.

ROLL CALL

Board Members	Present	Absent	Excused
Bob de Kruffyff	X		
Peter Gaffer	X		
Lorriane Rogge	X		
John Guy	X		
Frank Davis	X		
Kevin Cole Van Norman	X		
Joe Ward	X		
Mel Sowid, Council Liaison	---	---	X
J. Emanuel Stuart, Staff Liaison	X		
David Quiroz Sub. Bldg. Inspector	X		

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.

MOTION: Mr. Gaffer Nominated Frank Davis as the Chair for the Design Review Board.

SECOND: Mr. Guy

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

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

MOTION: Mr. Davis nominated John Guy as the Vice-Chair of the DRB.

SECOND: Mr. DeKruyff

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application Number: 25-09

Address: 142 Ok Street

Contributing/Non-Contributing: (C)#84

Residential/Commercial: Residential

Property Owner/Representative: Head West Holdings LLC, Owner / Greg Nolen, Representative

Description of Work to be done: Full Scale rehab of building remnants with an addition of a porch.

300ft. Notification was sent out January 29, 2025

Received 1 Public Comment in support of this Item.

PUBLIC HEARING:

APPLICATION: Mr. Nolen presented the application to the Board.

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

Staff read a letter in support of the project by Robert and Denise Corvino.

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

STAFF COMMENTS: *Staff said this looked like a good project.*

BOARD DISCUSSION: *The Board discussed*

MOTION: *Mr. Guy approved with the condition that the redwood (horizontal) siding remain uncovered by stucco.*

SECOND: *Mr. DeKruyff*

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application Number: 25-14

Address: Unaddressed Parcel APN 103-60-245A

Contributing/Non-Contributing: N/A New Construction

Residential/Commercial: Residential

Property Owner/Representative: Wells Crawley and Nancy Fowler-Crawley, Owner

Description of Work to be done: New Construction project for a one floor single family home.

300ft. Notification was sent out February 6, 2025

No Public Comment was received at the time of this agenda.

PUBLIC HEARING:

APPLICATION: *Todd Kamrowski presented the application to the Board.*

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

Ms. Elizabeth Lueck made a comment that she was not opposed to the project but was concerned with the condition of Star Ave. due to the construction and wondered if the city would fix it if it were to fall into disrepair.

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

STAFF COMMENTS: NONE

BOARD DISCUSSION: *The Board discussed.*

MOTION: *Mr. Ward moved to approve as submitted with the building height over 23 feet and provided that they do not use vinyl windows, which will be reviewed by the Building Inspector.*

SECOND: *Mr. Davis*

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application Number: 25-17

Address: 729 A Tombstone Canyon

Contributing/Non-Contributing: (NC) #418

Residential/Commercial: Residential

Property Owner/Representative: Martha Salas & Morgan Shipley, Owner / Sky High Limited Applicant

Description of Work to be done: Concrete slab with an extension to meet / become flush with building; to be supported by beams for stability.

APPLICATION: *Mr. Sky presented the application to the Board.*

PUBLIC COMMENTS: NONE

STAFF COMMENTS: NONE

BOARD DISCUSSION: *The Board discussed.*

MOTION: *Mr. Gaffer moved to approve as submitted for the concrete slab only and not any roof or awning. The roof and/or awning must be submitted as a separate DRB application.*

SECOND: Mr. Davis

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Approval of February 5, 2025, Design Review Board Meeting Minutes.

MOTION: Mr. Guy moved to approve the February 5, 2025 meeting minutes.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 7.

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

Mr. Gaffer volunteered to work on the Annual Report.

Agenda Item 8.

Discussion on Matrices for Windows, Doors and Siding.

Mr. Guy spoke on the matrices.

STAFF COMMENTS (NO DISCUSSION) –

NONE

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 25-10: 58 Opera Drive – Roof
- DRB Application 25-11: 57A Subway Street – Graffiti Removal with Conditions
- DRB Application 25-12: 55 Angius Avenue – Business Sign
- DRB Application 25-13: 501 Laundry Hill – Retaining Wall
- DRB Application 25-15: 81C Main Street – Roof
- DRB Application 25-16: 54B Brewery Avenue – Business Sign
- DRB Application 25-18: 543 E Adams Avenue – Mini split installation with conditions
- DRB Application 25-19: 819A Tombstone Canyon – Windows & Doors

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.)

- Fire Discussion and materials
- Discuss where purview ends regarding code issues, building and zoning code in Historic District.
- Potentially have SHPO (Arianna Urban) come and give a presentation on the Historic District criteria.

ADJOURNMENT: 6:28PM.