

**MINUTES
DESIGN REVIEW BOARD
APRIL 2, 2025, AT 5:30PM
CITY OF BISBE 2E COUNCIL CHAMBERS
915 S. TOVREAVILLE ROAD, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY FRANK DAVIS AT 5:30PM.

ROLL CALL

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

CALL TO THE PUBLIC: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

Agenda Item 1.

Application Number: 25-28

Address: 316 Oak Street

Contributing/Non-Contributing: (C)#569

Residential/Commercial: Residential

Property Owner/Representative: Milo Mietzner, Applicant / Mary McDaniel, Owner

Description of Work to be done: Outdoor lighting, Retaining Wall, and Fence-Full Landscaping.

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

PUBLIC COMMENTS: NONE

STAFF COMMENTS: We have not reviewed such a large project, and wanted to defer to the board for their opinion.

BOARD DISCUSSION: The Board discussed.

MOTION: Mr. DeKruffyff moved to approve as submitted.

SECOND: Mr. Guy

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application Number: 25-34

Address: 32 Main Street

Contributing/Non-Contributing: (C) Bi-27

Residential/Commercial: Commercial

Property Owner/Representative : Greg Nolan, Representative / Claire Harlin, Owner

Description of Work to be do ne:

- Relocate inset entrance 32” toward the street to provide for code compliant accessible door
- Replace broken storefront glazing and deformed mullions
- Repair damage to existing concrete tile with salvaged tile in kind

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

PUBLIC COMMENTS: Mr. Lepley spoke, saying he would likely do the same thing.

STAFF COMMENTS: Mr. Rodriguez, the Building Inspector said the project opens the space and it is beneficial to make it more ADA compliant.

BOARD DISCUSSION: The Board discussed.

MOTION: Mr. Gaffer moved to approve as submitted.

SECOND: Mr. Guy

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application Number: 25-36

Address: 531 Mayor Avenue

Contributing/Non-Contributing: (C)#278

Residential/Commercial: Residential

Property Owner/Representative: Curt & Sharon Stetter, Owner

Description of Work to be done:

- Addition of awning; first floor east elevation - Awning modeled after existing eaves, custom built-up rafter tails, 1x pine decking, 1x pine fascia StreeL R-Panel to match existing /custom pine support brackets

APPLICATION: The applicants presented their application to the Board.

PUBLIC COMMENTS: NONE

STAFF COMMENTS: The Building Inspector commented that it was good the awning material matched the roofing material.

BOARD DISCUSSION: The Board discussed.

MOTION: Mr. Guy moved to approve as submitted.

SECOND: Mr. DeKruyff

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application Number: 25-37

Address: 155 Brewery Avenue

Contributing/Non-Contributing: (C)#60

Residential/Commercial: Residential

Property Owner/Representative: Renewal by Anderson, Representative / Laura Caillet and Mark Wildermuth, Owner

Description of Work to be done: Replacing 16 Windows like for like -no structural changes

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

PUBLIC COMMENTS: Only on this item and there will be a time limit for speaking, three (3) minutes per person.

STAFF COMMENTS:

BOARD DISCUSSION: The Board discussed.

MOTION: Mr. Guy moved to approve as submitted.

SECOND: Mr. Davis

MOTION PASSED: 5 to1 -Mr. Ward

Agenda Item 5.

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

MOTION: Mr. Davis moved to approve the March 5, 2025 meeting minutes.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Review, Discussion and Possible Approval of the Design Review Board 2024 Annual Report to be presented before Mayor and Council.

MOTION: Mr. Guy moved to approve for the April 15 Council meeting.

SECOND: Mr. Ward

MOTION PASSED: UNANIMOUSLY

Agenda Item 7.

The Board held a discussion regarding Fire-Rated Materials for Exterior Use.

Agenda Item 8.

The Board held a follow-up discussion on Matrices for Windows, Doors, and Siding with a possibility to make changes and have a recommendation by the next DRB Meeting.

Agenda Item 9.

Staff presented guidance on Zoning rules and regulations for the DRB in the Historic District. The Board discussed.

STAFF COMMENTS (NO DISCUSSION) - NONE

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 25-20: 14 Locklin Avenue- Retaining Wall
- DRB Application 25-21: 134C Quality Hill - Mini Split
- DRB Application 25-22: 819A Tombstone Cyn- Utility Services
- DRB Application 25-23: 111 Locklin Avenue -Retaining Wall / Road
- DRB Application 25-24: 1642 West Blvd - Upgrade exterior Electrical Service Box
- DRB Application 25-25: 921 Tombstone Cyn -Upgrade Electrical Panel 400 AMP
- DRB Application 25-26: 506 Brophy Avenue -Mini Split, Subpanel Addition, Line set cover/disconnect
- DRB Application 25-27: 103 Clawson Avenue -Mini Split
- DRB Application 25-29: 2 Naco Road -Mini Split
- DRB Application 25-30: 324 Brewery Avenue -Roof
- DRB Application 25-31: 19 Sowles Avenue -Roof
- DRB Application 25-32: 113 Clawson Avenue -Front/Back Walls
- DRB Application 25-33: 234 Opera Drive -Mini Split
- DRB Application 25-35: 413 Garden Avenue - Deck / Railing

FUTURE AGENDA ITEM SUGGETION S: Set up a time for a workshop with SHPO.

ADJOURNMENT: 6:40PM