

**AGENDA
DESIGN REVIEW BOARD
AUGUST 6, 2025, AT 5:30PM
CITY OF BISBEE COUNCIL CHAMBERS
118 ARIZONA STREET, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY _____ AT _____ PM.

ROLL CALL

Board Members	Present	Absent	Excused
Bob de Kruffyff			
Peter Gaffer			
Lorriane Rogge			
John Guy, Vice-Chair			
Frank Davis, Chair	---	---	X
Kevin Cole Van Norman			
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.

Application Number: 25-75

Address: 61 Opera Drive

Contributing/Non-Contributing: N/A

Residential/Commercial: Residential

Property Owner/Representative: Norman & Nicole Miller, Owner

Description of Work to be done: Construction of an open covering

A Stop Work Order was issued June 26, 2025.

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: No public comments beyond this point.

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 2.

Application Number: 25-76

Address: 539 C Tombstone Canyon

Contributing/Non-Contributing: (NC) #281

Residential/Commercial: Residential

Property Owner/Representative: Leslie & Alan Michotte, Owner / Sky High Unlimited, Applicant

Description of Work to be done: Converting the enclosed porch to an open porch

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: No public comments beyond this point.

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 3.

Application Number: 25-79

Address: 824 A Pace Avenue

Contributing/Non-Contributing: (NC) #620

Residential/Commercial: Residential

Property Owner/Representative: Donald & Joellen Finkle, Owner

Description of Work to be done: Construction of simple car covers on both sides of an existing shed and installation of solar panels on the main house.

300ft. Notification was sent out July 23, 2025

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

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.

Application Number: 25-84

Address: 231 Brewery Avenue

Contributing/Non-Contributing: (C) #641

Residential/Commercial: Residential

Property Owner/Representative: Gary Norris, Owner / Renewal by Andersen, Representative

Description of Work to be done: Replacing two double hung windows both 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: *No public comments beyond this point.*
BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 5.

Approval of July 9, 2025, Design Review Board Meeting Minutes.

Agenda Item 6.

Discussion Regarding Fire Safe siding options

STAFF COMMENTS (NO DISCUSSION) –

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 25-74: 934 Sims Rd – Re-Roof
- DRB Application 25-77: 64 Opera Drive – Amp Upgrade
- DRB Application 25-78: 19F Laundry Hill – HVAC w/ condition unit must be screened
- DRB Application 25-80: 47 Zacatecas Canyon – Solar Panel Installation
- DRB Application 25-81: 409A Roberts Avenue – Installation of Mini Split HVAC
- DRB Application 25-82: 515 Tombstone Canyon – Fence w/ Gate

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.