

**AMENDED AGENDA
DESIGN REVIEW BOARD
NOVEMBER 5, 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	---	---	X
Lorriane Rogge			
John Guy, Vice-Chair			
Frank Davis, Chair			
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: 25-110

Address: 317 Tombstone Canyon

Contributing/Non-Contributing: (C) #578

Residential/Commercial: Commercial

Property Owner/Representative: Jonquil Motel LLC, Owner / Sterling Noren, Applicant

Description of Work to be done:

- Construction of a New Shade Structure in Backyard 6x6 wood posts with corrugated metal roof, concrete slab underneath.
- Construction of a Shade Structure 18'x48' adjacent to existing concrete wall 6x6 wood posts with corrugated metal roof over earth covered concrete slab.

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: 25-112

Address: 108 Taylor Avenue

Contributing/Non-Contributing: (NC) #118

Residential/Commercial: Residential

Property Owner/Representative: Carl & Nancy Huber, Owner

Description of Work to be done: 12'x18' Covered Porch Addition to existing 16'x16' shed on the extra North Lot; this is an open sided covered porch with compacted earth / gravel floor.

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: 25-113

Address: 100 Clawson Avenue

Contributing/Non-Contributing: (S)Bi-117

Residential/Commercial: Commercial

Property Owner/Representative: Old Bisbee High School, LLC, Owner

Description of Work to be done: Retro Active Approval for a Mural on the North side of building.

Notice of Violation was issued on 10/20/2025

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 4.

Application Number: 25-115

Address: 550 Tombstone Canyon

Contributing/Non-Contributing: Not Listed on Registry

Residential/Commercial: Residential

Property Owner/Representative: Tate Rich, LLC, Owner

Description of Work to be done: Mini Splits and Electrical

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.

Application Number: 25-118

Address: 5 Clawson Avenue

Contributing/Non-Contributing: (C) #659

Residential/Commercial: Residential

Property Owner/Representative: 5 Clawson Bisbee, LLC, Owner

Description of Work to be done: Replacement of 19 Windows

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 6.

Application Number: 25-119

Address: 67 Main Street

Contributing/Non-Contributing: Commercial District

Residential/Commercial: Commercial

Property Owner/Representative: 67 Main St. Bisbee, LLC, Owner

Description of Work to be done: Replacement of 19 Windows

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 7.

Approval of October 1, 2025, Design Review Board Meeting Minutes.

Agenda Item 8.

Discussion and Possible Approval of a Material User guide to be used in conjunction with the Design Review Board Development Standards. (Board member Guy)

STAFF COMMENTS (NO DISCUSSION) –

- Applicants to follow protocol/process: The Building Inspector cannot issue a permit until the DRB has approved the project or it has been given administrative approval. If that has not happened a stop work order may be issued or a Notice of Violation, and failure to comply fees will be applied.

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 25-100: 229 A Tombstone Canyon – Replace Existing Minisplit install new
- DRB Application 25-101: 110 Brewery Avenue – Roof
- DRB Application 25-102: 40 Brewery Avenue – Signage
- DRB Application 25-104: 304 O'Hara – Roof & HVAC System Installation
- DRB Application 25-105: 523 Tombstone Canyon – Replacement / Upgrade Windows
- DRB Application 25-106: 811 Tombstone Canyon – Electrical 200 AMP Upgrade
- DRB Application 25-107: 27 Subway Street – Signage
- DRB Application 25-108: 15 Clawson Street – Roof
- DRB Application 25-109: 61 Main Street – Replace existing Rooftop AC
- DRB Application 25-111: 204 Brewery Avenue – Replacing Old Windows with New Windows Like for Like (Same Color/Style and Size)
- DRB Application 25-114: 103 Clawson Avenue- Pathway, Front Porch, Landscaping and Back Patio
- DRB Application 25-116: 67 Main Street – Electrical 200A Com All in One Meter Main Panel Next to Existing
- DRB Application 25-117: 138 B Opera Drive – Reroof

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 118 Arizona Street, Bisbee.