

**MINUTES
DESIGN REVIEW BOARD
SEPTEMBER 2, 2026, AT 5:30PM
CITY OF BISBEE COUNCIL CHAMBERS
118 ARIZONA STREET, BISBEE, AZ 85603**

THE MEETING CALLED TO ORDER BY John Guy **AT 5:30 PM.**

ROLL CALL

Board Members	Present	Absent	Excused
Cooper Raphael	X		
Bill Bailey	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:

NEW BUSINESS:

Agenda Item 1.

Application Number: Amendment to 25-135

Address: 229 A Tombstone Canyon

Contributing/Non-Contributing: (New Construction) ADU

Residential/Commercial: Residential

Property Owner/Representative: Karen Gaddy, Owner / Tyler Bradberry, Representative

Description of Work to be done: Install embossed cement siding instead of smooth cement siding

APPLICATION: *Karen Gaddy, Owner / Tyler Bradberry, Representative presented this application to the Board.*

PUBLIC COMMENTS: *None*

STAFF COMMENTS: *None*

BOARD DISCUSSION: *Board discussion.*

BOARD WILL TAKE A MOTION AND VOTE

MOTION: Mr. Bailey moved to approve the change in siding.

SECOND: Ms. Raphael

MOTION PASSED: Unanimously

Agenda Item 2.

Application Number: 26-90

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: Construction of a freestanding outdoor pergola at the Old Bisbee High School S.E parking area

300ft. Notification was sent out August 17, 2026
No Public Comment was received at the time of this agenda.

PUBLIC HEARING:

APPLICATION: Representative of project presented this application to the Board.

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS: Mr. Guy opened the public hearing.

There were no comments in opposition or in favor made.

DECLARE THE PUBLIC HEARING CLOSED: Mr. Guy closed the public hearing.

STAFF COMMENTS:

BOARD DISCUSSION: Board discussion.

BOARD WILL TAKE A MOTION AND VOTE

MOTION: Mr. Bailey moved to approve the recommended build.

SECOND: Ms. Raphael

MOTION PASSED: Unanimously

Agenda Item 3.

Application Number: 26-94

Address: 103 Ok Street

Contributing/Non-Contributing: (C) #95

Residential/Commercial: Residential

Property Owner/Representative: Gladys Tysdal, Owner / Todd Conklin, Applicant

Description of Work to be done: Stucco front wall

APPLICATION: Tyler Bradberry, Representative, presented the application to the Board.

PUBLIC COMMENTS: None

STAFF COMMENTS: None

BOARD DISCUSSION: Board discussion.

BOARD WILL TAKE A MOTION AND VOTE

MOTION: Mr. Guy moved to approve as proposed.

SECOND: Ms. Raphael

MOTION PASSED: 3/1 (Ward)

Agenda Item 4.

Approval of August 5, 2026, Design Review Board Meeting Minutes.

MOTION: Mr. Guy moved to the August 5, 2026, Design Review Board Meeting Minutes.

SECOND: Mr. Ward

MOTION PASSED: Unanimously

Agenda Item 5. (Board member Joe Ward)

Review, Discussion and Possible Recommendation to Mayor and Council regarding placement of historic markers in Old Bisbee at locations of historic significance.

At the last meeting, it was stated that materials would be brought back for discussion at the next meeting.

POSSIBLE MOTION: I move that the Design Review Board recommend to Mayor and Council placement of historic markers in Old Bisbee at locations of historic significance.

The Board discussed the historic markers and asked that Mr. Ward bring back a proposal for the board to review.

Agenda Item 6.

Review, Discussion and Possible Recommendation to Mayor and Council regarding the approval of the Design Review Board Policy for Administrative Approval's.

At the last meeting action was postponed until additional information could be presented.

POSSIBLE MOTION: I move that the Design Review Board recommend to Mayor and Council the approval of the Design Review Board Policy for Administrative Approval's.

The Board discussed the proposed Administrative Approval Policy, focusing on the process for minor and routine applications. Staff emphasized maintaining the Board's authority over significant, unclear, or non-compliant projects requiring Board review.

MOTION: Ms. Raphael moved to recommend to Mayor and Council the Approval of the Design Review Board Policy for Administrative Approval's.

SECOND: Mr. Ward

MOTION PASSED: 3/1 (Guy)

STAFF COMMENTS (NO DISCUSSION) –

FOLLOWING APPLICATIONS WERE ADMINISTRATIVELY APPROVED

- DRB Application 26-86 – 11 MAXFILED AVENUE – RETAINING WALL
- DRB Application 26-87- 116 OK STREET - RETAINING WALL
- DRB Application 26-88 – 405 OAK AVENUE – MURAL
- DRB Application 26-89 – 17 LAUNDRY HILL G – STAIRCASE TO DECK
- DRB Application 26-91 – 150 Quality Hill – PANEL UPGRADE
- DRB Application 26-92 – 186 A QUALITY HILL – HEAT PUMP SYSTEM
- DRB Application 26-93 – 435 MAYOR AVE – REROOF
- DRB Application 26-95 – 808 A TOMBSTONE CYN – GABION WALL
- DRB Application 26-96 – 150 KEY AVE – SUPPLEMENTAL COOLING ADDED TO EVAPORATIVE COOLING
- DRB Application 26-97 – 109 BREWERY AVE – BLOCK WALL STUCCO FINISH
- DRB Application 26-98 – 139 HIGGINS HILL – DECK OFF THE REAR ENTRANCE
- DRB Application 26-99 – 120 STAR AVE – WINDOW REMODEL LIKE FOR LIKE
- DRB Application 26-100 – 26 MAIN STREET – INSTALL NEW GUTTERS ON BACK OF BUILDING
- DRB Application 26-101 – 828 SIMS ROAD – HVAC INSTALLATION

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.) **None**

ADJOURNMENT: 6:24PM