

**Action Agenda**  
**Design Review Board**  
**June 6, 2018 at 5:30 PM**  
**Cochise County Board of Supervisors Hearing Room,**  
**Building G, 1415 Melody Lane, Bisbee AZ 85603**

**The Meeting Called to Order by Chairman McPartlin at 5:30 PM**

**Roll Call-Board Members**

<b>Design Review Board</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Peter Gaffer			X
Stephan Green	X		
Todd Conklin	X		
Michael McPartlin	X		
Ken Budge	X		
John Sky	X		
John Crow			X
Frank Davis, Liaison to the Board	X		

Joe Ward, Building Inspector, Robert Kirschmann Planner II

**CALL TO THE PUBLIC:** None

**1. DRB Application 18-33**

Bisbee Residential Historic District, Contributing Property #132  
 21 Temby Ave, APN 103-63-027, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to renovate a miner’s cabin. This will include repair of the foundation, exterior siding, new metal roof, repair of existing doors and windows, installation of electric and plumbing, and addition of 84 sq. ft vestibule, full bath and storage area onto existing structure. The applicant is Lise Mahnke.

Ms. Lise Manke, applicant, spoke on the request, stating they renovated the main structure and now want to move on and use this for a guest house.

The Board discussed proposed solar tubes, suggesting that they should not visible to the public.

**Motion:** Approve DRB Application 18-33 as proposed **Action:** Approve

**Moved by:** Mr. McPartlin **Seconded by:** Mr. Conklin

**Vote:** Motion passed (**Summary:** Yes = 5, No = 0, Abstain 0)

**Yes:** Mr. Budge, Mr. Conklin, Mr. Sky, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

## **2. DRB Application 18-34**

Bisbee Residential Historic District, Contributing Property #568  
317 Oak Ave, APN 103-61-129, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to construct a pergola on one half of the rear upper deck. The applicant is Carrie Gustavson.

Ms. Carrie Gustavson, applicant, spoke on the request.

There was no Board discussion.

**Motion:** Approve DRB Application 18-34 as proposed **Action:** Approve

**Moved by:** Mr. Budge **Seconded by:** Mr. Green

**Vote:** Motion passed (**Summary:** Yes = 5, No = 0, Abstain 0)

**Yes:** Mr. Budge, Mr. Conklin, Mr. Sky, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

## **3. DRB Application 18-35**

Bisbee Residential Historic District, Uncertain Property Status  
930 Sims Rd, APN 103-60-165, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to restore the enclosed porch to a period porch. The door removed from the front of house will be replaced with a multi-pane door. All exterior windows will be replaced with new vinyl clad double/single hung. The applicant is Nanette Slusser.

Mr. Tom Slusser, applicant, stated that he is trying to restore the porch to what it was before and the remove newer shed. He also wants to add new windows and add exterior lighting. A picture of the proposed light was provided to the Board.

The Board discussed the siding material that will be exposed and visible from the street once the wall is removed and the porch is restored.

**Motion:** Approve DRB Application 18-35 including removing the newer shed and additional exterior lighting as provided to the Board **Action:** Approve

**Moved by:** Mr. Conklin **Seconded by:** Mr. Sky

**Vote:** Motion passed (**Summary:** Yes = 5, No = 0, Abstain 0)

**Yes:** Mr. Budge, Mr. Conklin, Mr. Sky, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

#### **4. DRB Application 18-37**

Bisbee Commercial Historic District

25 Main St, APN 103-62-177, Zoning CM-2, Setbacks F=0 S=0 R=0

This application is seeking approval to remove rotten plywood from the rear (Subway Street) of the building and infill the opening with stucco coated concrete blocks. Replace existing rotten windows. The applicant is Al Anderson.

Applicant Mr. Al Anderson provided revised elevations to the Board for consideration. He stated the only difference is that what was submitted was a window and security screen the same size as the window, but the security screen needs to be the size of the opening not the window. He further stated that he has been rehabbing the building and repairing extensive termite damage.

A discussion ensued between the board and applicants about whether sliding windows are allowed. The Board also discussed leaving or restoring the barn doors, even if they are not functional.

**Motion:** Approve DRB Application 18-37 including barn doors maintained **Action:** Approve

**Moved by:** Mr. Conklin **Seconded by:** Mr. Sky

**Vote:** Motion failed (**Summary:** Yes = 2, No = 3, Abstain 0)

**Yes:** Mr. McPartlin and Mr. Green

**No:** Mr. Budge, Mr. Conklin, Mr. Sky

**Abstain:** 0

The motion failed, resulting in discussion on the different types of windows that that could be used.

**Motion:** Approve DRB Application 18-37 with single hung or awning type windows and the wood doors will be reapplied to the wall with the intention to mimic the original look **Action:** Approve

**Moved by:** Mr. Budge **Seconded by:** Mr. Sky

**Vote:** Motion passed (**Summary:** Yes = 5, No = 0, Abstain 0)

**Yes:** Mr. Budge, Mr. Conklin, Mr. Sky, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

#### **5. Staff Comments and Administrative Approval Report**

##### a. DRB Application 18-26

Bisbee Commercial Historic District, 105 Main St, APN 103-62-049, Zoning C-1

Window signage administratively approved for Bisbee Good Cakes. The applicant is Thomas Jackson

Mr. Ward stated the information was included in the packet.

b. Update on DRB Application 18-24, 429D Laundry Hill

Mr. Joe Ward spoke on this item, prior to item a.

Mr. Ward stated that this was a remodel and not a demolition. The structure was in an unsafe condition and needed to be torn down. The Applicant is still required to comply with DRB requirements.

Mr. Slusser asks what the difference is between a renovation and a demolition.

Mr. Ward states that if a structure is taken down, but it will not remain down that it is not a demolition.

Mr. Slusser asked and received confirmation that if a structure was to be torn down and rebuilt in the same footprint it is not a demolition, but a renovation.

Chair McPartlin requested to be notified if something like this happens again prior to meeting because of public coming to them

Mr. John Sky, speaking as the applicant of the property explained the process that led to the structure having to be demolished.

Mr. Budge called point of order since the item was not agendized and could be violating open meeting laws. He suggested, and the Board agreed to stop discussing the matter at this time.

## **6. DRB DISCUSSION**

a. Review of the current demolition procedures and how they are implemented by staff.

The Board agreed that this was covered under previous discussion.

**FUTURE AGENDA ITEM SUGGESTIONS** (Board members may suggest topics for future meeting agendas, but Board will not here discuss, deliberate or take any action on these topics.)

Mr. Budge stated that guidelines need to be updated in some form, acknowledging that money is a concern. He stated that he will be absent for the July and August meeting

Mr. Green: Emphasized that the word is guidelines.

Mr. Ward suggested we could adopt a policy.

Mr. Conklin requests a copy of the design review book.

**ADJOURNMENT:**

Mr. Budge made a motion to adjourn and Mr. Sky seconded. Meeting adjourned at 6:32