



**ACTION AGENDA**  
**Design Review Board**  
**August 1, 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 Michael McPartlin at 5:33 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-Chair	X		
Ken Budge			X
Jon Sky		X	
John Crow-Vice Chair	X		
Frank Davis, Liaison to the Board			X

Staff: Paul Esparza, Planning Manager

**CALL TO THE PUBLIC:** No one addressed the DRB during call to the public.

**1. Selection of Chairman and Vice Chairman of the Design Review Board**

DRB action regarding the selection of a Chairman and Vice Chairman per Zoning Code Article 2.6.2(H).

**Motion:** Table this item to the Sept 5, 2018 meeting **Action:** Approve

**Moved by:**                      **Seconded by:** Gaffer

**Vote:** Motion passed (**Summary:** Yes = 4, No = 0, Abstain 0)

**Yes:** Mr. Gaffer, Mr. McPartlin, Mr. Green, Mr. Crow

## **2. DRB Application 18-36**

Bisbee Residential Historic District, vacant parcel  
421 Garden Ave, APN 103-61-157B, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to build a new garage with studio above. The applicant is John Crow. All public notice requirements have been met.

The applicant presented the project. It was approved by the DRB as presented.

**Motion:** Approve DRB Application 18-36 as proposed **Action:** Approve

**Moved by:** Gaffer **Seconded by:** Green

**Vote:** Motion passed (**Summary:** Yes = 3, No = 0, Abstain 1)

**Yes:** Mr. Gaffer, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** Mr. Crow

## **3. DRB Application 18-39**

Bisbee Residential Historic District, vacant parcel  
124 OK Street, APN 103-62-360, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to build a new 676 square feet single family dwelling. The applicant is Matthew Robinson. All public notice requirements have been met.

The applicant's contractor presented the project and mentioned there were four amendments to the submitted elevations. 1) Roofline parallel with OK St. to be lifted to same height as other roofline. 2) Small awning roof on west side over two windows (door changed to window). 3) Window trim to be covered by Corten (metal cladding made to rust). 4) The off-street parking space would be eliminated due to cost restraints. The DRB discussed the request and approved with amendments as presented.

**Motion:** Approve DRB Application 18-39 with amendments **Action:** Approve

**Moved by:** Crow **Seconded by:** Gaffer

**Vote:** Motion passed (**Summary:** Yes = 4, No = 0, Abstain 0)

**Yes:** Mr. Gaffer, Mr. McPartlin, Mr. Green, Mr. Crow

**No:** 0

**Abstain:** 0

## **4. DRB Application 18-44**

Bisbee Residential Historic District, Non-Contributing Property #170  
804A Tombstone Canyon, APN 103-60-110A, Zoning R-1, Setbacks F=10 S=5 R=10  
Accessory=3

This application is seeking approval to rebuild the garage, add a studio above; pave the driveway and remove outbuilding due to a failing foundation. The applicant is Renee Reed. All public notice requirements have been met.

The applicant's son discussed the project. The DRB discussed the project and requested the proposal be resubmitted with design guidelines in mind and a complete application. The resubmittal was conditioned with the following:

1. Address the drainage concerns with the adjacent property owner.
2. Define what type of studio is being proposed.
3. Provide a materials list with examples.
4. Provide a site plan showing adjacent structures and property lines.
5. Provide the studio square feet and max height.

**Motion:** Table DRB Application 18-44 with conditions **Action:** Approve

**Moved by:** Gaffer      **Seconded by:** Crow

**Vote:** Motion passed (**Summary:** Yes = 4, No = 0, Abstain 0)

**Yes:** Mr. Gaffer, Mr. Crow, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

#### **5. DRB Application 18-48**

Bisbee Residential Historic District, Contributing Property #545 with Non-Contributing Garage  
303 O'Hara Ave, APN 103-61-278, Zoning R-1, Setbacks F=0 S=0 R=0

This application is seeking approval to convert an existing garage into a guest bedroom. The applicant is Mary Cavalier.

The applicant's contractor discussed the project. The DRB discussed and pointed out the garage to bedroom conversion should complement the house. The applicant's contractor agreed the recommended changes would improve the appearance. The DRB approved the garage conversion request with the following conditions:

1. The front of the garage will have a board & batten siding appearance.
2. Use a simpler entry door.
3. Double hung window versus vinyl slider.

**Motion:** Approve DRB Application 18-48 with conditions **Action:** Approve

**Moved by:** Crow      **Seconded by:** Green

**Vote:** Motion passed (**Summary:** Yes = 4, No = 0, Abstain 0)

**Yes:** Mr. Gaffer, Mr. Crow, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

## **6. DRB Application 18-49**

Bisbee Residential Historic District, Undetermined Property Status  
513F Bailey Hill, APN 103-59-037B, Zoning R-1, Setbacks F=10 S=5 R=10 Accessory=3

This application is seeking approval to remove and replace a failing retaining wall with gabions two high that are 6 feet high and 100 feet long using existing material. The applicant is Bob and Cindy Beaugureau.

The applicant's contractor presented the retaining wall project to the DRB. The DRB discussed and approved the project as proposed.

**Motion:** Approve DRB Application 18-49 as proposed **Action:** Approve

**Moved by:** Green            **Seconded by:** Gaffer

**Vote:** Motion passed (**Summary:** Yes = 4, No = 0, Abstain 0)

**Yes:** Mr. Gaffer, Mr. Crow, Mr. McPartlin, Mr. Green

**No:** 0

**Abstain:** 0

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

Mr. Esparza mentioned an enclosed email from Joe Ward regarding a pending flutter sign violation at the High Desert Inn. DRB asked that this be brought back to them at the Sept meeting. The following administrative approvals were reported:

- a. DRB Application 18-45  
Bisbee Residential Historic District, 41A Temby Ave, APN 103-62-089  
Administrative approval by Building Inspector to repair/replace existing board and batten siding. Repair/replace bathroom siding and framing. Replace existing double hung windows on the home.
- b. DRB Application 18-46  
Bisbee Commercial Historic District, 31 Subway Street, APN 103-62-205A  
Administrative approval of an exterior mounted 11"X 17" commercial sign for Black Sheep Imports.

**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.)

1. Flutter sign violation at High Desert Inn consideration at Sept 5, 2018 meeting.

**ADJOURNMENT:** The meeting adjourned at 7:20 PM.