

**Action Agenda**  
**Design Review Board**  
**September 3<sup>rd</sup> at 6:00 PM**  
**118 Arizona Street Bisbee AZ 85603**

**The Meeting Called to Order by Mr Frank Davis at 6:PM**

**Roll Call-Board Members**

<b>Design Review Board</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Ellen Lowery	x		
Sam Woolcott			x
Donna Pulling	x		
Frank Davis	x		
Jeffrey Trujillo	x		
John Crow	x		
Ken Budge Liaison to the Board	x		

Staff: Joe Ward, Building Inspector

The staff would like to inform all applicants that all items on this DRB agenda will require a building permit or a sign permit

**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**

**NEW BUSINESS:**

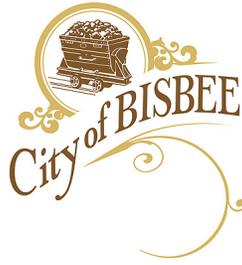
**1. DRB Application 14-026**

This is an application for demolition of the existing home at 404B Mason Hill and Construction of a new home at this address.

Pursuant to Bisbee’s Zoning Code Section 3.5.5, the property owner is required to obtain approval from the DRB prior to obtaining a city permit for demolition, and the DRB is required to determine if the proposed demolition is consistent with the applicable Historic District Guidelines. The subject property is not a contributing structure.

Pursuant to Bisbee’s Zoning Code 3.5.2A the property owner is required to secure the approval of the DRB prior to any new construction within the Historic District.

The DRB is required to determine if the proposed home is consistent with the applicable Historic District Guidelines.



Mr Gaffer presented to the board his reasons for applying for approval to demolish the existing home and rebuilding on the site. The poorly done construction and the advanced dilapidation of the existing home along with the excessive cost to rehabilitate this house were the primary reasons given. There were six letters supporting the proposed changes sent to DRB Chair Frank Peters. There were no letters in opposition to the proposed demolition nor the construction. The Board expressed concern that the new construction wouldn't have off street parking. Mr Gaffer assured the board that on the East end of the lot there is existing parking that would remain.

**Action Taken: The proposals for demolition and construction passed 5-0 in favor. These 2 motions were voted on and passed separately.**

## **2. DRB Application 14-029**

This is a DRB Application to demolish a one room addition, made to an existing home at 526B Tombstone Canyon. This addition was done sometime around 1950 and is in poor condition.

Pursuant to Bisbee's Zoning Code Section 3.5.2A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features by remodeling or alteration. The DRB is required to determine if the proposed demolition is consistent with the applicable Historic District Guidelines. The subject property is not a contributing structure.

**Action taken: This DRB Application was approved as submitted. The Vote was 5-0 in favor.**

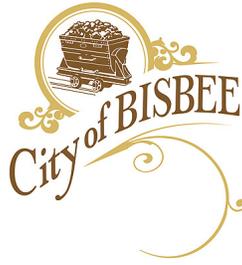
## **3. DRB Application 14-030**

This is a DRB Application to propose removing two existing window from the home at 603 tombstone Canyon and install window seats in the area where the windows have been removed.

Pursuant to Bisbee's Zoning Code Section 3.5.2A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features by remodeling or alteration. The DRB is required to determine if the proposed demolition is consistent with the applicable Historic District Guidelines. The subject property is a contributing structure.

The homeowner Mr Potter presented to the board his application to install 2 projecting bay windows, on his home utilizing wood framed windows. Mr Potter brought additional photos and drawings of his proposed project. It was brought to Mr Potter's attention that if the windows protrude beyond his property line, a building permit can not be issued, and that DRB approval does indicate City of Bisbee approval of this project. It was also stated that property lines don't necessarily follow the Mule Ditch Walls.

**Action Taken: This DRB Application was approved with the provision that double or single hung windows be used along with trim and siding that is compatible with the Historic District's published standards. The Board approved replacement of the**



rest of the windows on this structure to the same standards. The vote was 5-0 in favor.

#### **4. Discussion and Possible Action.**

The Board will review the document "This Old Bisbee House" amend it as needed and approve it, if it is acceptable.

The board reviewed the document prepared by Donna Pulling. Ms Pulling explained the origin of this document is "The Secretary of the Interior's Standards for Treatment of Historic Properties" The intent of this effort is to have this document published in a local news paper as the first installment of an effort to explain to the public, what the function and intent of the Design Review Board is. Ellen Lowery will be working with Donna Pulling in this effort.

**No Action taken**

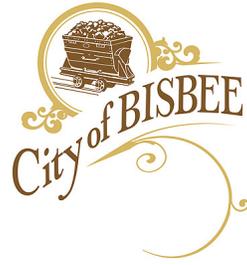
#### **5. Discussion and Possible Recommendation to Staff**

Regarding the Status of the Property Located at 702/706 Tombstone Canyon as a Contributing Structure in the Bisbee Historic Residential District. The owners of this property wish to discuss the potential delisting of their properties with the DRB.

The owners of 702&706 Tombstone Canyon gave a presentation to the Board regarding their grievances with the City of Bisbee and the DRB. They feel that they were let down by the DRB, Bisbee's Building Department, and their contractor in the course of rehabilitating their home and garage. They are unhappy with the what they perceive as the lack of communication from the city and would like to see a change in DRB protocol, so that out of state owners are not left out of the communication loop. Ken Budge recommended that they bring the grievance to the board of adjustments and the consensus of the DRB seemed that they would be happy to re-visit the issue of approval of the project, after changes have been made to better align this project with the original DRB approval of Oct. 2010.

**No Action Taken**

Board Member Comments:



**Adjournment:**

If anyone needs any special accommodations for this meeting, please contact Joe Ward at 520-432-6015 at least seventy-two hours before the meeting.
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