

Action Agenda
Design Review Board
September 4th, at 5:30 PM
City Council Chambers, 915 S. Tovreaville Road,
Bisbee, Arizona 85603
The Meeting Called to Order by FRANK DAVIS at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer	X		
Stephan Green	X		
Todd Conklin	X		
Michael McPartlin	X		
Frank Davis	X		
Jon Sky	X		
Ben Lepley	X		
Leslie Johns, City Council Liaison	X		

Staff: James Ledbetter, City Attorney, Theresa Coleman/DRB Staff Liaison

The staff would like to inform all applicants

- 1. That all applications on this DRB agenda will require a building permit or a sign permit.**
- 2. That Design Review Board approval does not necessarily reflect the views and policies of the State Historic Preservation Office, which controls decisions impacting tax status of designated contributing historic properties. Please review SHPO's polices. If necessary, contact them directly before making any exterior changes to your property.**

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** (Please note that the public may address the Board regarding individual items on this agenda following the applicant's initial presentation of their agenda item)

- **Sean Hicks: Spoke about a shed that was brought before the Board a few weeks ago. He was hoping that the board would let him do a different style for the shed**

Frank Davis, chair suggested that since it was not on the agenda that Mr. Hicks speak to Joe Ward, Building Inspector. He should be able to do an administrative approval.

Theresa Coleman, staff liaison referenced the code that dealt with administrative approval and asked Mr. Hicks to come and see her in the morning regarding the change.

Agenda Item 1. For Discussion Only

Presentation by Public Works Director, City Engineer, Jesus Haro.

The Board spoke about being kept in the loop (from start to finish) when projects are happening in Old Bisbee. They spoke regarding different projects that are going on in Old Bisbee.

Mr. Haro was happy to give updates of projects going on in Old Bisbee to the Design Review Board.

Agenda Item 2.

Application 18-59, Bisbee Residential Historic District, Contributing Property #692

805 Tombstone Canyon. Applicant, David Tynes

Update on progress or the lack of progress toward rehabilitating this dilapidated structure.

Michael McPartlin spoke regarding what was discussed at the last meeting regarding this property. He would like to know what the legal status of the property was.

The Board discussed what needed to be done they need to find out who owns it and contact them regarding the property.

Theresa Coleman asked for a point of clarification was the application approved. The board stated that they denied the demolition application but made conditions on the denial that the applicant stabilize the structure. Applicant agreed at the time to stabilize the structure.

Agenda Item 3. For Discussion Only

Application 19-48 Bisbee Residential Historic District, Contributing Structure #518 is

located on this parcel at 317 Tombstone Canyon. Applicants, Sterling Noren & Eva

Rupert

The owners of this property is seeking retroactive approval for constructing a pergola behind the Jonquil Hotel/ This is a preliminary hearing for discussion only.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features. Per Article 3.5.3, the DRB shall determine if the proposed construction is consistent with:

A. Bisbee Historic District Guidelines.

B. The Secretary of the Interior's Standards for the Treatment of Historic Properties.

C. The Secretary of the Interior's Standards for Rehabilitation.

The Board said that this may be that they built something without permission. There was not much the board could do at this time and requested that the applicant be at the next meeting to discuss this application.

MOTION: Mr. Green moved to table application 19-48 until the next meeting.

SECOND: Mr. Davis seconded the motion

ACTION: The Board unanimously approved the motion, 7-0 in favor.

Agenda Item 4.

Application 19-43 Bisbee Residential Historic District, Contributing Structure #60.

Applicant, Michael Graves

This is an amendment to the original application for permission to remodel the exterior of the home at 155 Brewery Ave.

Pursuant to Bisbee Zoning Code Article 3.5.2., the property owner is required to obtain approval from the DRB prior to the remodeling of any building in the Historic District. Per Article 3.5.3, the DRB shall determine if the proposed construction is consistent with:

- A. Bisbee Historic District Guidelines.
- B. The Secretary of the Interior's Standards for the Treatment of Historic Properties.
- C. The Secretary of the Interior's Standards for Rehabilitation.

Michael McPartlin asked if someone could speak to why the Board had an incomplete application.

Mr. Sky said that this was supposed to be attached to the previous application that was submitted. He stated that he was making an adjustment to the prior application. They would like to extend the pre-existing decks on the right had side and extend them to the front.

Mr. Sky recused his self from voting.

The Board asked for measured drawings. Mr. Sky said that they would be following the same lines to where they were in regards to the decks.

MOTION: Mr. Conklin moved to approve application 19-43 as submitted.

SECOND: Mr. McPartlin seconded the motion with the stipulation that the original application be attached to it.

ACTION: The Board unanimously approved the motion, 7-0 in favor.

Agenda Item 5.

Application 19-47, Bisbee Commercial Historic District, Un-numbered, Contributing Structure (Appears to identified as Bi-69 January 29, 1980)

91 Main Street. Applicant-Dan Eason

This an application seeking permission to install an awning and a sign in front of the commercial property at 91 Main Street.

Pursuant to Bisbee Zoning Code Article 3.5.2, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior features.

Historic District sign approval per Zoning Code 7.5

Per Article 3.5.3, the DRB shall determine if the proposed construction is consistent with:

- A. Bisbee Historic District Guidelines.
- B. The Secretary of the Interior's Standards for the Treatment of Historic Properties.
- C. The Secretary of the Interior's Standards for Rehabilitation.

The applicant spoke regarding the application that it was for retroactive approval for window signage and classic lettering signage on facade located at 91 Main Street.

The Board asked questions regarding the materials and scope of work regarding the signage.

MOTION: Mr. McPartlin moved to approve application 19-47 as submitted.

SECOND: Mr. Conklin seconded the motion

ACTION: The Board unanimously approved the motion, 7-0 in favor.

Agenda Item 6.

Application 19-49 Bisbee Commercial Historic District, Contributing Property
105 Main Street (SIC), Tombstone Canyon Applicant, Robert Willis- Copper Glance

This application is seeking approval to install a sign. The sign could not be administratively approved because of the style proposed font

Pursuant to Bisbee Zoning Code Article 7.5, the property owner is required to obtain approval from the DRB prior to obtaining a sign permit or installation of commercial signage. The DRB shall determine if the proposed construction is:

- A. Consistent with the Design Guidelines
- B. Compatible with existing development.
- C. The Secretary of the Interior's Standards for Rehabilitation.

MOTION: Mr. Conklin moved to table application 19-49.

SECOND: Mr. McPartlin seconded the motion

ACTION: The Board unanimously approved the motion, 7-0 in favor.

Theresa Coleman asked the chair if he had expectations for staff regarding this item. Mr. Davis said to invite the applicant to the next meeting.

Theresa Coleman asked if the Board was okay with this item being on the Special Session. The Board agreed that it could go on the Special Session Agenda.

Agenda Item 7.

Consideration of changing the date at which applications can be accepted prior to regular scheduled Board meetings.

The Board along with staff liaison Theresa Coleman, discussed a proposal to change the date in which applications can be accepted prior to regular scheduled Board meetings.

The Board discussed the process that was currently outlined in the Code.

Theresa Coleman said that the proposed application will be updated to reflect the dates that are in the Ordinance.

The Board spoke about having Mr. Ward at the meeting so that they can find out what happens with stop work orders and administrative approvals.

Mr. Davis/ Mr. McPartlin suggested that the Board ask for a report to be given at the meetings when needed.

Agenda Item 8.

Consideration of adopting the practice of sending each agenda to the Chair for review prior to posting and release to the Board.

The Board along with staff liaison Theresa Coleman discussed considering adopting the practice of sending each agenda to the Chair for review before posting and release to the Board.

Staff Comments

Report on:

- **Administration Approval Applications**
- **Application Process**

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.)

- **Special Meeting Thursday, September 12, 2019 5:30PM**
- **Committee for updating the design guidelines**

Adjournment: 6:45PM