

Agenda
Design Review Board
October 2, 2019, at 5:30 PM
City Council Chambers, 915 S. Tovreaville Road,
Bisbee, Arizona 85603

The Meeting Called to Order by _____ at _____ PM

Roll Call-Board Members

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

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 policies. If necessary, contact them directly before making any exterior changes to your property.

The intent of the Design Review process as applied within the Bisbee Historic District is to:

- A. Improve and encourage uses leading to the conservation and/or rehabilitation of buildings, structures, sites, objects and spaces within the Historic District, while allowing for a vibrant, creative and livable community.
- B. Encourage harmonious growth and orderly development.
- C. Assure that future setting, design and construction will correspond to and enhance the visual characteristics of the district.
- D. Prevent construction, alteration or remodeling from occurring in a manner that would be detrimental to the historical or visual characteristics of the district.

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)

Agenda Item 1

Approval of the Minutes of the September 4, 2019 Meeting.

Agenda Item 2. for Review by the Board this was an Administrative Approval.

Application 19-31 Bisbee Residential Historic District, Non-Contributing Property #193 located at 903 Tombstone Canyon, Applicant: Phil Bynoe & Lori Gunnell

On June 5, 2019 this application was approved as submitted by the Design Review Board unanimously.

On September 5, 2019 Mr. Sean Hicks, the Representative asked for administrative approval for board and batten siding. Ms. Coleman approved.

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.

Agenda Item 3.

Application 19-48 Bisbee Residential Historic District, Contributing Property #518 located at 317 Tombstone Canyon, Applicant: Sterling Noren & Eva Rupert

The owner of this property is seeking retroactive approval for constructing a pergola behind the Jonquil Hotel.

The 300 Ft. Notification went out on September 10, 2019.

We have received only 1 email in support of the retroactive approval for the pergola behind the Jonquil Motel.

Pursuant to Bisbee Zoning Code Article 3.5.2, the property owner is required to obtain approval from the DRB prior to any new construction (or as in this case installation). This property has been posted with a "Public Notice" of this hearing and property owners in a 300' radius have been notified by mail. The DRB may consider whether the proposed construction conforms with Zoning Code 5.3.4 "Criteria for plan evaluation" page 22 <http://www.bisbeeaz.gov/DocumentCenter/View/1194/Zoning-Code-1998-Updated-May-2014PDF>

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 and Standards for Rehabilitation.

Agenda Item 4.

Application 19-51 Bisbee Residential Historic District, Contributing Property #204 located at 36 Wood Canyon, Applicant: Robert Munsey / Michele Munsey

The owner of this property is seeking approval to install a portable building/ shed (12x22) inside yard.

The 300 Ft. Notification went out on September 16, 2019.

We received one Phone/ email not in support of this application: Dwelling and placement of the shed/ building.

- Zoning Code 6.3.1-B: No accessory building shall be used for dwelling purposes.
- Zoning Code 6.3.1-C: No accessory building, other than a private garage or carport, shall be permitted in a front yard.

Pursuant to Bisbee Zoning Code Article 3.5.2, the property owner is required to obtain approval from the DRB prior to any new construction (or as in this case installation). This property has been posted with a “Public Notice” of this hearing and property owners in a 300’ radius have been notified by mail. The DRB may consider whether the proposed construction conforms with Zoning Code 5.3.4 “Criteria for plan evaluation” page 22 <http://www.bisbeeaz.gov/DocumentCenter/View/1194/Zoning-Code-1998-Updated-May-2014PDF>

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 and Standards for Rehabilitation.

Agenda Item 5.

Application 19-52 Bisbee Residential Historic District, Non-Contributing Property #63 located at 223 Youngblood Hill, Applicant: Todd Conklin

This application is seeking approval to demo left side of home and all siding and porches. Removing all wood to expose original Adobe.

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.

Agenda Item 6.

Application 19-53 Bisbee Residential Historic District, Contributing Property #751 located at 112 Quality Hill, Applicant: Richard and Douglas Graeme

This application is seeking approval to put a solid picket fence up in the front yard as well as the backyard. During construction the public will not be obstructed from sidewalks, parking places or streets.

**The Fire Department said it looked good to go as long as the gates stay in the same location. Lt. Villasenor and FF Schlagel looked at this property.

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.

Agenda Item 7.

Application 19-54 Bisbee Residential Historic District, Contributing Property #254 located at 422 Garden Avenue, Applicant: James Driesen

This application is seeking approval to replace an old wooden 6' fence with a new wooden 6' fence. New fence will be redwood, same height and length in the same place that the old one was.

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.

Agenda Item 8.

Application 19-55 Bisbee Residential Historic District, Contributing Property #527 located at 225 Tombstone Canyon, Applicant: James Driesen

This application is seeking approval to move a shed that is currently located at 816 C Tombstone Canyon to 225 Tombstone Canyon.

The 300 Ft. Notification went out on September 16, 2019.

We received one phone call inquiring where the shed would be placed on the property.

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.

Agenda Item 9.

Application 18-59, Bisbee Residential Historic District, Contributing Property #692 805 Tombstone Canyon, Applicant David Tynes.

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

- 10/3/2018: The application was seeking approval to demolish the dilapidated home- It was moved to table this application with the stipulation that it be on the DRB Agenda every month for an update as to status of the building itself and any submitted plans by the owner.
- 11/7/2018: Staff updated on progress to secure the property- DRB requested that the owner move toward fixing the roof.
- 12/5/2018: Staff updated on progress toward the roof repair.
- 1/3/2019: Staff gave the DRB an update. Mr. Tynes addressed the DRB regarding the progress he had made on repairs to the roof.
- 2/20/2019: Staff gave the DRB an update- The Board expressed their disappointment in the progress and next steps.
- 4/3/2019: David Tynes gave the DRB an update. The Board expressed disappointment in the progress and next steps.
- 6/5/2019: Staff described the roof as half complete and relayed David Tynes desire to demo the non-historic rear addition.
- 7/3/2019: Proposed that Mr. Tynes be notified of the Board's concern and request that the roof be completed very soon and the vegetation on the property be trimmed.
- 8/7/2019: It was brought up that Mr. Tynes may not own the property.
- 9/4/2019: The Board discussed what needed to be done they need to find out who owns the property and contact them regarding the property. It was clarified for Ms. Coleman that the demolition application was denied, but conditions were made on the denial that the applicant stabilize the structure and at that time the applicant agreed to do so.

According to the Cochise County recorders website Mr. Tynes doesn't own the property he gifted it to his spouse, who has since passed away. No other records could be found regarding this property.

How would the Board like to proceed regarding this property?

Agenda Item 10.

Discussion and Possible Approval of Firewise Street Signs.

Agenda Item 11.

Discussion and Possible Action to pick three (3) members for the updating of the Design Review Guidelines. (They do not want to pick three (3) members until they have full attendance).

Agenda Item 12.

Discussion and Review regarding the 1980 Designation Compared to Current Street Addressing. (Theresa Coleman)

Agenda Item 13.

Discussion and Possible Action to place the below at the beginning of the agenda and not at each application.

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.

Staff Comments

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.)

Adjournment:

Individuals with hearing disabilities can contact the City Clerk's Office (520) 432-6012 to request an Assisted Listening Device, at least 24 hours before the meeting.

Anyone needing special accommodation to attend this meeting should contact Ashlee Coronado at (520) 432-6012 at least twenty-four hours before the meeting.

Public documents referred to herein may be viewed during regular business hours at the City Clerk's Office at 915 S. Tovreaville Road., Bisbee.

Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s), who may appear telephonically.