

MINUTES
Design Review Board
GOTO MEETING
June 3, 2020, 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
Yvette Ponte	X		
Frank Davis, Chair	X		
VACANT			
Ben Lepley, Vice Chair	X		
Shawn DeCraemer	X		
Leslie Johns, City Council Liaison			X

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

Design Review Board
 Wed, Jun 3, 2020 5:30 PM - 7:00 PM (MST)

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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.**

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)

OLD BUSINESS

NEW BUSINESS

Agenda Item 1.

Application 20-26 Bisbee Residential Historic District, Non-Contributing Property #294 located at 743 B Tombstone Canyon, Applicants David Neufeld/ Lisa Braiterman.

This application is seeking approval build a Brick Oven five feet wide and six feet deep and will be comprised of masonry and stonework in keeping with the local aesthetic and materials.

The 300ft. Notification went out on May 18 2020.

At the time this Agenda was put together we had not received comments regarding the proposed.

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.

Mr. Neufeld spoke regarding his application to the Board.

MOTION: Mr. Gaffer moved to approve agenda item #1 Application 20-26 as submitted.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application 20-30 Bisbee Residential Historic District, Contributing Property #157 located at 644 Tombstone Canyon, Applicant Justin Lamb.

This application is seeking approval to Install an 8'x10'x10' Shed with 4'x4' Porch in Backyard. Shed will be painted White to Match the House. Shed will have Siding that appears as Horizontal Siding to match the House. Shed will have House-Style Door to Match House. Shed will Have Gable Roof to Match House

The 300ft. Notification went out on May 18, 2020.

At the time this Agenda was put together we had not received comments regarding the proposed.

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.

Mr. Lamb spoke regarding his application to the Board and answered questions regarding.

Ms. Coleman read the public comments regarding this application.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-30 with 6" eaves.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item 3.

Application 20-34 Bisbee Residential Historic District, Contributing Property #392 located at 523 Tombstone Canyon, Applicant William McGuire.

This application is seeking approval to Construct a Detached 463 SF 2-Vehicle garage. Structure to copy classic style of existing adjacent home. 1' Front Setback requested

Pursuant to Bisbee Zoning Code Article 5.3.2 (B) (2) Set Backs: In those areas in which there are established front or rear set-backs for the existing developed properties within the same or adjacent blocks that are greater than or less than ten (10) feet, the Design Review Board may increase or decrease the front or rear set-back for new structures as necessary to maintain the uniform characteristics of that particular street frontage.

The 300ft. Notification went out on May 19, 2020.

At the time this Agenda was put together we had not received comments regarding the proposed.

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.

Mr. McGuire spoke regarding his application to the Board and answered questions regarding.

MOTION: Mr. Davis moved to approve this application as presented.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application 20-39 Bisbee Residential Historic District, Contributing Property #671 located at 201 B Quality Hill (201 B Ledge Avenue), Applicant Michael Ribaud.

This application is seeking approval for Window Replacement for Non-Functioning and Non-Compliance, Door Replacement to make Functional, and Seal Non-Functioning Window and Replace Siding.

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.

Mr. Ribaudo spoke regarding his application to the Board and answered questions regarding.

MOTION: Mr. Lepley moved to approve application 20-39 with the caveat that the two (2) horizontal historical windows get restored rather than replaced along with the front door to be changed with a swing and a lock, but remain in place and all other items can be changed out as the applicant has presented.

SECOND: Mr. DeCraemer

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application 20-40 Bisbee Residential Historic District, Undetermined Status #962 located at 513 Bailey Hill, Applicants Chris Magnus/Terrance Cheung- Representative Brian Hope.

This application is seeking approval for Demolition of Non-Code-Complaint Laundry and Closet Addition. Re-roof using existing roof lines. Replacement of Windows- Doors.

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.

Pursuant to Bisbee's Zoning Code Article 3.5.5, the property owner is required to obtain approval from the DRB prior to all demolitions.

This Demolition did not require the 300ft. Notification.

Mr. Hope, representative of home owner spoke regarding this application to the Board and answered questions regarding.

MOTION: Mr. Davis moved to approve this application as submitted.

SECOND: Ms. Ponte

MOTION PASSED: AYE: Davis, Ponte and Gaffer

NAY: Lepley and DeCraemer

Agenda Item 6.

Application 20-41 Bisbee Residential Historic District, Non-Contributing Property #294 located at 635 Tombstone Canyon, Applicants Don A. Dutton/ William F. Kennedy

This application is seeking approval to Extend Current Deck with New Stairs. Replace Modern Window with period French Doors. Remove Current Front Door put on Back of House with Stairs. House to be painted with Period Appropriate Colors (Ash Grey House, Lamp Black Trim Prussian Blue Door).

The 300ft. Notification went out on May 19 2020.

At the time this Agenda was put together we had not received comments regarding the proposed.

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.

Mr. Davis stated that this property had been sold. This application was not heard before the Board.

Agenda Item 7.

Application 20-42 Bisbee Residential Historic District, Contributing Property #272 Located at 517 A Mayer Avenue, Applicants Deborah Wood/ Paula Bird.

This application is seeking approval to Add Footing; Replace roof; Replace Back/Bathroom Wall; Replace Windows; Fix Concrete Stairs.

The County GIS Map indicates that the stairs belong with 517 B Mayer.
Per Joe Ward, Building Official.

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.

Ms. Wood/ Bird spoke regarding their application to the Board and answered questions regarding.

Ms. Coleman asked that the applicants verify who owns the stairs. The Board can approve the repair of the stairs, but would advise that they get legal advice regarding the ownership of the stairs.

MOTION: Mr. Lepley moved to approve application 20-42: to replace the roof with similar corrugated metal if needed, replace rear wall with board and batten matching existing and repair windows if possible and replacing the ones that are rotten. When replacing the windows replacing with like for like. Coordinate with Joe Ward and Theresa Coleman in regards to the selection of which windows that are indeed rotten and ones that are not.

SECOND: Mr. DeCraemer

MOTION PASSED: UNANIMOUSLY

Agenda Item 8.

Application 20-43 Bisbee Residential Historic District, Contributing Property #619 located at 820 C Tombstone Canyon, Applicant Kristi Frank Properties, LLC.

This application is seeking approval to put new railing on deck to secure it better.

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.

No Applicant was present.

MOTION: Mr. DeCraemer moved to table this application till the next meeting.

SECOND: Mr. Davis

MOTION PASSED: UNANIMOUSLY

Agenda Item 9.

Application 20-44 Bisbee Residential Historic District, Contributing Property #Bi-62 located at 50 Main Street, Applicant Joan Werner.

This application is seeking approval for new Sign the lasts tenants was shaped like a paint palette, they would like a Sun Shaped Sign (same size and style).

Pursuant to Bisbee Zoning Code Article 7.5, the property owner is requested to obtain approval from the DRB prior to obtaining a sign permit for installation of commercial signage.

Ms. Allen spoke regarding her application to the Board and answered questions regarding.

**MOTION: Mr. Gaffer moved to approve application 20-44 as submitted.
SECOND: Mr. DeCraemer MOTION PASSED: UNANIMOUSLY**

Agenda Item 10.

Approval of the Minutes of the March 4, 2020 Meeting.

**MOTION: Mr. Davis moved to approve the minutes of the March 4, 2020 meeting.
SECOND: Mr. Lepley MOTION PASSED: UNANIMOUSLY**

Agenda Item 11.

Discussion and Possible Approval to Adopt the Updated Design Review Board Guidelines.

**MOTION: Mr. Lepley moved to table this item for next meeting until majority was present.
SECOND: Mr. Davis MOTION PASSED: UNANIMOUSLY**

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.)

- **Mr. DeCraemer asked about the March 4th meeting were slider windows were tabled –Bring back at next meeting-DRB Application 20-19.**
- **Mr. Gaffer complimented the staff for keeping things going with Administrative Approvals through this pandemic.**
- **Ms. Coleman reported that the Green Screens request for removal was noted. DRB requests to bring matter back at next meeting for discussion. (Brightly colored plastic fence which is taller than permitted)**

Adjournment: 6:34PM

**MOTION: Mr. Davis moved to adjourn
SECOND: Mr. Lepley
MOTION PASSED: UNANIMOUSLY**