

MINUTES
Design Review Board
GOTO MEETING
September 2, 2020, at 5:30 PM
City of Bisbee, 915 S. Tovreaville Road,
Bisbee, Arizona 85603

The Meeting Called to Order by BEN LEPLEY at 5:32PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer	X		
Stephan Green	X		
Yvette Ponte			X
Frank Davis, Chair			X
Linda Santellanes	X		
Ben Lepley, Vice Chair	X		
Shawn DeCraemer	X		
Leslie Johns, City Council Liaison			X

Staff: James Ledbetter, City Attorney, Theresa Coleman/DRB Staff Liaison- Excused
Nina Williams, Deputy City Clerk

GO TO MEETING PLATFORM

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 20-62 Bisbee Residential Historic District, Non-Contributing Property #294 located at 635 Tombstone Canyon, Applicant Thora Colot.

The application is seeking approval rebuild existing addition, replace aluminum sliding windows with aluminum clad wood double hung, muntins top down style. Install French doors, rebuild existing entry deck, increasing footprint. Replace non-original kitchen window to match pattern of others.

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. Colot spoke regarding her application to the Board and answered questions regarding.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-62 as is.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application 20-67 Bisbee Residential Historic District, Property located at 186 A Quality Hill Road (Not Identified), Applicant Kurt Towler.

This application is seeking approval to replace wood fence with deck at front door with a steel fence, walkway to be flagstone with landscaping behind fence. The wood deck has termites in the foundation pieces and the sun has damaged the decking so that it is split. The existing surfaces are uneven and dangerous to walk on.

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. Towler spoke regarding his application to the Board and answered questions regarding.

MOTION: Mr. Gaffer moved to approve DRB Application 20-67 as presented.

SECOND: Mr. Green

MOTION PASSED: 4/1 (DeCraemer)

Agenda Item 3.

Application 20-70 Bisbee Residential Historic District, Contributing Property Bi-116 located at 101 Clawson Avenue, Applicant Ted Schreiber/ Margot Walker.

This application is seeking approval for new construction of a 381.2 square foot heavy timber post frame carport with R-Panel roof.

The 300ft. Notification went out on August 17, 2020.

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. Schreiber/ Ms. Walker spoke regarding their application to the Board and answered questions regarding.

MOTION: Mr. Gaffer moved to approve DRB Application 20-70 as submitted.

SECOND: Mr. DeCraemer

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application 20-73 Bisbee Residential Historic District, Contributing Property Bi-59 located at 41Main Street, Applicant Rita Ledbetter.

This application is seeking approval for a new sign.

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. Ledbetter spoke regarding her application to the Board and answered questions regarding.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-73 as is.

SECOND: Mr. Green

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application 20-74 Bisbee Residential Historic District, Contributing Property #619 located at 820 C Tombstone Canyon, Applicant Kristi Frank.

This application is seeking approval to replace railing with different design

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. Frank spoke regarding her application to the Board and answered questions regarding.

MOTION: Mr. Lepley moved to approve DRB Application 20-74 for the replacement of railing with the addition of re-mesh that meets code safety requirements both for 4" spacing, but also for weight of pressure from behind the fence as would be approved by Joe Ward, Building Inspector and that the re-mesh would have to be on the house side of the X railing that is already built so that it was not visually distracting from the design.

SECOND: Mr. Green

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Approval of the Minutes of the August 5, 2020 Meeting.

MOTION: Mr. Lepley moved to approve the minutes of the August 5, 2020 meeting.

SECOND: Ms. DeCraemer

MOTION PASSED: UNANIMOUSLY

Staff Comments

- **Ms. Williams let the Board know that Public Buildings Vacant, Fences, and Wind Screens would be brought back to the board at the next regular meeting when the Staff Liaison and Chair were present.**

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.)

- **Discuss new DRB Fee's that are charged (would like to discuss at the special on September 16th.)**
- **Update on 805 Tombstone Canyon**

Adjournment: 6:45PM

MOTION: Mr. Lepley moved to adjourn

SECOND: Mr. DeCraemer