

Minutes
Design Review Board
SPECIAL SESSION
GOTO MEETING
November 18, 2020, at 5:30 PM
City of Bisbee, 915 S. Tovreaville Road,
Bisbee, Arizona 85603

The Meeting Called to Order by BEN LEPLEY at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer	x		
Stephan Green	x		
Yvette Ponte	x		
Scot Perfect	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

GO TO MEETING PLATFORM

Agenda Item 1.

Selection of Chairman and Vice Chairman of the Design Review Board.

DRB action regarding the selection of a Chairman and Vice Chairman per Zoning Code Article 2.6.2(H).

Mr. Gaffer made a motion to nominate Ben Lepley as Chairman.

Ms. Ponte made a motion to nominate Shawn DeCraemer as Chairman.

The Board members voted for Ben Lepley as Chairman.

Mr. Perfect made a motion to nominate Linda Santellanes as Vice Chair.

Ms. Ponte made a motion to nominate Shawn DeCraemer as Vice Chair.

The Board members voted for Shawn DeCraemer as Vice Chair.

Agenda Item 2.

Discussion and Possible Action to be taken regarding failure to comply with zoning regulations. Applicable fees and fines.

- **Cynthia Conroy spoke regarding the items below for Bisbee Vogue Inc.**
- **Andrew Laws spoke regarding the Bisbee Vogue Inc. railing at 201 Tombstone Canyon.**

The Board had questions and discussed these items.

- Bisbee Vogue Inc. Failure to obtain a permit – 2x’s Original Permit
- Bisbee Vogue Inc. Failure to complete application - 2x’s Original Application
 - Screens at 1C Quality Hill Road: **requested an application be submitted**
 - Railing at 201 Tombstone Canyon: **application already provided to City**
 - Stairway murals at multiple locations: **decide if sign or murals (Building Inspector)**

MOTION: Mr. DeCraemer made a motion to request an application be submitted for 1C Quality Hill Road, application already provided for 201 Tombstone Canyon and that the Building Inspector decides if sign or murals for multiple murals.

SECOND: Mr. Green

AYES:6 NAYS: 1 (Mr. Lepley) MOTION PASSES

MOTION: Ms. Ponte made a motion to table this item until all information was submitted.

SECOND: Action already taken.

- Justin Luria Failure to obtain a permit -2x's Original Permit
- Justin Luria Failure to complete application - 2x's Original Application
 - Murals at 54 Brewery Avenue

MOTION: Mr. DeCraemer made a motion for failure to put in an application with the Design Review Board 2X's the application fee, for failure to put in a permit with the City of Bisbee 2X's the permit fee and that the building should be acid washed, and a \$500.00 fine.

Mr. Lepley asked if Mr. DeCraemer would revise his motion to remove the acid wash.

MOTION: Mr. DeCraemer made a motion for failure to put in an application with the Design Review Board 2X's the application fee, for failure to put in a permit with the City of Bisbee 2X's the permit fee and that a \$500.00 fine be imposed.

SECOND: Mr. Lepley

MOTION PASSED: UNANIMOUSLY

Agenda Item3.

Discussion regarding Zoning Code Article 7.8 Murals in the Historic District.

- Zoning Code Article 7.8 Murals in the Historic District: Design Review Board to adopt guidelines for murals on commercial properties within the historic district. These guidelines for murals in the historic district were formulated as a means of ensuring the continued visual aesthetic of the historic district while allowing for creative expression in appropriate locations and designs.
- City Code Article 2.9 Bisbee Arts Commission:
 - Act as an Advisory Commission to the Mayor and Council on art and cultural activities in the City.
 - Prepare and submit to the City Manager a proposed annual budget for the upcoming fiscal year.
 - Develop and make recommendations to the Mayor and Council on ways to best promote the arts and cultural enrichment in the City.
 - Set priorities for and plan development of arts and cultural activities in the City.
 - Raise the level of awareness and involvement of all residents in the preservation, enhancement and enjoyment of culture and the arts in the City.

In 2017 the Design Review Board worked on the guidelines for murals before it went to the Planning and Zoning Commission. The Planning and Zoning passed it unanimously to be brought before the Mayor and Council on November 7, 2017. Seconding reading was done on November 21, 2017.

In 2018 the Bisbee Arts Commission had a discussing regarding the approval process for Public Art in Public Spaces. On November 5, 2018 the commission stated that they would need to get with the Design Review Board regarding. It was never brought back up.

The Bisbee Arts Commission doesn't have any authority over what Murals are done or Artists that are used in the Historic District. It goes before the Design Review Board for their approval using the guidelines that were approved on November 21, 2017 with Ordinance O-17-14.

The Board discussed Zoning Code Section 7.8.1 purpose includes “with minimal intrusion into the artistic expression and content of the work”.

Agenda Item 4.

Discussion and Possible Recommendation to forward to the Planning and Zoning Commission the Design Review Board Updated Guidelines.

The Board discussed the guidelines in detail. They recommend changes and additions to the guidelines before they are forwarded to the Planning and Zoning Commission.

The Board will schedule another meeting to go over the guidelines and finalize them to move forward.

- **Reference 7.8 in the Design Guidelines**
- **Correct pages from all saying Glossary**
- **Reference vending machines should be added (broaden)**

Adjournment: 7:08PM

MOTION: Mr. Lepley moved to adjourn

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY