

AGENDA
Design Review Board
GOTO MEETING
March 3, 2021, at 5:30 PM
City of Bisbee, 76 Erie Street,
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			
Yvette Ponte			
Scot Perfect			
Linda Santellanes			
Ben Lepley			
Shawn DeCraemer, Chair			
Frank Davis , City Council Liaison			
Theresa Coleman, Staff Liaison			

Design Review Board

Wed, Mar 3, 2021 5:30 PM - 8:00 PM (MST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/417210461>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 877 309 2073

- One-touch: <tel:+18773092073,417210461#>

Access Code: 417-210-461

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/417210461>

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)

Speaking time limits will be observed during the Call to the Public, the speaking time limit is three (3) minutes per person.

GOING FORWARD THE FORMAT THAT IS DONE BELOW WILL BE ADHERED TO DURING THE DESIGN REVIEW BOARD MEETINGS.

OLD BUSINESS

Agenda Item 1.

Application 20-96 Bisbee Residential Historic District, Contributing Property #539 located at 201 Tombstone Canyon, Applicant Bisbee Vogue Inc. / Representative Cynthia Conroy.

This application is seeking retroactive approval for the continuation of a railing.

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 feature

BOARD WILL TAKE A MOTION AND VOTE: THIS SHOULD ONLY BE DECIDED ON THE DESIGN STANDARDS; NOT ON WHAT THE APPLICANT DID NOT DO PRIOR TO GETTING IT TO THE DESIGN REVIEW BOARD FOR RETROACTIVE APPROVAL.

Agenda Item 2.

Application 20-97 Bisbee Residential Historic District, Significant Property Bi-3 located at 100 Quality Hill, Applicant Bisbee Vogue Inc. / Representative Cynthia Conroy.

Wind Screens: The screens are the property of the St. Patrick's Church, Bisbee Vogue Inc. donated them including installation. Ms. Conroy of Bisbee Vogue Inc., that the only view that is obstructed was the fence and that the Design Review Board has no authority to review this project.

The approval by Joe Ward referred to on the application was only given to the blackening of the logo because with the logo it was consider a sign. It was not for the screens to be placed.

Ms. Conroy stated on the application that the Design Review Board has no authority to review this project.

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 feature

BOARD WILL TAKE A MOTION AND VOTE: THIS SHOULD ONLY BE DECIDED ON THE DESIGN STANDARDS; NOT ON WHAT THE APPLICANT DID NOT DO PRIOR TO GETTING IT TO THE DESIGN REVIEW BOARD FOR RETROACTIVE APPROVAL.

NEW BUSINESS

Agenda Item 3.

Selection of a Vice Chairman of the Design Review Board
DRB Action regarding the selection of a Vice Chairman per Zoning Code Article 2.3.2(H)

Mr. Lepley resigned as Chairman of the Design Review Board on February 8, 2021. Mr. DeCraemer will now move to the Chairman position and a new election for Vice Chairman is needed at this time.

Agenda Item 4.

Application 21-08 Bisbee Residential Historic District, Contributing Property Bi-29 located at 28Main Street, Applicant Pamela Martin Heiman.

This application is seeking approval for 1/8 Aluminum sign 24x36 in shape of a shield, to be attached to existing bracket. .40 Aluminum Dragon attached to the top of the bracket. Sign to state: Many Fine Things Gallery in three toned old fashioned lettering with yellow background. Sign and Dragon attachment to be done with chain and S hooks.

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.

APPLICATION: Applicant / Representative will present their application to the Board

PUBLIC COMMENT: Only on this item and there will be a time limit for speaking (three (3) minutes per person)

BOARD DISCUSSION: (no public comments beyond this point)

BOARD MAY ASK FOR ADDITIONAL INFORMATION FROM STAFF IF NECESSARY

BOARD WILL TAKE A MOTION AND VOTE

Agenda Item 5.

Application 21-13 Bisbee Residential Historic District, Non-Contributing Property #5 located at 125 Brewery Avenue, Applicant Hugh Starks; Representative Louis Woofenden, Net Zero Solar.

The application is seeking approval to install 9-module solar electric system on roof of existing structure.

The 300ft. Notification went out on February 17, 2021.

Public Comment: 1 (one) Public Comment in favor.

Zoning Code Article 6.15(C) this installation as proposed will require a public hearing and neighborhood notification since it does not meet the design standards of this article.

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 feature.

Public Hearing:

Application Presentation: Applicant / Representative will present the application to the Board

Declare the Public Hearing open and receive public comments: (opposed/ in favor). Time limits will be observed; the speaking time limit is three (3) minutes per person.

Declare the Public Hearing Closed: (No public comments may be received from the public once the Public Hearing is closed.

Call for Board Discussion: (only the Board members will conduct this discussion with the applicant/representative and staff if necessary)

Agenda Item 6.

Discussion regarding amending Zoning Code Article 6 General Provisions 6.4 Walls and Fences to include fencing for sporting and non-obstructive windscreens.

This item was tabled at the February 3, 2021 meeting pending development of language for the next meeting agenda in March.

Possible Language:

The purpose is to provide an opportunity for recreational courts as accessory uses in residential and/or commercial Historic Districts, to protect the integrity of neighboring residential areas, and to mitigate any deleterious impacts on proximate properties.

- A. Minimize windscreens impacts on the building design.*
- B. Any windscreens should not be visible from primary facades.*
- C. Windscreens and similar devices shall be prohibited above the six (6) foot height.*
- D. All Recreational Courts visible from the public streets shall be screened by landscaping. Landscaping and irrigations plans shall be submitted to the Building Official for approval and must indicate height and density to screen the court.*

Agenda Item 7.

Discussion regarding like for like roofing in regards to administrative approval.

Zoning Code Article 3.5.4, it says part, “Repair and improvements such as re-roofing, the replacement of windows, doors and stairs in the same locations, and the replacement of gutters, fencing, utility connections, and other similar non-structural elements may also be directly authorized by the Building Inspector. **An Administrative Approval from the ~~Community Development Director~~ Design Review Board Staff Liaison must be obtained prior to the issuance of a building permit for any such work.”**

Obtaining approval for re-roofing has been part of our Zoning Code since January 2007. Since it is approval is administrative, the approval is rapid. It will not hold up a job for any contractor or homeowner who can plan 48 hours ahead, when replacing like for like. This requirement is not unreasonable.

When submitting like for like DRB Applications, we ask that we have a picture of what it looks like now and the like material that will be used, before administrative approval can be issued. This is not unreasonable since we require pictures and materials used for applications that go to the Board.

Agenda Item 8.

Approval of the Minutes of the February 3, 2021 meeting.

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:

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 76 Erie Street, 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.