

MINUTES
Design Review Board
GOTO MEETING PLATFORM
March 3, 2021, at 5:30 PM
City of Bisbee, 76 Erie Street,
Bisbee, Arizona 85603

The Meeting Called to Order by SHAWN DECRAEMER at 5:32PM

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	X		
Shawn DeCraemer, Chair	X		
Frank Davis , City Council Liaison	X		
Theresa Coleman, Staff Liaison	X		

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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 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)

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

- Donna Pulling, spoke regarding the Completed information packet for National Register of Historic Places, which you can be found on the City’s website under Documents and Forms. Also, that it was important that members not living in Bisbee full time come to look at each of the projects. She thanked all the members.

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.

MOTION: Ms. Ponte moved to approve railing based on the Design Review Board guidelines.

SECOND: Mr. Gaffer MOTION FAILED: 3/4 (Gaffer, Green, Santellanes, Lepley)

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.

MOTION: Ms. Ponte moved to discuss.

SECOND: Ms. Santellanes MOTION PASSED: UNANIMOUSLY

Ms. Santellanes noted that sight line from restaurants to church was limited.

Ms. Ponte referred to Zoning Code 2.6.2, also swimming pool has screens in place, temporary item, not construction.

Mr. Lepley noted the same and spoke on view corridors.

Mr. Green stated they are temporary in nature and would support that.

Ms. Ponte asked by what legal means do we require those to be removed.

Mr. DeCraemer was in favor of them being on a temporary basis.

MOTION: Mr. Gaffer moved to approve application 20-97 as presented.
SECOND: Ms. Ponte MOTION FAILED: 3/4 (DeCraemer, Gaffer, Green, Lepley)

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.

Mr. Perfect nominated Linda Santellanes.

MOTION: Mr. DeCraemer moved to appoint Linda Santellanes.
SECOND: Mr. Perfect MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application 21-08 Bisbee Residential Historic District, Contributing Property Bi-29 located at 28 Main 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.

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

MOTION: Mr. Gaffer moved to approve application 21-08 as presented.
SECOND: Mr. Green MOTION PASSED: UNANIMOUSLY

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.

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

Mr. Gaffer was in favor of solar asked the applicant to cover the addition.

Mr. Stark stated the inverter was on the panel.

Mr. DeCraemer stated the panels will be flush with roof line and pitch.

MOTION: Mr. Lepley moved to approve provided that panels are flush to the roof system.

SECOND: Ms. Santellanes

MOTION PASSED: UNANIMOUSLY

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.*

Mr. Perfect would ask that the wording be simplified.

Mr. Gaffer was in favor of an active voice approach, to make it more direct; will volunteer to redraft.

Ms. Santellanes would prefer to address in guidelines not Zoning Code.

Mr. DeCraemer noted no definitive reference in code, wanted to allow without blocking views.

Ms. Ponte objects to adding to guidelines.

Mr. DeCraemer stated that guidelines and code need to align.

Mr. Lepley stated that he would take out D all together, C take out height and enhance preserving historic views.

Ms. Santellanes request formatting to show where these will be placed in the Zoning Code.

MOTION: Mr. DeCraemer moved to table until the next meeting, and submit revisions to Ms. Williams.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

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.

MOTION: Mr. Gaffer moved to approve the minutes of the February 3, 2021 meeting.

SECOND: Mr. DeCraemer

MOTION PASSED: UNANIMOUSLY

Staff Comments: NONE

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.)

- Claire & Justin Luria: Building Graffiti follow-up (Discussion: Invite the Luria’s to meeting)
- Administrative approval follow up

Adjournment: 6:40PM

MOTION: Mr. Lepley moved to adjourn.

SECOND: Ms. Santellanes

MOTION PASSED: UNANIMOUSLY