

# AGENDA

**Design Review Board  
HYBRID: ZOOM MEETING / IN PERSON**

**August 4, 2021, at 5:30 PM**

**City of Bisbee, Council Chambers 915 S. Tovreaville Road,  
Bisbee, Arizona 85603**

The Meeting Called to Order by \_\_\_\_\_ at \_\_\_\_\_ PM

**Roll Call-Board Members**

<b>Design Review Board</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Peter Gaffer			
Stephan Green			
Yvette Ponte			
Scot Perfect			
Linda Santellanes, Vice Chair	-----	-----	<b>X</b>
Ben Lepley			
Shawn Young, Chair			
Frank Davis , City Council Liaison			
Nina Williams, Staff Liaison			
Joe Ward, Bldg. Inspector			

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**JOIN ZOOM MEETING**

<https://us02web.zoom.us/j/88284817318?pwd=Q1FndE5oQ09YNVh4K2tuTUY0SjMvdz09>

Meeting ID: 882 8481 7318

Passcode: 673911

One tap mobile

+16699006833,,88284817318#,,,,\*673911# US (San Jose)

FIND YOUR LOCAL NUMBER: <https://us02web.zoom.us/u/kei6QPFBtr>

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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.

**Zoning Code 2.6 Design Review Board; 2.6.2 Powers and Duties:**

- A) The Design Review Board shall have the power in the Historic District Overlay Zone to review proposals for exterior construction, reconstruction, alterations or structural changes and to approve, conditionally approve, or disapprove an application.
- C) It shall be the responsibility of the applicant to prove to the Design Review Board or its designee, that the project in question conforms with the intent and purpose established in Ordinance and with the adopted design guidelines.

Approval should solely be based on the application submitted as a whole, and the information given to render a decision. Along with the Design Review Board Guidelines and the State of the Interior's Standards for the Treatment of Historic Properties.

The Boards decisions should not be based on whether you are in good standing or not with the applicant.

The Design Review Board has no authority regarding Fire Access, Planning, Zoning, Sewer, Water, Parking, or Drainage.

The Board can encourage the applicant to use certain materials, but cannot deny the applicants' application on the basis of their financial means.

The Board and City Staff cannot preserve Bisbee's Historic Districts by themselves. They need help of every property and business owner in order to preserve Bisbee's unique and historical character.

***LET US ALL CONTINUE TO WORK TOGETHER.***

**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.

**OLD BUSINESS**

**Agenda Item 1.**

**This item was tabled at the May 5<sup>th</sup>, the June 2<sup>nd</sup> and the July 7<sup>th</sup> DRB meetings.** Application 21-38 Bisbee Residential Historic District, Contributing Property #697 located at 819 A Tombstone Canyon, Applicant Michelle Marsh.

**Original Application:** The application is seeking approval to replace existing windows (10 on front and one on each side) for building. Existing windows have

significant termite damage and many broken panes. They intend to reuse the old, weathered wood for the aesthetics in between each window on the exterior; new pressure treated, termite wood will be used inside to provide structural framing for the windows.

**What the Applicant is seeking approval for at this time:** The applicant is seeking approval to replace the worst five (5) windows with exactly matching windows and try to rehab the rest.

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.

**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**

## **NEW BUSINESS**

### **Agenda Item 2.**

Application 21-61 Bisbee Residential Historic District, Contributing #492 located at 13 Spring Canyon, Applicant Scott Brown / Representative Mackenzie DeFrancisco.

This application is seeking approval to installed residential solar.

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.

The 300ft. Notification went out on July 14, 2021.

Public Comment: No Comments at the time of this agenda.

### **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 additional comments will be made 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 3.**

Application 21-62 Bisbee Residential Historic District, Contributing Property #311 located at 10 Copper Queen Plaza Applicants Francisco & Yolanda Barco / Representative Travis Bishop.

The Application is seeking approval for a Weekend Use only 10x10 logo tent for Big Jeep Tours LLC. Tent will be placed Saturday and Sunday mornings and removed Saturday and Sunday evenings. The tent will be placed inside the property line in front of or on the side of the Copper Queen Publishing/Bisbee Observer building with permission. The tent will only be used on Saturdays, Sundays and possibly Holidays.

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 4.**

Application 21-63 Bisbee Residential Historic District, Contributing Property #311 located at 25 Moon Canyon, Applicants James and Vicky King.

The application is seeking approval to do the following:

- Remove Shingle Roof and Install 25 Gauge Corrugated Metal Roofing (Instead of the Copper Colored Metal Roof).
- Repair, Replace Damaged Wood Paneling Around House- The House Wood Siding will be Replaced with Hardibacker Cement Board Siding.
- Garage Repair, Remove, Replace Damaged Exterior, Repair and Paint – The Garage Door will be replaced as it is completely broken
- Repair/Re-cement Retaining Walls at Street and House
- Mural: Cement Wall at Street / Garage Door.

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.

**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 21-64 Bisbee Residential Historic District, Property located at 239 A Brewery Avenue, Applicant James Tauch.

This application is for a proposed change to design Plan that was approved back on August 15, 2019 Unanimously. (Included in the Board Packet)

The application is seeking approval to do the following:

- Front doors will be ten lite
- Garage door will be a carriage house style door
- Slanted windows all in front and the two on the side of the house, closest to the front, will be drawn down to level-the left side (slanted window) will be drawn down to match the right side, creating a rectangular shape-the windows in front of the house will be roughly five (5) or six (6) inches lower front he top, creating a more cottage look-the window on the opposing side of the house will be drawn for a rectangle as well- creating a transom look will be favorable for the area
- Roof will be a classic galvanized panel, natural finish
- The metal Slats between the posts (deck area) could be more appropriate using a more basic craftsman style design
- The Contemporary lighting in front would be changed to more a sconce 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 feature, by remodeling or alteration, and prior to any new construction within the district.

**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 6.**

Application 21-65 Bisbee Residential Historic District, located at 7B Ok Street, Applicant Kenneth Budge Trust.

This application is seeking approval to demolish the house located at 7B Ok street.

On July 7, 2010 the Board approved the Demolition of the Existing Single Family Residence at 7B Ok Street. The structure was in considerable disrepair and is not a good candidate to rebuild because the cost of rebuilding would be prohibitive. The then Building Inspector judged it to be a hazard to public safety and meets the conditions of demolition as provided in Article 3.5.5A 1 and 2 Bisbee Zoning Code.

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.

The 300ft. Notification went out on July 19, 2021.

Public Comment: No Comments at the time of this agenda.

**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 additional comments will be made 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 7.**

Application 21-66 Bisbee Residential Historic District, Contributing Bisbee Commercial Historic District located at 91 Main Street, Applicant Dan Eason / Representative Thomas Oatman.

This application is seeking approval to install a three (3) foot high galvanized steel fence for a guard rail and partition across thirteen and a half (13 ½) feet.

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, by remodeling or alteration, and prior to any new construction within the district.

**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 8.**

Application 21-67 Bisbee Residential Historic District, Contributing Bisbee Commercial Historic District located at 67 Main Street, Applicant Two Partners Inc. / Representatives Mike Shaffer/ Jessie Brown.

This application is seeking approval for:

Two (2) signs installed for retail gift shop at location. Please note signs have been previously approved by DRB February 5, 2020 (Included in Board Packet) for use at other downtown Bisbee locations

#1-2'x8' installed centered above entrance door. Note that signs have historically been installed in this location. Size includes antique white frame

#2-2'x3' sign to be hung 90 degrees from front of the building, with lower end of sign to hang approximately 9' off the ground (in keeping with all other such signs on Main Street). This sign is currently installed at 7 Howell Avenue.

Pursuant to Bisbee Zoning Code Article 75, 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**

**Agenda Item 9.**

Approval of the Minutes of the June 23, 2021 Special Meeting.

**Agenda Item 10.**

Approval of the Minutes of the July 7, 2021 Meeting.

**Agenda Item 11.**

Review/Discussion/Update Checklist for minimum requirements for Design Review Board Application's submitted.

**Staff Comments**

- On July 7, 2021 **DRB Application 21-54**; 517 A Mayer Avenue was tabled for thirty days or until such time that the applicant can present the documentation as discussed during the hearing.

On July 19, 2021 Brian Hope, Hope CGI, LLC turned in a letter to the City of Bisbee that effective immediately he will be acting as representative for the property owners. They requested to be heard at the September -2021 meeting. The additional time is necessary in order to produce the necessary documentation.

**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 Nina Williams at (520) 432-6011 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.***