

MINUTES

**Design Review Board
 HYBRID: ZOOM MEETING PLATFORM / 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 SHAWN YOUNG at 5:30PM

Roll Call-Board Members

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

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.

- **Andrea Dominquez spoke regarding her property located at 122 Brewery Avenue.**

OLD BUSINESS

Agenda Item 1.

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.

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.

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

MOTION: Mr. Lepley moved to approve application 21-38 –new proposal.

SECOND: Mr. Young

MOTION PASSED: UNANIMOUSLY

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.

Mr. Young declared the Public Hearing open.

Opposed- None

Favor- James Richmann

Mr. Young declared the Public Hearing closed.

The Board discussed application 21-61.

MOTION: Mr. Gaffer moved to approve application 21-61 as presented.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

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.

Mr. Bishop, representative spoke regarding this application to the Board and answered questions.

MOTION: Mr. Gaffer moved to approve application 21-62 as presented.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

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.

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

MOTION: Mr. Perfect moved to approve application 21-63 in its entirety.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item5.

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

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.

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

MOTION: Mr. Young moved to table application 21-64 for thirty (30) days; site plan and 300ft. notification needed.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

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.

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.

Mr. Young declared the Public Hearing open.

Opposed- None

Favor- None

Mr. Young declared the Public Hearing closed.

The Board discussed application 21-65.

MOTION: Mr. Gaffer moved to table application 21-61 for sixty (60) days; cost information needed.

SECOND: Ms. Ponte

MOTION PASSED: UNANIMOUSLY

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.

Mr. Oatman, representative spoke regarding this application to the Board and answered questions.

MOTION: Mr. Gaffer moved to approve application 21-66 as submitted.

SECOND: Mr. Lepley MOTION PASSED: UNANIMOUSLY

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.

Ms. Brown spoke regarding this application to the Board and answered questions.

MOTION: Mr. Lepley moved to approve application 21-67 as presented.

SECOND: Mr. Gaffer MOTION PASSED: UNANIMOUSLY

Agenda Item 9.

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

MOTION: Mr. Lepley moved to approve the minutes of the June 23, 2021 Meeting.

SECOND: Mr. Perfect MOTION PASSED: UNANIMOUSLY

Agenda Item 10.

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

MOTION: Mr. Young moved to approve the minutes of the July 7, 2021 Meeting.

SECOND: Mr. Gaffer MOTION PASSED: UNANIMOUSLY

Agenda Item 11.

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

This item was tabled until Mr. Green is in attendance at the meeting.

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.
- **Ms. Williams spoke regarding the Updated Guidelines.**

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: 7:13PM

MOTION: Mr. Lepley moved to adjourn.

SECOND: Ms. Ponte