

**MINUTES**  
**Design Review Board**  
**January 5, 2022 at 5:30 PM**  
**915 S. Tovreaville Road, City of Bisbee Council Chambers**  
**Bisbee, Arizona 85603**

The Meeting Called to Order by LINDA SANTELLANES at 5:30PM

*AT THE BEGINNING OF THE MEETING THERE WERE  
 TECHNICAL DIFFICULTIES WITH THE SOUND*

**Roll Call-Board Members**

<b>Design Review Board</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Savannah Anderson - ZOOM	<b>X</b>		
Peter Gaffer – ZOOM	<b>X</b>		
Stephan Green – ZOOM	<b>X</b>		
Lori Gunnell	<b>X</b>		
Ben Lepley	<b>X</b>		
Scot Perfect, Vice Chair – ZOOM	<b>X</b>		
Linda Santellanes, Chair – ZOOM	<b>X</b>		
Frank Davis, Council Liaison to the Board	<b>X</b>		
Doug Taylor, City Planner	<b>X</b>		

**CALL TO THE PUBLIC: NONE**

**OLD BUSINESS**  
**NEW BUSINESS**

**Agenda Item 2.**

Request for approval of complete remodel of SFR, increase building height to 21', add covered veranda, and replace windows / doors Located at 148 Key Avenue, Contributing Property #690, Design Review Board Application 21-98: Rick & Kirsten Rock Applicants / Linda Santellanes, Santellanes Interiors & Brian Hope, Hope CGI Representatives.

The 300ft. Notification was sent out on December 16, 2021.

At the time of this agenda there were no public comments submitted.

**Ms. Santellanes, Representative and Mr. & Mrs. Rock spoke regarding this application to the Board and answered questions.**

**Two (2) letters of support for this application were read into the record.**

**Ms. Santellanes recused herself from voting.**

**MOTION: Mr. Gaffer moved to approve DRB Application 21-98 as presented to include the height change of 21 feet.**

**SECOND: Mr. Perfect**

**Roll Call Vote:**

**AYES: Gaffer, Green and Perfect**

**NAYS: Anderson, Gunnell and Lepley**

**MOTION: TIE VOTE: NO VOTE**

**Thus, the motion to recommend approval of the application was defeated and the finding should be entered that the motion failed.**

**Agenda Item 3.**

Request for approval to do the following:

- Replace all existing windows to restore to original function, remove window AC and heating units and evaporative cooler placed in one window
- Remove screen and door on front of porch to restore to original use
- Pour concrete slab patio for basement and repair and modify existing deck from 5'x8' to 15'x7.5' and remove awning. Bring up to code post size and footings
- Repair siding and trim with similar wood or composite board without changing structure
- Repair fence boards

At 400 O'Hara Avenue, Contributing Property #558, Design Review Board Application 21-100; BHFI II, LLC Applicant/ Andrew Ricks Representative.

**The Building height is 21'7" with a margin of error of 2" from the lowest point of abutment.**

**Mr. Ricks, Representative spoke regarding this application to the Board and answered questions.**

**MOTION: Ms. Anderson moved to approve DRB Application 21-100 as presented, with the use of wood siding.**

**SECOND: Ms. Gunnell**

**Roll Call Vote:**

**AYES: Anderson, Gaffer, Green, Gunnell, Lepley, Perfect and Santellanes**

**NAYS: 0**

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 1.**

Request for approval to construct an addition to the existing structure at unaddressed parcel 103-62-249D; 102 Taylor Street (Parent Parcel). Bisbee Historic District, Design Review Board Application 21-93: John Balas Applicant.

The 300ft. Notification was sent out on December 7, 2021.

At the time of this agenda there were no public comments submitted.

**One (1) letter of support for this application was received.**

**Mr. Taylor, Staff Liaison presented this application for the Board and answered questions.**

**MOTION: Ms. Gunnell moved to approve DRB Application 21-93 as presented.  
SECOND: Mr. Lepley**

**Roll Call Vote:**

**AYES: Anderson, Gaffer, Green, Gunnell, Lepley, Perfect and Santellanes**

**NAYS: 0**

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 4.**

Approval of the December 8, 2021 Design Review Board Special Meeting Minutes.

**MOTION: Mr. Perfect moved to approve the December 8, 2021 Special Meeting Minutes.**

**SECOND: Mr. Gaffer**

**Roll Call Vote:**

**AYES: Anderson, Gaffer, Green, Gunnell, Lepley, Perfect and Santellanes**

**NAYS: 0**

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 5.**

Discussion and Possible Action regarding Design Review Board Meetings.

**MOTION: Ms. Santellanes moved to hold Design Review Board Meetings starting in February via the Zoom meeting platform.**

**SECOND: Mr. Lepley**

**Roll Call Vote:**

**AYES: Anderson, Gaffer, Green, Gunnell, Lepley, Perfect and Santellanes**

**NAYS: 0**

**MOTION PASSED: UNANIMOUSLY**

**Agenda Item 6.**

Discussion and Possible Approval to hold a Work Session on Wednesday, January 12, 2022 at 5:30pm regarding the Application for the Design Review Board.

**No motion was taken majority of the Board were unable to meet on the above mentioned date.**

**Ms. Williams will get dates to the Board that they may be able to attend a Work Session.**

**Staff Comments (ONLY STAFF TO SPEAK / NO DISCUSSION)**

- Revisions for the Design Review Board Guidelines are being done once they are complete Mr. Lepley's item for voting on the revised guidelines will be placed on the agenda for the Board to vote.

**FUTURE AGENDA ITEM SUGGESTIONS** (Board members may suggest topics for future meeting agendas, but Board will not discuss, deliberate or take any action on these topics.)

**Adjournment: 6:55PM**

**MOTION: Mr. Green moved to adjourn.**

**SECOND: Mr. Lepley**