

MINUTES
Design Review Board
April 6, 2022, at 5:30 PM
VIA ZOOM MEETING PLATFORM

The Meeting Called to Order by SCOT PERFECT at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Savannah Anderson	X		
Peter Gaffer (Mr. Gaffer left the mtg. at 6:37pm)	X		
Stephan Green			X
Lori Gunnell	X		
Ben Lepley	X		
Scot Perfect, Vice Chair	X		
Ed Briggs	X		
Frank Davis, Council Liaison to the Board	X		
Doug Taylor, City Planner	X		

CALL TO THE PUBLIC: NONE

OLD BUSINESS

[Agenda Item 1.](#)

Application #: 22-09

Address: 722 W Hwy 80

Contributing / Non-Contributing: (NC)

Property Owner / Representative: Betsy McDonough / Calvin Fulginiti

Description of Work to be done:

RETROACTIVE APPROVAL

STOPWORK ORDER / UNLAWFUL STRUCTURE NOTICE GIVEN TO PROPERTY OWNER

- **ADDING AN ART PAINTING ROOM THAT WILL BE CONNECTED TO THE TRAILER**

March 2, 2022 DRB Meeting: Mr. Perfect moved to table DRB Application 22-09 until the next monthly meeting (April); unless the homeowner felt they needed more time; than the Board can extend it another thirty (30) days.

MOTION: MR. PERFECT MOVED TO TABLE FOR ANOTHER THIRTY (30) DAYS.

SECOND: MS. ANDERSON

ROLL CALL VOTE:

AYES: ANDERSON AND PERFECT

NAYS: GAFFER, GUNNELL, LEPLEY AND BRIGGS

MOTION FAILED (2/4)

CALL FOR THE APPLICATION:

MS. MCDONOUGH / MR. FULGINITI SPOKE REGARDING THIS APPLICATION TO THE BOARD AND ANSWERED QUESTIONS.

STAFF REPORT:

MR. TAYLOR RESENDED HIS OPINION AND HAD NOTHING TO ADD.

PUBLIC COMMENT: NONE

BOARD DISCUSSION: BOARD DISCUSSED
STAFF COMENTS: NONE
BOARD WILL TAKE A MOTION AND VOTE

MOTION: MR. GAFFER MOVED TO APPROVE APPLICATION 22-09.
SECOND: MS. GUNNELL

ROLL CALL VOTE:
AYES: ANDERSON, GAFFER, GUNNELL, LEPLEY, BRIGGS AND PERFECT
NAYS: 0
MOTION PASSED UNANIMOUSLY

NEW BUSINESS

[Agenda Item 2.](#)

Election of a Chair for the Design Review Board

MR. DAVIS, EX-OFFICIO MEMBER CONDUCTED THE ELECTION OF THE CHAIR FOR THE DESIGN REVIEW BOARD.

MS. ANDERSON NOMINATED MS. LORI GUNNELL

ROLL CALL VOTE:
AYES: PERFECT, LEPLEY, GAFFER, ANDERSON, AND BRIGGS
NAYS: 0
MOTION PASSED UNANIMOUSLY

[Agenda Item 3.](#)

Application #: 22-15

Address: 18 Art Avenue

Contributing / Non-Contributing: (C) #993

Property Owner / Representative: Molly Harrico / Burro Electric

Description of Work to be done: Installation of rooftop photovoltaic solar system

The 300ft. Notification was sent out on March 8, 2022

One (1) public comment received in favor at the time of this agenda.

PUBLIC HEARING

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

MS. GUNNELL OPENED THE PUBLIC HEARING

DECLARE THE PUBLIC HEARING CLOSED:

MS. GUNNELL CLOSED THE PUBLIC HEARING

CALL FOR THE APPLICATION:

MS. HARRICO SPOKE REGARDING HER APPLICATION TO THE BOARD AND ANSWERED QUESTIONS.

STAFF REPORT: MR. TAYLOR SPOKE REGARDING THIS APPLICATION

BOARD DISCUSSION: BOARD DISCUSSED

STAFF COMMENTS: NONE

BOARD WILL MOTION AND VOTE

MOTION: MR. BRIGGS MOVED TO APPROVE APPLICATION 22-15
SECOND: MR. GAFFER

ROLL CALL VOTE

AYES: ANDERSON, BRIGGS, GAFFER, LEPLEY, PERFECT AND GUNNELL

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 4.

Application #: 22-18

Address: 47 Zacatecas Canyon

Contributing / Non-Contributing: (C) #52

Property Owner / Representative: Kathryn Daily / Gerry Doud & Johnnie Cash

Description of Work to be done: One (1) room addition

The 300ft. Notification was sent out on March 16, 2022

No public comments at the time of this agenda.

***Please Note from Mr. Ward:** Applicant is able to build a deck and install wheelchair lift as necessary for access to the home, without DRB. This is necessary and accessibility overrides the Historic District Regulations. Requested a building permit for the accessibility details.*

PUBLIC HEARING

CALL FOR THE APPLICATION: MS. CADDO DAILY SPOKE REGARDING THIS APPLICATION TO THE BOAR AND ANSWERED THEIR QUESTIONS

STAFF REPORT: MR. TAYLOR SPOKE REGARDING THIS APPLICATION

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

MS. GUNNELL DECLARED THE PUBLIC HEARING OPEN

DECLARE THE PUBLIC HEARING CLOSED:

MS. GUNNELL DECLARED THE PUBLIC HEARING CLOSED

BOARD DISCUSSION: BOARD DISCUSSED

STAFF COMMENTS

BOARD WILL MOTION AND VOTE

MOTION: MR. GAFFER MOVED TO APPROVE APPLICATION 22-18 AS PRESENTED

SECOND: MS. ANDERSON

ROLL CALL VOTE

AYES: ANDERSON, GAFFER, PERFECT, BRIGGS AND GUNNELL

NAYS: LEPLEY

MOTION PASSED 5/1

Agenda Item 5.

Review and Discussion regarding an email sent from SHPO regarding Remodeling in an historic district (increase in building height at 148 Key Avenue).

BOARD REVIEWED AND DISCUSSED THE EMAIL SENT FROM SHPO REGARDING REMODELING IN AN HISTROIC DISTRICT.

MR. TAYLOR SAID THAT IT WAS NOT HIS INTENTION THAT THE SUBJECT PROPERTY (148 KEY) OF THE ATTACHED LETTER FROM THE ARIOZNA STATE HISTORIC PRESERVATION OFFICE (ASHPO) BE THE FOCUSE OF THIS DISCUSSION (THAT WILL BE ADDRESSED IN AGENDA ITEM 6) THIS WAS MERELY REFERENCE IT AS THE IMPETUS FOR THE ISSUES IT ADDRESSES.

- INCREASE IN THE ALLOWED BUILDING HEIGHT
- SCOPE OF WORK AND THE DESLISTING OF CONTRIBUTING STRUCTURES
- DEMOLITION OF A SIGNIFICANT PART OF A BUILDING
- 3.5.5 DEMOLITION AND MOVEMENT OF HISTORIC BUILDINGS

Agenda Item 6.

Application #: 22-19

Address: 148 Key Avenue

Contributing / Non-Contributing: (C) #690

Property Owner / Representative: Rick & Kristen Rock / Brian Hope

Description of Work to be done: Complete remodel of Single-Family Residence, increasing building height to 26' -10", increase footprint by approximately 90 square feet; add covered veranda, replace windows / doors.

The 300ft. Notification was sent out on March 16, 2022

One (1) public comment received in favor at the time of this agenda.

PUBLIC HEARING

CALL FOR THE APPLICATION: MR & MRS ROCK / MR. HOPE SPOKE REGARDING THIS APPLICATION TO THE BOARD AND ANSWERED QUESTIONS.

MRS. ROCK READ INTO THE RECORD A LETTER OF SUPPORT FROM KEITH "SKIP" AND VIRGINIA DOUGLASS INTO THE RECORD

MR. HOPE SPOKE REGARDING REMARKS MADE BY SHPO AND SPOKE ABOUT SUPPORT OF THIS PROJECT BY BOB VINT.

STAFF REPORT: MR. TAYLOR SPOKE REGARDING THIS APPLICATION

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

MS. GUNNEL DECLARED THE PUBLIC HEARING OPEN AND RECEIVED COMMENTS.

FAVOR:

MS. WILLIAMS, CITY STAFF READ INTO THE RECORD LETTERS OF SUPPORT BY THE FOLLOWING:

- STATED THAT DOUGLASS LETTER WAS READ INTO THE RECORD BY MS. ROCK
- ROLF SHASTEEN
- MAX SCHOENHALS
- CHUCK AND PATRICIA COUGLIN (MS. PATRICIA COUGLIN ALSO SPOKE REGARDING)
- DAVID BUDD
- KAY LYNN CUMMINS

OPPOSITION:

MS. WILLIAMS, CITY STAFF READ INTO THE RECORD LETTERS OF OPPOSITION BY THE FOLLOWING:

- MICHAEL MCPARTLIN
- BOARD MEMBER GREEN
- LONG TIME RESIDENT OF BISBEE

DECLARE THE PUBLIC HEARING CLOSED:

MS. GUNNELL DECLARED THE PUBLIC HEARING CLOSED.

BOARD DISCUSSION: BOARD DISCUSSED

STAFF COMMENTS: MR. TAYLOR SPOKE AGAIN REGARDING THIS APPLICATION

BOARD WILL MOTION AND VOTE

MOTION: MS. LEPLEY MOVED TO TABLE 22-19 UNTIL A DEMOLITION PLAN THAT CLEARLY SHOWS WHAT IS BEING DEMOLISHED, WHAT ISN'T AND WHAT IS BEING SAVED IS PROVIDED TO THE DESIGN REVIEW BOARD.

SECOND: MS. ANDERSON

ROLL CALL VOTE

AYES: ANDERSON, GUNNELL, LEPLEY, AND BRIGGS

NAYS: PERFECT

MOTION PASSED 4/1

[Agenda Item 7.](#)

Approval of the March 2, 2022, Design Review Board Meeting Minutes.

MOTION: MS. ANDERSON MOVED TO APPROVE THE MARCH 2, 2022, DESIGN REVIEW BOARD MEETING MINUTES

SECOND: MR. LEPLEY

ROLL CALL VOTE

AYES: ANDERSON, GUNNELL, LEPLEY, PERFECT AND BRIGGS

NAYS: 0

MOTION PASSED UNANIMOUSLY

[Agenda Item 8.](#)

Approval of the March 16, 2022, Design Review Board Special Meeting Minutes.

MOTION: MS. ANDERSON MOVED TO APPROVE THE MARCH 16, 2022, DESIGN REVIEW BOARD MEETING MINUTES

SECOND: MR. PERFECT

ROLL CALL VOTE

AYES: ANDERSON, GUNNELL, LEPLEY, PERFECT AND BRIGGS

NAYS: 0

MOTION PASSED UNANIMOUSLY

[Agenda Item 9.](#)

Discussion and Possible Action regarding Meeting in person starting in May or if the Board will continue with Zoom.

MOTION: MR. PERFECT MOVED TO START IN PERSON MEETINGS IN MAY

SECOND: MS. GUNNELL

ROLL CALL VOTE

AYES: ANDERSON, GUNNELL, LEPLEY, PERFECT AND BRIGGS

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 10.

Review and Discussion regarding updating the Design Review Board Application Packet.

BOARD DISCUSSED THE DESIGN REVIEW BOARD APPLICATION PACKET.

Agenda Item 11.

Discussion and Possible Action regarding the updated Design Review Board Application Packet.

MOTION: MR. PERFECT MOVED TO ACCEPT THE APPLICATION AS IS.

SECOND: MS. ANDERSON

ROLL CALL VOTE

AYES: ANDERSON, GUNNELL, LEPLEY, PERFECT AND BRIGGS

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 12.

Training and Discussion regarding Arizona Conflict of Interest and Open Meeting Laws for Design Review Board Members. (City Attorney Joe Estes)

JOE ESTES, CITY ATTORNEY WENT OVER ARIZONA CONFLICT OF INTERSET AND OPEN MEETING LAWS WITH THE DESIGN REIEW BOARD MEMBERS.

BOARD MEMBERS HAD COMMENTS AND ASKED QUESTIONS.

MR. ESTES WELCOMED THE BOARDS COMMENTS AND ANSWERED THEIR QUESTIONS.

Staff Comments (NO DISCUSSION)

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: 8:35PM

MOTION: MR. PERFECT MOVED TO ADJOURN

SECOND: MR. LEPLEY

MOTION PASSED UNANIMOUSLY