

Minutes
Design Review Board
August 3, 2022, at 5:30 PM
City of Bisbee Council Chambers
915 S. Tovreaville Rd. Bisbee, AZ

The Meeting Called to Order by LORI GUNNELL at 5:31PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Ed Briggs	----	----	X
Peter Gaffer	X		
Stephan Green	----	----	X
Lori Gunnell, Chair	X		
Ben Lepley	X		
Scot Perfect, Vice Chair	----	----	X
Theodore Schriever	X		
Frank Davis, Council Liaison to the Board	----	----	X
Nina Williams, Staff Liaison to the Board	X		
Joe Ward, Staff Bldg. Inspector / Code	X		
<u>CALL TO THE PUBLIC:</u> None			

- Introduction of new member Theodore Schriever.

OLD BUSINESS

[Agenda Item 1.](#)

Application #: 22-28

Address: 132 A Opera Drive

Contributing / Non-Contributing: (NC) #1056- Residential

Property Owner / Representative: Scott Schmelder & Chris Dangerfield

Description of Work to be done: Remodel of 762 SF Single Family Residence, Demo 2 Each closet structures as shown, Demo and/or reconfigure 9 Each roof planes as shown, Replace and/or install consistent roofing material as shown. Install new pine fascia complete as shown, install seamless gutters as shown, install 1 each new bi-fold door as shown, install 1 each new single hung window as shown, replace 8 each windows in kind as shown. Match infill board and batten siding to existing as shown. Window and door alterations as described on attached schedule.

The 300ft. Notification was sent out on May 3, 2022 – June 6, 2022 – July 12, 2022.

No public comments received at the time of this agenda.

THIS ITEM WAS PULLED FROM THE AGENDA

NEW BUSINESS

[Agenda Item 2.](#)

Application #: 22-10A

Address: 114 B Quality Hill Road

Contributing / Non-Contributing: (NC) #763 – Residential

Property Owner / Representative: Chuck Coughlin / Paul Syson

Description of Work to be done: Application is being amended from the original submission / approval - adding (1) 32" walk door to the street side of the garage.

Mr. Syson, Representative for Mr. Coughlin spoke regarding this application to the Board and answered questions.

MOTION: Mr. Gaffer moved to approve application 22-10A as submitted.

SECOND: Mr. Schriever

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 3.

Application #: 22-42

Address: 117 Locklin Avenue

Contributing / Non-Contributing: (NC) #222 – Residential

Property Owner / Representative: Byington Sims / Jared Sheldon

Description of Work to be done: Retro-Active Approval for the Construction of a 20' x8' Tool / Storage Shed.

The Design Review Board will need to determine the appropriateness of the design of the shed and the placement of the shed in the front yard.

- The location of the shed will be directly on the property line.

The 300ft. Notification was sent out on July 19, 2022.

No public comments received at the time of this agenda.

PUBLIC HEARING

CALL FOR THE APPLICATION: *Jared Sheldon, Representative for Mr. Sims presented the application to the Board.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Ms. Gunnell opened the Public Hearing

- *Christina Richter spoke in favor of this application*
- *No one spoke in opposition to this application*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

BOARD DISCUSSION: *Board Discussed.*

BOARD WILL MOTION AND VOTE

MOTION: Mr. Lepley moved to approve application 22-42 as is; the front of the house would be facing the way you drive into Locklin.

SECOND: Mr. Gaffer

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 4.

Application #: 22-43

Address: 178 Quality Hill (Listed as 178 Cross in GIS System)

Contributing / Non-Contributing: (NC) #674 – Residential

Property Owner / Representative: Janet Parkhurst & Robert Strittmatter

Description of Work to be done: Adding roof to existing deck on the north facing side of the property – Corrugated sheets, proposed to use water-proof polycarbonate panels.

The Design Review needs to determine if the polycarbonate panels that will be used are appropriate for the roof since the material is not metal.

Mr. Ward, Building Inspector/Code Enforcement, presented this application to the Board for the applicants.

MOTION: Mr. Lepley moved to approve application 22-43 with corrugated metal.

SECOND: Mr. Schriever

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 5.

Application #: 22-44

Address: 253 B Brewery Avenue

Contributing / Non-Contributing: (C) #1090 – Residential

Property Owner / Representative: Martin G. Thomas & Pamela J. Davis

Description of Work to be done: Retro-Active Approval for the Construction and alteration of a new Patio Roof Addition, Re-Construction of Patio Roof, Railing and Fencing Modifications and Construct New Shade Covering.

The was an Unauthorized Porch - asked to stop work and apply for DRB Approval.

The 300ft. Notification was sent out on June 12, 2022.

No public comments received at the time of this agenda.

PUBLIC HEARING

CALL FOR THE APPLICATION: *Mr. Thomas presented the application to the Board.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Ms. Gunnell opened the Public Hearing

- *No one spoke in favor or opposition of this application.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

BOARD DISCUSSION: *Board Discussed.*

BOARD WILL MOTION AND VOTE

MOTION: Mr. Gaffer moved to approve application 22-44 as submitted.

SECOND: Mr. Schriever

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

Agenda Item 6.

Application #: 22-45

Address: 517 A Mayor Avenue

Contributing / Non-Contributing: (C) #272 – Residential

Property Owner / Representative: John & Barbara Guy

Description of Work to be done: Seeking Approval for Partial Demolition, Addition to a Structure and Exterior Finishes.

Preserve the visual character and much of original exterior materials and increase square footage. It will have very little visual variations. Extending the roof trusses for a 5' extension on the house to the north, increasing the length of the house by 3' across the front elevation and transforming the 525 sq. Ft. Structure into a 760 sq. Ft. Home that will have the same look as the home built in 1910; located at 517 a Mayer Avenue.

The 300ft. Notification was sent out on June 14, 2022.
No public comments received at the time of this agenda.

PUBLIC HEARING

CALL FOR THE APPLICATION: *Mr. Guy presented the application to the Board.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Ms. Gunnell opened the Public Hearing

- *No one spoke in favor or opposition of this application.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

BOARD DISCUSSION: *Board Discussed.*

BOARD WILL MOTION AND VOTE

Mr. Gaffer read into the record the former staff liaison Doug Taylor's opinion for 517 A Mayor. Mr. Taylor thought that this was a logical proposal that will keep the existing historical building intact. Mr. Guy deserves credit for considering an alternative that works with the historic and doesn't fight it.

MOTION: Mr. Gaffer moved to approve application 22-45 as submitted.

SECOND: Ms. Gunnell

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, and Schriever

NAYS: Lepley

MOTION PASSED: 3/1

[Agenda Item 7.](#)

Application #: 22-46

Address: 36 Wood Canyon

Contributing / Non-Contributing: (C) #204 – Residential

Property Owner / Representative: Robert & Michele Munsey

Description of Work to be done: Replacing windows from 1960's add-on. Removing old Aluminum windows with energy efficient.

Mr. Ward, Building Inspector/Code Enforcement, presented this application to the Board for the applicants.

MOTION: Mr. Gaffer moved to approve application 22-46 as submitted.

SECOND: Mr. Schriever

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

[Agenda Item 8.](#)

Application #: 22-47

Address: 1642 West Blvd.

Contributing / Non-Contributing: (C) #734 – Residential

Property Owner / Representative: Tom & Dawn Sullivan

Description of Work to be done: Building a 230 Sq. Ft. Addition that will match existing Santa Fe Style Frame and Stucco home.

The 300ft. Notification was sent out on June 19, 2022.

- One (1) Public Comment was received at the time of this agenda supporting the approval of the addition project as submitted.

PUBLIC HEARING

CALL FOR THE APPLICATION: *Mr. Sullivan presented the application to the Board.*

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Ms. Gunnell opened the Public Hearing

- *No one spoke in favor or opposition of this application.*

DECLARE THE PUBLIC HEARING CLOSED: *Ms. Gunnell closed the Public Hearing.*

BOARD DISCUSSION: *Board Discussed.*

BOARD WILL MOTION AND VOTE

MOTION: Mr. Lepley moved to approve application 22-47 as is; if the new addition is set back 4 to 6 inches from the main structure.

SECOND: Ms. Gunnell

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley, and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

[Agenda Item 9.](#)

Application #: 22-49

Address: 63 Brewery Avenue

Contributing / Non-Contributing: (C) #Bi-180 – Commercial -CM2

Property Owner / Representative: Sarah Prochnau

Description of Work to be done: Windows / Stairwell

Windows will be same dimensions (36x50) design and trim as existing windows. Windows will be operable- existing windows are inoperable. The Stairwell will be like for like materials wood stairs / handrail.

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

MOTION: Ms. Gunnell moved to approve application 22-49 as is.

SECOND: Mr. Gaffer

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

[Agenda Item 10.](#)

Approval of the July 6, 2022, Design Review Board Meeting Minutes.

MOTION: Ms. Gunnell moved to approve the minutes of the July 6, 2022 Design Review Board Meeting.

SECOND: Mr. Gaffer

ROLL CALLVOTE:

AYES: Gaffer, Gunnell, Lepley and Schriever

NAYS: 0

MOTION PASSED UNANIMOUSLY

Staff Comments (NO DISCUSSION)

- *Ms. Williams informed the Board that she hoped to have the guidelines at the next meeting in September for review.*

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: 6:41PM

MOTION: *Ms. Gunnell moved to adjourn*

SECOND: *Mr. Gaffer*

MOTION PASSED UNANIMOUSLY