

MINUTES
Design Review Board
GOTO MEETING
October 7, 2020, at 5:30 PM
City of Bisbee, 915 S. Tovreaville Road,
Bisbee, Arizona 85603

The Meeting Called to Order by FRANK DAVIS at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer	X		
Stephan Green	X		
Yvette Ponte	X		
Frank Davis, Chair	X		
Linda Santellanes	X		
Ben Lepley, Vice Chair	X		
Shawn DeCraemer	X		
Leslie Johns, City Council Liaison	X		

Staff: James Ledbetter, City Attorney, Theresa Coleman/DRB Staff Liaison

GOTO MEETING PLATFORM

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 policies. 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.

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)

OLD BUSINESS

NEW BUSINESS

Agenda Item 1.

Application 20-75 Bisbee Residential Historic District, Contributing Property #854 located at 743 B Tombstone Canyon, Applicants David Neufeld/ Lisa Braiterman- Representative Allen Hoes Consulting.

The application is seeking approval for an addition of 12' x24' on Driveway Side (NW), Pergola over entryway. Reframing of front gable and redesign extending the gable roof over existing shed on (SE) side. South facing roofs to be corrugated metal common to Bisbee.

The 300ft. Notification went out on September 10, 2020.

At the time this agenda was put together there was one (1) public comment received for this application.

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 features.

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

MOTION: Mr. DeCraemer moved to approve DRB Application 20-75 with the understating that the roofing material will all be the same metal.

SECOND: Mr. Green

MOTION PASSED: 6/1 (Lepley)

Agenda Item 2.

Application 20-77 Bisbee Residential Historic District, Contributing Property Bi-128 located at 48 Howell Avenue, Applicants John Charley/ Peggy Avina- Representative Albert Hopper, Architect.

This application is seeking approval to replace existing deteriorated wood double hung windows and aluminum windows will be replaced with new either aluminum or vinyl clad wood windows. Windows will match existing windows in size and grilles. Existing deteriorated siding that does not match the existing horizontal wood siding will be replaced with new matching siding. All other features of the exterior of the house will remain as is.

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 features.

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

MOTION: Mr. Gaffer moved to approve DRB Application 20-77 with the condition that the applicant reviews all windows carefully and gives consideration to alternative methods of insulating.

SECOND: Mr. DeCraemer

MOTION PASSED: 6/1 (Lepley)

Agenda Item 3.

Application 20-78 Bisbee Residential Historic District, Contributing Property #272 located at 517 A Mayer Avenue, Applicants Deborah Wood/ Paula Bird.

This application is seeking approval to add metal stairs that will be built in the front of the property along the wall.

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 features.

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

This application did not meet the 300ft. notification guidelines; these are minor facilities or accessory buildings, which require no notification.

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

MOTION: Mr. Lepley moved to approve DRB Application 20-80 with the addition of salvaging and moving existing windows.

SECOND: Mr. Green

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Application 20-81 Bisbee Residential Historic District, Non-Contributing Property #63 located at 223 Youngblood Hill, Applicant Todd Conklin.

This application is seeking retro-active approval for additions added on to existing adobe structure. Build deviates slightly from previously approved application. Engineered trusses were necessary to keep weight off of adobe. Covered porch was added on and windows were taken away and added to certain areas of the house.

Original application was approved on December 4, 2019:

Application 19-66 Bisbee Residential Historic District, Non-Contributing Property #63 located at 223 Youngblood Hill, Applicant Todd Conklin

This application is seeking approval to replace additions that were removed. New additions will be board and batten, windows will be vinyl double hung, railing to be 2x6, top rail 2x4 construction with 2x2 pickets. Porch posts to be 4x4. Original adobe front and portion of top story to remain exposed for historical purposes.

MOTION: Mr. Gaffer moved to approve application 19-66 as presented with a provision that if there was a significant change from the standard door then Mr. Conklin would re-submit an application, the Board approves the stucco as a change to the application and the offsets from the adobe.

SECOND: Mr. Sky

MOTION PASSED: UNANIMOUSLY

Previously approved drawings of house are included in this application packet.

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 features.

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

Mr. Lepley recused himself due to having prepared the drawings.

MOTION: Mr. DeCraemer moved to approve DRB Application 20-81 as is.

**SECOND: Mr. Gaffer
obstained)**

MOTION PASSED: 5/1 (Santellanes/ Lepley

Agenda Item 7.

Application 20-82 Bisbee Residential Historic District, Contributing Property #393 located at 600 Tombstone Canyon, Applicants David and Eva McElroy.

This application is seeking approval for a renovation of an existing, unsafe and unstable, detached parking structure. The existing structure is 20'x10', two stories high, with parking space on the upper level and street access from Warren Hill Street, and the lower supporting level below at house grade and completely within the backyard. The existing unsafe parking structure cover will be removed, leaving the existing parking space. The lower supporting structure will be reinforced, making the parking space usable. The

exterior corrugated steel siding will be replaced with stucco siding. A safety rail will be installed around the parking space and stairs will be added allowing access from the parking space to the backyard.

The 300ft. Notification went out on September 10, 2020.

At the time this agenda was put together there were two (2) public comment received for this application.

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 features.

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

**MOTION: Mr. DeCraemer moved to deny DRB Application 20-82.
SECOND: Ms. Ponte MOTION PASSED: 6/1 (Green)**

Agenda Item 8.

Approval of the Minutes of the September 2, 2020 Meeting.

MOTION: Mr. Davis moved to approve the minutes of the September 2, 2020 meeting.

SECOND: Ms. DeCraemer MOTION PASSED: UNANIMOUSLY

Agenda Item 9.

Approval of the Minutes of the September 16, 2020 Special Meeting

MOTION: Mr. Davis moved to approve the minutes of the September 16, 2020 special meeting.

SECOND: Ms. Lepley MOTION PASSED: UNANIMOUSLY

Agenda Item 10.

Update regarding the Wind Screens at St. Patrick's Church.

A letter was sent out again with enclosed DRB Application Packet on September 23, 2020 requesting that Ms. Conroy submit an application for the Windscreens and informed her again of the DRB's compromise they are willing to make.

A letter was sent to Ms. Conroy on August 31, 2020 requesting that she submits an application for the windscreens attached to the fence on the grounds of St. Patrick's Church due to the screens obstructing the view of the historic structure. The members of the Design Review Board have indicated that they are willing to provide a compromise; they will approve the wind screens for use during an event and request that the screens be lowered when not in use.

- August 5, 2020: Board asked that a letter be sent to Ms. Conroy requesting that they be removed and if a compromise was to be sought go through the Design Review Board
- July 8, 2020: Discussed by Board and will have the Attorney Review the meeting video.
- June 3, 2020: The Board asked that this be brought back to the Board for discussion.
- February 5, 2020: The Board discussed this item and requested the removal of the Wind Screens at St. Patrick's Church.

Ms. Coleman will contact the city attorney regarding fines.

Agenda Item 11.

Update/ Discussion regarding 805 Tombstone Canyon.

Ms. Coleman explained that the eminent domain process was initiated and that they are in need of an appraiser.

Agenda Item 12.

Discussion/ Update on Public Buildings that go vacant so that they do not go into a state of decay. (Old High School- Hillcrest)

- July 8, 2020 Meeting: Ms. Coleman was going to reach out to Dan Coxworth about attending a future meeting.

Ms. Coleman stated that the Old High School and Hillcrest have both been approved for Phase I environmental studies.

Agenda Item 13.

Discussion regarding fence on Tombstone Canyon.

The concern was regarding the privacy style fences.

Agenda Item 14.

Discussion and Possible Action regarding picking a date for a special meeting to review the updates on the Design Review Board Guidelines.

Ms. Coleman has the new draft for review. Mr. DeCraemer will contact Nina regarding spacing. The next review will be October 21, 2020.

Staff Comments

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: 7:30PM

MOTION: Mr. Davis moved to adjourn

SECOND: Mr. Lepley