

Nora L. Barraza
Mayor

Jesus M. Caro, Jr
Mayor Pro Tem



Sam Bernal
Trustee

Carlos Arzabal
Trustee

Linda L. Flores
Trustee

PZHAC MINUTES

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION ON TUESDAY, JANUARY 22, 2013, AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

1. *Case: 012129 – 3116 Avenida de Mesilla, LAMA Properties, LLC, a Special Use Permit for an Assisted Living Facility. Zone: R-A (25 minutes). 5:35pm*

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A REGULAR MEETING ON TUESDAY, JANUARY 22, 2013, AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL AND DETERMINATION OF A QUORUM** - *All members were present (Kim Seifert, Yolanda Lucero, Dax Contreras, and Russell Hernandez)*
3. **CHANGES TO THE AGENDA** - *None*
4. **ACCEPTANCE OF THE CONSENT AGENDA** – *Accepted.*
Note: Items on the agenda indicated by an asterisk () are on the consent agenda and will be voted on with one motion unless a Commissioner requests that a specific item be removed.*
5. ***PZHAC Minutes:**
Regular Meeting Minutes of December 17, 2012
6. **PZHAC NEW BUSINESS:**

Special Use Permit Request:

****A PUBLIC HEARING MUST BE HELD PRIOR TO ACTION ON THE FOLLOWING ITEM.**

- *Case: 012129 – 3116 Avenida de Mesilla, LAMA Properties, LLC, a Special Use Permit for an Assisted Living Facility. Zone: R-A (Residential/Agricultural 3 Acre Minimum)*
Dr. Seifert opened a public hearing for the above referenced case. Staff presented three e-mails to be read into record as opposed to the Special Use Permit. No other public comments were received. Dr. Seifert closed the Public hearing and called for a roll call vote.
Aye Vote: (4): Lucero; Hernandez; Contreras and Seifert. Motion passed.
Nay Vote (0).

Business Registration Request:

- *Case: 2013-0510 – 1730 Tierra de Mesilla, Tranquil Awakenings, a proposed business located at 1730 Tierra de Mesilla, massage therapy and esthetician. Zone: C.*
- Staff presented the facts of the case, which involve that the proposed business will not generate any substantial increase in traffic and there is sufficient parking for this low volume activity. The Fire Chief inspected the facility 1/21/2013.
Aye Vote (4): Lucero; Hernandez; Contreras and Seifert. Motion passed.
Nay Vote: (0)

Building Permit Requests:

- *Case: 012132 – 2930 Avenida de Mesilla, Trinidad De La O, a Building Permit application for the foundation of a single family modular home with guest house. Zone: R-A.*

- *Staff presented the facts of the case: The application is for the foundation for the modular home. The modular home will be set on the permanent foundation listed as a permanent structure. Dr. Seifert questioned in regard to the foundation of the guesthouse. It was not included on this application – it will be presented to the Commission at a later date and was not included as part of this building permit.*

Aye Vote (4): Lucero; Hernandez; Contreras and Seifert. Motion passed

Nay Vote: (0)

- Case: 12132B – 2930 Avenida de Mesilla, Trinidad De La O, a building permit application for the demolition of the current structure located on the property. Zone: R-A.

- *Staff presented the facts of the case: the current structure is not listed on the historic registry or listed in the historical zone. This structure is not a significant or contributing structure within the historic district in accordance with MTC 18.33.090.*

Aye Vote: (4): Lucero; Hernandez; Contreras and Seifert. Motion passed.

Nay Vote: (0)

- Case: 012134 – 2590 Avenida de Mesilla, Richard and Clara Lujan, a Building Permit application for the demolition of buildings. Zone: H-C.

- *Staff presented the facts of the case: The buildings are noted as #10 and #11 on the National Registry list. They are listed as Intrusive and Neutral, respectively. They are not significant or contributing.*

Aye Vote: (4): Lucero; Hernandez; Contreras and Seifert. Motion passed.

Nay Vote: (0)

- Case: 012135 – 1803 Avenida de Mesilla, Meson de Mesilla/Cali Szczawinski, a sign permit application for installation of three (3) signs for a total of 12 sq. ft. Zone: H-C.

- *Staff/applicant presented the facts of the case: Town Code 18.65.220 limits the number of signs permitted to two exterior signs. The interpretation of the structure of the sign is left up to the Commission to determine if the design is one sign or more than one. Signs located on the building will be taken down and replaced with the signs on the metal frame work of the proposed fence in case 012136.*

Aye Vote: (4); Lucero; Hernandez; Contreras and Seifert. Motion passed.

Nay Vote: (0)

- Case: 012136 – 1803 Avenida de Mesilla, Meson de Mesilla/Cali Szczawinski, a Building Permit application installation of new wall made of wine barrels with iron metal work. Zone: H-C.

- *Staff/applicant presented the facts of the case: MTC 18.65.340 states that there is a maximum of six (6) foot height requirement in the H-R Zone. The materials: wood and metal are allowed per MTC 18.60.340. The iron-work will look rustic. Wine barrels are 38” tall. The iron work is 12’ tall.*

Aye Vote: (4); Lucero; Hernandez; Contreras and Seifert. Motion passed.

Nay Vote: (0)

- Case: 012137 – 1803 Avenida de Mesilla, Meson de Mesilla/Cali Szczawinski, a Building Permit application for demolition of current wall. Zone: H-C.

- *Staff/applicant presented the facts of the case: proposed demolition of the middle wall at the entrance of the property. The property is not located on the Historic Register or on the Historic Registry Map.*

Aye Vote: (4); Lucero; Hernandez; Contreras and Seifert. Motion passed.

Nay Vote: (0)

- Case: 012139 - 2030 Calle Del Norte, Veronica Cook, a Building Permit application for the construction of a corrugated tin fence on the west property line.

- *Staff presented the facts of the case: The construction of the fence will not block the driver’s view on Calle del Norte. The required fencing materials are: stucco, brick, stone, wood, adobe and wrought iron. Corrugated tin is a permissible roofing*

material, but not a permissible fencing material. MTC 18.65.340 states that there is a maximum of six (6) foot height requirement in the H-R Zone.

Aye Vote: (0)

Nay Vote: (4); Lucero; Hernandez; Contreras and Seifert. Motion passed.

Summary Subdivision Request:

- Case: 012141 – 2795 Calle del Sur, Raul Valdez, a Subdivision Application to move his property line dividing his two properties over to include his road to his home.

****Must meet the following criteria: MTC 17.35.010 Requirements:**

N/A Storm drainage analysis plans may not be required unless specifically requested by the planning commission.

- Plats of survey with a metes and bounds description with a minimum scale of one inch equals 100 feet certified by a registered land surveyor in the state of New Mexico with accompanying land description will be a suitable means of description for the purposes of this chapter. Final approved plats shall be submitted on 18-inch by 24-inch reproducible Mylar.

- *The Commission stated that the above is their only requirement for this subdivision application.*

N/A Guarantees of performance and security and indemnity agreements will not be required unless specifically requested by the planning commission and the board of trustees.

N/A Disclosure statements will not be required unless specifically requested by the planning commission.

N/A Public hearing may not be required unless specifically requested by the planning commission.

N/A Posting requirements will be limited to two signs being posted on the property requested to be subdivided. Information will include a description of the subdivision and date time and place of meeting at which it is to be considered by the planning commission. [Ord. 89-01; prior code § 11-5-7.1]

- *Application for review only; will be considered for approval at the next PZHAC meeting February 4, 2013.*

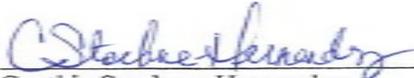
- *Staff presented the facts of the case: The applicant would like to vacate the property line on the north-east property line of Parcel 04-00411 so as to combine both tracts of land to give him more driveway access. The Commission asked that staff obtain more information in regard to if he is the only resident utilizing the current driveway on his property; and*

7. *ADMINISTRATIVE (CONSENT) APPROVALS:

- Case: 012131 – 2235 Avenida de Mesilla, Clyde Eastman, a Building Permit application for removal of materials on damaged exterior wall and rebuild to original condition. Zone: H-C. **requires CID Permit.
- Case: 012133 – 2385 Calle de Guadalupe, Cielo Vista Construction/Charles Rogers, a Building Permit application for stucco repairs. Zone: H-C.
- Case: 012138 – 1212 Calle de El Paso, JLB Enterprises/John Campbell, a Building Permit to construct a metal storage building. Zone: R-F. **requires CID Permit.
- Case: 012140 – 2410 Calle de San Albino, La Posta de Mesilla, a Temporary Sign Permit for their first temp sign of the year from January 9 – January 11th.
- Case: 012142 – 1701 Calle de Mercado, Circle 7 Development, a Building permit for improvements on handicap ramps. Zone: C. **requires CID Permit.

8. **PUBLIC COMMENTS** - *None*
9. **PZHAC/STAFF COMMENTS** – *Cynthia Stoehner-Hernandez commented that she was happy to be working with the Commission and looks forward to working with them more in the future. She also reminded them that they Bios for the website were due to Ashley or her by Friday, January 25, 2013.*
10. **PZHAC ADJOURNMENT- 6:55 p.m.**

ATTEST:


Cynthia Stoehner-Hernandez
Community Development Director


Dr. Kim Seifert
PZHAC Chairman