



**PZHAC WORK SESSION
AGENDA
OCTOBER 1, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, OCTOBER 1, 2018 AT 5:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Norman Fristoe for LAMA Properties, LLC; a request to clarify the methods being used to conduct renovations on a storage structure at 3116 Avenida de Mesilla (**Case 060739**). Zoned: Rural Agricultural (RA)

Item 2: Submitted by Martin Serna; a request to discuss plans to construct a fence at the southeast corner of a property used as a pecan orchard at 2799 Calle del Sur (**Case 060771**). Zoned: Residential/Agricultural (RA)

Item 3: Submitted by Velia Chavez for Palacios's Bar, a request to discuss plans to paint a mural on the side exterior wall of the structure used to house the bar at 2600 Avenida de Mesilla (**Case 060797**). Zoned: Historical Residential (HR)

**PZHAC REGULAR MEETING
AGENDA
OCTOBER 1, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, OCTOBER 1, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND DETERMINATION OF A QUORUM

III. CHANGES/APPROVAL OF THE AGENDA

IV. *ACCEPTANCE OF THE CONSENT AGENDA

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 for discussion.*

A. *PZHAC MINUTES – Meeting minutes of September 17, 2018.

B. *ADMINISTRATIVE APPROVAL

Building Permits

1. **Case 060792** – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to allow the repainting of a dwelling and a wall along the property line at this address. Zoned: Historical Residential (HR).
2. **Case 060793** – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to allow a gate to be moved in order to provide additional accessible off-street parking spaces on a property at this address. Zoned: Historical Residential (HR).
3. **Case 060794** - 3573 Calle del Norte, submitted by Nelson Clayshulte; a request for a building permit to allow the construction of a pipe fence along the property line on Calle del Norte at this address. Zoned: Rural Farm (RF).
4. **Case 060795** – 1922 Calle de Cura, submitted by Nia Rucker; a request for a building permit to remove part of a fence along a property line of a dwelling at this address. Zoned: Historic Residential (HR)
5. **Case 060796** – 2250 Calle de Picacho, submitted by Pioneer Roofing for Leonard Gambrell; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR)

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Building Permits

1. **Case 060739** – 3116 Avenida de Mesilla, submitted by Norman Fristoe for LAMA Properties, LLC; a request for a clarification to a building permit to renovate a storage structure at this address. Zoned: Rural Agricultural (RA) **(Discussed at Work Session – Item 1)**
2. **Case 060771** – 2799 Calle del Sur, submitted by Martin Serna; a request for a building permit to construct a fence at the southeast corner of a property used as a pecan orchard at this address. Zoned: Rural/Agricultural (RA) **(Discussed during Work Session – Item 2)**
3. **Case 060797** – 2600 Avenida de Mesilla, submitted by Velia Chavez for Palacio’s Bar; a request for a building permit to enable a mural to be painted on the side of a commercial structure at this address. Zoned: Historic Residential (HR) **(Discussed during Work Session – Item 3)**

VI. PUBLIC COMMENTS

VII. PZHAC/STAFF COMMENTS

VIII. ADJOURNMENT

NOTICE

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least 48 hours prior to the meeting.

Posted on 9/27/18 at the following locations: Town Hall - 2231 Avenida de Mesilla; Public Safety Building - 2670 Calle de Parian; Mesilla Community Center - 2251 Calle de Santiago; Shorty’s Food Mart - 2290 Avenida de Mesilla; Ristramnn Chile Co. - 2531 Avenida de Mesilla and the U.S. Post Office - 2253 Calle de Parian.

PZHAC NEW BUSINESS

OCTOBER 1, 2018

WORK SESSION

**PZHAC WORK SESSION
OCTOBER 1, 2018
ITEM 1**

Submitted by Norman Fristoe for LAMA Properties, LLC; a request to clarify the methods being used to conduct renovations on a storage structure at 3116 Avenida de Mesilla (Case 060739). Zoned: Rural Agricultural (RA).

Earlier this year, the applicant had started renovating the structure to create a 1200 square foot guest house. According to the applicant, Sandoval Construction was hired to do the work, and acquired a permit electronically from CID without going through the Town PZHAC as required by the Code. A stop work order was issued by CID at the request of the Town, and the applicant was informed of the Town process. According to the applicant, he had been assured by Sandoval Construction that they had gone through the required process. The applicant was informed that under Section 18.10 (Definitions) of the Code, a “guest house” would be limited to 600 square feet in size, and that the 1200 square foot design he was using would not be allowed. Since there are no provisions in the Code at this time for a second structure on a property in the RA district to be over 600 square feet in size, the applicant has decided to complete and use the structure as a storage unit. The applicant was informed that all such work in the Town requires review and approval by the PZHAC.

The applicant originally received PZHAC approval for this project on June 18, 2018. The applicant proceeded to work on the project until questions arose as to whether it was being constructed as a storage unit/work shop, or as a dwelling. This confusion was due to the fact the shop was being constructed with the ability to be converted easily into a dwelling if the law or zoning was ever changed to permit it. It also appeared to CID that the contractor was using a different set of plans than those that were approved. (The plans approved by the PZHAC were a simple set showing the basic floorplan, but did not show wiring or plumbing, as these are features that are not normally reviewed from a planning and zoning perspective. As a result, a red tag was issued and staff informed the applicant that the PZHAC would need to resolve the issue as to what the structure would be identified as.

To confuse the issue further, many of the better shops in which people spend a significant amount of time are built with features found in dwellings (200 amp electrical service, A/C, bathrooms, sinks, ceilings, and in some cases flooring). These items are not as popular in units used for simple storage. The applicant has stated that even his work shop at home is build the same way (see attached photos), even though its primary use is as a work shop that includes an area to work on a vehicle. (The shop contains 200 amp electrical service, plumbing stub-outs for a sink, a complete bathroom, A/C and heating, a wood plank ceiling, and a full size garage door in one wall.)

Technically, from a building code point of view, the current construction could possibly meet the requirements for both a shop, or in this case with just a few more details, a dwelling. (The applicant’s original intent for the structure was to convert it from a simple storage unit to a dwelling; but once it was determined that this would not be allowed, it was determined that the structure would be made into a work shop.) The applicant has stated several times to Staff that he would like to make the structure easy to convert, even though the likelihood of a change in the zoning of the property, or a change in the laws affecting the use of the property, was slim at this time.

The project is currently red-tagged pending the outcome of this request.

The applicant will be present at the work session to provide further details about the proposed construction, and to answer any questions that may arise.

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400696](#)

Parcel Number: 4006138413125

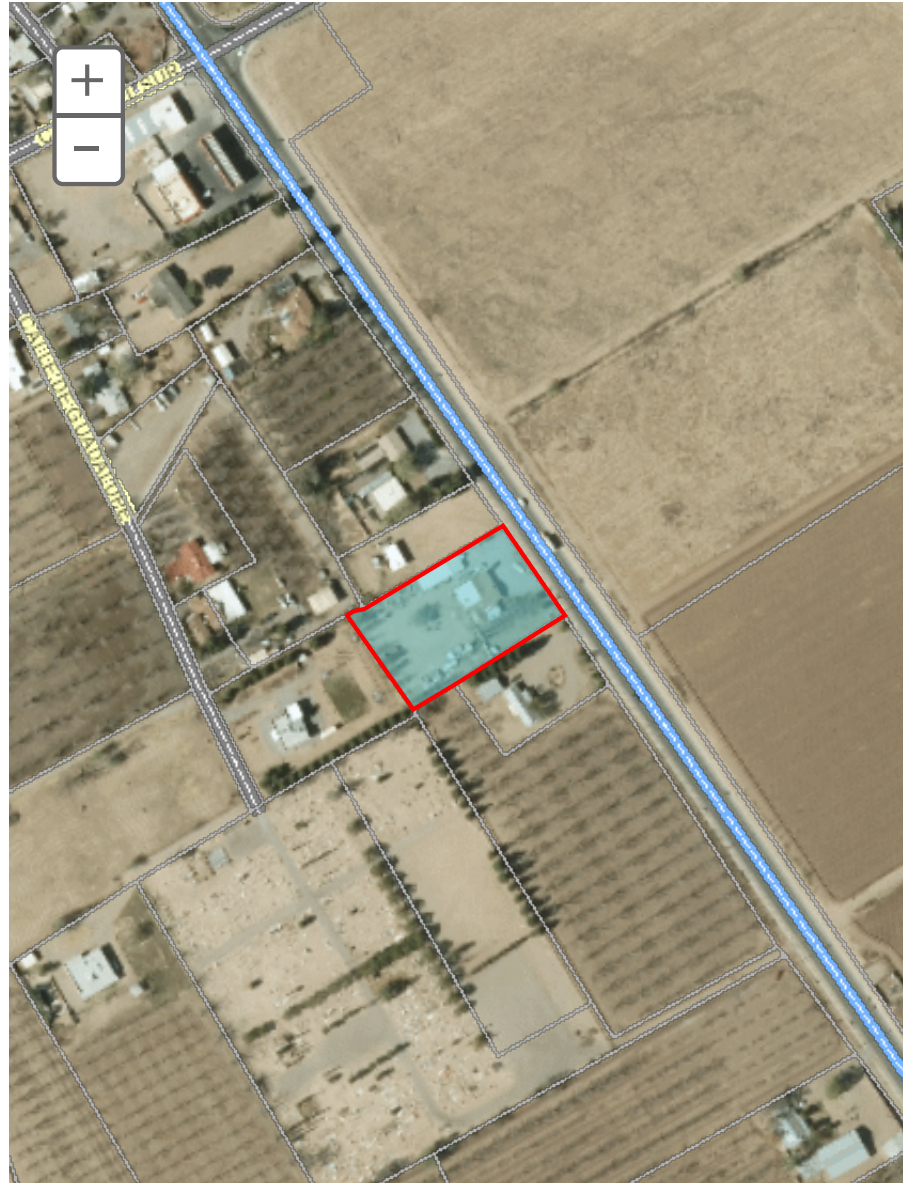
Owner: LAMA PROPERTIES LLC

Mail Address: 780 S WALNUT BLDG
#6

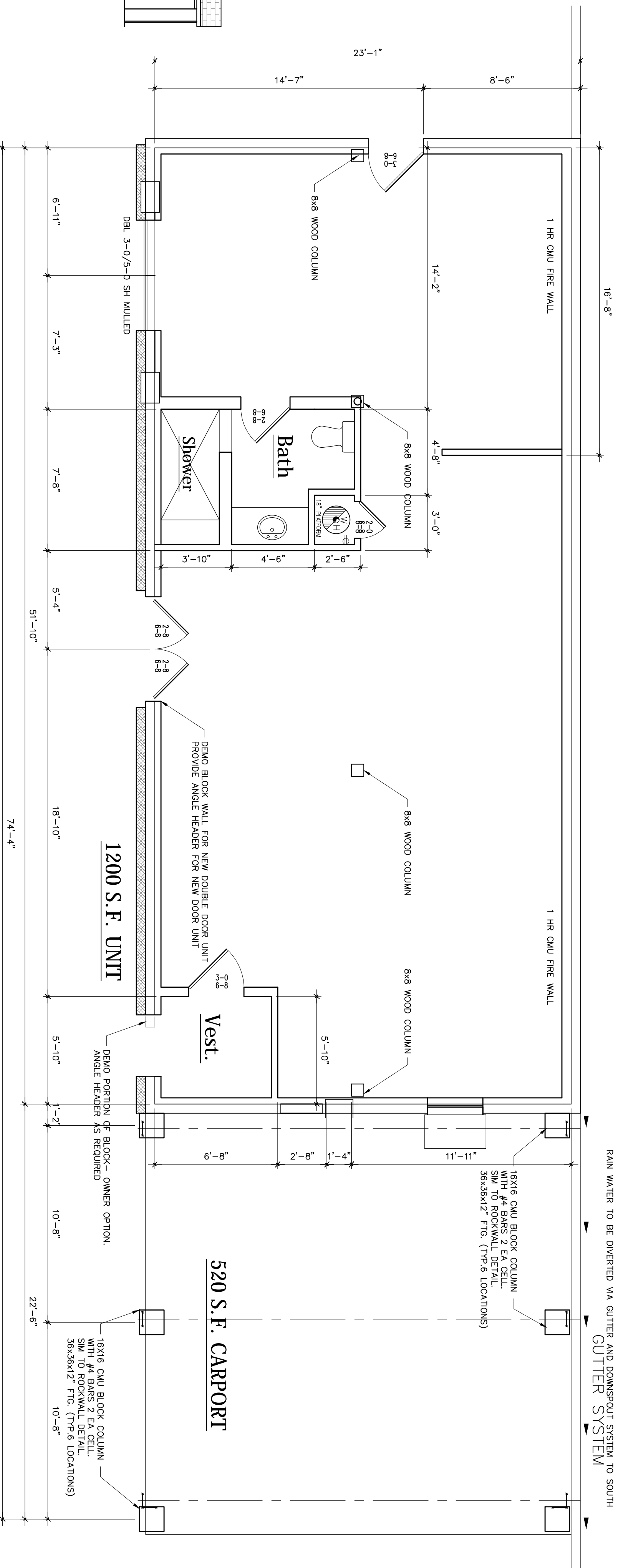
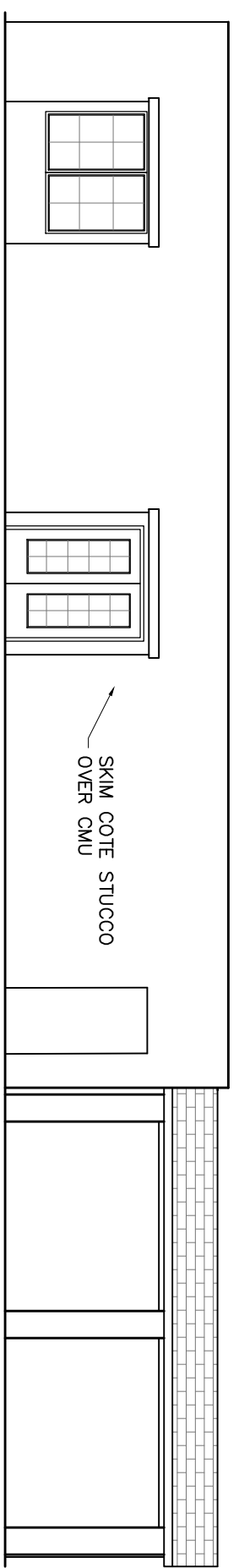
Subdivision: CANAMEX ACRES (BK 21
PG 569 - 0610453)

Property Address: 3116 AVENIDA DE
MESILLA

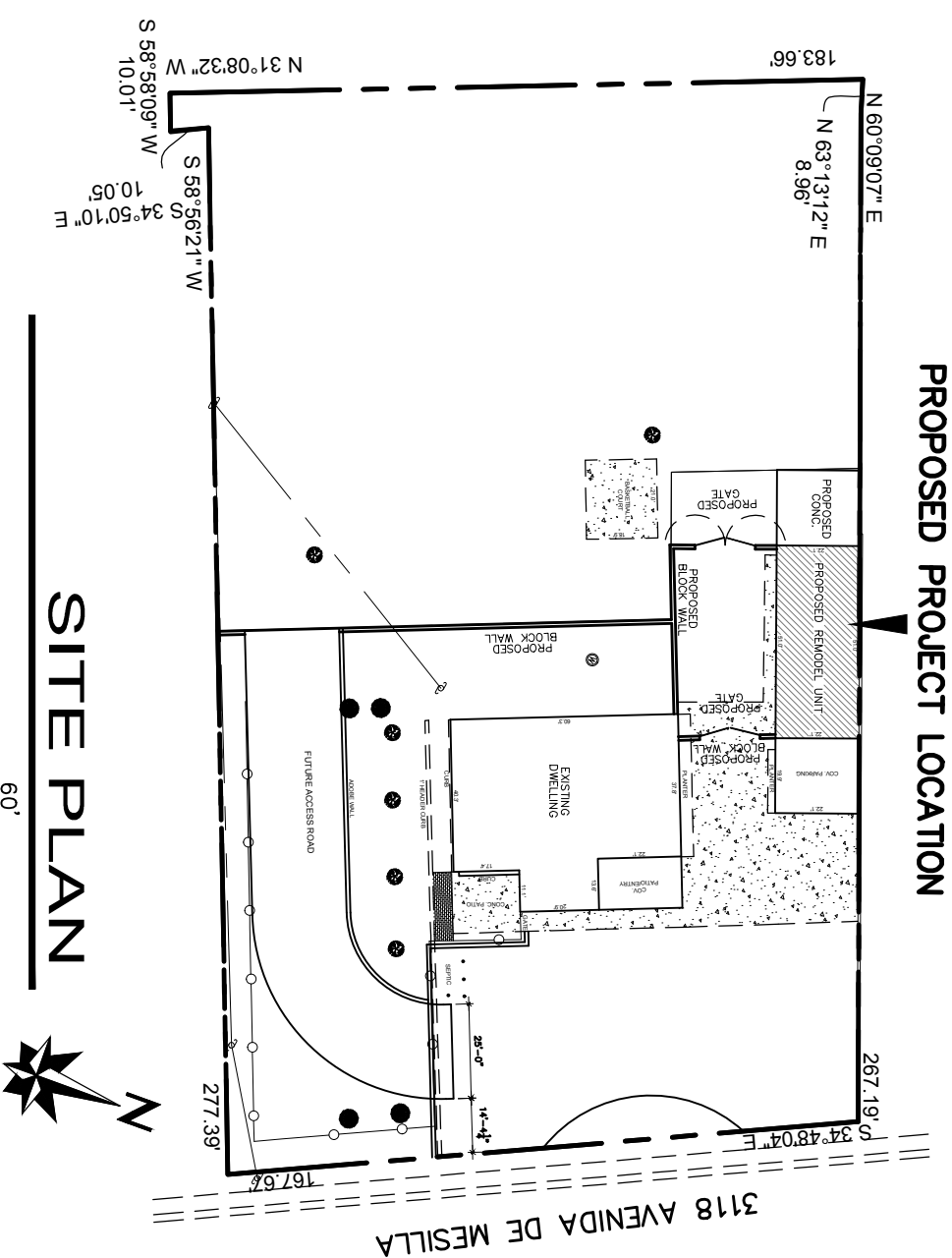
Acres: 1.1000002



SCOPE OF WORK:
 REMODEL OF EXISTING STORAGE UNIT. RECONSTRUCT ROOF STRUCTURE OVER EXISTING UNIT.
 AND OVER CARPORT. CARPORT WILL BE PROVIDED WITH NEW CMU COLUMNS



PROPOSED PROJECT LOCATION



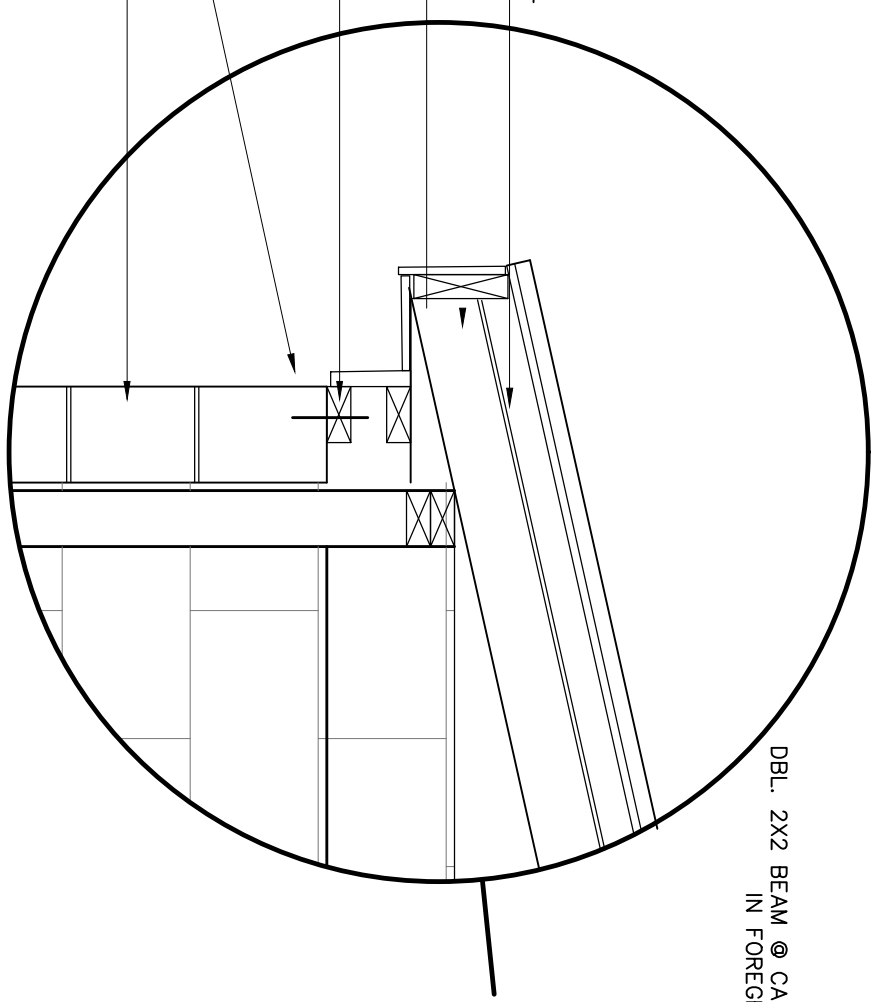
SITE PLAN

GENERAL NOTES

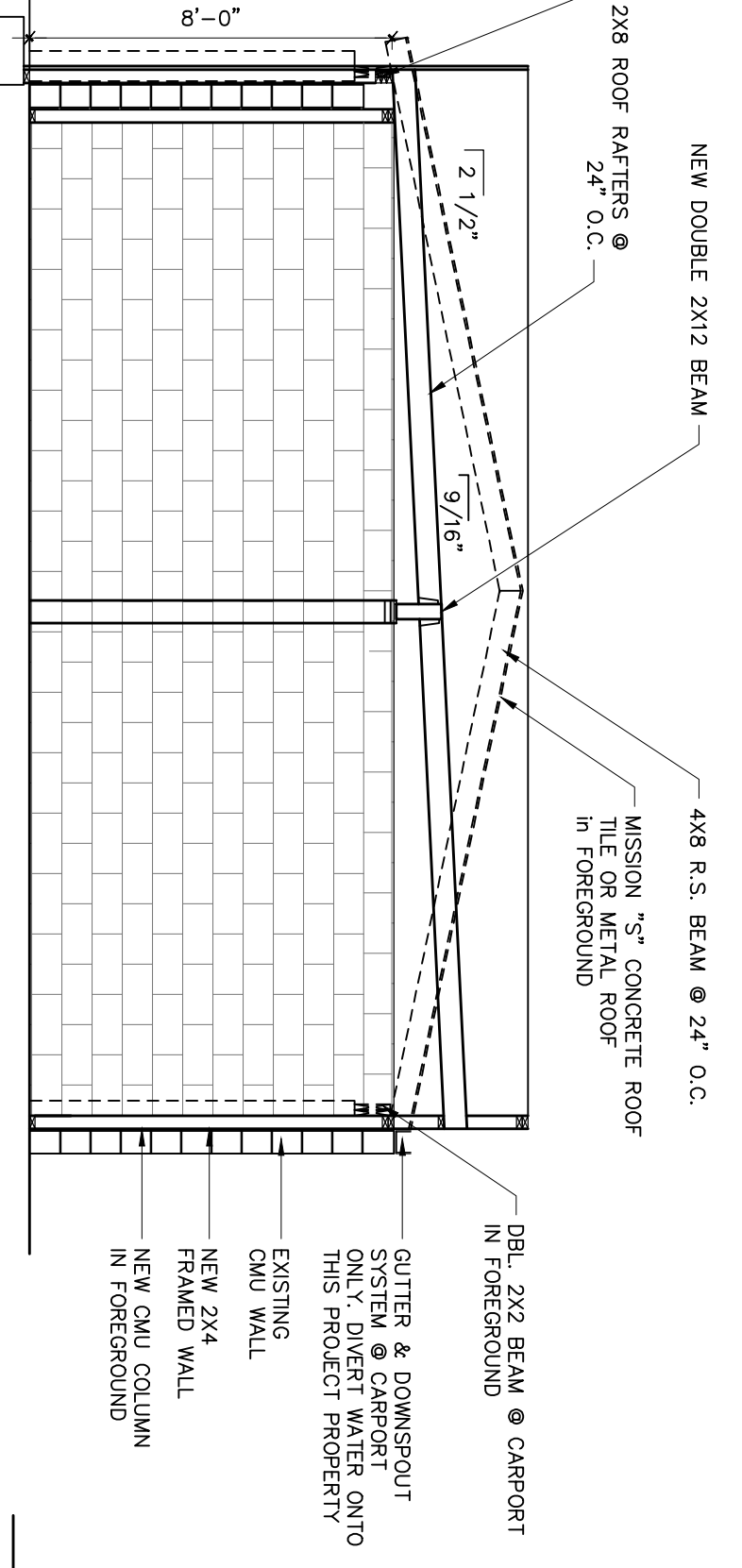
- PRE-ENGINEERED WOOD TRUSSES @ 24" O.C.
- HEADERS SHALL BE PROVIDED AT ALL DOOR, WINDOW AND ARCO LOCATIONS
- REMOVAL OF THESE ITEMS MAY COMPROMISE THE STRUCTURAL INTEGRITY OF THIS ROOF FRAMING SYSTEM AND SHALL BE COORDINATED BY OTHERS.
- TRUSS DETAILS AND SPECIFICATIONS SHALL BE OBTAINED AND COORDINATED BY A QUALIFIED TRUSS MANUFACTURER
- CONTRACTOR TO COORDINATE SCUPPER AND BRACKET LOCATIONS IN FIELD AS NEEDED
- COORDINATE MECHANICAL CHASES WITH TRUSS MANUFACTURER
- CONTRACTOR SHALL COORDINATE PACKAGE UNIT LOCATION WITH TRUSS MANUFACTURER. TRUSS MANUF. IS RESPONSIBLE FOR HVAC LOADING REQUIREMENTS

LEGEND

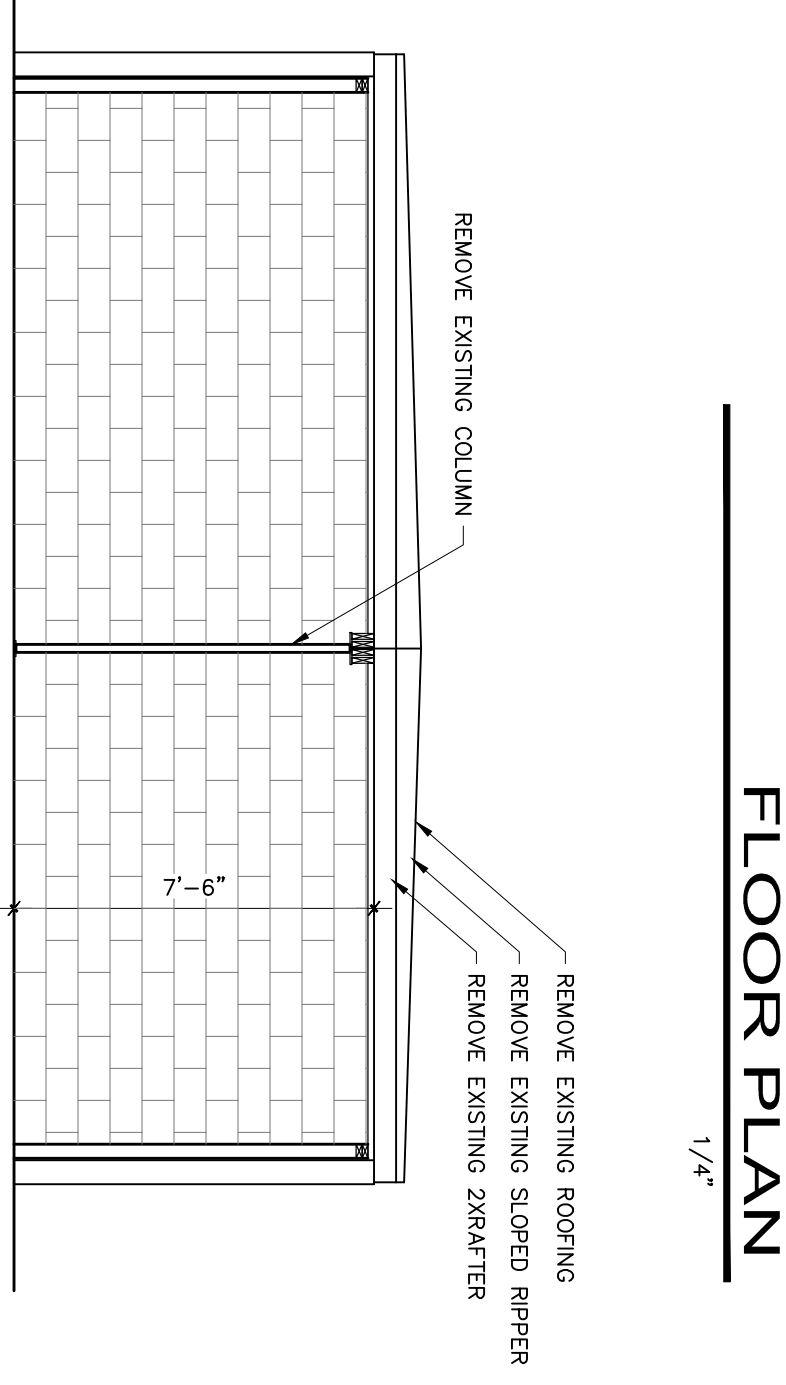
- INDICATES PLUMBING PENETRATION THRU FLOOR
- ROOF SLOPE/PITCH SHINGLE APPLICATION
- RAFTERS STAYED FOR CONC. TILE APPLICATION
- 2X8 ROOF RAFTERS @ 24" O.C.
- 4X8 RS ROOF RAFTERS @ 24" O.C.
- PRE-ENGINEERED FLOOR TRUSS @ 24" O.C.
- STICK FRAME/HEADER
- BRACE/BLOCK TRUSS@ PACKAGE UNIT LOCATION
- TRUSS MANUF. IS RESPONSIBLE FOR HVAC UNIT LOADING REQUIREMENTS.



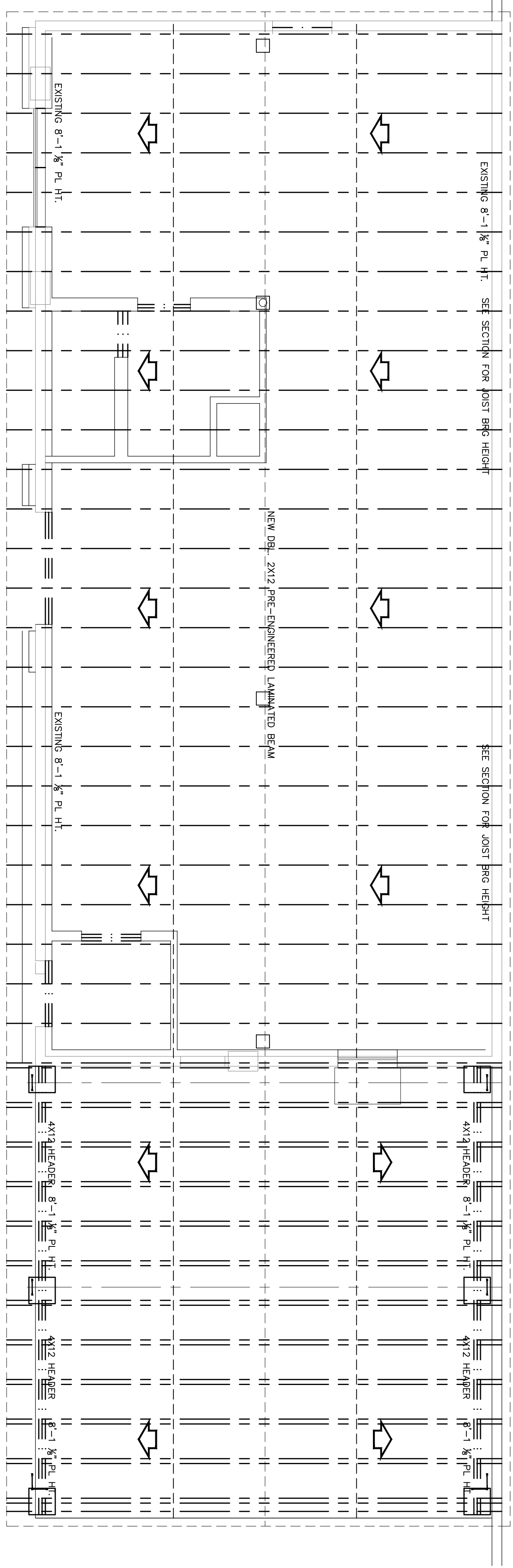
NEW FRAMED WALL/ROOF SECTION



EXISTING SECTION



ROOF FRAMING PLAN



NOTE:
 SEE BUILDING SECTION FOR TYPICAL TRUSS PROFILE

FLOOR PLAN, BUILDING SECTION, SITE PLAN
 ROOF FRAMING PLAN, EXTERIOR ELEVATIONS
 LAMA PROJECT

PERMIT SET

MESILLA, NEW MEXICO

A - 1

SCALE AS NOTED

PLOT/FINAL DATE: _____
 PROJECT #: _____
 DMG. BY: C
 CHK. BY: AFB
 REVISIONS: 2/12/16
 6/22/16
 10/4/16

DATE: 8 3 18

PHOTO SHOWING THE EAST SIDE OF THE MAIN DWELLING AND STORAGE STRUCTURE



**PHOTOS OF THE APPLICANT'S HOME SHOP
SHOWING FEATURES SIMILAR TO WHAT THE APPLICANT IS PROPOSING OR DOING
[CEILING AND LOCATION OF BATHROOM]**





VIEW OF WORK BENCH



VIEW OF PLUMBING STUB-OUTS BELOW WORK BENCH



VIEW OF PORCH OUTSIDE SHOP



PZHAC WORK SESSION
OCTOBER 1, 2018
ITEM 2

Submitted by Martin Serna; a request to discuss plans to construct a fence at the southeast corner of a property used as a pecan orchard at 2799 Calle del Sur (Case 060771). Zoned: Residential/Agricultural (RA)

The applicant would like to construct a metal and wood fence at the southeast corner of the subject property. The fence be about six feet high and will extend 50 feet in each direction along the south and east property lines from the corner. It will consist of metal sheets on wood uprights (see attached photos).

The applicant originally intended to build a storage structure on the property, but was informed that the structure had to be accessory to an existing use of the property. Since the only current legitimate use of the property is agricultural (the raising of pecans), the applicant was informed that the storage structure could only be used to store agricultural equipment and products related to the farming of pecans on the property.) The applicant was also informed that a storage structure on the property could not be used for commercial use such as the storage of contractor's materials and equipment associated with the applicant's business as a contractor.

The applicant has decided not to build the storage structure at this time, however the structure that had been built, as well as the items that were being stored on the property, are still on the property.

Staff has received several calls from a neighbor concerned with the fact that equipment and items from the applicant's business have been allowed to remain on the property, even though the code does to allow such storage as a legal use of the property. Additionally, the storage structure that the applicant erected on the property has not been removed. (See attached photos.)

Estimated Cost: @ 1000.00

If approved, the PZHAC will need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

The applicant will be present at the work session to provide further details about the proposed construction, and to answer any questions that may arise.

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400411](#)

Parcel Number: 4006138037270

Owner: SERNA MARTIN

Mail Address: 1025 LARRY DR

Subdivision: VALDEZ TRACTS (BK 23
PG 462 - 1313264)

Property Address: 2795 CALLE DEL
SUR

Acres: 2



PHOTO OF THE PROPERTY FROM CALLE DEL SUR



PHOTOS OF SOUTHEAST CORNER OF PROPERTY SHOWING FENCE AND STORAGE STRUCTURE



PHOTOS OF SOUTHEAST CORNER OF PROPERTY SHOWING FENCE AND STORAGE STRUCTURE



VIEW OF THE SUBJECT PROPERTY SHOWING THE APPLICANT'S TRAILERS ON THE PROPERTY



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060771

Fee \$ 116.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060771 ZONE: RA CODE: M1 APPLICATION DATE: 7/27/18

Name of Applicant/Owner: Martin Serna Applicant's Telephone Number: 575-405-8787
 Applicant's/Owner's Mailing Address: 1025 Luna de los Cruces City: M.M. State: N.M. Zip Code: 88001

Applicant's/Owner's E-mail Address: _____

Contractor's Name & Address (if none, indicate Self): _____

Contractor's Telephone Number: _____ Contractor's Tax ID Number: _____ Contractor's License Number: _____

Address of Proposed Work: 2799 Calle del Sur

Description of Proposed Work: Fence in two side 50ft each
~~and built to 16x18 on porch~~

Estimated Cost: \$ _____ Signature of Applicant: [Signature] Date: 7/30/18

Signature of property owner if applicant is not the property owner: [Signature]

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ BOT Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: YES NO SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & APPROVAL REQUIRED. CID PERMIT
MAY BE REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

- This Application will include the following, if checked:
1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. Site Plan with dimensions and details.
 3. Proof of legal access to the property.
 4. Drainage plan.
 5. Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 6. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 7. Other information as necessary or required by the City Code or Community Development:

**PZHAC WORK SESSION
OCTOBER 1, 2018
ITEM 3**

Submitted by Velia Chavez; a request to discuss plans to paint a mural on the side of a commercial structure located at 2799 Avenida de Mesilla (Case **0607AA**). Zoned: Historical Residential (HR)

According to the applicant, the Budweiser Clydesdale horse team and Budweiser wagon have been to the bar three times. Attached is a picture of a photo hanging in the bar showing one of those visits. The photo shows the horse team outside the front of the bar. The applicant has had a copy of this photo painted as a mural on a curved wall inside the bar (see attached photos). The applicant would now like to have this indoor mural copied onto the south exterior wall of the structure (see attached photo). The mural will cover most of the wall. According to the applicant, there will be no commercial messages or advertising in the mural other than the picture of the bar behind the horses, and the name of the bar in the picture as it appeared at the time the photo was taken. Since the bulk of the mural will depict the Budweiser Clydesdales in front of the structure, it is not necessarily an advertisement as much as a historical depiction of a past visit by a cultural icon.

If the sign on the bar in the mural is to be considered an advertisement, the sign in the picture can be limited to 15 square feet on the wall to meet the requirements of 18.65.140 (Wall Signs) of the Code: A. Wall Sign Area.

1. Within the Historical Commercial (H-C) zone, the wall sign area, on any given house or building, shall in no case exceed 10 percent of any wall area including apertures or 15 square feet, whichever is less. Dimensions of painted signs or graphics with no frame shall be determined by measuring the extent of the painted sign or graphic horizontally and vertically and calculating the area.

The Code does not specifically address artistic portrayals of historic or past events. However, the mural should be reviewed with consideration as to how it fits in with the history of the Town and the surrounding properties.

Estimated Cost: @ 1000.00

If approved, the PZHAC will need to determine that the request, as submitted, is consistent with the all other sections of the **Zoning** and **Building and Zoning Codes** that may be applied to this project.

The applicant will be present at the work session to provide further details about the proposed painting, and to answer any questions that may arise.

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401104](#)

Parcel Number: 4006137313489

Owner: CHAVEZ VELIA S

Mail Address: 1330 S CHAPARRO

Subdivision:

Property Address: 2600 AVENIDA DE
MESILLA

Acres: 0



PHOTO OF CLYDESDALES IN FRONT OF BAR



PHOTO OF MURAL INSIDE BAR



PHOTOS OF INTERIOR MURAL



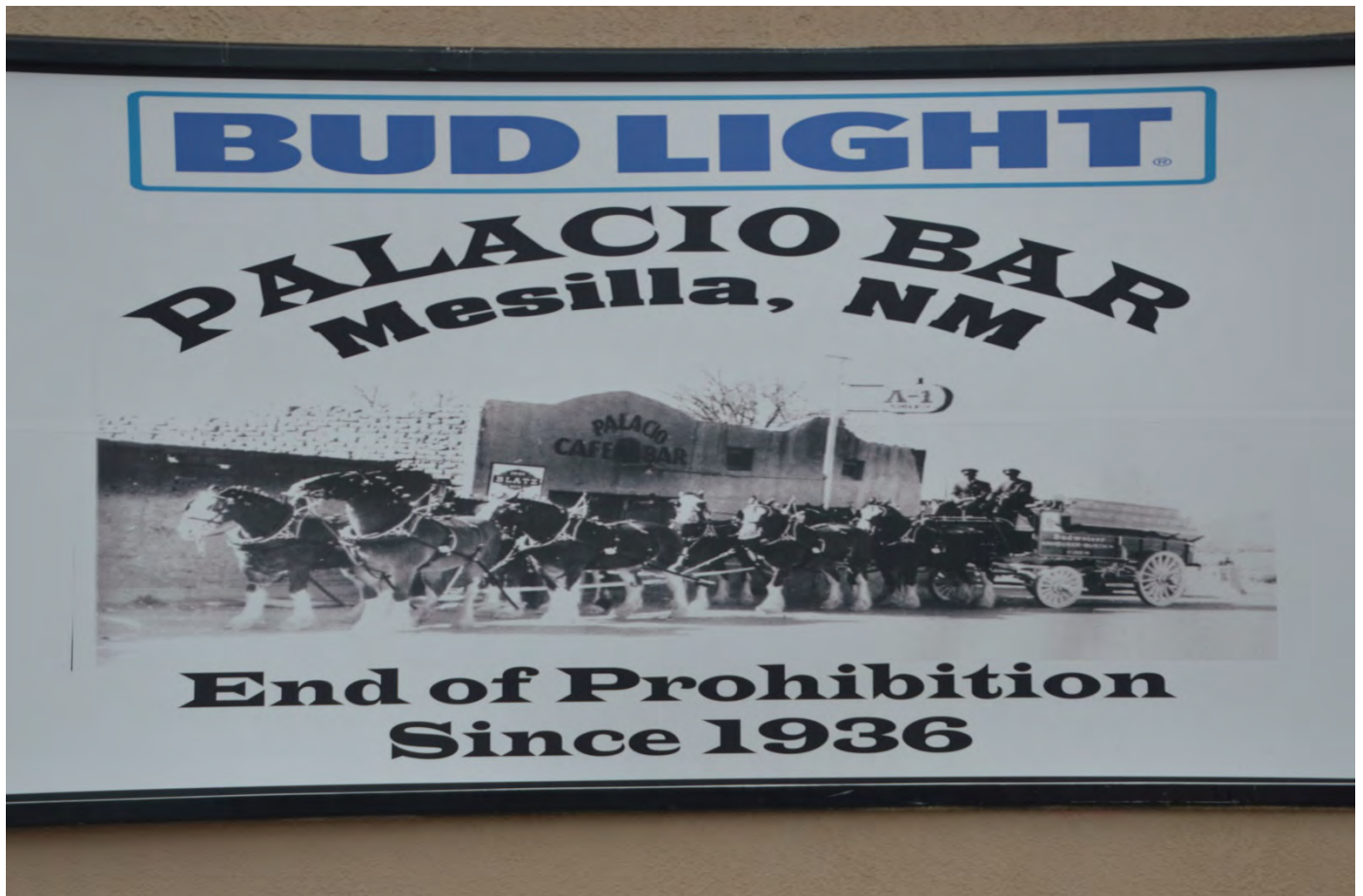
PHOTOS OF INTERIOR MURAL



PHOTO OF EXTERIOR WALL TO BE PAINTED WITH MURAL



PHOTO OF BANNER SHOWING CLYDESDALES



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR
 OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060797

Fee \$ 58.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060797 ZONE: HR CODE: M1 APPLICATION DATE: 9/21/18

Velia Chavez

575-523-9252

Name of Applicant/Owner

Applicant's Telephone Number

P.O. Box 42

Mesilla

NM

88046

Applicant's/Owner's Mailing Address

City

State

Zip Code

palacobar@gmail.com

Applicant's/Owner's E-mail Address

Roy Acosta

Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number

Contractor's Tax ID Number

Contractor's License Number

Address of Proposed Work: 2600 Avenida de Mesilla

Description of Proposed Work: * ~~new~~ Permission to paint a mural of the budweiser Clydesdale horses & carriage on the south wall of the bar.

\$ 1000.00

Estimated Cost

Velia Chavez

Signature of Applicant

Date

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval **BOT** Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **legally** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. ___ Site Plan with dimensions and details.
3. ___ Proof of legal access to the property.
4. ___ Drainage plan.
5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
7. ___ Other information as necessary or required by the City Code or Community Development:

PZHAC MEETING
MINUTES
SEPTEMBER 17, 2018

(PART OF CONSENT AGENDA)

Town of Mesilla, New Mexico

PZHAC WORK SESSION

MINUTES

SEPTEMBER 17, 2018

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, SEPTEMBER 17, 2018 AT 5:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Martin Serna; a request to discuss plans to construct a fence at the southeast corner of a property used as a pecan orchard at 2799 Calle del Sur (Case **060771**). Zoned: Residential/Agricultural (RA)

The applicant was not present to discuss the request, so there was no discussion.

Item 2: Submitted by John Wright; a request to discuss plans to remodel a dwelling at 2782 Calle de San Albino (Case **060779**). Zoned: Historical Residential (HR)

The applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant had received at least two building permits in the last two years for projects on the property that were still outstanding. One was for a new garage, which is still not officially complete, and the other is for a wall that is supposed to address drainage problems.

Issues that were brought up included the fact that the new garage was being used even though it still had not received a Certificate of Occupancy. There were also questions as to the size of the garage, with the applicant explaining that one side of the garage (with a garage door) was to be used to store the applicant's collectable vehicles; and the other half was to be used for daily use. In the middle section would be a shop for working on the vehicles. Another issue discussed was the fact that the storm run-off from the garage was draining onto the neighboring property to the north, and that agreed upon drainage features had never been installed on the garage.

Staff also stated that the applicant voluntarily lowered the height of the garage by almost two feet during construction to address complaints that the garage was going to be too high in comparison to the structures on the surrounding properties.

With reference to the alterations currently being proposed for the existing dwelling, the applicant stated that there would be no additions to the amount of area currently enclosed by the wall around the dwelling; but that parts of the existing courtyard inside the walls would be enclosed to create rooms. One section of the enclosed courtyard was to be 16 feet high. There was no further discussion.

Item 3: Submitted by Anna Emerick Biad for Hacienda Investments, LLC; a request to discuss plans to renovate a commercial structure at 1750 Calle de Mercado in order to accommodate an extension of an adjacent private school, a banquet hall, a café, commercial offices, and a children's health care center (Case **060783**), and to construct a directory sign on the property (Case **060784**). Zoned: General Commercial (C).

The applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant had just recently purchased the property and would like to renovate the property to allow for the school expansion along with several possible commercial uses. The applicant stated that the business areas would be for profit, and that the courtyard would be used for special events catered on location. To accomplish this, walls would be removed and courtyard doors would be reopened. The applicant will ensure that all work and businesses will be compatible to having the school on the premises, which itself will not open for at least another year.

The applicant also discussed the need for a directory sign for the property, stating that one would be necessary since there will be several businesses on the property. The sign would be constructed according to the requirements of the Code for free standing directory signs.

There were no other issues with the proposed plans.

Item 4: Submitted by Michael Clute, a request to discuss plans to replace the windows on a dwelling at 2186 Calle de Guadalupe (Cases 060790). Zoned: Historical Residential (HR)

The applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant had just recently purchased the property and was updating and renovating various parts of the dwelling in order to address problems and prepare it for rental. One such repair was to the windows, which had been replaced about six years ago and needed to be replaced again. The applicant stated that the replacement windows would be more similar to the multi-paned windows seen on several of the dwelling in the immediate area. The applicant stated that he intended to use white frames, but there were several other colors available. There was no further discussion.

**PZHAC REGULAR MEETING
MINUTES
SEPTEMBER 17, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, SEPTEMBER 17, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND DETERMINATION OF A QUORUM

Commissioners Lucero, Houston, and Nevarez were present. A quorum was present. Commissioner Lucero was acting chair.

III. CHANGES/APPROVAL OF THE AGENDA

The PZHAC made a decision to remove Case 060771 from the agenda since the applicant had not been present for discussion of the request. Commissioner Houston made a motion to approve the Agenda as amended, seconded by Commissioner Nevarez and approved by a vote of 3-0.

IV. *ACCEPTANCE OF THE CONSENT AGENDA

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 for discussion.*

There were no changes to the Consent Agenda. Commissioner Houston made a motion to approve the Consent Agenda as amended, seconded by Commissioner Nevarez and approved by a vote of 3-0.

A. *PZHAC MINUTES – Meeting minutes of September 4 and September 5 Special Meeting, 2018.

Approved as part of the Consent Agenda.

B. *ADMINISTRATIVE APPROVAL

Building Permits

1. **Case 060786** – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to repaint the dwelling the evaporative cooler with refrigerated air conditioning on a dwelling at this address. Zoned: Historical Residential (HR)
Approved as part of the Consent Agenda.
2. **Case 060787** – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to repaint the inside of a dwelling at this address. Zoned: Historical Residential (HR)
Approved as part of the Consent Agenda.
3. **Case 060788**– 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to install a new clean out for the sewer system on a dwelling at this address. Zoned: Historical Residential (HR)
Approved as part of the Consent Agenda.
4. **Case 060789** – 2685 Calle de Parian, submitted by Stephan McIlvaine; a request for a building permit to allow the repair of a pump house and existing sprinkler lines including the burying of the lines on a residential property at this address. Zoned: Historical Residential (HR)
Approved as part of the Consent Agenda.
5. **Case 060791** – 1922 Calle de Cura, submitted by Nia Rucker; a request for a building permit renovate an existing bathroom, and repair plumbing and electrical systems on a dwelling at this address. Zoned: Historical Residential (HR)
Approved as part of the Consent Agenda.

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

Debbie Lujan – mother owns neighboring property to the north of Case 060779

Stated that:

- 1. The new garage does not have a Certificate of Occupancy, but it is currently being used.*
- 2. The drainage of the new structure and the completion of the new wall still have not been addressed.*
- 3. The new permit should not be approved until the existing issues have been addressed.*

B. CASES:

Building Permits

1. **Case 060771** – 2799 Calle del Sur, submitted by Martin Serna; a request for a building permit to construct a fence at the southeast corner of a property used as a pecan orchard at this address. Zoned: Rural/Agricultural (RA) (**Discussed during Work Session – Item 1**)

This case was removed from the agenda.

2. **Case 060779** – 2782 Calle de San Albino, submitted by John Wright; a request for a building permit to remodel a dwelling at this address. Zoned: Historic Residential (HR) (**Discussed during Work Session – Item 2**)

Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. There was further discussion about the drainage of the garage, and the fact that drainage onto the property to the north is still an issue. A motion was made by Commissioner Houston to postpone the permit until work on the first two permits is completed. (This includes a Certificate of Occupancy for the garage; and completion of the proposed adobe wall on the property line.) This was seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

3. **Case 060783** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad; a request for a building permit to allow the renovation of a commercial property at this address in order to accommodate an extension of an adjacent private school, a banquet hall, a café, commercial offices, and a children’s health care center. Zoned: General Commercial (C). (**Discussed during Work Session – Item 3**)

Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. There were no issues. A motion was made by Commissioner Nevarez to approve the request, seconded by Commissioner Houston, and approved by a vote of 3 – 0.

4. **Case 060790** – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to replace the windows on a dwelling at this address. Zoned: Historic Residential (HR) (**Discussed during Work Session – Item 4**)

Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. There was further discussion about the color of the window frames. It was determined it white would be too bright a color, and that anything allowed in the color catalog for the Town would be better than white. A motion was made by Commissioner Houston to approve the request with the condition that the color chosen be anything acceptable but white. This was seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

Sign Permits

1. **Case 060784** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad for Hacienda Investments, LLC; a request for a sign permit to erect a directory sign on a commercial property at this address. Zoned: General Commercial (C) (**Discussed during Work Session – Item 4**)

Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. There were no issues. A motion was made by Commissioner Nevarez to approve the request, seconded by Commissioner Houston, and approved by a vote of 3 – 0.

VI. PUBLIC COMMENTS - *None*

VII. PZHAC/STAFF COMMENTS - *None*

VIII. ADJOURNMENT – *The meeting was adjourned at 7:36 pm.*

PZHAC NEW BUSINESS

OCTOBER 1, 2018

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060792
[PZHAC CONSENT AGENDA – 10/1/2018]**

Item:

Case 060792 – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to allow the repainting of a dwelling and a wall along the property line at this address. Zoned: Historical Residential (HR).

Description of Work Done:

The applicant recently purchased this property and is in the process of remodeling portions of the dwelling. This permit is to do minor repairs to the stucco and to repaint this stucco to match the existing color. upgrade the electric al system in order to replace an evaporative cooler with a central air conditioning system. According to the applicant, there will be no changes to the appearance of the structure other than freshening up the paint on the structure.

Consistency with the Code:

Since these are repairs that will not affect or change the appearance of the structure, according to the applicant; and since the work will not consist of any additions or changes to heated/cooled areas of the structure, the permit may be approved administratively. [(15.15.030(B) - **Application for building permit, Administrative Approval**).**Administrative Approval Permit –“Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff.... Once all required information is provided, the Community Development staff may approve and issue the permit.”**]

PHOTO OF THE DWELLING FROM CALLE DE MEDANOS



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Nu

Maps

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Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400274](#)

Parcel Number: 4006137199406

Owner: MADDRY JOSEPH D &
TREVELINE KAYE

Mail Address: PO BOX 1297

Subdivision:

Property Address: 2185 CALLE DE
GUADALUPE

Acres: 0.21000918



TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060792

Fee \$ 54.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060792 ZONE: WR CODE: 42 APPLICATION DATE: 9/17/18

MICHAEL CLUTE
 Name of Applicant/Owner
575-644-4153
 Applicant's Telephone Number
PO BOX M MESILLA NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code
mickey.clute@gmail.com
 Applicant's/Owner's E-mail Address

SELF
 Contractor's Name & Address (if none, indicate Self)
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2186 CALLE DE GUADALUPE

Description of Proposed Work: REPAINT EXTERIOR OF HOUSE WITH ELASTOMERIC STUCCO PAINT TO MATCH EXISTING COLOR - INCLUDES STUCCO PROPERTY LINE WALL.

\$ 750
 Estimated Cost
M. Clute
 Signature of Applicant
9/13/2018
 Date

Signature of property owner if applicant is not the property owner: (same)

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. Plan sheets are to be no larger than 11 x 17 inches.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: NO CHANGES TO FINAL APPEARANCE OF STRUCTURE

PERMISSION ISSUED/DENIED BY: [Signature] ISSUE DATE: 9/17/18

- This Application will include the following, if checked:
1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. ___ Site Plan with dimensions and details.
 3. ___ Proof of legal access to the property.
 4. ___ Drainage plan.
 5. ___ Architectural style and color scheme - diagrams or elevations (Historical and commercial zones only).
 6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 7. ___ Other information as necessary or required by the City Code or Community Development:

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060793
[PZHAC CONSENT AGENDA – 10/1//2018]**

Item:

Case 060793 – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to allow a gate to be moved in order to provide additional accessible off-street parking spaces on a property at this address. Zoned: Historical Residential (HR).

Description of Work Done:

The applicant recently purchased this property and is in the process of remodeling portions of the dwelling. This permit is to allow a gate on the driveway to be moved further up the driveway to provide additional off-street parking on the property. There will not be any alterations to the walls or other structural components of the dwelling or storage building on the property.

Consistency with the Code:

Since these are repairs that will not affect or change the appearance of the structure, according to the applicant; and since the work will not consist of any additions or changes to heated/cooled areas of the structure, the permit may be approved administratively. [(15.15.030(B) - **Application for building permit, Administrative Approval**).**Administrative Approval Permit** –“Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff.... Once all required information is provided, the Community Development staff may approve and issue the permit.”]

PHOTO OF THE DWELLING FROM CALLE DE MEDANOS



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Nu

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Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400274](#)

Parcel Number: 4006137199406

Owner: MADDRY JOSEPH D &
TREVELINE KAYE

Mail Address: PO BOX 1297

Subdivision:

Property Address: 2185 CALLE DE
GUADALUPE

Acres: 0.21000918



The following are requirements to be included with all building permit applications for new structures or additions to existing structures, as well as other construction or fixtures that will be permanent in nature and affect the appearance or use of the property. (This includes fences, well houses, storage units, metal sheds, photo-voltaic panels that can be seen from the ground, etc.)

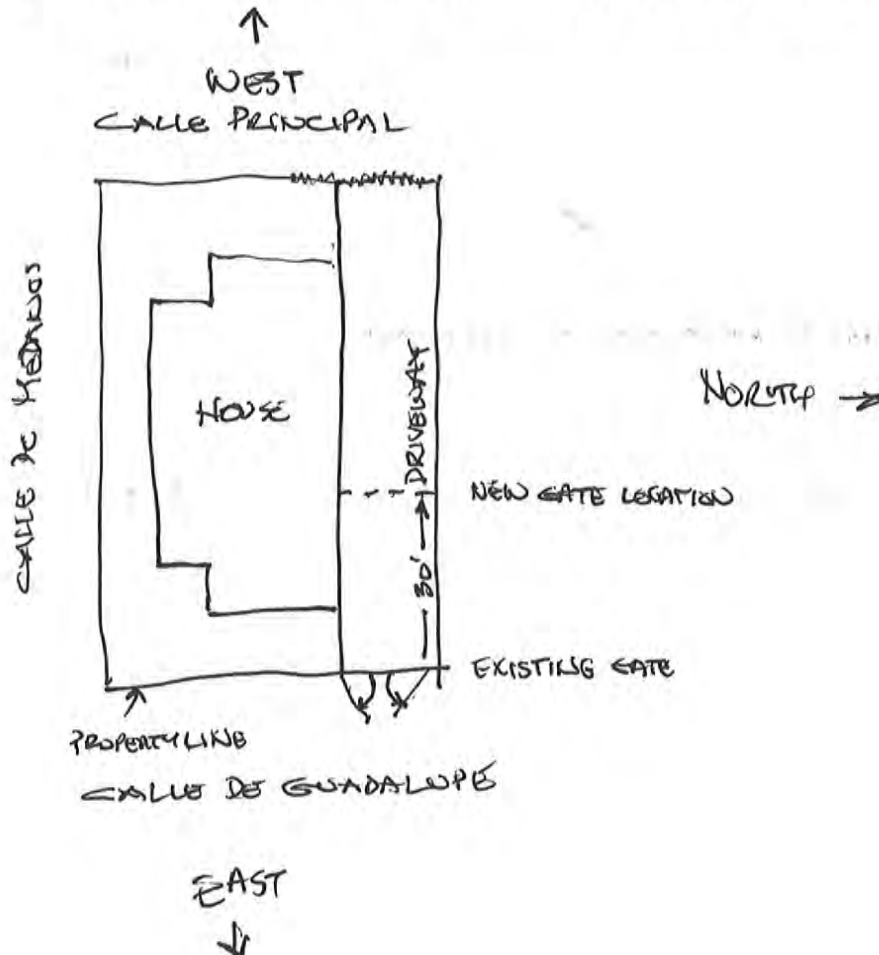
BUILDING PERMIT REQUIREMENTS

A. Completed application, including:

1. Applicant's name
2. Applicant/property owners contact information
3. Physical address of property
4. Description of work to be done, including dimensions of any construction or repairs
5. Value of work to be done
6. Property owner's signature on the application

B. Include with application:

1. Site plan of property showing proposed work
2. Diagram showing side elevations of proposed work (for new construction or alterations)
3. Any supporting documentation pertaining to the work to be done



TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060793

Fee \$ 45.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060793 ZONE: HR CODE: H1 APPLICATION DATE: 9/11/2018

MICHAEL CLUTE

575.644.4453

Name of Applicant/Owner

Applicant's Telephone Number

PO BOX M

MESILLA

NM

88046

Applicant's/Owner's Mailing Address

City

State

Zip Code

mickeyclute@gmail.com

Applicant's/Owner's E-mail Address

SELF

Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number

Contractor's Tax ID Number

Contractor's License Number

Address of Proposed Work: 2186 CALLE DE GUADALUPE

Description of Proposed Work: MOVE EXISTING DRIVEWAY GATE, NOW LOCATED AT FRONT PROPERTY LINE, APPROXIMATELY 30' WEST IN SAME DRIVEWAY IN ORDER TO PROVIDE 2 ACCESSIBLE OFF STREET PARKING PLACES. SEE DRAWING ON BACK

\$ 500

Estimated Cost

M. Clute

Signature of Applicant

9/11/2018

Date

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC

Administrative Approval

BOT

Approved Date: N/A

Approved Date: _____

Disapproved Date: _____

Disapproved Date: _____

Approved with Conditions

Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: NO CHANGES TO APPEARANCE OF STRUCTURE

PERMISSION ISSUED/DENIED BY: Z. Shuman

ISSUE DATE: 9/21/18

This Application will include the following, if checked:

1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. ___ Site Plan with dimensions and details.
3. ___ Proof of legal access to the property.
4. ___ Drainage plan.
5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
7. ___ Other information as necessary or required by the City Code or Community Development:

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060794
[PZHAC CONSENT AGENDA – 10/1/2018]**

Item:

Case 060794 - 3573 Calle del Norte, submitted by Nelson Clayshulte; a request for a building permit to allow the construction of a pipe fence along the property line on Calle del Norte at this address. Zoned: Rural Farm (RF).

Description of Work Done:

The applicant would like to install a five foot high pipe fence in order to provide a barrier to the property from the road and to limit access to the property, which it to become a pecan grove in the future. The fence will be very similar to a fence built along the applicant's property across the road on the north side of Calle del Norte.

Consistency with the Code:

Since these are repairs that will not affect or change the appearance of any structures on the property, according to the applicant; and since the work will not consist of any additions or changes to heated/cooled areas of any structure, the permit may be approved administratively. [(15.15.030(B) - **Application for building permit, Administrative Approval**).**Administrative Approval Permit – “Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff.... Once all required information is provided, the Community Development staff may approve and issue the permit.”**]

PHOTO OF THE PROPERTY FROM CALLE DEL NORTE



Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

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Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400069](#)

Parcel Number: 4005138031391

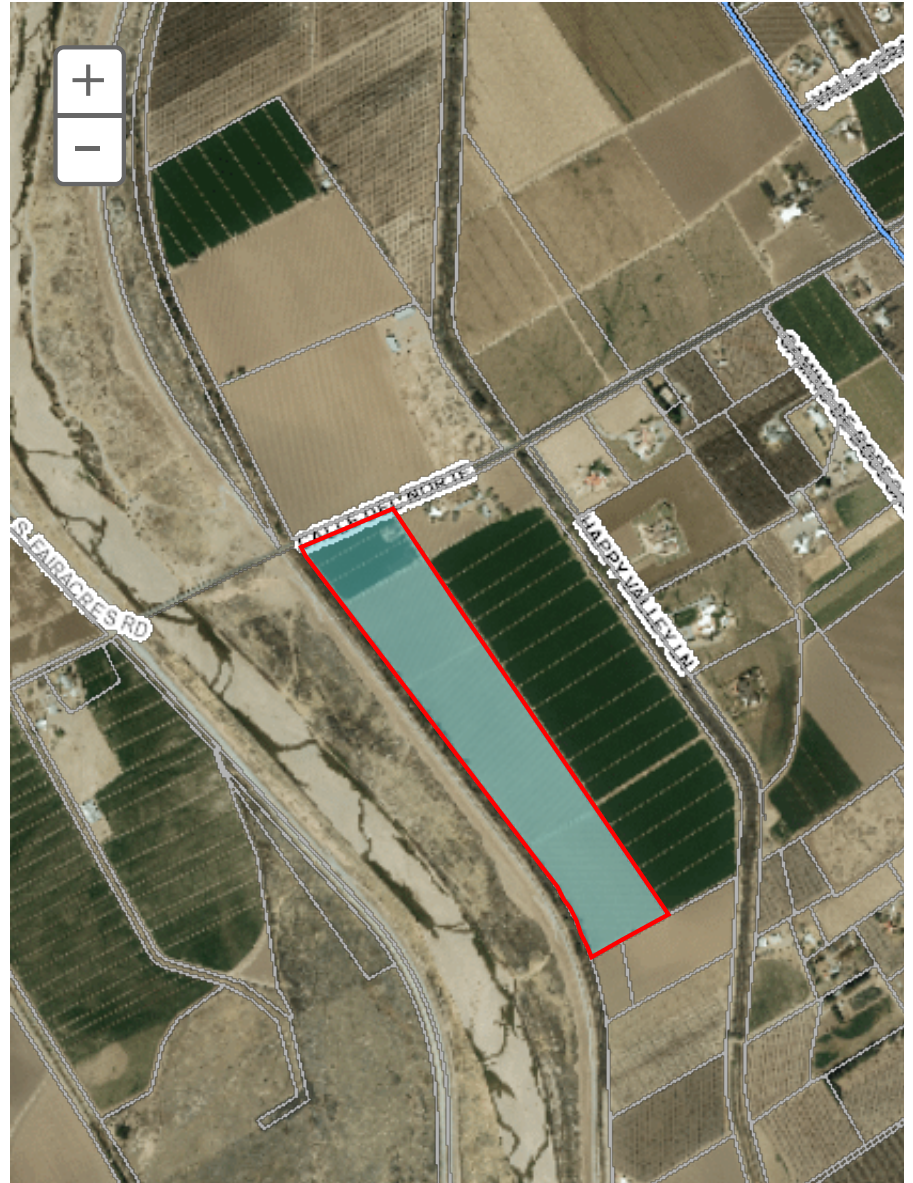
Owner: CLAYSHULTE NELSON F &
CAROLYN A & JOHN K CLAYSHULTE
JR & JUANITA K

Mail Address: PO BOX 1316

Subdivision:

Property Address: 3573 CALLE DEL
NORTE

Acres: 37.5



TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060794

Fee \$ 120.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060794 ZONE: RE CODE: MI APPLICATION DATE: 9/17/18

Name of Applicant/Owner: Nelson Clayshulte
Applicant's Telephone Number: 575-649-5215
Applicant's/Owner's Mailing Address: P.O. Box 430 Mesilla City: Mesilla State: N.M. Zip Code: 88046
Applicant's/Owner's E-mail Address: CLAYSHULTE@MSN.COM
SELF

Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number _____ Contractor's Tax ID Number _____ Contractor's License Number _____

Address of Proposed Work: 3573 Calle Del Norte Mesilla, N.M.

Description of Proposed Work: Pipe fence along Calle Del Norte

Estimated Cost: \$ 7,000.00 Signature of Applicant: [Signature] Date: 9-17-18

Signature of property owner if applicant is not the property owner: (SAME)

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____ Disapproved Date: _____
 Approved with conditions Approved with Conditions

BOT Approved Date: _____
 Disapproved Date: _____
 Approved with Conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: NO CHANGES TO STRUCTURES ON THE PROPERTY

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 9/17/18

This Application will include the following, if checked:

- Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **legally** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
- Site Plan with dimensions and details.
- Proof of legal access to the property.
- Drainage plan.
- Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
- Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
- Other information as necessary or required by the City Code or Community Development:

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060795
[PZHAC CONSENT AGENDA – 10/1/2018]**

Item:

Case 060795 – 1922 Calle de Cura, submitted by Nia Rucker; a request for a building permit to remove part of a fence along a property line of a dwelling at this address. Zoned: Historic Residential (HR)

Description of Work Done:

The applicant recently purchased the property and is doing work to renovate various parts of the dwelling and property. The purpose of this permit is to allow the applicant to be able to park off the street. Removal of the fence at this part of the property will allow the applicant to have room along this part of the property, adjacent to the west end of the dwelling. There will be no changes to the dwelling. The work is part of the applicant's ongoing work at cleaning and organizing the property.

Consistency with the Code:

Since these are repairs that will not affect or change the appearance of the structure, according to the applicant; and since the work will not consist of any additions or changes to heated/cooled areas of the structure, the permit may be approved administratively. [(15.15.030(B) - **Application for building permit, Administrative Approval**).**Administrative Approval Permit –“Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff.... Once all required information is provided, the Community Development staff may approve and issue the permit.”**]

**PHOTO OF THE DWELLING FROM CALLE CURA
SHOWING FENCE TO BE REMOVED**



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400389](#)

Parcel Number: 4006137320503

Owner: RUCKER NIA

Mail Address: PO BOX 1668

Subdivision:

Property Address: 1922 CALLE DE CURA

Acres: 0



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060795

Fee \$ 0.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060795 ZONE: HR CODE: M1 APPLICATION DATE: 9/18/18

Nia Rucker 575-993-2930
 Name of Applicant/Owner Applicant's Telephone Number
PO Box 1668 MESILLA NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code
niarucker@cox.net
 Applicant's/Owner's E-mail Address
Self
 Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 1922 Calle de Cura

Description of Proposed Work: Tear down fence on west + south side of property. Only on 1922 boundary line. Remove rail on west side entrance.

\$ 50 Nia Rucker 9/18/18
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: _____

PERMISSION ISSUED DENIED BY: L. Shuman ISSUE DATE: 9/18/18

- This Application will include the following, if checked:
- Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 - Site Plan with dimensions and details.
 - Proof of legal access to the property.
 - Drainage plan.
 - Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 - Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 - Other information as necessary or required by the City Code or Community Development:
- _____

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060796
[PZHAC CONSENT AGENDA – 10/1/2018]**

Item:

Case 060796 – 2250 Calle de Picacho, submitted by Pioneer Roofing for Leonard Gambrell; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR)

Description of Work Done:

The applicant will repair the roof of an existing dwelling at this location. The reason for the work is to repair leaks caused in the roof by recent storms, and to upgrade and improve the roof in general. The repairs will not change the appearance or style of the structure. The applicant is aware that the project will require a permit from CID.

Consistency with the Code:

Since these are repairs that will not affect or change the appearance of the structure, according to the applicant; and since the work will not consist of any additions or changes to heated/cooled areas of the structure, the permit may be approved administratively. **[(15.15.030(B) - Application for building permit, Administrative Approval).Administrative Approval Permit –“Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff.... Once all required information is provided, the Community Development staff may approve and issue the permit.”]**

PHOTO OF THE DWELLING FROM CALLE DE PICACHO



Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401266](#)

Parcel Number: 4006137116488

Owner: GAMBRELL LEONARD L &
LORI L MILLER

Mail Address: PO BOX 459

Subdivision: HUERTOS TRACTS (BK
20 PG 553 - 047236)

Property Address: 2250 CALLE DE
PICACHO

Acres: 0



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060796

Fee \$ 46.50

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060796 ZONE: HR CODE: RR APPLICATION DATE: 9/18/18

PIONEER ROOFING 575-649-9829
 Name of Applicant/Owner Applicant's Telephone Number

1141 KING BIRD CT, LAS CRUCES, NM 88007
 Applicant's/Owner's Mailing Address City State Zip Code

MARIO M@ROOFER.LC.COM
 Applicant's/Owner's E-mail Address

PIONEER ROOFING ESPECIALTIES, INC. 1141 KING BIRD CT. LAS CRUCES, NM
 Contractor's Name & Address (If none, indicate Self)

575-649-9829 02-172122-000 #33981 NM 88007
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2250 CALLE DE PICACHO, MESILLA, NM

Description of Proposed Work: NEW GACO SILICONE ROOF SYSTEM INSTALLED OVER EXISTING FLAT ROOF

\$23,124⁷² Mario Moreno 9-18-18
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Leonard Lambert

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES ___ NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES ___ NO ___ SEE CONDITIONS

CONDITIONS: NO CHANGES TO APPEARANCE OR STYLE OF STRUCTURE
CID PERMIT MAY BE REQUIRED

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 9/18/18

- This Application will include the following, if checked:
1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **legally** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. ___ Site Plan with dimensions and details.
 3. ___ Proof of legal access to the property.
 4. ___ Drainage plan.
 5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 7. ___ Other information as necessary or required by the City Code or Community Development:

PZHAC NEW BUSINESS

OCTOBER 1, 2018

PZHAC DECISIONS

BUILDING PERMITS

PZHAC ACTION FORM
BUILDING PERMIT 060739
[PZHAC REVIEW – 10/1/18]
STAFF ANALYSIS

(Decision to be based on information presented during the Work Session – Item 1)

Item:

Case 060739 – 3116 Avenida de Mesilla, submitted by Norman Fristoe for LAMA Properties, LLC; a request for a clarification to a building permit to renovate a storage structure at this address. Zoned: Rural Agricultural (RA)

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the construction and/or style of the proposed renovations to the work shop/storage building are acceptable to the Town as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed renovations to the work shop/storage building would not be acceptable to the Town, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$50,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed renovations, when finished, will be consistent with the construction of storage structures in the RA zoning district. Additionally, the PZHAC will need to determine that the request meets all other development and application requirements of the Code.

The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of renovating an existing work shop/storage structure at this address.
- The PZHAC has determined that the proposed renovations to the storage structure meet all applicable Code requirements.

PZHAC ACTION:

PZHAC ACTION FORM
BUILDING PERMIT 060771
[PZHAC REVIEW – 10/1/2018]
STAFF ANALYSIS

(Decision to be based on information presented during the Work Session – Item 2)

Item:

Case 060771 – 2799 Calle del Sur, submitted by Martin Serna; a request for a building permit to construct a fence at the southeast corner of a property used as a pecan orchard at this address. Zoned: Rural/Agricultural (RA)

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed fence will be acceptable for the zoning of the property, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed fence will not be acceptable to the zoning of the property, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$1,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the zoning requirements for this property. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing a fence at this address.
- The PZHAC has determined that the proposed wall meets all applicable Code requirements.

PZHAC OPTIONS:

1. Approve the building permit.
2. Approve the building permit with conditions.
3. Reject the permit.

PZHAC ACTION:

PZHAC ACTION FORM
BUILDING PERMIT 060797
[PZHAC REVIEW – 10/1/2018]
STAFF ANALYSIS

(Decision to be based on information presented during the Work Session – Item 3)

Item:

Case 060797 – 2600 Avenida de Mesilla, submitted by Velia Chavez for Palacio's Bar; a request for a building permit to enable a mural to be painted on the side of a commercial structure at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the mural will be acceptable for the property or the Town, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed mural will not be acceptable to the property or the Town, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$1,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed mural, when finished, will be consistent with the zoning requirements for this property. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of painting a mural on a commercial structure at this address.
- The PZHAC has determined that the proposed wall meets all applicable Code requirements.

PZHAC OPTIONS:

1. Approve the building permit.
2. Approve the building permit with conditions.
3. Reject the permit.

PZHAC ACTION: