



**PZHAC WORK SESSION  
AGENDA  
OCTOBER 15, 2018**

**THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, OCTOBER 15, 2018 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.**

**Item 1:** Submitted by Robert Salais; a request to discuss plans to repaint the outside of a dwelling at 2112 Calle de Los Huerto. (Case 060798). Zoned: Historical Residential (HR)

**Item 2:** Submitted by Chris/Stefan Schaefer; a request to discuss plans to construct a four foot high metal security fence with gates between support columns of an existing porch of a commercial structure at 1620 Calle de Alvarez, Suite C2. (Case 060801). Zoned: General Commercial (C)

**Item 3:** Submitted by Bill McClure for Nancy Clayshulte, a request to discuss plans to construct a workshop as an addition to an existing dwelling at 2111 Calle de Santo Tomas. (Case 060802). 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 15, 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 October 1, 2018.**

**B. \*ADMINISTRATIVE APPROVAL**

**Building Permits**

1. **Case 060799** – 2322 Calle Principal, submitted by Pat Taylor; a request to clean and recoat a roof with foam on a commercial structure at this address. Zoned: Historical Commercial (HC)
2. **Case 060800** – 2335 Calle de Parian, submitted by Roberto Garcia; 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 060798** – 2112 Calle de Los Huertos, submitted by Robert Salais; a request for a building permit to repaint the outside of a dwelling at this address. Zoned: Historical Residential (HR) (**Discussed at Work Session – Item 1**)
2. **Case 060801** – 1620 Calle de Alvarez, Suite C2, submitted by Chris/Stefan Schaefer; a request for a building permit to construct a four foot high metal security fence with gates between support columns of an existing porch of a commercial structure at this address. Zoned: General Commercial (C) (**Discussed during Work Session – Item 2**)

3. **Case 060802** – 2111 Calle de Santo Tomas, submitted by Bill McClure for Nancy Clayshulte; a request for a building permit to construct a workshop as an addition to an existing dwelling at this address. Zoned: Historical Residential (HR) **(Discussed during Work Session – Item 3)**

**Business Permits:**

1. **Permit 0732** – 2470 Calle de Guadalupe, Suite C, submitted by Buffy Johnson for Johnson-Brito LLC DBA “Home Instead Senior Care”; a request for a business license to allow the applicant operate an office at this address for a home care operation. Zoned: Historical Commercial (HC)

**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 10/11/18 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; Ristramn Chile Co. - 2531 Avenida de Mesilla and the U.S. Post Office - 2253 Calle de Parian.

PZHAC NEW BUSINESS

OCTOBER 15, 2018

WORK SESSION

**PZHAC WORK SESSION  
OCTOBER 15, 2018  
ITEM 1**

Submitted by Robert Salais; a request to discuss plans to repaint the outside of a dwelling at 2112 Calle de Los Huerto. (**Case 060798**). Zoned: Historical Residential (HR)

The property is located on the west side of Calle de Los Huerto and is accessed by a driveway from Calle del Norte. The Historical Register estimates the structure to have been built in 1955. It is described as being “insignificant”, and is not similar to its surroundings, as well as having a “minus” architectural contribution to the surroundings (see attached).

The applicant would like to repaint the structure a slightly darker color than it is now. The color chosen is “Suede” by Sto. This is a color that is allowed by the Town in Historic Districts (see attached color charts). (Since this is a color approved by the Town, it could be an improvement over the existing color given the overall evaluations in the Historical Register for the structure.)

There will be no other changes to the structure.

Photos of the structure are attached. According to the applicant, the color chosen will be compatible with the surrounding properties. Since the dwelling is in a Historic zoning district, the following section of the Code applies:

**18.33.080 Historical appropriateness permit.**

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

**Estimated Cost: @ 300.00**

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 Numbe

Enter Value:

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: [R0400167](#)

Parcel Number: 4006137018472

Owner: SALAIS ROBERT P &

YOLANDA P

Mail Address: PO BOX 105

Subdivision:

Property Address: CALLE DE LOS

HUERTOS

Acres: 0

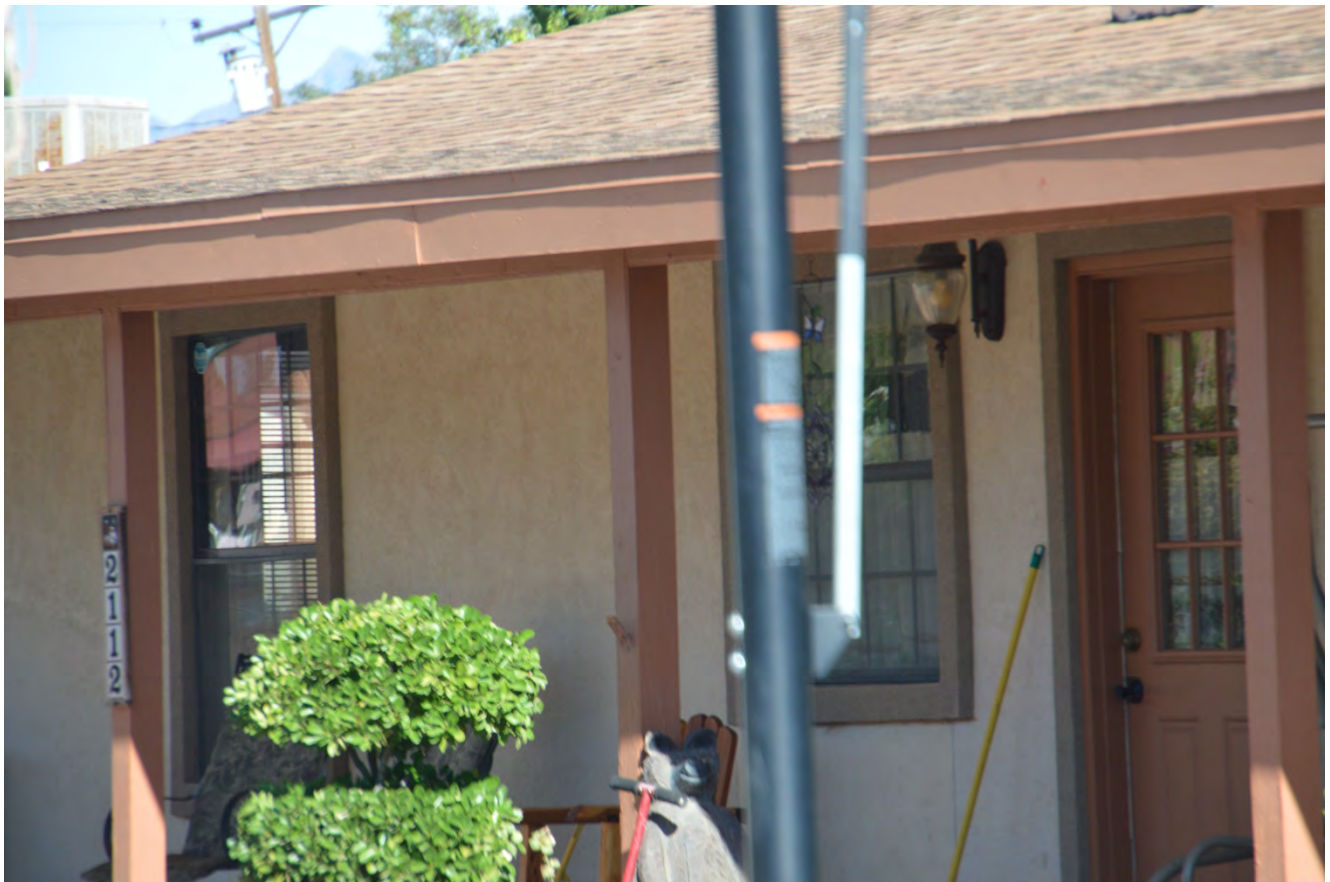




**PHOTO OF DWELLING FROM DRIVEWAY TO THE WEST**



**CLOSE-UP OF DWELLING FROM DRIVEWAY TO THE WEST SHOWING EXISTING COLOR**





## COLOR REQUESTED BY THE APPLICANT

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
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**01006 Suede 29** is highlighted with a red box.

STO COLOR SYSTEM

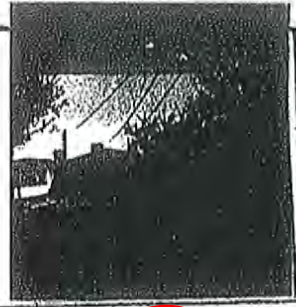
## COLORS ALLOWED BY MESILLA

|  |  |  |  |  |   |
|--|--|--|--|--|---|
|  |  |  |  |  | <p>All of Sto's hand-applied coatings and colorings can be used to make over a 100,000 sq. ft. of Southwest coast stonemasonry. Made with only the highest quality ingredients, each product offers exceptional performance. Sto's long-standing, proven color palette offers a high quality, long-lasting beauty and protection.</p> <p>Sto's products are acrylic-based and feature a number of advantages: greater resistance to dirt pickup, which can result in less maintenance.</p> <p><b>Sto Powerflex® Silco and Sto Silco Flex:</b> Our top-of-the-line silico-ester emulsion elastomeric finish. Highly elastic like Sto Flexflex and used with silico-ester primers for superior weather resistance and durability. Packaging: 5 gal. pail.</p> <p><b>Sto Powerflex® and Flexifinish:</b> An acrylic elastomeric, textured finish. Its elastic quality bridges hairline cracks. Packaging: 5 gal. pail.</p> <p><b>StoSilco® Lastic:</b> A the benefits of Sto Powerflex® - elastomeric, weather resistance and durability in a coating! Packaging: 5 gal. pail.</p> <p><b>StoSilco:</b> An acrylic, elastomeric coating ideal for bridging hairline cracks in stucco surfaces. Packaging: 5 gal. pail.</p> <p><b>00</b> - Reference Color</p> |
|  |  |  |  |  |   |
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**01006 Suede 29** is highlighted with a red box.

300

7



| 1. ALERT SHEET?<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO   |               | NEW MEXICO HISTORIC BUILDING INVENTORY<br>FORM 1: BUILDINGS & STRUCTURES 6-6-79  |  |                       |                             |
|--|---------------|--|--|-----------------------|-----------------------------|
| 2. SURVEY DATE<br>7/10/81  | 3. BY<br>MRE  | 4. CHECK DATE<br>5. BY   | 6. COMPUTER DATE<br>7. BY  | 8. FILE DATE<br>9. BY | 10. REVISION DATE<br>11. BY |
| 12. COUNTY<br>Doña Ana   | 13. FIELD MAP | 14. NUMBER<br>2112   | 15. UTM REFERENCE NUMBER<br>13 330300 3571900<br>ZONE EASTING NORTHING |                       |                             |
| 16. SPECIFIC LOCATION<br>ca. 40 yards SW of SE corner<br>Calle del Oeste & Calle del Norte   |               |  | 17. CITY/TOWN<br>Mesilla   | 18. ZIP               | 20. D. #<br>18320300        |
| 20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4  |               |  | 19. LAND GRANT OR RESERVATION  |                       | 22. ROLL #<br>93            |
| 25. ARCHITECTURAL STYLE<br>small gable   |               |  | 26. NUMBER OF STORIES<br>one   |                       |                             |
| 27. FOUNDATION MATERIAL(S)   |               |  | Robert P. Salais<br>Box 105 Mesilla 88046                              |                       |                             |
| 28. EXTERIOR WALL SURFACE(S)<br>white stucco   |               |  | 4-006-137-016-468  |                       |                             |
| 29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS)<br>- horiz slide aluminum sash  |               |  |  |                       |                             |
| 30. DOOR ENTRANCE (TYPE/SURROUNDS)<br>not visible  |               |  |  |                       |                             |
| 31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS)<br>medium gable covered with asphalt shingles  |               |  |  |                       |                             |
| 32. CHIMNEY(S) (NUMBER EXTERIOR-INTERIOR/MATERIALS) - 1 exterior white stucco  |               |  |  |                       |                             |
| 33. EXTERIOR DETAILS<br>- trailer adjacent to it on the north  |               |  |  |                       |                             |
| 34. COMMENTS   |               |  |  |                       |                             |
| DATE OF CONSTRUCTION   |               | 35. ESTIMATED 1955   |  |                       |                             |
| 37. SOURCE OF DATE   |               | 36. ACTUAL   |  |                       |                             |
| 39. SOURCE OF INFORMATION  |               | 45. IMMEDIATE SURROUNDINGS<br>open residential   |  |                       |                             |
| 40. NAME   |               | 46. RELATION TO SURROUNDINGS<br><input type="checkbox"/> SIMILAR <input checked="" type="checkbox"/> NOT SIMILAR   |  |                       |                             |
| 41. PRESENT USE<br>residential   |               | 47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS<br><input type="checkbox"/> PLUS <input type="checkbox"/> NEUTRAL <input checked="" type="checkbox"/> MINUS           |  |                       |                             |
| 42. HISTORIC CONDITION   |               | 48. OVERALL SIGNIFICANCE<br><input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input type="checkbox"/> LOCAL <input checked="" type="checkbox"/> NONE |  |                       |                             |
| 44. DEGREE OF REMODELING<br><input checked="" type="checkbox"/> MINOR <input type="checkbox"/> MODERATE <input type="checkbox"/> MAJOR |               | 49. ASSOCIATED BUILDINGS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  |  |                       |                             |
|  |               | 50. WHAT TYPE?   |  |                       |                             |
|  |               | 51. IF INVENTORIED, LIST I.D. #'S  |  |                       |                             |
|  |               | 52. SEE BACK? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  |  |                       |                             |



- 287 This stuccoed, gabled house has aluminum frame windows and a gabled porch protecting the entrance. est. 1960. (N)
- 288 This is a stuccoed residence with a flat roof and parapet. and aluminum frame windows. est. 1930. (C)
- ~~289 This is an adobe farm house with aluminum frame windows, a flat roof with parapet, viga ends visible, and a shed roof porch with mission tile. There is a utility shed, a barn, and a silo associated with this house. est. 1900. (C)~~
- 290 This stuccoed adobe residence has a flat roof and parapet and metal casement windows. est. 1910. (C)
- 291 This stuccoed adobe residence has a flat roof, wood frame windows, a parapet, and a square-plan. est. 1920. (C)
- 292 This Ranch Style house has terrecotta brick walls. est. 1965. (N)
- 293 This is an apartment complex in a Territorial Revival style. The architecture matches that of the house to the north. This building blends well with the surroundings. est. 1975. (N)
- 294 This stuccoed house has a gabled roof and wood frame windows. est. 1910. (C)
- 295 This stuccoed gabled house with a brick half wall and wood frame windows has purlins and brackets. est. 1935. (N)
- 296 This gabled adobe residence has wood frame windows. est. 1910. (C)
- 297 This Ranch Style house has brick walls and aluminum frame windows. est. 1965. (I)
- 298 This stuccoed adobe house has a low gabled roof and aluminum frame windows. est. 1900. (C)
- 299 This is a rectangular-plan house with aluminum frame windows and a gabled roof. est. 1965. (N)
- 300 This is a small gabled house with aluminum frame windows. A trailer house is adjacent to it to the west. est. 1955. (I)
- 301 This house has a crenalated parapet and wood frame windows covered by tiled hoods. est. 1915. (C)
- 302 This square-plan stuccoed house with a flat roof and parapet has wood frame windows. est. 1900. (C)
- 303 This is a very long, rectangular-plan adobe house with a flat roof, parapet, wood frame windows, and an open porch spanning the length of the facade. est. 1900. (C)

TOWN OF MESILLA  
PERMISSION TO CONDUCT WORK  
OR

OFFICIAL USE ONLY:

Case # 060798

Fee \$ 0.00

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

contact #  
575-644-8792

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

CASE NO. 060798 ZONE: HR CODE: MI APPLICATION DATE: 10/16/18

Name of Applicant/Owner: Robert P. Salas  
Applicant's Telephone Number: 575-644-8792  
Applicant's/Owner's Mailing Address: P.O. Box 8121 Ruidoso City State Zip Code: N.M. 88355  
Applicant's/Owner's E-mail Address: robi.robi@gmail.com

Contractor's Name & Address (If none, indicate Self): N/A

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

Address of Proposed Work: 2112 Calle de Las Americas

Description of Proposed Work: paint the outside of house

Estimated Cost: \$ 300.00 Signature of Applicant: Robert P. Salas Date: 10/25/18

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  Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  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: 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 WORK SESSION  
OCTOBER 15, 2018  
ITEM 2**

Submitted by Chris/Stefan Schaefer; a request to discuss plans to construct a four foot high metal security fence with gates between support columns of an existing porch of a commercial structure at 1620 Calle de Alvarez, Suite C2. (Case **060801**). Zoned: General Commercial (C)

The property is located on the north side of Calle de Alvarez and is in a commercial building occupied by medical offices and a beauty salon. The purpose of the request is to install a security fence at the front of a craft distillery operation that was approved for this location in 2016. The fence will consist of a four foot high wrought iron security fence that will extend along the covered walkway at the front of the distillery (see attached). There will be two gates in the fence-one at the entrance and one at the handicapped ramp in the sidewalk.

Photos of the structure are attached. According to the applicant, the style and color of the fence will not be out of character or detract from the style of the existing structure.

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

**PHOTO OF PROPERTY**



**PHOTO OF PROPOSED FENCE LOCATION**





# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Numbe

Enter Value:

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: [R0401622](#)

Parcel Number: 4006137268014

Owner: UNIT OWNERS OF MESILLA

MERCADO PROFESSIONAL PLAZA

CONDOMINIUM ASSN

Mail Address: 1680 CALLE DE

ALVAREZ STE B

Subdivision: MERCADO DE LA

MESILLA PHASE 3A REPLAT #1 (BK 23

PG 145 - 1035564)

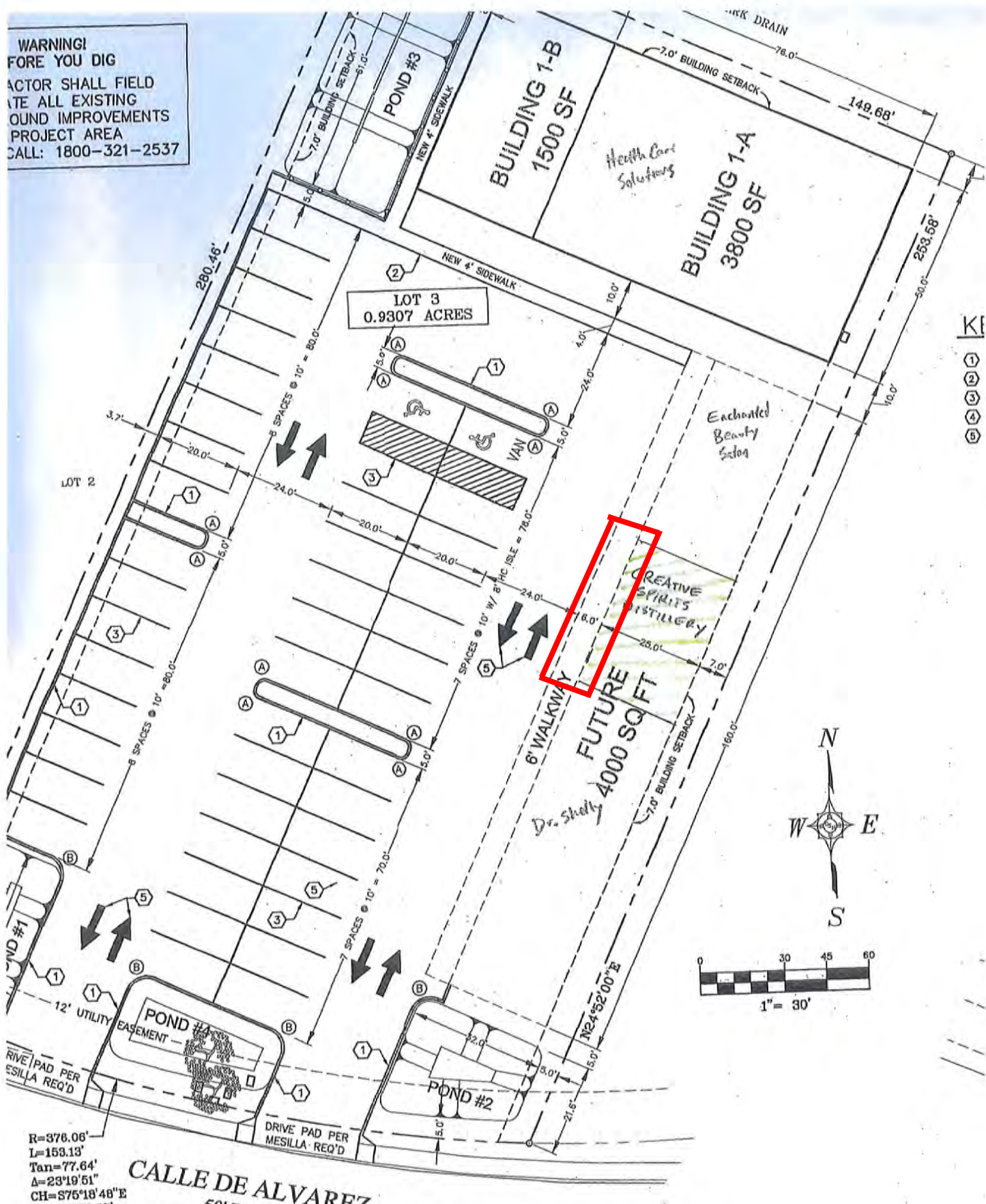
Property Address: 1680 CALLE DE

ALVAREZ #B

Acres: 0



**WARNING!**  
**BEFORE YOU DIG**  
 CONTRACTOR SHALL FIELD  
 VERIFY ALL EXISTING  
 GROUND IMPROVEMENTS  
 PROJECT AREA  
 CALL: 1800-321-2537



**CALLE DE ALVAREZ**  
 50' R.O.W.

R=376.06'  
 L=153.13'  
 Tan=77.64'  
 Δ=23°19'51"  
 CH=S75°18'48"E  
 CH L=152.07'

**CURB RADIUS LEGEND**

- (A) = 2.00' RADIUS
- (B) = 5.0' RADIUS

**THE PLAN**  
 SCALE: 1" = 20'





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

OFFICIAL USE ONLY:  
 Case # 060801  
 Fee \$ 62.00

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

CASE NO. 060801 ZONE: C CODE: M1 APPLICATION DATE: 10/4/18

Chris Schaefer / Stefan Schaefer

575-036-3856

Name of Applicant/Owner

Applicant's Telephone Number

704 Carver RD Las Cruces

NM 88005

Applicant's/Owner's Mailing Address

City

State

Zip Code

chris@drypointdistillersnm.com

Applicant's/Owner's E-mail Address

Self/TBD

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: 1680 Calle de Alvarez Ste C2

Description of Proposed Work: Installation of 4 foot high metal security fence to run between existing support columns of existing porch, with gates.

\$ 1200

Estimated Cost

Gig Shaw  
 Signature of Applicant

9/27/18  
 Date

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**

|              |   |            |   |
|--------------|---|------------|---|
| <b>PZHAC</b> | <input type="checkbox"/> Administrative Approval  | <b>BOT</b> | <input type="checkbox"/> Approved Date: _____     |
|              | <input type="checkbox"/> Approved Date: _____     |            | <input type="checkbox"/> Disapproved Date: _____  |
|              | <input type="checkbox"/> Disapproved Date: _____  |            | <input type="checkbox"/> Approved with Conditions |
|              | <input type="checkbox"/> Approved with conditions |            |   |

FIRE INSPECTION/APPROVAL REQUIRED: \_\_\_ YES  NO \_\_\_ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: \_\_\_ YES \_\_\_ NO  SEE CONDITIONS

CONDITIONS: REVIEW BY PZHAC & FINAL APPROVAL BY BOT 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 15, 2018  
ITEM 3**

Submitted by Bill McClure for Nancy Clayshulte, a request to discuss plans to construct a workshop as an addition to an existing dwelling at 2111 Calle de Santo Tomas. (Case 060802). Zoned: Historical Residential (HR)

The dwelling is located among pecan trees on the east side of Calle de Santo Tomas, about 500 feet south of Calle del Norte. The dwelling is in the Historical Register, and is estimated to have been built in the 1920's. According to the work sheet for the Historical Register, the structure has "local" overall significance, and was considered a "plus" architectural contribution to the surroundings in 1980 (see attached).

The applicant would like to construct an 8 foot by 30 foot (240 square foot) concrete block addition to the north side of the dwelling. The addition will be the same height as the original structure, and will be finished to match the exterior texture and color of the structure. It will appear as an extension of the original structure. The extension will be used as a workshop. (This is an allowed use in the Historical Residential district.) According to the applicant, the proposed construction will not change the character or overall look of the structure. The addition will meet the three foot setback requirements of the zoning district.

A culvert over an irrigation ditch at the front of the property along Calle de Santo Tomas will also be replaced at this time. This will not have any affect on the use or appearance of the property.

Photos of the existing structure are attached. Since this construction is in a Historic zoning district, the following section of the Code applies:

**18.33.080 Historical appropriateness permit.**

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

The applicant will be present at the work session to provide further details about the proposed construction, and will be available 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: [R0400206](#)

Parcel Number: 4006137124423

Owner: CLAYSHULTE NANCY L &  
SAMANTHA J REINHOLD

Mail Address: PO DRAWER P

Subdivision:

Property Address: 2111 SANTO  
THOMAS

Acres: 0.58999997





**PHOTO OF THE NORTH SIDE OF THE DWELLING FROM CALLE DE SANTO TOMAS**



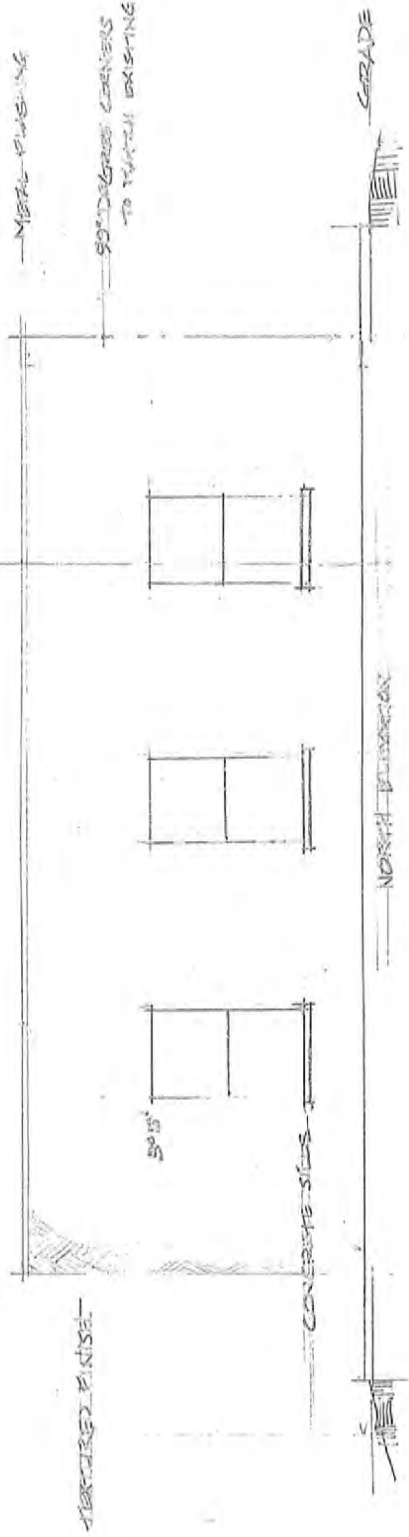
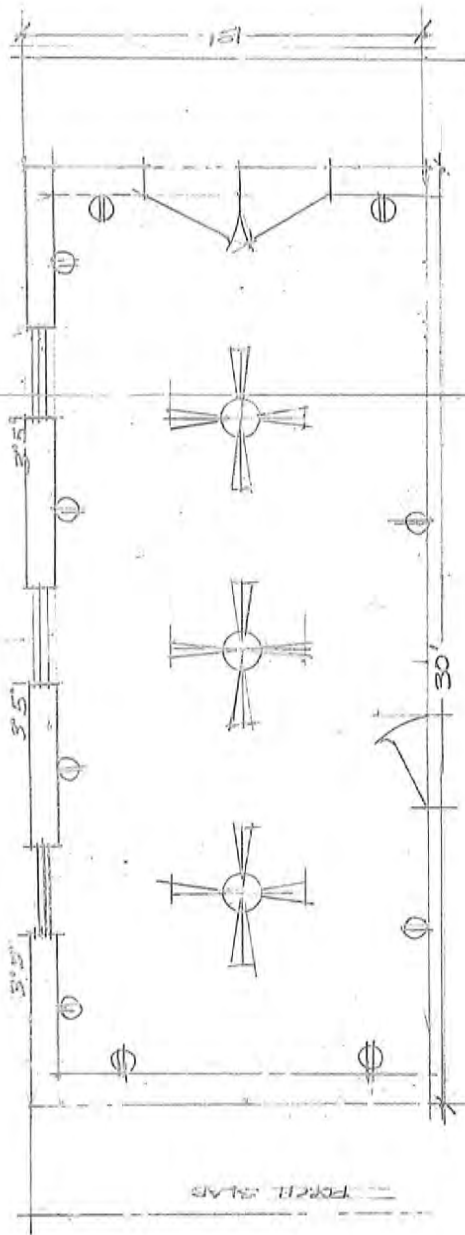
**PHOTO OF THE SOUTH SIDE OF THE DWELLING FROM CALLE DE SANTO TOMAS**





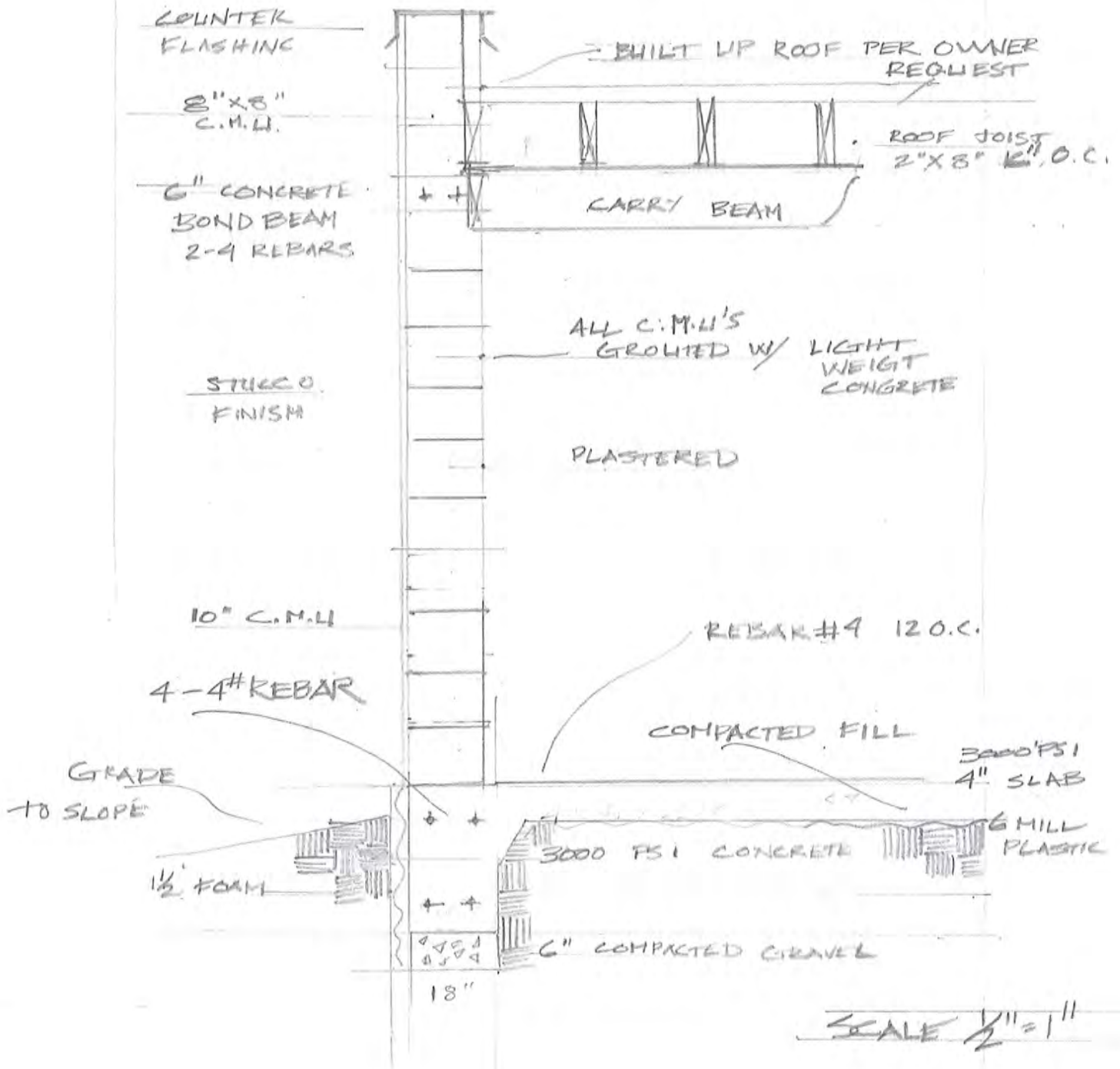


PROPOSED WORKSHOP NANCY CLAYSHULTE





TYPICAL WALL SECTION



L V L L

|  |               |  |            |  |  |                         |
|--|---------------|--|------------|--|--|-------------------------|
| 1. ALERT SHEET?<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO   |               | NEW MEXICO HISTORIC BUILDING INVENTORY<br>FORM 1: BUILDINGS & STRUCTURES 6 6 79  |            |  |  |                         |
| 2. SURVEY DATE<br>7/18/80 TP   | 3. BY         | 4. CHECK DATE  | 5. BY      | 6. COMPUTER DATE   | 7. BY  |                         |
| 8. FILE DATE   | 9. BY         | 10. REVISION DATE  |            | 11. BY   |  |                         |
| 12. COUNTY<br>Dona Ana   | 13. FIELD MAP |  | 14. NUMBER |  | 15. UTM REFERENCE NUMBER<br>650 200<br>13 330500 357200<br>ZONE EASTING NORTHING |                         |
| 16. SPECIFIC LOCATION<br>359 = CALLE DEL NORTE<br>2111 CALLE SANTO TOMAS<br>Second house South of N.E.<br>Corner of Calle Santo Tomas and NM 359   |               | 17. CITY/TOWN<br>Mesilla   |            | 18. ZIP  |  | 20. I.D. #<br>18320-278 |
| 20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4  |               | 19. LAND GRANT OR RESERVATION<br>Mesilla Civil Colony  |            | 22. ROLL #<br>6018   |  | 23. NEG #<br>13         |
| 25. ARCHITECTURAL STYLE<br>Adobe Vernacular  |               | 26. NUMBER OF STORIES<br>One   |            | 24. LOCATION OF NEG.   |  |                         |
| 27. FOUNDATION MATERIAL(S)<br>Concrete   |               | 26. NUMBER OF STORIES<br>Nancy Clayshulte<br>P.O. Drawer R<br>Mesilla NM 88846   |            |  |  |                         |
| 28. EXTERIOR WALL/SURFACE(S)<br>Stucco / Adobe   |               | 4-006-137-132-409  |            |  |  |                         |
| 29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS)<br>Single 1/2 double hung windows w/o surrounds or sills<br>Single metal casement small light windows w/o surrounds; concrete lug sills |               |  |            |  |  |                         |
| 30. DOOR/ENTRANCE (TYPE/SURROUNDS)<br>Standard wood panel door w/o surrounds   |               |  |            |  |  |                         |
| 31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS)<br>Flat roof w/ flat parapet   |               |  |            |  |  |                         |
| 32. CHIMNEY(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS) none visible   |               |  |            |  |  |                         |
| 33. EXTERIOR DETAILS<br>none   |               |  |            |  |  |                         |
| 34. COMMENTS   |               |  |            |  |  |                         |
| 35. ESTIMATED DATE OF CONSTRUCTION<br>1920   |               | 36. ACTUAL   |            | 45. IMMEDIATE SURROUNDINGS<br>Residential / Agricultural   |  |                         |
| 37. SOURCE OF DATE   |               | 38. ARCHITECT/ENGINEER/BUILDER   |            | 46. RELATION TO SURROUNDINGS<br><input checked="" type="checkbox"/> SIMILAR <input type="checkbox"/> NOT SIMILAR   |  |                         |
| 39. SOURCE OF INFORMATION  |               | 40. NAME   |            | 47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS<br><input checked="" type="checkbox"/> PLUS <input type="checkbox"/> NEUTRAL <input type="checkbox"/> MINUS           |  |                         |
| 41. PRESENT USE<br>42. HISTORIC } Residential  |               | 43. CONDITION<br><input type="checkbox"/> EXCELLENT <input checked="" type="checkbox"/> GOOD <input type="checkbox"/> FAIR <input type="checkbox"/> DETERIORATED |            | 48. OVERALL SIGNIFICANCE<br><input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input checked="" type="checkbox"/> LOCAL <input type="checkbox"/> NONE |  |                         |
| 44. DEGREE OF REMODELING<br><input checked="" type="checkbox"/> MINOR <input type="checkbox"/> MODERATE <input type="checkbox"/> MAJOR   |               | 49. ASSOCIATED BUILDINGS?<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO   |            | 50. WHAT TYPE?   |  |                         |
|  |               | 51. IF INVENTORIED, LIST I.D. #'S  |            | 52. SEE BACK?<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO   |  |                         |



- 264 This is a stuccoed residence with metal casement windows and gabled roofs covered with asphalt shingles. est. 1945. (N)
- 265 This is a stuccoed adobe house with metal casement windows. Two gabled roofs meet at right angles with a wood louvered air vent at the gable ends, and purlins on the south side. It is said among some of the towns people that there was an old brick kiln on this spot at one time. est. 1915. (C)
- 266 This building was used as a carriage house and office around the turn of the century when the property was acquired by Albino Frietze. It has since been converted into a residence. Its walls are of unplastered adobe. It has a flat roof with parapet, wood frame windows, and a back porch with a shed roof. est. 1880. (C)
- 267 Albino Frietze bought this house in the latter part of the 19th century. It is a fine example of Territorial architecture. It is of a square-plan floor plan, has wood frame windows, a flat roof with dentil brick coping on the parapets, and numerous red brick chimneys. est. 1875. (S)
- 268 This is a very large unplastered adobe barn. It has a gabled roof that is covered with corrugated tin and two large sliding tin bay doors on the north and south sides. According to Mrs. Josephina Guerra, wife of the current owner, this barn was built around 1915. Because of its size and uniqueness, it is considered a significant building. (S)
- 269 This tiny, square-plan residence has tandem wood frame windows and a flat roof with slight overhang. It appears that this was a small shed that was added onto and converted into an apartment. The walls are unplastered adobe brick. est. 1930. (C)
- 270 This square-plan stuccoed adobe house has a flat roof, parapet, and wood frame and metal casement windows. est. 1930. (C)
- 271 This is a square-plan adobe residence that is covered by a corrugated tin hip roof. Its door has a transom and sidelites and an ornate wood screen door. A front porch is supported by chamfered columns. est. 1900. (C)
- 272 This stuccoed adobe house has wood and metal casement windows, a low gable roof and a screened front porch. There is a large, stuccoed adobe garage and utility shed apart from and to the west of the house. est. 1900. (C)
- 273 The Acequia Madre and the Contracequia were originally dug in the late 1840's. These are earthen ditches approximately five feet deep and eight feet wide with narrow dirt levies on each side, just wide enough for a car to pass over. The Acequia Madre runs south the entire length of Mesilla and roughly cuts the village in half. The Contracequia runs perpendicular to the Acequia Madre. (S)



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

OFFICIAL USE ONLY:

Case # 060802

Fee \$ 43.00

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

CASE NO. 060802 ZONE: HR CODE: AD APPLICATION DATE: 10/4/18

Name of Applicant/Owner: Nancy Clayshulte Applicant's Telephone Number: 575-624-9724  
 Applicant's/Owner's Mailing Address: P.O. Box "P" Mesilla NM 88046 City: Mesilla State: N.M. Zip Code: 88046  
 Applicant's/Owner's E-mail Address: nancy5737@yahoo.com  
 Contractor's Name & Address (If none, indicate Self): self

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

Address of Proposed Work: 2111 Santo Tomas  
 Description of Proposed Work: Work shop

Estimated Cost: \$ 21K Signature of Applicant: Nancy Clayshulte Date: 10-1-18

Signature of property owner if applicant is not the property owner: Nancy Clayshulte

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  
CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

This Application will include the following, if checked:

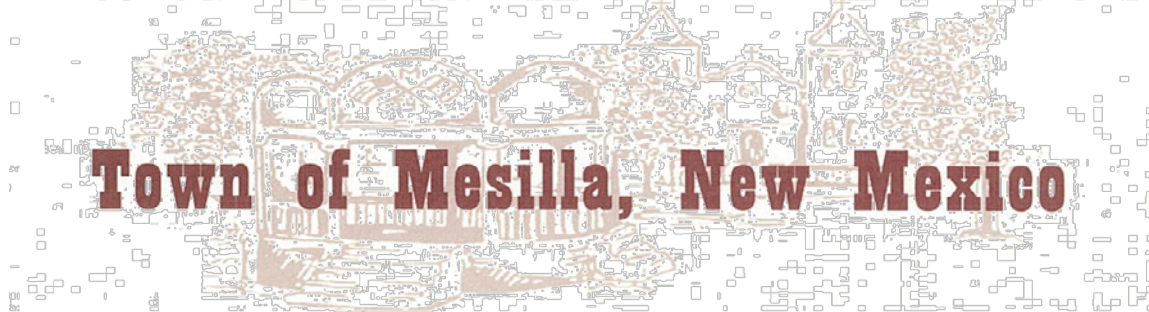
1.  Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2.  Site Plan with dimensions 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

OCTOBER 1, 2018

(PART OF CONSENT AGENDA)



**PZHAC WORK SESSION  
MINUTES  
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)

*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 permit has already been approved by the PZHAC for a workshop/storage unit, but that the applicant appeared to be constructing a dwelling instead, according to Tom Maese CID inspector. This was because it appeared that the contractor was using the original set of plans that were originally for the accessory dwelling, and not the plans approved by the PZHAC. (Staff explained that the plans approved by the PZHAC were a simplified set of plans that did not show the wiring or plumbing and that the general floorplan in the approved plans showed a workshop/storage facility.) The applicant explained that he was building the workshop with provisions for conversion to a dwelling in the future to allow for the possibility of eventually getting permission from the Town to convert the structure to a dwelling, and that it is much more economical to allow for such a conversion at this point in the construction. The applicant also explained that many of the added features (mini-split a/c units, television hook-ups, 200 amp electrical service, etc.) are features found in many other shops that are not dwellings, including his work shop at home. The purpose of this request was to allow the applicant to continue construction in such a way as to make conversion substantially easier than if the additional features were not included at this time.*

**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 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 has changed his application to request a permit for the fence only, and not for a storage structure also. It was also mentioned that the original storage structure built prior to the permit being requested was still standing, and that the applicant was currently using a portion of the property to store items and trailers connected with his contracting business. These are not allowed by the RA zoning of the property. There was also some discussion about the style of the fence. The applicant explained that the fence would only be temporary, and that it would be changed when the applicant obtained a building permit for a dwelling on the property.*

**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)

*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 wanted to paint a copy of a mural located inside the bar showing the Budweiser Clydesdale team of horses and wagon visiting the bar on an exterior southern wall of the structure. According to the applicant, this was one of three visits to the bar by the Budweiser Clydesdales. Staff added that since the picture was of an actual event in the history of the bar and did not necessarily contain advertising for the bar, it could be considered a mural rather than a sign, especially if the wording in the picture was kept to less than the 15 square foot limitation placed on signage for businesses in the Historic districts.*

**PZHAC REGULAR MEETING  
MINUTES  
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**

*All commissioners were present. There was a quorum.*

**III. CHANGES/APPROVAL OF THE AGENDA**

*There were no changes to the Agenda. Commissioner Lucero made a motion to approve the Agenda, seconded by Commissioner Houston and approved by a vote of 4-0.*

**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 Prieto made a motion to approve the Consent Agenda, seconded by Commissioner Lucero and approved by a vote of 4-0.*

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

*Approved as part of the Consent Agenda*

**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).

*Approved as part of the Consent Agenda*

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).

*Approved as part of the Consent Agenda*

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).

*Approved as part of the Consent Agenda*

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)

*Approved as part of the Consent Agenda*

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)

*Approved as part of the Consent Agenda*

**V. PZHAC NEW BUSINESS:**

**A. PUBLIC INPUT ON CASES**

*None*

**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**)

*Staff provided a brief review of this request, stating that the case had been discussed during the Work*

*Session. There was further discussion as to the plans that had been submitted to CID. A motion was made by Commissioner Houston to approve the request with the CONDITIONS that: the applicant apply for a new permit with CID for a workshop/storage unit (the original permit was for an accessory dwelling); and that the plumbing for the washer, the dishwasher, and the sink be removed. This was seconded by Commissioner Nevarez, and approved by a vote of 4 – 0.*

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)**  
*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 items still on the property and the fact that these would need to be removed. A motion was made by Commissioner Nevarez to approve the request with the CONDITION that the storage structure and all business related items (non-agricultural) be removed from the property. This was seconded by Commissioner Prieto, and approved by a vote of 4 – 0.*
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)**  
*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 Lucero to recommend APPROVAL to the BOT of the permit to paint a duplicate of a mural of the Clydesdale horses that is located inside the bar on the southern exterior wall of the bar, with the CONDITION that the text in the painting showing the name of the bar shall be less than 15 square feet in size. This was seconded by Commissioner Prieto and approved with the stated condition by a vote of 4 – 0.*

**VI. PUBLIC COMMENTS - None**

**VII. PZHAC/STAFF COMMENTS - None**

**VIII. ADJOURNMENT – The meeting was adjourned at 6:27 pm.**



PZHAC NEW BUSINESS

OCTOBER 15, 2018

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL  
BUILDING PERMIT REQUEST CASE 060799  
[PZHAC CONSENT AGENDA – 10/15/2018]**

**Item:**

**Case 060799** – 2322 Calle Principal, submitted by Pat Taylor; a request to clean and recoat a foam roof on a commercial structure at this address. Zoned: Historical Commercial (HC)

**Description of Work Done:**

The applicant will repair the roof of an existing commercial structure at this location by applying a new foam roof to the structure. 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 may 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 GUADALUPE**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Numbe

Enter Value:

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: [R0400288](#)

Parcel Number: 4006137208451

Owner: TAYLOR J PAUL TRUSTEE J  
PAUL & MARY H D TAYLOR REV  
TRUST

Mail Address: PO BOX 133

Subdivision:

Property Address: 2310 CALLE DE  
PRINCIPAL

Acres: 0





**TOWN OF MESILLA**  
 PERMISSION TO CONDUCT WORK  
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

**OFFICIAL USE ONLY:**

Case # 060799

Fee \$ 100.00

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

CASE NO. 060799 ZONE: HC CODE: RA APPLICATION DATE: 10/1/18

Name of Applicant/Owner: PAUL TAYLOR (PAT, REPRESENTATIVE) Applicant's Telephone Number: 526 7995

Applicant's/Owner's Mailing Address: BOX 133 MESILLA NM 88046  
 City State Zip Code

Applicant's/Owner's E-mail Address: pataylor10@comcast.net

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

Contractor's Telephone Number: \_\_\_\_\_ Contractor's Tax ID Number: \_\_\_\_\_ Contractor's License Number: \_\_\_\_\_

Address of Proposed Work: 2322 CALLE PRINCIPAL (DEL SOLIS SHOPS)

Description of Proposed Work: NO COLOR CHANGE, CLEANING & RECOATING FOAM ROOF

Estimated Cost: \$ 5,000.00 Signature of Applicant: [Signature] Date: 10/02/18

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  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 OF STRUCTURE (CHECK W/CID)

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 10/1/18

- 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:

RECOATING FOAM ROOF, NO COLOR CHANGE

**ADMINISTRATIVE APPROVAL  
BUILDING PERMIT REQUEST CASE 060800  
[PZHAC CONSENT AGENDA – 10/15/2018]**

**Item:**

**Case 060800** – 2335 Calle de Parian, submitted by Roberto Garcia; 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 by applying new shingles to the roof. 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 may 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 PARIAN**





# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

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: [R0400269](#)

Parcel Number: 4006137196520

Owner: GARCIA ROBERTO E &  
AMALIA G

Mail Address: PO BOX 1033

Subdivision:

Property Address: 2335 CALLE DE  
PARIAN

Acres: 0





2335 Calle de Mesilla  
04-00269

TOWN OF MESILLA  
PERMISSION TO CONDUCT WORK  
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060800

Fee \$ 10.50

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

CASE NO. 060800 ZONE: HR CODE: RR APPLICATION DATE: 10/4/18

Roberto GARCIA 621-0943  
Name of Applicant/Owner Applicant's Telephone Number  
P.O. Box 1033 Mesilla N.M. 88046  
Applicant's/Owner's Mailing Address City State Zip Code

Applicant's/Owner's E-mail Address  
owner Roberto Garcia  
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: 2335 Calle de ~~Mesilla~~ PARIAN  
Description of Proposed Work: new shingles on roof

\$ 850.00 [Signature] Oct 4 - 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: NO CHANGES TO APPEARANCE OF STRUCTURE

PERMISSION ISSUED/DENIED BY: [Signature] ISSUE DATE: 10/4/18

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:

PZHAC NEW BUSINESS

OCTOBER 15, 2018

PZHAC DECISIONS

BUILDING PERMITS



**PZHAC ACTION FORM**  
**BUILDING PERMIT 060798**  
**[PZHAC REVIEW – 10/15/18]**  
**STAFF ANALYSIS**

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

**Item:**

**Case 060798** – 2112 Calle de Los Huertos, submitted by Robert Salais; a request for a building permit to repaint the outside of a dwelling at this address. Zoned: Historical 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 color proposed for the dwelling is 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 color for the dwelling 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: @ \$300.00**

**Consistency with the Code:**

The PZHAC will need to determine that the color of the dwelling will be consistent with the color of dwellings in the HR 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 repainting a dwelling at this address.
- The PZHAC has determined that the proposed color meets all applicable Code requirements.

**PZHAC OPTIONS:**

1. Recommend approval of the requested building permit to the BOT.
2. Recommend approval of the requested building permit to the BOT with conditions.
3. Reject the permit.

**PZHAC ACTION:**

**PZHAC ACTION FORM**  
**BUILDING PERMIT 060801**  
**[PZHAC REVIEW – 10/15/2018]**  
**STAFF ANALYSIS**

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

**Item:**

**Case 060801** – 1620 Calle de Alvarez, Suite C2, submitted by Chris/Stefan Schaefer; a request for a building permit to construct a four foot high metal security fence with gates between support columns of an existing porch of a commercial structure at this address. Zoned: General Commercial (C)

**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: @ \$1,200.00**

**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 four foot high security fence with gates at this address.
- The PZHAC has determined that the proposed wall meets all applicable Code requirements.

**PZHAC OPTIONS:**

1. Recommend approval of the requested building permit to the BOT.
2. Recommend approval of the requested building permit to the BOT with conditions.
3. Reject the permit.

**PZHAC ACTION:**



**PZHAC ACTION FORM**  
**BUILDING PERMIT 060802**  
**[PZHAC REVIEW – 10/15/2018]**  
**STAFF ANALYSIS**

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

**Item:**

**Case 060802** – 2111 Calle de Santo Tomas, submitted by Bill McClure for Nancy Clayshulte; a request to for a building permit to construct a workshop as an addition to an existing dwelling at this address. Zoned: Historical 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 addition 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 addition 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: @ \$21,000.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed addition, 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 adding a workshop to a dwelling at this address.
- The PZHAC has determined that the proposed wall meets all applicable Code requirements.

**PZHAC OPTIONS:**

1. Recommend approval of the requested building permit to the BOT.
2. Recommend approval of the requested building permit to the BOT with conditions.
3. Reject the permit.

**PZHAC ACTION:**

PZHAC NEW BUSINESS

OCTOBER 15, 2018

PZHAC DECISIONS

BUSINESS REGISTRATIONS

**PZHAC ACTION FORM**  
**BUSINESS REGISTRATION REQUEST**  
**[PZHAC REVIEW – 10/15/2018]**  
**PERMIT 0732**  
**“HOME INSTEAD SENIOR CARE”**

**STAFF ANALYSIS**

**Item:**

**Permit 0732** – 2470 Calle de Guadalupe, Suite C, submitted by Buffy Johnson for Johnson-Brito LLC DBA “Home Instead Senior Care”; a request for a business license to allow the applicant operate an office at this address for a home care operation. Zoned: Historical Commercial (HC)

**Description of Business:**

The purpose of the application is to allow the applicant to use a portion of the commercial structure at this address as a central office for a home care operation. There will be up to five employees in the office. The remainder (up to 110) will work at providing home care in the community by providing home visits to clients at the client’s residence. Customers will not come to the office.

**Consistency with the Code:**

The request is for a commercial operation in the Historic Commercial district, and appears to be consistent with all applicable sections of the MTC. There will be no changes to the structure. This portion of the structure was originally designed and built for commercial use, and has historically been occupied by commercial uses.

The requested license will not result in any changes to the external physical elements or style of the structure. There will be some cosmetic changes to the interior of the structure.

**Findings of Fact:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed business will not result in any changes to the commercial character of the structure.
- This is a use that is allowed by the MTC in this zoning district.
- The proposed use will not create any negative impacts to the area.

**PZHAC OPTIONS:**

- Approve the application.
- Approve the application with conditions.
- Reject the application.

**PZHAC ACTION:**

**PHOTO OF LOCATION FROM CALLE DE PRINCIPAL**





# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Numbe

Enter Value:

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: [R0401208](#)

Parcel Number: 4006137247470

Owner: FOUNTAIN ROBERT J &  
GRACE

Mail Address: 694 HAWTHORNE ST

Subdivision: FOUNTAIN ACRES  
SUBDIVISION (BK 24 PG 283 -  
1730368)

Property Address: CALLE DE  
PRINICPAL

Acres: 0





Date: 9/24/18

2231 Avenida de Mesilla

No.: 0732

P.O. Box 10

Mesilla, NM 88046

Phone: (505) 524-3262

Fax: (505) 541-6327

### Business Registration Application

Note: A separate business registration application form should be completed for each business location.

**PLEASE PRINT**

Business Registration Application Is: New  Renewal

Name of Business: Johnson-Britelle dba Name Instead Sa Core  
 Name of Applicant: Buffy Johnson  
 Business Location: 2470 Calle de Guadalupe, Suite C mto 2456 Calle de  
 Mailing Address (Street # or P.O. Box): 3210 Arrowhead Rd 88011  
 E-Mail Address: buffy.johnson@homeinstead.com  
 City: Las Cruces State: NM Zip Code: 88011  
 Phone # of Business: 575-522-7100  
 Location of Business: Street Calle de Guadalupe  
 City: Mesilla State: NM Zip Code: 88046

de  
Guadalupe

Property Owner Name: Robert and Grace Fountain  
 Phone # of Property Owner: Grace: 901-299-8903, Robert: 901-239-1612  
 Property Owner's Address: Street 694 Hawthorne St.  
 City: Memphis State: TN Zip Code: 38107-4532

**Additional Information**  
 Square Footage of Business: ± 1800 Sq Ft, ± 350 Sq Ft  
 Number of Employees: 5 in office / 110 in community  
 Number of Parking Spaces: 3  
 Zoning Code: \_\_\_\_\_  
 Parking Assessment: \_\_\_\_\_ *Please fill in other side>>>>*



Type of Business -please describe product(s) and/or service(s): in home personal care. This is the home office only, no care done on premises

Business Applicant Is: Sole Proprietorship  Partnership  Corporation

Current New Mexico Revenue Division ID #: 03-355802-00-7  
(The location code for reporting earnings received in the Town of Mesilla is 07-303.)

**EMERGENCY CONTACT INFORMATION**

Responsible party to be called in case of emergency. Enter name in order of contact (please print):

24 HOUR EMERGENCY PHONE #: 505-659-8100

| Name  | Address                    | Telephone #         |
|---|----------------------------|---------------------|
| 1. <u>Buffy Johnson</u>                     | <u>3210 Arrowhead L.C.</u> | <u>505-659-8100</u> |
| 2. <u>work on call phone-monitored 24/7</u> |                            | <u>575-522-7133</u> |
| 3. _____                                    |                            |                     |

Do you have an alarm system? Yes  No

What Type? \_\_\_\_\_

Which Company, if any, Responds to Alarms? \_\_\_\_\_

APPLICANT HEREBY STATES UNDER OATH THAT ALL STATEMENTS AND REPRESENTATIONS MADE IN THIS APPLICATION ARE TRUE AND VALID.

[Signature] NISC Owner  
Signature of Applicant/Title

9/26/18  
Date

Robert J. and Grace Fountain  
Signature of Building Owner

09-26-2018  
Date

Office Use

Receipt Number: \_\_\_\_\_  
Case Number: \_\_\_\_\_  
PZHAC Approval Date: \_\_\_\_\_  
Sign Permit Case #: \_\_\_\_\_

Date of Payment: \_\_\_\_\_  
Zone: \_\_\_\_\_  
Bus. Type: \_\_\_\_\_  
Renewal Date: \_\_\_\_\_

**Fire Department Inspection Verification**

Fire Department Representative Signature: \_\_\_\_\_

Fire Inspection Date: \_\_\_\_\_

Approved:  Yes  No



38. **Warranty of Authority.** Tenant represents and warrants to Landlord that Tenant is authorized to enter into this Lease, that the person signing on Tenant's behalf is duly authorized to execute this Lease, and that no other signatures are necessary. The person signing this Lease on behalf of Tenant individually represents and warrants to Landlord that he or she has the express authority of Tenant to execute and deliver this Lease on Tenant's behalf. If Tenant is not obligated to comply with this Lease because the person signing on its behalf does not have the authority to execute and deliver this Lease on its behalf, then such person shall indemnify Landlord for any and all losses and expenses (including reasonable attorneys' fees) it incurs as a result thereof.

IN WITNESS WHEREOF, the parties have executed this Lease on the dates specified below.

**LANDLORD:**

**TENANT:**

ROBERT FOUNTAIN  
ROBERT FOUNTAIN

**JOHNSON-BRITO, LLC dba HOME  
INSTEAD SENIOR CARE/138**

Dated: 9/20/ 2018

By: Buffy Johnson

GRACE FOUNTAIN  
GRACE FOUNTAIN

Name: Buffy Johnson

Dated: 9/20 2018

Title: Owner - NISC 138

Dated: 9/24 2018