



**PZHAC WORK SESSION
AGENDA
NOVEMBER 5, 2018**

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

Item 1: Submitted by Julie and Henry R. Lucero; a request to discuss the installation of a wooden fence at the rear of a dwelling located at 2243 Calle de Santa Ana. (**Case 060809**). Zoned: Historical Residential (HR)

Item 2: Submitted by Stefan Schaefer, a request to discuss commercial signage in the Mercado de Mesilla area.

**PZHAC REGULAR MEETING
AGENDA
NOVEMBER 5, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, NOVEMBER 5, 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 15, 2018.

B. *ADMINISTRATIVE APPROVAL

Building Permits

1. **Case 060804** – 2260 Calle de Santiago, submitted by Bill and Janice Cook; a request to repair and recoat an adobe wall at the rear property line at this address. Zoned: Historical Commercial (HC)
2. **Case 060805** – 2615 Calle de Guadalupe, submitted by Fort Selden Builders for Ouida Touchon; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR).
3. **Case 060806** – 2852 Ermina Street, submitted by 4H Restoration for Eric Van Pelt; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR).
4. **Case 060807** – 2731 Calle Cuarta, submitted by Jesus Alvarado for Arthur Villa; a request for a building permit to repaint the inside of a dwelling at this address. Zoned: Historical Residential (HR)
5. **Case 060810** – 3116 S. Highway 28, submitted by Norm Fristoe for Llama Properties, LLC; request for a building permit to pour a small curb and a patio slab on a residential property at this address. Zoned: Rural/Agricultural (RA)
6. **Case 060811** – 2731 Calle Cuarta, submitted by Arthur Villa; a request for a building permit to conduct minor repairs and repainting of a porch on a dwelling at this address. Zoned: Historical Residential (HR)
7. **Case 060812** – 2814 Snow Road, submitted by Juan S. Padilla; a request for a building permit to repaint the door and window trim on a dwelling at this address. Zoned: Rural Agricultural (RA)
8. **Case 060814** – 103 Capri Road, submitted by Sunpro Solar for Andrea E. Barbee; a request for a building permit to install solar voltaic panels on a dwelling at this address. Zoned: Residential, one acre (R1).

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Building Permits

1. **Case 060808** – 2731 Calle Cuarta, submitted by Jesus Alvarado for Arthur Villa; a request for a building permit to repaint the outside of a dwelling at this address. Zoned: Historical Residential (HR)
2. **Case 060809** – 2243 Calle de Santa Ana, submitted by Julie and Henry R. Lucero; a request for a building permit to install a wooden fence at the rear of a dwelling located at this address. Zoned: Historical Residential (HR) (**This case was heard during the Work Session – Item 1**)

Business Permits:

1. **Permit 0733** – 2310 Avenida de Mesilla, submitted by Morgan Switzer for “NM Vintage Market”; a request for a business license to allow the applicant to operate a retail shop at this address. Zoned: Historical Commercial (HC)

Sign Permits:

1. **Case 060813** – 2310 Avenida de Mesilla, submitted by Morgan Switzer for “NM Vintage Market”; a request for a building permit to allow two wall signs to be installed at a retail shop at this address. 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 11/1/18 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

NOVEMBER 5, 2018

WORK SESSION

**PZHAC WORK SESSION
NOVEMBER 5, 2018
ITEM 1**

Submitted by Esther and Henry R. Lucero; a request to discuss the installation of a wooden fence at the rear of a dwelling located at 243 Calle de Santa Ana. (Case 060809). Zoned: Historical Residential (HR)

The property is located on the south side of Calle de Santa Ana, across the street from a park owned by the Town. The property is bordered to the east and west by similar residential properties. The property to the south, bordering the rear of the subject property, is a pecan orchard owned by Henry Lucero.

The fence, which is a six foot high by 27 foot long cedar stockade fence with a gate, was installed to replace a four foot high wooden slat fence that was deteriorated and becoming dangerous. According to the applicant, the stockade fence was installed for the safety of her sister-in-law, who occupies the dwelling. The new fence, in addition to replacing the old dilapidated fence, also acts as a barrier along the east edge of the existing patio, protecting the sister and her friends from tripping on the lip around the patio (see attached letter). The fence also provides privacy to the patio from the pecan grove.

The fence currently runs along the east edge of the rear patio from a point even with the front corner of the patio to a low chain link fence that runs along the south edge of the patio, parallel with the dwelling (see attached site plan). The applicant would eventually like to install this type of fence on the east and west sides of the back yard in order to enclose the back yard.

Photos of the fence 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 or a representative 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 THE DWELLING FROM CALLE DE SANTA ANA



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: [R0400616](#)

Parcel Number: 4006138260060

Owner: LUCERO ESTHER L & HENRY
R

Mail Address: PO BOX 83

Subdivision:

Property Address: 2243 CALLE DE
SANTA ANA

Acres: 0



PHOTOS OF THE SUBJECT FENCE FROM CALLE DE SANTA ANA



Mr. and Mrs. Henry Lucero

582 W 200 N

Pima, Arizona 85543

(928) 485-8596

Town of Mesilla and Planning and Zoning Commission

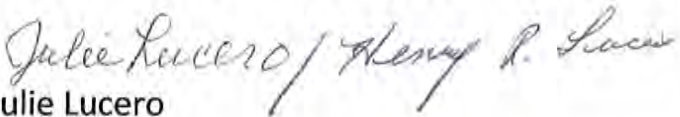
Mesilla, New Mexico 88046

Dear Mr. Shannon

I would like to apologize for being unaware that I needed a permit for the fence that I put up along my sister in laws patio and garden area, as it was not on the property line, it did not a cure to me. My intentions were for her safety and the safety of her lady friends that visit her. They often have tripped over the curb stepping up to the patio (7") and my sister in law has fallen many times and has had two surgeries now from the falls.

I have enclosed photos of the work and the curbing is visible. I also included a photo of the fencing that remained prior that was taken down do to rot; we used the existing fence posts for the new fence panels. I would also like to request that the open sides of the house on the east and west could be enclosed if at any time in the future for a pet, small child, or a senior's safety would be needed.

I would like to thank you for your consideration and time,


Julie Lucero

N
+
E
W
S

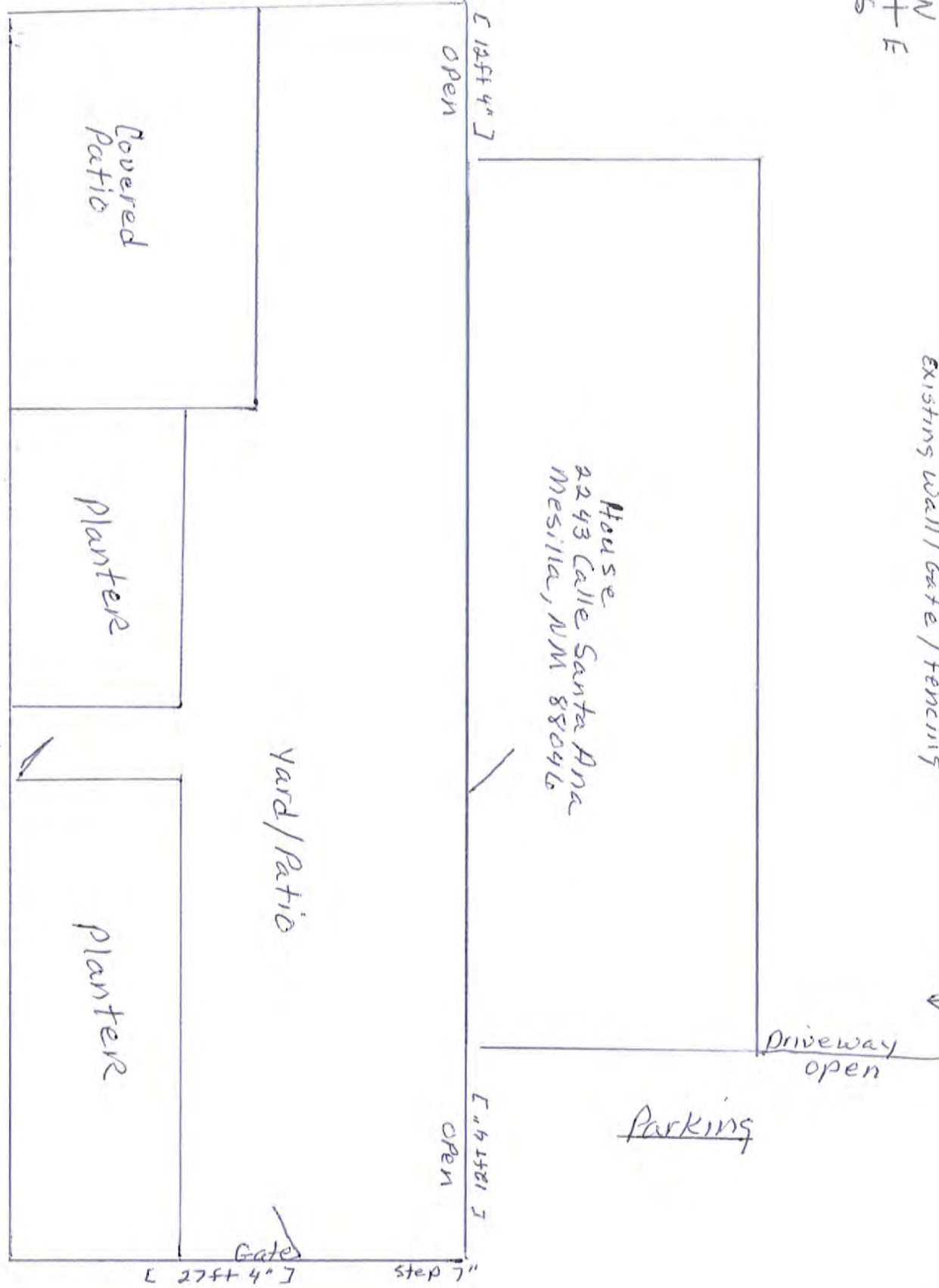
Existing Wall / Gate / Fencing

W

Gate

1

existing wall



Open

[12ft 4"]

Open

[4 1/2ft]

steps

Covered
Patio

Planter

Yard/Patio

Planter

Gate

Clothes line

House
2243 Calle Santa Ana
Mesilla, NM 88046

Driveway
open

Parking

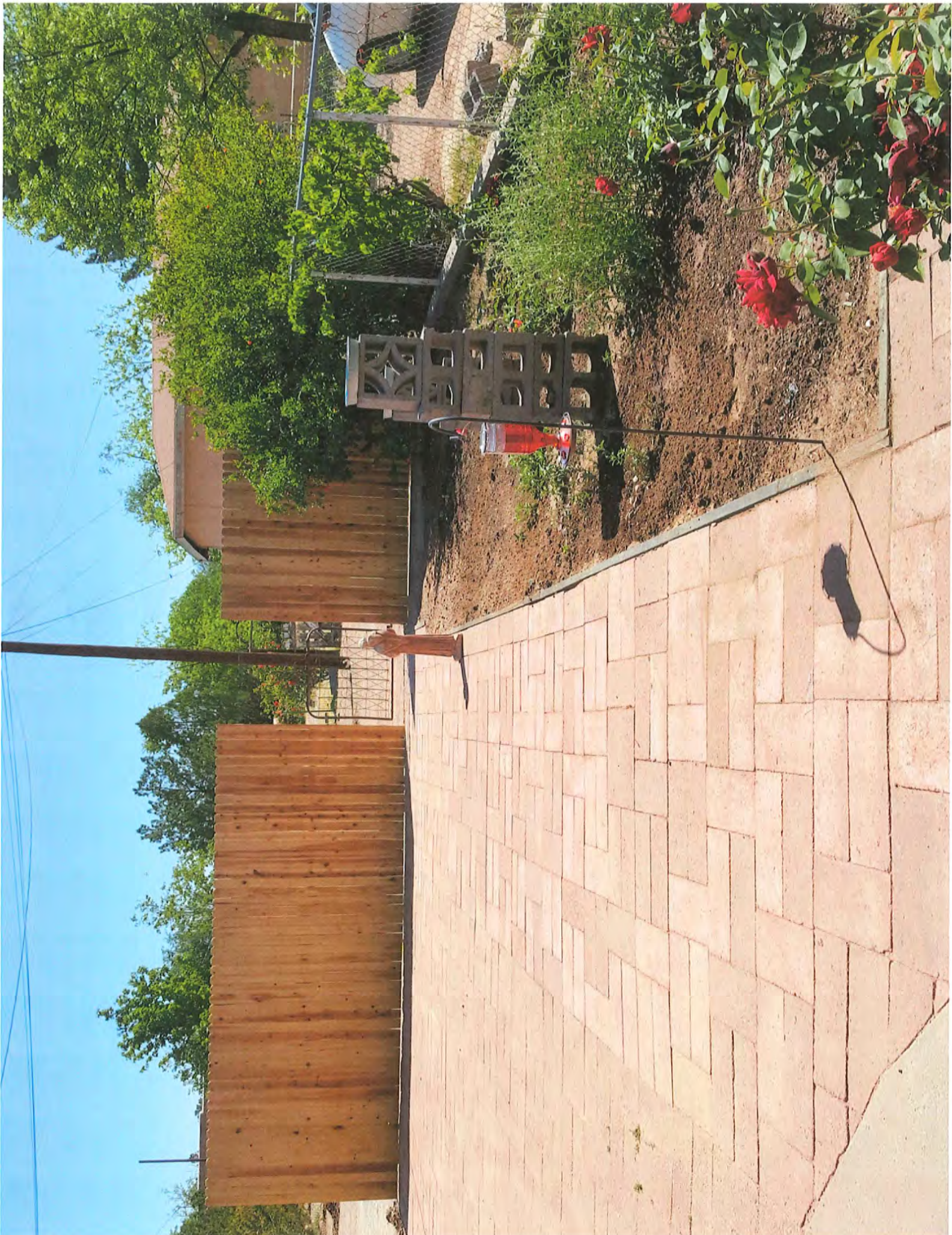
REAR
(SOUTH)

existing fence



Existing post

Curb





Removed Fencing.

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

OFFICIAL USE ONLY:

Case # 060809

Fee \$ 45.00

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

CASE NO. 060809 ZONE: HR CODE: M1 APPLICATION DATE: 10/23/18

Ms. Esther + Henry R. Lucero 626-833-1821 (cell)
 Name of Applicant/Owner Applicant's Telephone Number

582W 200N Pima AZ 85543
 Applicant's/Owner's Mailing Address City State Zip Code

hankj2lucero@yahoo.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: 2243 Calle Santa Ana

Description of Proposed Work: 27ft x 4" of Cedar fencing on east side of patio & garden to replace rotted & unsafe fencing & parts that have been prior removed for falling

\$ 396.87 Henry R. Lucero 10-19-18
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Henry R. Lucero

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 WORK SESSION
NOVEMBER 5, 2018
ITEM 2**

From: [Stefan Schaefer](#)
To: larrys@mesillanm.gov
Subject: Agenda item for next PZHPC work session

Date: Tuesday, October 30, 2018 3:44:13 PM

Larry,

Please add me to the agenda for the next P and Z work session for a discussion about commercial signage in the Mercado de Mesilla area.

Thanks

Stefan Schaefer

Sent from my iPhone

[A copy of the current Sign Code is attached at the end of this agenda packet.]

PZHAC MEETING
MINUTES
OCTOBER 15, 2018

(PART OF CONSENT AGENDA)



**PZHAC WORK SESSION
MINUTES
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)

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 would like to paint the dwelling in a darker color than the existing color of the dwelling. Staff explained that the applicant had been informed that, since the color is different than the existing color, the Code requires that the case be reviewed by the PZHAC, with final approval by the BOT. Staff also explained that in the original packet to the PZHAC, it was brought to staff's attention that the determination of the structure as being "I" was erroneously explained as meaning the property's contribution was "insignificant". Actually, in the nomination form for acceptance into the Nation Register of Historic Places, the description of "I" actually means that the structure is "intrusive", which is defined in the Nomination Form for the National Register of Historic Places as being structures that "...clash with the overall feeling of the district." This clarification was explained to the PZHAC.

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 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 build the fence for security purposes. The applicant provided a brief description of the project, explaining that the fence would be built of four foot high black metal tubing, and would protect the front entrance to the business. According to the applicant, there will be no changes to the structure, and the fence will not create any negative impacts to the business in the structure, nor will it affect the traffic flow of the area.

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)

Bill McClure, contractor for 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 would like to build a 360 square foot extension to an existing dwelling at this address. Staff explained that the dwelling is in the Register of Historic Places for the Town and appears to have been built around 1920. The structure had "local" overall significance in 1980, and was considered a "plus" architectural contribution to the surrounding area. According to Mr. McClure, the addition would be finished to match the existing dwelling and will retain the same architectural style.

**PZHAC REGULAR MEETING
MINUTES
OCTOBER 15, 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

Commissioner Lucero was absent. All other commissioners were present. There was a quorum.

III. CHANGES/APPROVAL OF THE AGENDA

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

A. *PZHAC MINUTES – Meeting minutes of October 1, 2018.

Approved as part of the Consent Agenda

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)
Approved as part of the Consent Agenda
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).
Approved as part of the Consent Agenda

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)**
Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. The PZHAC determined that the new color would be more in character with the colors of other structures in the area, and that this could be an improvement. A motion was made by Commissioner Houston to recommend approval of the permit to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3-0.
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)**
Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. The PZHAC determined that the proposed fence would not have any negative impacts on the area and would be compatible with the Code. A motion was made by Commissioner Prieto to recommend approval of the permit to the BOT, seconded by Commissioner Houston, and approved by a vote of 3-0.
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)**
Staff provided a brief review of this request, stating that the case had been discussed during the Work Session. The PZHAC determined that the addition would not have any negative impacts on the surrounding area, or be detrimental to the historic character of the dwelling; and that the new construction would be compatible with the code. A motion was made by Commissioner Nevarez to recommend approval of the permit to the BOT, seconded by Commissioner Houston, and approved by a vote of 3-0.

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)

Staff provided a brief review of this request, explaining that the applicant planned to use this location as a home office for a home care operation having employees provide home care to clients at their premises. There would be no clients or customers coming to the office. There would only be five employees working at this office, and about 110 working in the field. There were no issues. A motion was made by Commissioner Prieto to approve the business registration, 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 6:11 pm.*

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

NOVEMBER 5, 2018

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060804
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060804 – 2260 Calle de Santiago, submitted by Bill and Janice Cook; a request to repair and recoat an adobe wall at the rear property line at this address. Zoned: Historical Commercial (HC)

Description of Work Done:

The applicant will repair an existing adobe wall at the north end (rear) of a property at this address. The reason for the work is to repair cracks and erosion that is taking place at the bottom of the wall. The repairs will restore the visual and structural integrity of the wall. The repairs will not change the appearance or style of the wall, or any of the structures on the property.

Consistency with the Code:

Since these are repairs that will not affect or change the original appearance of the wall or any of the 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 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 WALL FROM CALLE DE ARROYO



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: [R0401274](#)

Parcel Number: 4006137182455

Owner: COOK WILLIAM D JR CO-TRUSTEE

Mail Address: PO BOX 859

Subdivision:

Property Address: 2260 CALLE DE SANTIAGO

Acres: 0



TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OFFICIAL USE ONLY:

Case # 060804

Fee \$ 0.00

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

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

CASE NO. 060804 ZONE: HC CODE: M1 APPLICATION DATE: 10/15/18

Name of Applicant/Owner BILL & JANICE COOK Applicant's Telephone Number 524-0538

Applicant's/Owner's Mailing Address box 64 City MESILLA State NM Zip Code 88046

Applicant's/Owner's E-mail Address Thepotteriesmesilla@gmail.com

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

Contractor's Telephone Number 202-8794 Contractor's Tax ID Number _____ Contractor's License Number _____

Address of Proposed Work: 2260 CALLE DE SANTIAGO

Description of Proposed Work: BRICK RESTORATION ON EAST WALL IN REAR
ADD MUD PLASTER

Estimated Cost \$ 100.- Signature of Applicant BILL COOK Date 10-15-18

Signature of property owner if applicant is not the property owner: BILL COOK

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: REPAIRS TO EXISTING ADOBE WALL, NO OVERALL CHANGES TO ORIGINAL
APPEARANCE OR STRUCTURE OF WALL.

PERMISSION **ISSUED** DENIED BY: [Signature] ISSUE DATE: 10/15/18

- 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 060805
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060805 – 2615 Calle de Guadalupe, submitted by Fort Selden Builders for Ouida Touchon; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR).

Description of Work Done:

The applicant will reroof about 300 square feet of roofing over the dwelling and a small porch to repair damage caused by recent weather. Some damaged decking may also be replaced. 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 Number

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: [R0400371](#)

Parcel Number: 4006137289488

Owner: TOUCHON OUIDA

Mail Address: PO BOX 1358

Subdivision:

Property Address: 2615 CALLE DE
GUADALUPE

Acres: 0



TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060805

Fee \$ 16.50

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

CASE NO. 060805 ZONE: RR CODE: RR APPLICATION DATE: 10/16/18

Jose G Varela
Name of Applicant/Owner
(575) 644-9075
Applicant's Telephone Number

1400 Brown Rd
Applicant's/Owner's Mailing Address
NM 88005
City State Zip Code

jose.fsr@live.com
Applicant's/Owner's E-mail Address

Fort Selden Bldrs 1400 Brown Rd LC-NM 88005
Contractor's Name & Address (If none, indicate Self)

575-644-9075 03-192681-00-9 378594
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: Re roof - 2615 Calle de Guadalupe

Description of Proposed Work: Re roof appx 300sf of low slope roof. porch. Replace minimum damaged decking.

\$ 3,800.00
Estimated Cost
[Signature]
Signature of Applicant
Oct/15/2018
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

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 EXTERIOR STYLE OR CHARACTER OF STRUCTURE

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 10/16/18

- 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 060806
[PZHAC CONSENT AGENDA –11/5/2018]**

Item:

Case 060806 – 2852 Erminda Street, submitted by 4H Restoration for Eric Van Pelt; a request for a building permit to reroof a dwelling at this address. Zoned: Historical Residential (HR).

Description of Work Done:

The applicant will reroof a dwelling at this address in order to repair several leaks in the roof of the dwelling. Repairs will consist of applying a new layer of bitumen over the existing roof. This is a flat roof. The new roof will be the same color as the original, and will not result in any change in appearance of the structure. The applicant is aware that a permit from CID may be required for the work.

Consistency with the Code:

Since the new roof will not result in any changes to the appearance of the dwelling, review and approval of the permit is not required by the PZHAC or BOT. Also, since the work will not consist of any structural work 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 ERMINDA STREET



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: [R0401011](#)

Parcel Number: 4006137396510

Owner: VANPELT ERIC P & CINDY E

Mail Address: 2852 ERMINDA

Subdivision: MESILLA FARMS SUBD

(BK 15 PG 389-390 - 8822094)

Property Address: 2852 ERMINDA ST

Acres: 0



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

OFFICIAL USE ONLY:
 Case # 060806
 Fee \$ 38.00

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

CASE NO. 060806 ZONE: HR CODE: RR APPLICATION DATE: 10/16/18

Name of Applicant/Owner: Eric VanPelt Applicant's Telephone Number: 512 590 9367

Applicant's/Owner's Mailing Address: 2852 Erminde City: Mesilla State: NM Zip Code: 88005

Applicant's/Owner's E-mail Address: Harriell@contracting@yahoo.com

Contractor's Name & Address (If none, indicate Self): 4H Restoration / Eddie Harris 3370 Shady Grove Ln.

Contractor's Telephone Number: 512 590 9367 Contractor's Tax ID Number: 81-1276833 Contractor's License Number: 388383

Address of Proposed Work: 2852 Erminde

Description of Proposed Work: re Roof / flat no change to color of Bitumen or structure

Estimated Cost: \$15,000.00 Signature of Applicant: Eddie Harris Date: 10/16/18

Signature of property owner if applicant is not the property owner: Eddie Harris

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: CID PERMIT MAY BE REQUIRED. NO CHANGES TO STRUCTURE.
E. Harris

PERMISSION **ISSUED** DENIED BY: E. Harris ISSUE DATE: 10/16/18

- 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 060807
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060807 – 2731 Calle Cuarta, submitted by Jesus Alvarado for Arthur Villa; a request for a building permit to repaint the inside of a dwelling at this address. Zoned: Historical Residential (HR)

Description of Work Done:

The purpose of this request is to allow the applicant to repaint and upgrade the interior of a rental dwelling. All of the proposed work will be to the interior of the dwelling and will not affect the outside appearance or style of the structure. Since this is a rental dwelling that is currently vacant, the applicant is doing some minor repairs and freshening up 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 STRUCTURE FROM CALLE CUARTA



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: [R0400545](#)

Parcel Number: 4006138187094

Owner: VILLA ARTHUR A & LAURA B

Mail Address: 2440 BUGATTI DR

Subdivision:

Property Address: 2731 CALLE

CUARTA

Acres: 0



04-00545

TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OFFICIAL USE ONLY:

Case # 060808

Fee \$ 0.00

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

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

CASE NO. 060808 ZONE: HR CODE: MI APPLICATION DATE: 10/16/18

Name of Applicant/Owner José Alvarado Applicant's Telephone Number (575) 640-7760

Applicant's/Owner's Mailing Address 2440 Bugatti Las Cruces NM 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: 2731 Calle Cuarta

Description of Proposed Work: Repainting inside white

Estimated Cost \$ 300 Signature of Applicant [Signature] Date 10/16/18

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: PAINTING IS ON INTERIOR OF DWELLING. NO WORK IS TO BE DONE TO EXTERIOR OF STRUCTURE.

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 10/16/18

- 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 060810
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060810 – 3116 S. Highway 28, submitted by Norm Fristoe for Llama Properties, LLC; request for a building permit to pour a small curb and a patio slab on a residential property at this address. Zoned: Rural/Agricultural (RA)

Description of Work Done:

The purpose of this request is to allow the applicant to pour a concrete patio at the rear of a dwelling at this address, and a small concrete curb along the side of a driveway at the front of this property (see attached site diagram). All of the proposed work will be close to ground level and will not affect the overall appearance or style of the structure. The applicant would like to install the curb alongside the driveway to discourage drivers from Highway 28 from using this property for u-turns on Highway 28.

Consistency with the Code:

Since these are flatwork additions 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 CURB FROM THE DRIVEWAY OF THE PROPERTY



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

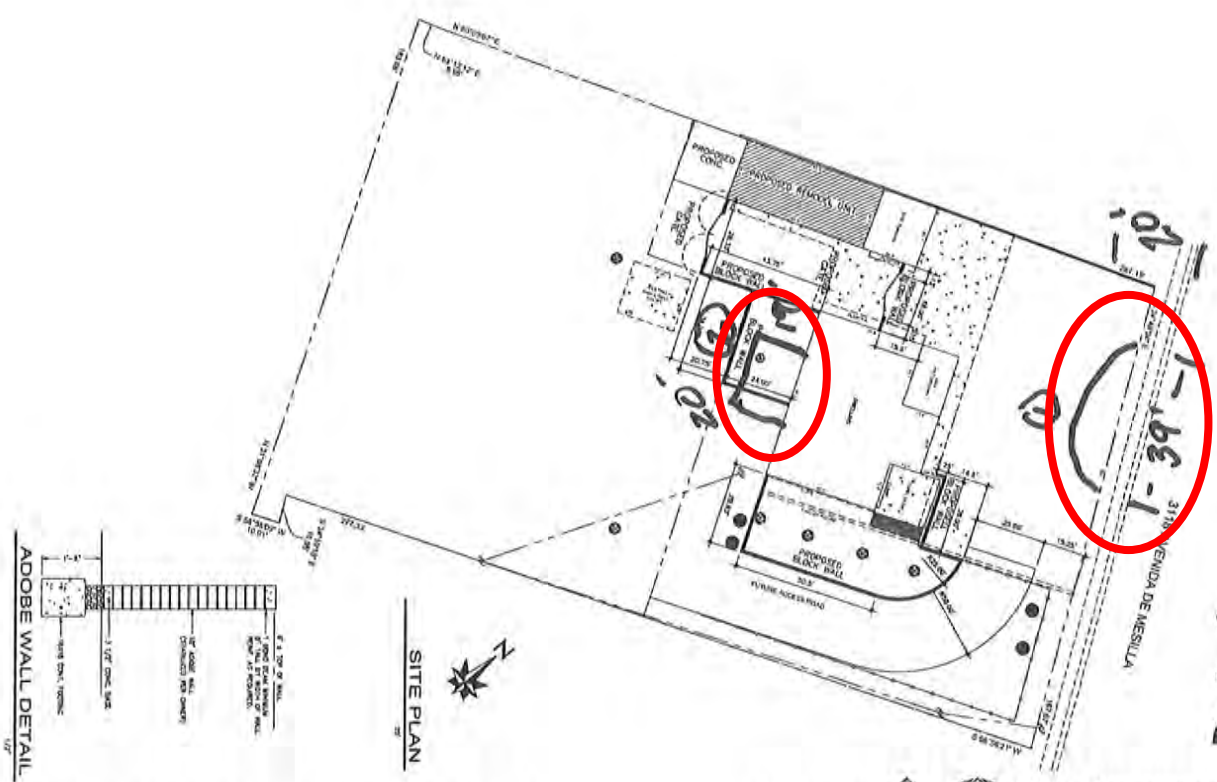
#6

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

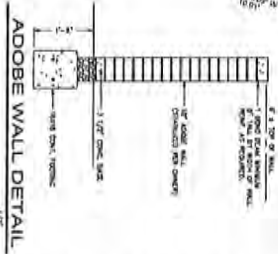
Property Address: 3116 AVENIDA DE
MESILLA

Acres: 1.1000002





1) Curb Slab
 2) Patio Slab
 (No Cover)



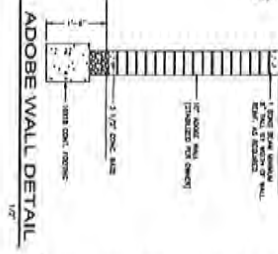
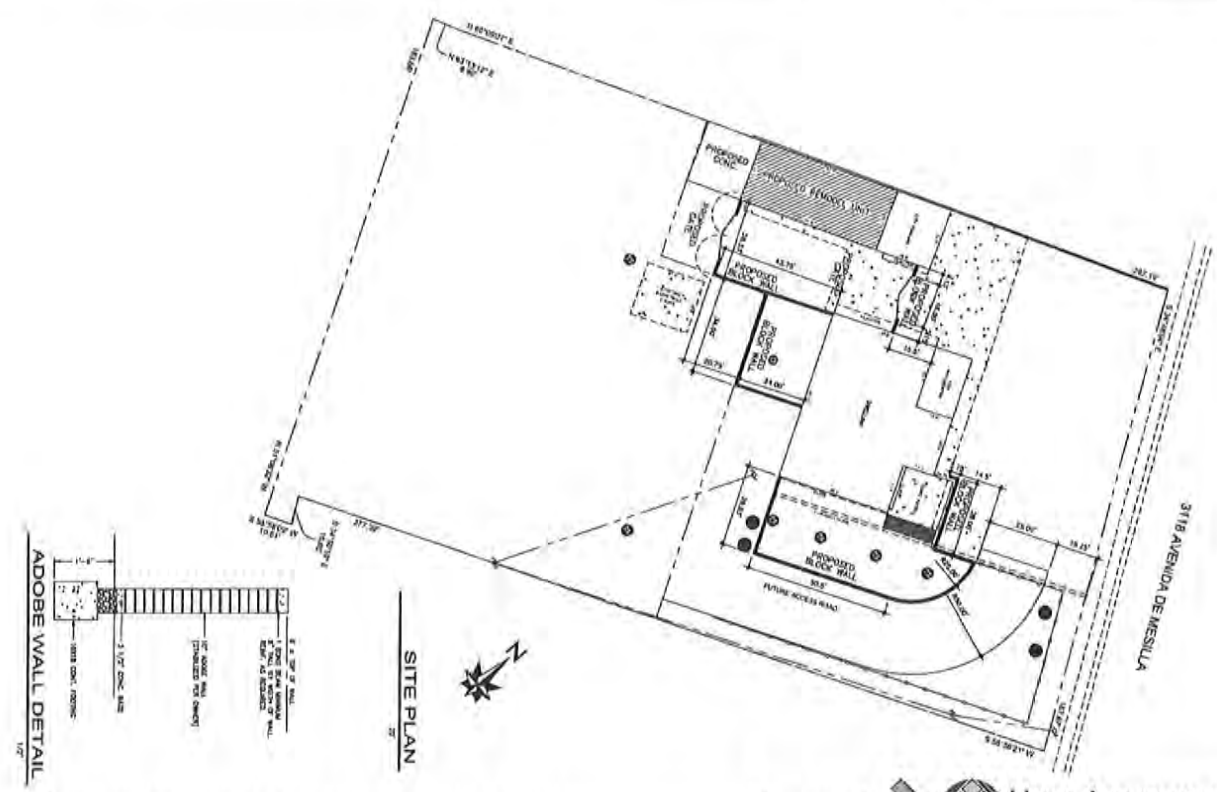
C-1

**SITE PLAN, PROPOSED WALL LOCATION
 LAMA PROJECT**

DATE: 8-24-16

SCALE AS NOTED

VISION ARCHITECTURE GROUP, LLC
 PO BOX 136, CHAMBERINO, NM 88027
 TELEPHONE: (575) 639-1842
 EMAIL: visionarch@juno.com Andy Barola



C-1

**SITE PLAN, PROPOSED WALL LOCATION
 LAMA PROJECT**

DATE: 8-24-16

SCALE AS NOTED

VISION ARCHITECTURE GROUP, LLC
 PO BOX 136, CHAMBERINO, NM 88027
 TELEPHONE: (575) 639-1842
 EMAIL: visionarch@juno.com Andy Barola

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

OFFICIAL USE ONLY:

Case # 60810

Fee \$ 68.00

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

CASE NO. 60810 ZONE: RA CODE: 41 APPLICATION DATE: 10/24/18

Name of Applicant/Owner: LAMA Properties, LLC / Norm Fristoe Applicant's Telephone Number: 575-649-1356

Applicant's/Owner's Mailing Address: 780 S. Walnut, LLC City: NM State: NM Zip Code: 85001

Applicant's/Owner's E-mail Address: nfristoe@fristoeandcompany.com

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

Contractor's Telephone Number: 575-642-6099 Contractor's Tax ID Number: _____ Contractor's License Number: _____

Address of Proposed Work: Corb & Slab 3116 Hwy 28

Description of Proposed Work: Corb & Slab

Estimated Cost: \$ 4,500 Signature of Applicant: [Signature] Date: 10/24/18

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 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: FLAT WORK - NO CHANGES TO STRUCTURE

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 10/24/18

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 060811
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060811 – 2731 Calle Cuarta, submitted by Arthur Villa; a request for a building permit to conduct minor repairs and repainting of a porch on a dwelling at this address. Zoned: Historical Residential (HR)

Description of Work Done:

The purpose of this request is to allow the applicant to repair and repaint a small porch on the dwelling. The repairs are to repair leaks in the porch caused by local rainstorms. The proposed work will consist of replacing and repainting damaged plywood using the same color as the rest of the dwelling, and will not affect the overall appearance or style of 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 STRUCTURE FROM CALLE CUARTA



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: [R0400545](#)

Parcel Number: 4006138187094

Owner: VILLA ARTHUR A & LAURA B

Mail Address: 2440 BUGATTI DR

Subdivision:

Property Address: 2731 CALLE

CUARTA

Acres: 0



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OFFICIAL USE ONLY:

Case # 60811

Fee \$ 0.00

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

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

CASE NO. 60811 ZONE: HR CODE: M1 APPLICATION DATE: 10/24/18

Art Villa Name of Applicant/Owner 575-649-8033 Applicant's Telephone Number

2440 Bugatti Dr LC Applicant's/Owner's Mailing Address NM State 88001 Zip Code

avilla@wsfcd.org Applicant's/Owner's E-mail Address

n/a Contractor's Name & Address (if none, indicate Self)

n/a Contractor's Telephone Number n/a Contractor's Tax ID Number n/a Contractor's License Number

Address of Proposed Work: 2731 Calle Cuarta

Description of Proposed Work: porch - replace the top sheets (plywoods) also painting it white that's the same color as it is now

\$ 25000 Estimated Cost Will Signature of Applicant 10/26/18 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 Approved Date: _____ Disapproved 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: 10/28/18

- 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 060812
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060812 – 2814 Snow Road, submitted by Juan S. Padilla; a request for a building permit to repaint the door and window trim on a dwelling at this address. Zoned: Rural Agricultural (RA)

Description of Work Done:

The purpose of this request is to allow the applicant to repaint the door and window trim that has faded and been adversely affected by the weather. The paint will be the same color as the original. Since there will be no change to the color of the trim, the proposed work will not affect the overall appearance or style of the structure.

Consistency with the Code:

Since the repainting will be the same color as the original, the repainting 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 STRUCTURE FROM THE DRIVEWAY TO THE DWELLING



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: [R0400128](#)

Parcel Number: 4005138460399

Owner: PADILLA JUAN S & ARMIDA

Mail Address: PO BOX 654

Subdivision:

Property Address: 2814 SNOW RD

Acres: 1



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060812

Fee \$ 0.00

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

CASE NO. 060812 ZONE: RA CODE: 41 APPLICATION DATE: 10/26/18

Juan S. Padilla 575 650 0697
 Name of Applicant/Owner Applicant's Telephone Number

P.O. Box 654 Mesilla NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code

jpad3491@gmail.com
 Applicant's/Owner's E-mail Address

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

N/A N/A N/A
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

2814 Snow Rd
 Address of Proposed Work:

Paint door & window trim, less than 32 sq-ft
 Description of Proposed Work:

\$ 0 Juan S. Padilla 10-26-18
 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: PAINTING TO BE SAME AS ORIGINAL ' NO CHANGES TO APPEARANCE OR STYLE

PERMISSION ISSUED / DENIED BY: Juan S. Padilla ISSUE DATE: 10/26/18

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 060814
[PZHAC CONSENT AGENDA – 11/5/2018]**

Item:

Case 060814 – 103 Capri Road, submitted by Sunpro Solar for Andrea E. Barbee; a request for a building permit to install solar voltaic panels on a dwelling at this address. Zoned: Residential, one acre (R1).

Description of Work Done:

The applicant will install a photo-voltaic system on the roof of a dwelling at this address. The applicant has been informed that a permit and required inspections will have to be obtained through CID. Similar installations have been allowed in this area. The proposed system will not cause any negative visual impacts to the surrounding properties.

Consistency with the Code:

Since this is a repair 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 STRUCTURE FROM CAPRI ROAD



Install Map: Andrea E Barbee



Hardware:

(24) – JA 300W
(24) – Enphase iQ7



Estimated Energy Savings

Annual Results **12,214** kWh per Year*
Low High

Estimated Solar Energy Production (kWh/yr)	11,914	12,514
Estimated Energypro Efficiency Savings (kWh/yr)	2,000	6,000
Solar + Energypro Estimated Annual Benefit (kWh/yr)	13,914	18,514
Monthly Estimates (kWh/mo)	764	1,264

*The solar energy production provided here is only an estimate and does not take into account any pre-existing shade issues. The final solar energy production guarantee will be issued after the job is complete and based on the shade measurements conducted at the day of installation.
*Results from the energy efficiency work conducted by Energypro are estimates only and cannot be guaranteed as every home utilizes different construction methods.

Estimated Monthly Production



I, Andrea E Barbee, approve the proposed design and estimated* energy savings for my solar panel installation.

DocuSigned by:

Andrea E Barbee

B8E29D70127F466...

MARCJONES CONSTRUCTION
residential - commercial - solar



LOCATION: 103 Capri Rd Las Cruces NM 88005

DESC: 7.2 kW solar panel system

Utility: El Paso Electric

JURISDICTION: City of Las Cruces

DATE: 09.28.18 REV: 1 SHEET: 1 OF 1

Layout Designer: O Salazar

One-Line Designer: J Chevalier

PV Module: JA Solar 300W
 Inverter: Enphase IQ7
 (240v)

Andrea Barbee
 7.2kWdc 5.76kWac
 (2) Branch circuit of 12 modules
 Inverter output current: 1A
 Max system output current: 24A

2-Solar Array
 string of 12
 modules

2 strings of 12 Enphase IQ7
 Microinverters
 (located under each panel)

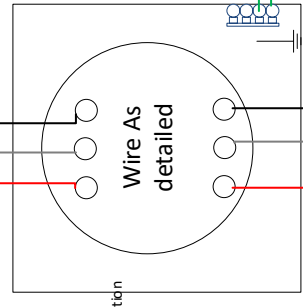
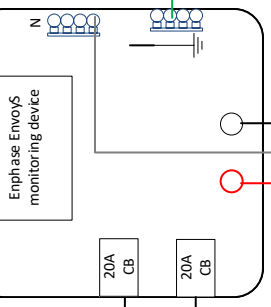
Enphase Engage Cable
 #12/2 THWN-2
 1blk1red
 240V

Roof Mounted Junction Box
 (Soladeck model 0786-3R5)

#12/2 Romex/THWN
 1blk1red1gr
 240V AC
 EMT

#12/2 Romex/THWN
 1blk1red1gr
 240V AC
 EMT

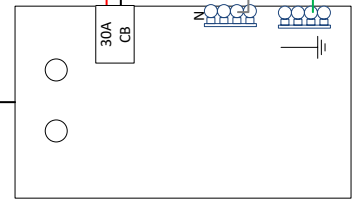
Outdoor mounted Combiner
 Box
 (ATTABOX model AH14126)



PV Production Meter
 EPE Spec Meter Enclosure
 Isolated Neutral Termination
 & Meter enclosure Bonding Termination

**Visible, lockable, and
 Labeled AC
 DISCONNECT LOCATED
 ON ACCESSIBLE
 EXTERIOR WALL WITHIN
 5 FEET OF METER**

Bi-Directional
 Utility Meter
 1-Phase
 240v



Main Service Panel
 200 amp rated
 200A Main Breaker
 240v

**Production Meter
 LOCATED ON
 ACCESSIBLE EXTERIOR
 WALL WITHIN 5 FEET OF
 METER**

#6 THWN
 240V AC
 EMT

#6 THWN
 240V AC
 EMT

AC Disconnect 60A
 Lockable and Non Fusible

Joseph Chevalier, Sr.
 Licensed Electrician
 License #14941
 MS#21374
 TX#F373657
 AEP#AD9565
 NABCEP#PV-050718-019483

MARCJONES CONSTRUCTION
 Residential - commercial - solar

SUNPR
 SOLAR HOME SPECIALISTS

LOCATION: 103 Capri Rd Las Cruces NM 88005
DESC.: 7.2 kW solar panel system
Utility: El Paso Electric
JURISDICTION: City of Las Cruces
DATE: 09.28.18 REV: 1 SHEET: 1 OF 1
Layout Designer: O Salazar
One-Line Designer: J Chevalier

Solar Array Installation



PAYMENT TERMS

Total Contract Price: \$ 32530

State/Manufacturer Rebate: \$ 2000

Customer Final Price: \$ 30530

Draw 1: Initial down payment at contract signing (30%): \$ 9159

Draw 2: 2nd Payment upon start of work (30%): \$ 9159

Draw 3: 3rd Payment upon completion of work (30%): \$ 9159

Draw 4: Balance due upon completion of installation & County electrical inspection (before utility tie-in) (10%) \$ 2873

Contract is contingent upon Owners approval for financing - YES NO

Finance Partner: Sunlight Financial Loan Terms: 12 years 2.99%

Final payment for the solar energy system is due immediately upon passing of inspection and **before utility tie-in.**

Owner's initials LEB

Contract Contingencies: _____

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the attached notice of cancellation form for an explanation of this right.

DocuSigned by:
Jorge Faivre
CSE176208016401
Sunpro Agent Signature

9/20/2018
Date

Jorge Faivre
Sunpro Agent

DocuSigned by:
Andrea E Barbee
B8E29D70127F466...
Owner's Signature

9/20/2018
Date

Andrea E Barbee-
Print Name

Owner's Signature

Date

Print Name

Certificate Of Completion

Envelope Id: 7DA5835FD5C44F8E8D4EDC0C776D0B59	Status: Completed
Subject: Please DocuSign: Building Permit App - 8.3.16.pdf	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kassandra Castruita
Time Zone: (UTC-06:00) Central Time (US & Canada)	22171 MCH Rd.
	Mandeville, LA 70471
	kcastruita@theprocompanies.com
	IP Address: 24.227.135.126

Record Tracking

Status: Original	Holder: Kassandra Castruita	Location: DocuSign
10/26/2018 5:54:44 PM	kcastruita@theprocompanies.com	

Signer Events

Andrea E Barbee
leflaca28@hotmail.com
Security Level: Email, Account Authentication (None)



Signature

Signature Adoption: Pre-selected Style
Using IP Address: 174.237.133.152
Signed using mobile

Timestamp

Sent: 10/26/2018 5:55:50 PM
Viewed: 10/29/2018 4:16:38 PM
Signed: 10/29/2018 4:17:03 PM

Electronic Record and Signature Disclosure:
Accepted: 9/20/2018 9:11:21 PM
ID: a9a94437-fc11-4ce6-98db-529efbf909d0

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/26/2018 5:55:50 PM
Certified Delivered	Security Checked	10/29/2018 4:16:38 PM
Signing Complete	Security Checked	10/29/2018 4:17:03 PM
Completed	Security Checked	10/29/2018 4:17:03 PM
Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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

OFFICIAL USE ONLY:

Case # 06014

Fee \$ 60.00

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

CASE NO. 06014 ZONE: R1 CODE: M1 APPLICATION DATE: 10/26/18

Andrea E Barbee
Name of Applicant/Owner: 103 Capri Rd, Las Cruces
Applicant's Telephone Number: 575-405-7528
Applicant's/Owner's Mailing Address: leflaca28@hotmail.com
Applicant's/Owner's E-mail Address: Marc Jones Construction LLC DBA Sunpro Solar
Contractor's Name & Address (If none, indicate Self): 915-201-3270
Contractor's Telephone Number: 915-201-3270
Contractor's Tax ID Number: 03-404233-00-4
Contractor's License Number: 395254

Address of Proposed Work: 103 Capri Rd, Las Cruces NM 88005
Description of Proposed Work: 24 Solar Panel Roof install

\$ 32530 Estimated Cost
Signature of Applicant: Kassandra Castruita
Date: 10/26/18

Signature of property owner if applicant is not the property owner: Andrea E Barbee

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 [X] 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: NO CHANGE TO STYLE OF STRUCTURE
CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: [Signature] ISSUE DATE: 10/26/18

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

NOVEMBER 5, 2018

PZHAC DECISIONS

BUILDING PERMITS

PZHAC ACTION FORM
BUILDING PERMIT 060808
[PZHAC REVIEW – 11/5/18]
STAFF ANALYSIS

Item:

Case 060808 – 2731 Calle Cuarta, submitted by Jesus Alvarado for Arthur Villa; a request for a building permit to repaint the outside of a dwelling at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The property is located on the east side of Calle Cuarta and is in the Historical Register for the Town. The Historical Register estimates the structure to have been built in 1950. It is described as being architecturally “neutral”, **which is defined in the Nomination Form for the National Register of Historic Places as being structures that “...neither add nor detract from their surroundings but are less than 50 years old.” clash with the overall feeling of the district.** Although similar to other structures in the area, the Register fails to state the overall significance of the structure (see attached).

The applicant would like to repaint the structure a slightly darker color than it is now. The color chosen is very similar to “Suede” by Sto. This is a color that is allowed by the Town in Historic Districts (see attached color chart). (Since this is a color approved by the Town, it could actually 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.

Estimated Cost: @ \$300.00

Consistency with the Code:

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.

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:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Number

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: [R0400545](#)

Parcel Number: 4006138187094

Owner: VILLA ARTHUR A & LAURA B

Mail Address: 2440 BUGATTI DR

Subdivision:

Property Address: 2731 CALLE

CUARTA

Acres: 0



NEW MEXICO HISTORIC BUILDING INVENTORY
FORM 1: BUILDINGS & STRUCTURES 6-6-79

1. ALERT SHEET? YES NO

2. SURVEY DATE 3. BY: 2-5-80 JMY/AD

4. CHECK DATE 5. BY

6. COMPUTER DATE 7. BY

8. FILE DATE 9. BY

10. REVISION DATE 11. BY

13. FIELD MAP: 2931

14. NUMBER

15. UTM REFERENCE NUMBER:
 ZONE: 13 EASTING: 330950 NORTHING: 3571500

16. SPECIFIC LOCATION: Dona Ana County, Calle ~~...~~ ^{University} Mesilla Etc.

17. CITY/TOWN: Mesilla, 18. ZIP: 88046

19. LAND GRANT OR RESERVATION: Mesilla Canal

20. I.D. #: 18320 2361

22. ROLL #: 58 23. NEG #: 7

24. LOCATION OF NEG.

20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4

25. ARCHITECTURAL STYLE: Gabled Adobe

26. NUMBER OF STORIES: one Victor Villa

27. FOUNDATION MATERIAL(S): Concrete

28. EXTERIOR WALL SURFACE(S): Stucco / Cinders Block

29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS): Single metal casement, large & small lites, w/out surrounds
concrete lug sill

30. DOOR/ENTRANCE (TYPE/SURROUNDS): Standard wood panel door w/out surrounds

31. ROOF(S) (NUMBER/SHAPE/MATERIAL, DETAILS): Single low gable roof, w/asphalt shingles, wood fascia

32. CHIMNEY(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS): no

33. EXTERIOR DETAILS: Red picket fence around front yard

34. COMMENTS

35. DATE OF CONSTRUCTION: ESTIMATED 36. ACTUAL

37. SOURCE OF DATE

38. ARCHITECT/ENGINEER/BUILDER

45. IMMEDIATE SURROUNDINGS: Residential

46. RELATION TO SURROUNDINGS: SIMILAR NOT SIMILAR

47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS: PLUS NEUTRAL MINUS

48. OVERALL SIGNIFICANCE: NATIONAL STATE LOCAL NONE

49. ASSOCIATED BUILDINGS?: YES NO

50. WHAT TYPE?

51. IF INVENTORIED, LIST I.D. #'S

52. SEE BACK?: YES NO

39. SOURCE OF INFORMATION

40. NAME

USE: 41. PRESENT: Residential

42. HISTORIC

CONDITION: EXCELLENT GOOD FAIR DETERIORATED

44. DEGREE OF REMODELING: MINOR MODERATE MAJOR

- 360 An asphalt shingled gable roof covers this stuccoed adobe. It has aluminum frame windows and has been recently veneered in places with slump block. est. 1945. (N)
- 361 This rectangular-plan stuccoed house of concrete block has an asphalt shingled gabled roof. The windows are metal casements. est. 1950. (N)
- 362 This is a stuccoed residence with an asphalt shingled gabled roof, metal casement windows and an adobe addition on the east side of the house. est. 1955. (N)
- 363 This house has a double low hip roof covered with asphalt shingles and metal frame windows. est. 1945. (N)
- 364 This stuccoed adobe house has a flat roof, parapet, aluminum frame windows, and shed roofs over the front and side open porches. est. 1910. (C)
- 365 This unplastered concrete block house has a flat roof and aluminum frame windows. est. 1968. (I)
- 366 This is a low gabled, unplastered concrete block house with aluminum frame windows. est. 1968. (I)
- 367 This flat roofed house of unplastered concrete block has aluminum frame windows. est. 1970. (I)
- 368 This is a stuccoed adobe residence with a flat roof, parapet, and metal casement windows. est. 1940. (N)
- 369 This stuccoed adobe house has a flat roof, parapet, and aluminum frame windows. est. 1925. (C)
- 370 This tiny adobe structure has unplastered walls. It appears that there were rooms adjacent to this building at one time. It has a flat roof with parapet. The place is boarded up and is vacant or used for storage. est. 1900. (C)
- 371 This residence has a brick veneer half wall, metal casement and tandem frame windows, and a flat roof with overhanging eaves. est. 1955. (N)
- 372 This house is stuccoed, has a flat roof with parapet, and has wood frame windows. est. 1930. (C)
- 373 This stuccoed residence with metal casement windows and aluminum frame windows has a low gabled roof over the main structure and a shed roof over the east porch. est. 1940. (N)
- 374 This gabled stuccoed residence has metal casement windows. est. 1945. (N)

PHOTO OF DWELLING FROM CALLE CUARTA SHOWING EXISTING COLOR



PHOTO OF DWELLING FROM CALLE CUARTA WITH PROPOSED COLOR



04-00545

TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060808

Fee \$ 80.00

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

CASE NO. 060808 ZONE: HR CODE: M APPLICATION DATE: 10/11/18

Jess Awara
Name of Applicant/Owner
2200 Holiday Las Cruces
Applicant's/Owner's Mailing Address City State Zip Code

(575) 640-7760
Applicant's Telephone Number
NM 88005

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: 2731 Calle Cuarta

Description of Proposed Work: Exterior Paint Repeat

\$ 3000
Estimated Cost

[Signature]
Signature of Applicant

11/11/18
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 [] 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 ACTION FORM
BUILDING PERMIT 060809
[PZHAC REVIEW – 11/5/2018]
STAFF ANALYSIS

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

Item:

Case 060809 – 2243 Calle de Santa Ana, submitted by Esther and Henry R. Lucero; a request for a building permit to install a wooden fence at the rear of a dwelling located 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 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: @ \$396.87

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 replacing an old, unsafe fence with new cedar fencing at the rear of a residential property 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

NOVEMBER 5, 2018

PZHAC DECISIONS

BUSINESS REGISTRATIONS

PZHAC ACTION FORM
BUSINESS REGISTRATION REQUEST
PERMIT 0733
[PZHAC REVIEW – 11/5/2018]
STAFF ANALYSIS

Item:

Permit 0733 – 2310 Avenida de Mesilla, submitted by Morgan Switzer for “NM Vintage Market”; a request for a business license to allow the applicant to operate a retail shop at this address. Zoned: Historical Commercial (HC)

Description of Business:

The purpose of the application is to allow the applicant to open a small retail store at this location. This store will replace a small retail operation that had been at this location. The proposed business will be similar to the previous businesses that have been at this location, and will sell products made in New Mexico. This is a use that is allowed in the Historic Commercial district, and will not result in any changes to the appearance of the property or any of the other surrounding uses in the area.

Consistency with the Code:

The request is for a small retail store in the Historic Commercial district, and is consistent with all applicable sections of the MTC. Additionally, the structure was originally designed and built as a residence, but was converted and used as a commercial facility, and the structure has been used as a retail shop for a number of years.

The requested license will not result in any changes to the external physical elements or style of the structure. There are up to six parking spaces on the property.

Findings:

- 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:

STRUCTURE FROM AVENIDA DE MESILLA



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: [R0400340](#)

Parcel Number: 4006137257414

Owner: SWITZER MORGAN

Mail Address: PO BOX 782

Subdivision:

Property Address: 2310 AVENIDA DE
MESILLA

Acres: 0





Date: 10/22/18

2231 Avenida de Mesilla
P.O. Box 10
Mesilla, NM 88046

No.: 0733

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: NM VINTAGE MARKET
 Name of Applicant: MORGAN SWITZER
 Business Location: 2310 AVE de MESILLA
 Mailing Address (Street # or P.O. Box): PO BOX 782
 E-Mail Address: nmvintagemarket@gmail.com
 City: MESILLA State: NM Zip Code: 88046
 Phone # of Business: 575 647 8004
 Location of Business: Street 2310 AVE de MESILLA
 City: MESILLA State: NM Zip Code: 88046

Property Owner Name: MORGAN SWITZER
 Location: 2310 AVE de MESILLA
 Phone # of Property Owner: 575 635 8480
 Property Owner's Address: Street 3307 WEST ST.
 City: LAS CRUCES State: NM Zip Code: 88005

Additional Information

Square Footage of Business: 400 SF
 Number of Employees: 2
 Number of Parking Spaces: 6
 Zoning Code: HC
 Parking Assessment: n/a *Please fill in other side>>>>*

Type of Business -please describe product(s) and/or service(s): Retail NM made/produced/grown items

Business Applicant Is: Sole Proprietorship Partnership Corporation

Current New Mexico Revenue Division ID #: 03-415786-00-7
(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 #: 575 635 8480

Name	Address	Telephone #
1. <u>MORGAN SWITZER</u>		<u>575 635 8480</u>
2. <u>MARSHALL Mcainley</u>		<u>575 993 0336</u>
3. _____		

Do you have an alarm system? Yes No

What Type? Digital

Which Company, if any, Responds to Alarms? Stamps

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

[Signature]
Signature of Applicant/Title

10/22/18
Date

[Signature]
Signature of Building Owner

10/22/18
Date

Office Use

Receipt Number: _____
Case Number: 060812 0733
PZHAC Approval Date: _____
Sign Permit Case #: 060813

Date of Payment: _____
Zone: RC
Bus. Type: RETAIL
Renewal Date: 3/15/19

Fire Department Inspection Verification

Fire Department Representative Signature: _____

Fire Inspection Date: _____

Approved: Yes No

PZHAC NEW BUSINESS

NOVEMBER 5, 2018

PZHAC DECISIONS

SIGN PERMITS

PZHAC ACTION FORM
SIGN REQUEST
[PZHAC REVIEW]
“New Mexico Vintage Market”
STAFF ANALYSIS

Item:

Case 060813 – 2310 Avenida de Mesilla, submitted by Morgan Switzer for “NM Vintage Market”; a request for a building permit to allow two wall signs to be installed at a retail shop at this address. Zoned: Historical Commercial (HC)

Description of Work to be Done:

The applicant would like to install two wall signs (one on each frontage) on a retail shop located on the southwest corner of Avenida de Mesilla and Calle de Santiago. The signs will be identical matte and glossy finished metal colored lettering (see attached photo) 2.5 by 5 feet in size (12.5 square feet each) and will be attached to the east (Avenida de Mesilla) and north (Calle de Santiago) sides of the building.

Consistency with the Code:

The PZHAC will be consistent with the following Sections of the Sign Code (Chapter 18.65) that specifically apply to this project.

18.65.140 Wall signs.

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 proposed wall signs are is 12.5 square feet in area each. The sign will not project above the side of the building.)

18.65.220 Number of permitted signs.

- A. A total of two exterior signs may be allowed to each store or bona fide place of business.

Findings of Fact:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing two 12.5 square foot wall signs on a retail building.
- The subject property is zoned Historical Commercial (HC)
- The proposed sign will not have negative impacts on the surrounding businesses in the area.
- The proposed signs will be consistent with the Code.

PZHAC ACTION:

STRUCTURE FROM AVENIDA DE MESILLA



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: [R0400340](#)

Parcel Number: 4006137257414

Owner: SWITZER MORGAN

Mail Address: PO BOX 782

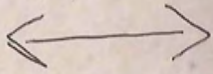
Subdivision:

Property Address: 2310 AVENIDA DE
MESILLA

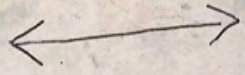
Acres: 0



DRUMMINTAGE



TOUCHING
WHEN MOUNTED



drummet



OFFICIAL USE ONLY:

Case # 060813

Fee \$ 50.00

CASE NO. 060813 ZONE: HC APPLICATION DATE: 10-22-18

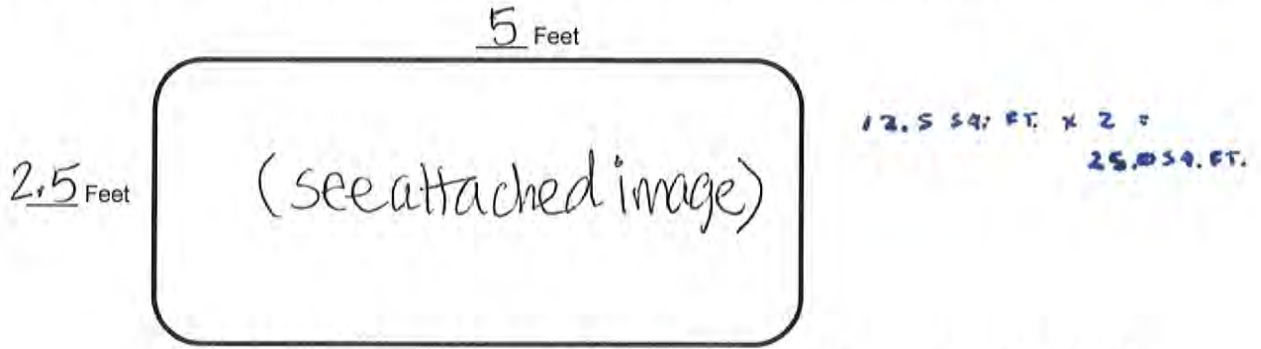
NM VINTAGE MARKET 575 647 8004
Business Name Business Telephone Number

2310 AVE. de mesilla Mesilla NM 88046
Business Address City State Zip Code

MORGAN SWITZER 575 635 8480
Applicant Name Applicant Telephone/Cell Number

PO BOX 782 mesilla NM 88046
Mailing Address City State Zip Code

Description of sign: Sign to be placed on physical Building on the East facing side, another to be on the North facing side. 3D Lettering
Please include dimensions, lettering, shape, material, texture, colors, and/or finish to be used on the diagram below.



Colors: Metal sign matte and glossy finishes

FOR OFFICAL USE ONLY

- | | | | |
|-------|---------------------------------------------------|-----|---------------------------------------------------|
| PZHAC | <input type="checkbox"/> Administrative Approval | BOT | <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 | | |

CONDITIONS: REQUIRES PZHAC REVIEW ; BOT FINAL APPROVAL

PERMIT ISSUED BY: _____ ISSUE DATE: _____

PZHAC NEW BUSINESS

NOVEMBER 5, 2018

CURRENT SIGN CODE

Chapter 18.65 SIGNS*

Sections:

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- [18.65.020](#) Purpose.
- [18.65.030](#) Authority for chapter.
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- [18.65.050](#) Definitions.
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- [18.65.290](#) Injunctions.

* Prior legislation: Ords. 89-08 and 92-05.

18.65.010 Title.

This chapter and all subsequent amendments hereto may be cited as the "sign standards and regulations ordinance."
[Ord. 94-08; prior code § 11-3-1]

18.65.020 Purpose.

This chapter is for the purpose of regulating the installation and use of signs within the town of Mesilla. [Ord. 94-08; prior code § 11-3-2]

18.65.030 Authority for chapter.

This chapter is adopted pursuant to the provisions of an Act of the State Legislature known as Chapter 3, Laws of Article 19 (being Sections 1 through 12 of the New Mexico State Statutes Annotated, 1978) as amended. The

provisions of this chapter are adopted in acceptance of and in accordance with said Act. [Ord. 94-08; prior code § 11-3-3]

18.65.040 Existing uses – Nonconforming signs.

Nonconforming signs which have been approved by the Mesilla board of trustees or signs which are not in conformity with these regulations but for which permits or variances were granted under previous ordinances, may continue, until one of the following occurs:

- A. The business is terminated.
- B. The sign is changed, modified, or painted.
- C. Five years after the ordinance codified in this chapter is in effect. [Ord. 2008-04 § 1; Ord. 94-08; prior code § 11-3-4]

18.65.050 Definitions.

For the purpose of this chapter, certain terms or words used herein shall be interpreted or defined as follows:

A. General.

- 1. Words used in the present tense include the future tense. The singular includes the plural. The word "person" includes a municipality, firm, association, organization, partnership, trust, company, or corporation as well as an individual.
- 2. The word "lot" includes the word "plot" or "parcel." The term "shall" is mandatory; the term "may" is permissive. The word "town" shall mean the town of Mesilla. The words "board of trustees" shall mean the town board of trustees of the town of Mesilla. The word "commission" shall mean the planning, zoning and historical appropriateness commission of the town of Mesilla.

B. Specific.

- 1. "Sign" shall mean and include every sign, billboard, ground sign, wall sign, roof sign, illuminating sign, projecting sign, marquee, awning, canopy, and shall include any announcement, declaration, demonstration, illustration or insignia used to advertise or promote the interest of any person when the same is placed out of doors. Allowed signs in the town of Mesilla shall be limited to wall signs, projecting signs, freestanding signs, development identification signs, sandwich board signs and directory signs, as well as those signs that are identified as "temporary signs" or exceptions as defined in MTC 18.65.070.
 - a. "Freestanding sign" as regulated by these guidelines shall include any sign attached to or supported from the ground and not attached to any building.
 - b. "Temporary sign" shall mean any banner or advertising display with or without frames intended to be displayed for a period of less than 15 days. Maximum total sign space not to exceed 15 square feet and no more than two permits per business per year may be issued.
 - c. "Sandwich board or A-frame sign" shall mean any sign of a nonpermanent nature which is a type of advertisement composed of two boards (holding a message or graphic) and being set up (for example next to a store advertising its goods) in a triangle shape, hinged along the top.
 - d. "Projecting sign," as regulated by these guidelines, shall include any sign, which is attached to a building or other structure and extends beyond the line of said building or structure.
 - e. "Wall sign," as regulated by these guidelines, shall include all flat signs with projecting letters attached to a wall, or signs with letters painted directly upon a wall, or painted sign board attached to a wall.

f. "Development identification sign," as regulated by these guidelines, shall include any sign at the entrance/exit to a commercial development to identify the development name and logo only, and not attached to any building.

g. "Directory sign" is a sign that identifies the names and locations of tenants in a multi-tenant building or in a development made up of a group of buildings. A directory sign may also be a sign that identifies the development or building which the group of businesses/tenants occupy.

2. "Location" shall mean the lot or premises upon which the sign may be permitted.

3. "Display" shall mean to exhibit any item or items on the interior or exterior, for the purpose of attracting people for business. [Ord. 2008-04 § 2; Ord. 2003-05 § 1; Ord. 94-08; prior code § 11-3-5]

18.65.060 Permits required.

Other than the exceptions listed in MTC 18.65.070, temporary signs, and repair and maintenance of existing conforming signs, it shall be unlawful for any person to place, erect, repair, alter, relocate, or retain within the town of Mesilla any sign or other advertising structure without first obtaining a review and recommendation by the planning, zoning and historical appropriateness commission and a permit approved by the Mesilla board of trustees. [Ord. 2008-04 § 3; Ord. 2005-06 § 1; Ord. 94-08; prior code § 11-3-6]

18.65.070 Exceptions.

The provisions and regulations of these guidelines shall not apply to temporary signs and the following signs; provided however, the number of exception signs does not exceed two for each business or use (with the exception of subsection (G) of this section) and said signs do not deviate radically from standards set forth herein:

A. Real estate signs not exceeding six square feet in area which advertise the sale, rental, or lease of the premises upon which said signs are located.

B. One professional name plate not exceeding one square foot in area.

C. One bulletin board not over eight square feet in area for public, charitable, or religious institutions when the same are located on the premises of said institutions.

D. Signs denoting the developer, architect, engineer, or contractor when placed on work under construction and when not exceeding 12 square feet in area.

E. An occupational sign denoting only the name and profession of an occupant in a commercial building, public institution, or dwelling, and not exceeding two square feet in area.

F. Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other incombustible materials.

G. Traffic or other municipal signs, legal notices, railroad crossing signs, danger, and such temporary, emergency, or other nonadvertising signs as may be approved by the Mesilla board of trustees.

H. Agricultural signs may be permitted where crops are grown; provided, they do not exceed 15 square feet in area in RA and RF zones and six square feet in area for all other zones and only advertise farm products for sale, the majority of which are grown on the premises.

I. Political signs supporting a candidate or candidates for public office; provided, that it is placed no more than 30 days prior to the pertinent election and does not exceed four feet by eight feet in size. Political signs shall be removed no later than seven days following an election.

J. Occupants may place displays or descriptions of their merchandise or services behind the glass of windows or

doors. Any business on the plaza must not occupy more than one-third of the glass area with displays or descriptions.

K. Parking, directional or OPEN/CLOSED signs which do not exceed two square feet in area.

L. Cottage industries signs; provided, that only one unlighted sign be placed, having a maximum area of 10 square feet.

M. House signs that warn of safety hazards, "Private Drive," "No Parking" or family name signs; provided, that they are not larger than one square foot.

N. Signs of historical significance.

O. Temporary directional signs for nonprofit organizations guiding patrons to functions approved by the board of trustees; provided, the sign does not exceed eight square feet. [Ord. 2008-04 § 4; Ord. 2005-06 § 2; Ord. 2003-05 § 2; Ord. 94-08; prior code § 11-3-7]

18.65.080 Application to erect a sign.

Application to erect a sign shall be made upon forms provided by the Mesilla Town Hall and shall contain, or have attached thereto the following information:

A. Name, address, and telephone number of applicant.

B. Location of building, structure, or lot upon which the sign is attached or erected.

C. Position of the sign, in relation to other signs, lot lines or other building.

D. A complete dimensioned scale drawing with full description of size, material, texture and/or finish lettering and graphics to be used.

E. Name of person, firm, corporation or association erecting structure.

F. Written consent from the owner of the building, structure, or land to which or on which the structure is to be erected. [Ord. 94-08; prior code § 11-3-8]

18.65.090 Permit issued if application is in order.

When the proposed sign is in compliance with all the requirements of these guidelines and all other laws and ordinances of the town, the permit may be issued administratively by the duly authorized representative for repair and maintenance of existing signs, temporary signs or sandwich board signs and may be issued following the recommendation of the planning, zoning and historical appropriateness commission, and approval of the board of trustees for all other signs that are in compliance with the requirements of these guidelines and all other laws and ordinances of the town. If the work authorized under a sign permit has not been completed within six months after date of issuance, the permit shall become null and void. The application must be acted upon by the board of trustees within 75 days from the date of application. [Ord. 2008-04 § 5; Ord. 94-08; prior code § 11-3-9]

18.65.100 Permit fees.

Every applicant after being granted a permit shall pay to the town of Mesilla a fee of \$2.00 per square foot for the permitted sign. The maximum fee for any sign shall be \$50.00. No fee shall be assessed for signs listed under exceptions or temporary signs. [Ord. 2008-04 § 6; Ord. 2005-06 § 3; Ord. 94-08; prior code § 11-3-10]

18.65.110 Inspection.

The Mesilla board of trustees, or authorized designated representative, shall inspect as they deem necessary each sign regulated by these guidelines for the purpose of ascertaining that the sign conforms with the approved sign permit. [Ord. 94-08; prior code § 11-3-11]

18.65.120 Obstruction.

No signs shall be erected, relocated or maintained so as to prevent free ingress or egress at any door, window, or fire escape.

No sign or other advertising structure as regulated by these guidelines shall be erected in the 30-foot clear sight triangle of any street or in such a manner as to obstruct free and clear vision; or at any location where, by reason of the position, shape, or color, it may interfere with or obstruct the view of, or be confused with any authorized traffic sign, signal or device; or which makes use of the words "STOP," "DANGER" or any other word, phrase, symbol, or character in such manner as to interfere with, mislead or confuse traffic. Signs shall also conform to the sight distance of MTC 18.60.340, Wall, fence or hedge. [Ord. 94-08; prior code § 11-3-12]

18.65.130 Temporary signs.

A. A business may have a temporary sign for a period of 15 days. The temporary sign shall be no larger than 15 square feet in area. Each business may have up to two temporary signs per year.

B. Temporary signs may be administratively approved by community development staff pursuant to guidelines established by the board of trustees by adoption of a resolution. [Ord. 2008-04 § 7; Ord. 2005-06 § 4; Ord. 94-08; prior code § 11-3-13]

18.65.135 Sandwich board or A-frame signs.

A. A sandwich board or A-frame type sign may be permitted for a business establishment. Such sign shall be located on the premises where the business is located, and shall be nonpermanent in nature, brought inside when the business closes for the day. This sign shall be no larger than six square feet in area.

B. Sandwich board signs will be allowed for a three-month trial period upon approval of the ordinance codified in this section by the board of trustees. They are only allowed in the Commercial (C) zone and at the Town Hall. [Ord. 2008-04 § 8]

18.65.140 Wall signs.

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.

2. Within the Commercial (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 25 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.

B. No wall sign shall be permitted to be more than six inches thick. All wall signs shall be safely and securely attached to the building wall. [Ord. 2008-04 § 9; Ord. 2003-05 § 3; Ord. 2000-02 § 1; Ord. 94-08; prior code § 11-3-14]

18.65.150 Projecting signs.

A. No projecting sign may rise above the level of the first story of the building to which it is attached. All projecting signs must be at least seven feet above sidewalk or ground level, and must be located within the central one-third of the facade length so as not to obstruct neighboring signs.

B. Projecting signs shall be limited in area as follows:

1. A maximum of four feet projecting from the wall of the building;
2. A maximum of eight square feet of total sign space including frame. Both sides of a projecting sign may be used for advertisement.

C. The supporting structure of any projecting sign must be of adequate strength so as to have no need for guy-wires or wire reinforcement. [Ord. 94-08; prior code § 11-3-15]

18.65.160 Freestanding signs.

A. A freestanding sign (ground-based or post) may be permitted where a business establishment is set back from a street alignment of building facades more than 10 feet. A business establishment thus set back, in addition to the signs permitted upon the building itself, may maintain a freestanding sign of not more than 15 square feet in area including the frame but not the supports, and such sign must relate to the conduct of the business within. If a building has an unencumbered front setback of at least 25 feet, a two-face freestanding sign with a maximum of 15 square feet of area on each face, sign dimensions no greater than six feet in any dimension will be permitted; provided, it relates to the business conducted on the premises.

B. The bottom of freestanding signs supported by posts, which are not within two feet of the ground shall not be less than seven feet above the ground level.

C. For freestanding ground-based signs, the wall of a freestanding ground-based sign shall have a maximum square footage of 15 square feet for the Historical Commercial (H-C) zone and 25 square feet for the General Commercial (GC) zone. The height of a ground-based sign will be no more than four feet high. The ground-based signs shall also be required to have building permits for the structure complying with any building code requirements, clear sight triangle requirements or any other applicable codes or regulations.

D. All freestanding signs with posts shall be securely constructed, and erected upon posts extending at least three feet below the surface of the ground. All wood post parts below ground level shall be treated to protect them from moisture by an approved method.

E. No freestanding sign or any part thereof shall be more than 15 feet above the level of the street which the sign faces, or above the adjoining ground level, if such ground is higher than the street level.

F. All parts of a freestanding sign shall be two feet inside the property line. [Ord. 2006-01 § 1; Ord. 2003-05 § 4; Ord. 94-08; prior code § 11-3-16]

18.65.165 Directory signs.

A. A directory sign may be permitted for a building or development where there is more than one business or tenant. A directory sign may be a wall sign, projecting sign, or freestanding sign, provided the sign complies with all requirements for the type of sign.

B. A directory sign shall be limited to 15 square feet in area for signs located in the Historical Commercial (H-C zone) zone and 25 square feet in area for signs located in the Commercial (C) zone.

C. All directory signs shall be located on the premises where the businesses are located.

D. A directory sign may list all businesses or only the building or development name.

E. Each business may have one individual sign in addition to the identification on the directory sign, in accordance with the sign regulations and all other laws and ordinances. [Ord. 2008-04 § 10]

18.65.170 Development identification signs.

A development identification sign may be permitted at the entrance/exit to a commercial development to identify the

development name and logo only.

A. The structure of a development identification sign shall be no larger than 48 square feet in size, and have a height no higher than four feet.

B. The actual sign portion of the development identification sign shall not exceed 25 square feet for the Commercial (C) zone, or 15 square feet for the Historic Commercial (H-C) zone. Area of the actual sign shall be determined by measuring the extent of the painted sign or graphic horizontally and vertically and calculating the area. [Ord. 2003-05 § 5; prior code § 11-3-17]

18.65.180 Illumination.

A. No signs that flash, blink, revolve, or are otherwise in motion, vary in intensity, or seem to be in motion shall be permitted.

B. No sign shall have any illumination outside of the face of the letters, other than goose neck lighting; there shall be no neon or similar lighting, exposed bulbs, or any moving parts or lights that give effect of moving parts.

C. Goose neck lights with reflectors shall be permitted on projecting signs, freestanding signs and wall signs, provided the illumination falls upon the sign so as to prevent glare upon the street or adjacent property.

D. Nonblinking electric signs including neon signs may be placed inside windows and glass doors provided their proportions are not in excess of the window area so allowed in MTC 18.65.070(J). Interior electric signs must be approved by the board of trustees or their designated representative. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-18]

18.65.190 Lettering and coloring.

All letters, figures, characters or representations in cut-out or irregular form maintained in conjunction with, attached to or superimposed upon any sign shall be safely and securely built or attached to the sign structure. Color of signs must be approved at the time of application for sign permit.

In Mesilla, signs shall not detract from the historic cultural attraction of the town; therefore, approval of color and design are left to the board of trustees or their designated representatives. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-19]

18.65.200 What may be advertised.

Exterior signs shall advertise a bona fide business conducted in or on said premises, and the advertising of products shall not exceed 25 percent of the area of such sign. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-20]

18.65.210 Maintenance.

The plot where the sign is located is to be maintained by the owner thereof in a safe, clean, sanitary, inoffensive condition, and free and clear of all obnoxious substances, rubbish, and weeds. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-21]

18.65.220 Number of permitted signs.

A. A total of two exterior signs may be allowed to each store or bona fide place of business.

B. When more than one business occupies a single building each business will be limited to one sign plus a space on a directory sign at each entrance. [Ord. 2008-04 § 11; Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-22]

18.65.230 Location.

No off-premises signs will be permitted for commercial business. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-23]

18.65.240 Miscellaneous.

A. Parking Lots, Etc. Where the nature of a business does not involve a structure on which a sign may be attached, such as parking lots, freestanding signs are allowed and the same regulations apply.

B. Exterior Commercial Display. The exterior display of items for sale is not permitted on town property or where the condition endangers the health, welfare and safety of the general public. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-24]

18.65.250 Unlawful signs.

It shall be unlawful to construct, erect and maintain a sign or other advertising structure in violation of the provisions and guidelines of this chapter. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-25]

18.65.260 Notice of unlawful signs and abatement.

The town may issue a notice directed to the owner of record of the property on which the unsafe or unlawful sign occurs, or to the occupant or tenant of the property, or both. The notice shall describe the violation and shall establish a reasonable time limit for abatement which shall not be less than two days nor more than 10 days after serving the notice. The notice may be served either personally or by registered mail at the owner's or occupant's last known address. The town shall be held harmless of all unsafe or unlawful signs. The person who owns the sign shall assume all liability or risk of damage to persons or property which may arise from an unsafe or unlawful sign and save the town of Mesilla, its officers and agents harmless from any and all liability which may arise or be incurred from the erection, construction, or operation of same. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-26]

18.65.270 Complaint.

In the event the owner or occupant of the property where the unsafe or unlawful sign exists has failed, within the prescribed time, to abate the nuisance, then the town shall file a complaint charging violation of this with the municipal court. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-27]

18.65.280 Removal of unsafe or unlawful sign.

Upon the failure of the person to remove or correct the unsafe or unlawful sign, the town shall proceed to correct or remove the sign and shall prepare a statement of costs incurred. Any and all costs shall constitute a lien against property upon which the unsafe or unlawful sign existed, or against personal property of the owner of the unsafe or unlawful sign, which lien shall be filed, proven and collected as provided by law.

Alternatively, the town attorney may bring a civil action by verified complaint in the name of the town, by any public officer, in the municipal court against any person who shall create or maintain an unsafe or unlawful sign.

When judgment is against the defendant in an action to remove an unsafe or unlawful sign, he shall be adjudged to pay all court cost and a reasonable fee for the town attorney. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-28]

18.65.290 Injunctions.

The board of trustees or their representatives, when a violation exists as set forth in this chapter, may request an action in the name of the municipality to perpetually enjoin all persons from maintaining or permitting the unsafe or unlawful use and to abate the same. [Ord. 2003-05 § 6; Ord. 94-08; prior code § 11-3-29]

**The Mesilla Town Code is current through Ordinance
2018-01, passed June 25, 2018.**

Disclaimer: The Town Clerk's Office has the official version of the
Mesilla Town Code. Users should contact the Town Clerk's Office
for ordinances passed subsequent to the ordinance cited above.
