



**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)

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 fence had been put up around the patio to replace a previous fence that was falling apart. Additionally, the new fence provides a safety barrier along the edge of the existing patio to protect the occupant of the dwelling, who is a senior citizen, from accidentally falling or stepping off the edge of the patio, which is raised slightly above the surrounding yard. There were no other issues.

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

Dr. Schaefer was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the request, stating that Dr. Schaefer is a property owner in the Mesilla Mercado commercial area who has a medical practice and a business on the property. There are also several other practices and business on the property. According to Dr. Schaefer, the operations on his property, as well as other commercial and medical operations in the Mercado area, lack visibility to potential clients raveling on Highway 28 (Avenida de Mesilla) due to limitations in the Sign Code. Dr. Schaefer would like to see these limitations addressed.

**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

Commissioner Houston 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 Nevarez and approved by a vote of 3-0.

IV. *ACCEPTANCE OF THE CONSENT AGENDA

Note: Items on the agenda indicated by an asterisk () are on the consent agenda and will be voted on with one motion unless a Commissioner requests that a specific item be removed for discussion.*

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

A. *PZHAC MINUTES – Meeting minutes of October 15, 2018.

Approved as part of the Consent Agenda

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)
Approved as part of the Consent Agenda
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).
Approved as part of the Consent Agenda
3. **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).
Approved as part of the Consent Agenda
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)
Approved as part of the Consent Agenda
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)
Approved as part of the Consent Agenda
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)
Approved as part of the Consent Agenda
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)
Approved as part of the Consent Agenda
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).
Approved as part of the Consent Agenda

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

Susan Krueger-resident

Questioned why a permit was necessary for Case 060811 for work that was done to the inside of a dwelling. She stated that since the work was done inside and did not affect the exterior of the structure, a permit should not be required.

(In answer to this comment, a permit for such work is required by the following section of the Code, which does not distinguish between interior and exterior work:

15.15.030 Application for building permit.

B. 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, pursuant to guidelines established by the board of trustees by adoption of a resolution. Applications for administrative approval permits require, at a minimum, a completed building permit application including a description of proposed work, cost of proposed work and all information required on the application form. Community development staff may require additional information as necessary. Once all required information is provided, the community development staff may approve and issue the permit.)

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)
Staff provided a brief review of this request, stating that the fact that the new color is a color that is very similar to colors approved for the Town and that the color would be more in character with the colors of other structures in the area. A motion was made by Commissioner Nevarez to recommend approval of the permit to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3-0.
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)**
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 Nevarez, and approved by a vote of 3-0.

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)

Staff provided a brief description of the request, explaining that the applicant would like to sell locally made products and other gift items. There were no issues. A motion was made by Commissioner Nevarez to approve the request, seconded by Commissioner Prieto, and approved by a vote of 3 – 0.

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)

Staff provided a brief description of the request, explaining that the applicant would like to install two 12.5 square foot metal wall signs on the building (one on each street side). There were no issues. A motion was made by Commissioner Prieto to approve the request, seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

VI. PUBLIC COMMENTS

Susan Krueger-resident

Referred to the PZHAC Packet for the October 15, 2018 PZHAC Meeting in which there was an error by Staff as to the use of the letter “I” in the nomination form for inclusion in the National Register of Historic Places. She stated that Staff erroneously defined “I” as meaning “insignificant”, whereas it actually means “intrusive”. (This error was addressed by Staff during the case presentation at the October 15 meeting.) Ms. Krueger proceeded to explain the meaning of “intrusive” in the nomination process. She then went on to hand out copies of the nomination process and explain the process to the PZHAC, and suggested that they memorize portions of the process. (There were no copies available for Staff, so a copy of the handout is not available for inclusion in the record of the meeting.)

VII. PZHAC/STAFF COMMENTS

Russell Hernandez - PZHAC Chair

Requested that Staff follow up on the sign suggestions and review the Las Cruces Overlay Zone for the Mesilla Corridor as well as the Las Cruces Sign Code and Lighting Ordinance to determine if any parts of these would be worth considering for Mesilla in order for the Town businesses to remain competitive with those businesses on the Las Cruces side of Avenida de Mesilla. It was also requested that Staff draft some proposed amendments to the Sign Code to address the issue of off-premises signs.

VIII. ADJOURNMENT – The meeting was adjourned at 6:34 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 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; Ristramn Chile Co. - 2531 Avenida de Mesilla and the U.S. Post Office - 2253 Calle de Parian.